



Shire of Northam

*Heritage, Commerce and Lifestyle*

**SHIRE OF NORTHAM**  
**MINUTES OF THE**  
**ORDINARY COUNCIL MEETING**  
**HELD AT**  
**5:30 PM**  
**WEDNESDAY**  
**18 JUNE 2014**

# SHIRE OF NORTHAM

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# SHIRE OF NORTHAM

**Minutes of the Council Meeting held in the Council Chambers on WEDNESDAY, 18 JUNE 2014 at 5:30 pm**

## **DISCLAIMER**

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**1. OPENING AND WELCOME**

Shire President, Cr S Pollard declared the meeting open at 5.30pm.

**2. DECLARATION OF INTEREST**

Item Name	Item No.	Name	Type of Interest	Nature of Interest
2014/15 Draft Budget – Road Programs	13.5.3	Cr R Head	“Impartiality”	Residence very close to north side of proposed intersection enhancements of Mitchell Ave, Newcastle St, Enfield Tce
2014/15 Draft Budget – Road Programs	13.5.3	Cr J Williams	“Impartiality”	One of my children owns property on one of the affected roads – Enfield Tce
2014/15 Draft Budget – Road Programs	13.5.3	Clinton Kleynhans Executive Manager Engineering Services	“Impartiality”	I own a property on Perina Way, Northam
Staff Matter	16.1	Jason Whiteaker Chief Executive Officer	“Financial”	Direct interest in contract

**3. ATTENDANCE**

**COUNCIL**

President  
Councillors

S B Pollard  
T M Little  
K D Saunders  
U Rumjantsev  
R Head  
A W Llewellyn  
D A Hughes  
D G Beresford  
J E Williams

Chief Executive Officer  
Executive Manager Engineering Services  
Executive Manager Community Services  
Executive Manager Development Services  
Executive Manager Corporate Services  
Project Manager Community Infrastructure  
Senior Planning Officer

J B Whiteaker  
C D Kleynhans  
J McGready  
P B Steven  
D R Gobbart  
C B Hunt  
B Southee

**GALLERY**

There were 8 members of the public in attendance at the meeting.

**4. APOLOGIES**

**5. LEAVE OF ABSENCE PREVIOUSLY APPROVED**

**5.1 LEAVE OF ABSENCE**

Cr Tinetti – May 28, 2014 to July 20, 2014

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Cr S Pollard has applied for a leave of absence between the following dates: Saturday 12 July to Saturday 19 July 2014 inclusive of the July ordinary meeting.

**RECOMMENDATION /COUNCIL DECISION**

**Moved: Cr R Head**

**Seconded: Cr T Little**

**That Cr S Pollard be granted leave of absence between the following dates: Saturday 12 July to Saturday 19 July 2014**

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

Nil

**8. PUBLIC QUESTION TIME**

Nil

**9. PUBLIC STATEMENT TIME**

**• Donna Prytulak (President Northam RSL)**

In relation to item 13.4.1 RSL Funding, Mrs Prytulak advised that she supported the officers' recommendation but pointed out this was an initial submission. A more detailed request will be presented at a later time.

**• Mrs Elaine Glenie**

Placed a submission on item 1.2.2 Dunnings fuel depot – being opposed to the development and tabled a range of photos

• **Morby Cottage**

Presentation from landowner impacted by part B of proposed structure plan;

- asking Council to consider removing Section B of the Structure Plan
- issues around lack of consultation
- not relative Heritage/commerce/lifestyle
- generally doesn't agree with Structure Plan at all
- would like POS reference to his property removed

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS**

**10.1 Dangerous State of Beering Road**

As a result of letter dated 27th February 2014 from Glenn Steer and Sharon Munroe the road was graded. While we appreciate the attempt by the shire to address the issue, we have to state that it was a minimal response to what is really needed for this road. The road requires major upgrading of material to make it safe.

All residents must drive with extreme caution and even then the car can dangerously slide which could contribute to a serious motor accident. The school bus uses Beering Rd five days a week both morning and afternoon. The state of the road puts at risk the lives of school students while it is allowed to be left by the Shire of Northam in a dangerous state.

As was stated in an initial letter;

*The road is beyond just grading. It has no material left. It needs forming up and redoing with new material with drainage. It requires a major upgrade. It needs resheeting. Currently it is just a flat road. Grading will result in no resolution of this problem.*

We, the undersigned are residents and/or regular users of Beering Rd. We support 100% the content of this letter.

NAME ADDRESS SIGNATURE \_\_\_\_

Sharon Munroe	227 Beering Rd, Irishtown
Glenn Steer	227 Beering Rd, Irishtown
Jan Ronchi	267 Beering Rd, Irishtown
Ray Ronchi	267 Beering Rd, Irishtown
Daryl Edmondson Lot (school bus driver)	12 Moore Rd, Northam
Julia McGregor	94 Beering Rd, Irishtown
Murray McGregor	94 Beering Rd, Irishtown
Angela Herzer	355 Beering Rd, Irishtown
Rob Herzer	355 Beering Rd, Irishtown
Otto Hampel	454 Beering Rd, Irishtown
Jan Hampel	454 Beering Rd, Irishtown
Joanne Davidson	97 Beering Rd, Irishtown
Mark Davidson	97 Beering Rd, Irishtown

Jacques Gouges	344 Beering Rd, Irishtown
Debbie Gouges	344 Beering Rd, Irishtown
Trevor Morgan	311 Beering Rd, Irishtown
Sandra Morgan	311 Beering Rd, Irishtown
Gail Feely	44 Beering Rd, Irishtown
John Feely	44 Beering Rd, Irishtown
Doreen Holt	70 Beering Rd, Irishtown
Brett Smith	482 Northam-Pithara Rd, Jennapullin
Lucinda Smith	482 Northam-Pithara Rd, Jennapullin
Tina Smith	616 Northam-Pithara Rd, Jennapullin

**STAFF COMMENT:**

This road was last graded back in February using existing material on site, it has since been re-inspected and determined that some sections are in need of gravel re-sheeting.

The need for a gravel re-sheet program has been identified for the inclusion of the 2014 / 2015 proposed road program which will make provision to address roads of concern. Once a priority list of roads has been identified they will be presented to council for consideration.

Staff have made contact with Ms Sharon Munroe to provide feedback of this nature.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No C. 2207**

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

**That Council receives the deputation requesting Beering Road upgrade works to occur as a matter of urgency and advises the lead petitioner that the matter will be placed on the Councils draft Budget 2014/15 for the consideration of Council in July 2014.**

**CARRIED 9/0**

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

**11.1 CONFIRMATION OF MINUTES OF PREVIOUS MEETING OF FULL COUNCIL**

**RECOMMENDATION /COUNCIL DECISION**

**Minute No. C2208**

**Moved: Cr T Little**

**Seconded: Cr A Llewellyn**

**That the minutes of the Full Council meeting held Wednesday, 21 May 2014 be confirmed as a true and correct record of that meeting**

**CARRIED 9/0**

**11.2 RECEIPT OF MINUTES OF THE COMMUNITY SAFETY COMMITTEE  
(appendix 1)**

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2209**

**Moved: Cr R Head**

**Seconded: Cr J Williams**

**That Council receives the minutes of the Community Safety Committee meeting held May 29, 2014.**

**CARRIED 9/0**

**11.3 ADOPTION OF THE RECOMMENDATIONS OF THE COMMUNITY SAFETY COMMITTEE (APPENDIX 1)**

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2210**

**Moved: Cr D Beresford**

**Seconded: Cr K Saunders**

**That Council:**

- 1. Partner the Wheatbelt Police in sending a letter to each household in Northam outlining strategies to mitigate motor vehicle theft and break-ins;**
- 2. Contribute up to \$1,000 (to be sourced from job 4660 – Shire of Northam Safety Week) to assist in the dissemination of the letter and flier, subject to the letter being countersigned by the President or Chairperson of the Community Safety Committee and the letter reflecting the support and involvement of the Shire of Northam Community Safety Committee;**
- 3. Place the information pertaining to strategies to mitigate motor vehicle theft and break-ins on the Council website and social media.**
- 4. Develop a CCTV strategy as part of the review of the Community Safety and Crime Prevention Plan; including liaison with stakeholders and consideration of placement of CCTV cameras at the Truck Bay on Great Eastern Highway.**
- 5. Undertakes a community awareness campaign about the importance of reporting graffiti and damage to enable prompt identification of offenders, including media releases, information on web sites and social media**

**CARRIED 9/0**

**11.4 RECEIPT OF MINUTES OF THE AUDIT COMMITTEE (appendix 2)**

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2211**

**Moved: Cr T Little**

**Seconded: Cr J Williams**

**That Council receives the minutes of the Audit Committee Meeting held June 11, 2014.**

**CARRIED 9/0**

**11.5 ADOPTION OF THE RECOMMENDATIONS OF THE AUDIT COMMITTEE  
(appendix 2)**

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2212**

**Moved: Cr R Head**

**Seconded: Cr A Llewellyn**

**That the interim Audit Report for 2013-2014 as attached, be noted.**

**CARRIED 9/0**

**11.6 RECEIPT OF MINUTES OF THE BUSH FIRE ADVISORY COMMITTEE  
(Appendix 3)**

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2213**

**Moved: Cr U Rumjantsev**

**Seconded: Cr T Little**

**That the minutes for the Bushfire Advisory Committee meeting held on the 10<sup>th</sup>  
June 2014 be received.**

**CARRIED 9/0**

**11.7 ADOPTION OF THE RECOMMENDATIONS OF THE BUSH FIRE ADVISORY COMMITTEE (Appendix 3)**

COMMITTEE RECOMMENDATIONS

That Council:

1. Confirms that the Bushfire Advisory Committee is held on the fourth Tuesday of June being the 23<sup>rd</sup> of June 2015 and all brigades be directed to have held their meetings by the first weekend of June 2015.
2. Appoint the nominated people to the position of Fire Control Officer for the Shire of Northam
  - Inkpen  
Sim Kuiper, Sorren Nielsen, Clive Owen
  - Bakers Hill  
Ulo Ramjantsev, Steven Gray
  - Clackline  
Mathew MacQueen, Mathew Letch, Blair Wilding, Sue Brooker, Ray Russell
  - Grass Valley  
Richard Marris, Phil Gentle, Paul Reynolds, Alf Brown, Garry Shepherdson
  - Jennapullin  
Aaron Smith, Trevor Smith, Brett Smith
  - Southern Brook  
Paul Antonio
  - Irishtown  
David Russell, Robert Herzer, Don French
  - Shire of Northam  
Felix McQuistan
3. Appoint 3 additional FCO's to Bakers Hill subject to their successful completion of the FCO course being;
  - Chris Barrington
  - Rod McGreevy
  - Geoff Both
4. Adopt the same firebreak order as the 21013-2014 season for the 2014-2015 fire season subject to minor amendments\*
5. Engage in an education campaign utilising social and other media to ensure residents are fully aware of the requirements in relation to fire with particular focus on the below points:
  - a. Requirements to obtain permission from the Shire to burn road verges
  - b. The responsibility of residents to take steps to extinguish fires burning on their property



- |     |  |
|-----|--|
| c.  | Firefighting services in the Shire of Northam is made up of volunteers   |
| d.  | Encouraging residents to become volunteers   |
| e.  | Road rules in respect to emergency services vehicles   |
| f.  | Aspects of basic fire safety for residents   |
| 6.  | Move “general advice” in relation to burning verges from the back portion of the firebreak order to a more prominent location within the firebreak order.  |
| 7.  | Appoint Robert Herzer as Deputy Chief Fire Control Officer East and Garry Shepherdson as Chief Bushfire Control Officer to another term of two years in their respective positions.  |
| 8.  | Engage the Association of Volunteer Bush Fire Brigades to develop a volunteer recruitment strategy, in conjunction with Shire staff, incorporating a community survey  |
| 9.  | Shire outside staff are to be trained in firefighting (introduction to Fire Fighting and Bush Fir Fighting) and are to be made available during business hours where reasonable.**   |
| 10. | Allocate funds to cover the cost of earthworks on the identified site for the Inkpen Brigade Shed, as the costs are not an eligible expense in accordance with the Local Government Grant Scheme (Emergency Services Levy) guidelines. |
| 11. | Allocate funds for the installation of a PA door with combination lock for the fire shed on Smith Road to ensure that the applicane can be appropriately secured.  |
| 12. | That an FCO meeting be held prior to the fire season on the 7 <sup>th</sup> October 2014   |
| 13. | Allocate funds to remove a tree and bituminise a crossover for the Bakers Hill fire shed to enable suitable access to the site to the site   |
| 14. | That harvest bans after the Australia day long weekend be imposed based upon weather readings.   |

**Staff Comments:**

Recommendation 4: Based on industry standards and best practice as outlined in the Bush Fire Advisory Committee Report it is recommended that fire breaks are three metres wide and there is a bushfire separation distance of 20 metres around buildings.

Recommendation 9: Whilst the Chief Executive Officer is not opposed to the notion a directive such as the one found within this recommendation could prove a challenge. The Chief Executive Officer would request that Council consider altering the wording to;

9. Request the Chief Executive Officer to assess the capacity of having a range of outside staff trained in bushfire fighting (introduction to Fire Fighting and Bush Fire Fighting).

Recommendation 10: Council should consider altering the wording from "Allocate Funds" to "Refer to the 2014/15 draft budget the installation....."

Recommendation 11: Council should consider altering the wording from "Allocate Funds" to "Refer to the 2014/15 draft budget the installation....."

Recommendation 13: Council should consider altering the wording from "Allocate Funds" to "Refer to the 2014/15 draft budget the removal....."

## **COUNCIL DECISION**

**Minute No. C2214**

**Moved: Cr J Williams**

**Seconded: Cr T Little**

**That Council:**

1. **Confirms that the Bushfire Advisory Committee is held on the fourth Tuesday of June being the 23<sup>rd</sup> of June 2015 and all brigades be directed to have held their meetings by the first weekend of June 2015.**
2. **Appoint the nominated people to the position of Fire Control Officer for the Shire of Northam**  
**Inkpen**  
**Sim Kuiper, Sorren Nielsen, Clive Owen**  
**Bakers Hill**  
**Ulo Rumjantsev, Steven Gray**  
**Clackline**  
**Mathew MacQueen, Mathew Letch, Blair Wilding, Sue Brooker, Ray Russell**  
**Grass Valley**  
**Richard Marris, Phil Gentle, Paul Reynolds, Alf Brown, Garry Shepherdson**  
**Jennapullin**  
**Aaron Smith, Trevor Smith, Brett Smith**  
**Southern Brook**  
**Paul Antonio**  
**Irishtown**  
**David Russell, Robert Herzer, Don French**  
**Shire of Northam**  
**Felix McQuistan**

3. **Appoint 3 additional FCO's to Bakers Hill subject to their successful completion of the FCO course being;  
Chris Barrington  
Rod McGreevy  
Geoff Both**
4. **Adopt the same firebreak order as the 2013-2014 season for the 2014-2015 fire season subject to minor amendments**
5. **Engage in an education campaign utilising social and other media to ensure residents are fully aware of the requirements in relation to fire with particular focus on the below points:**
  - a. **Requirements to obtain permission from the Shire to burn road verges**
  - b. **The responsibility of residents to take steps to extinguish fires burning on their property**
  - c. **Firefighting services in the Shire of Northam is made up of volunteers**
  - d. **Encouraging residents to become volunteers**
  - e. **Road rules in respect to emergency services vehicles**
  - f. **Aspects of basic fire safety for residents**
6. **Move "general advice" in relation to burning verges from the back portion of the firebreak order to a more prominent location within the firebreak order.**
7. **Appoint Robert Herzer as Deputy Chief Fire Control Officer East and Garry Shepherdson as Chief Bushfire Control Officer to another term of two years in their respective positions.**
8. **Engage the Association of Volunteer Bush Fire Brigades to develop a volunteer recruitment strategy, in conjunction with Shire staff, incorporating a community survey**
9. **Request the Chief Executive Officer to assess the capacity of having a range of outside staff trained in bushfire fighting (introduction to Fire Fighting and Bush Fire Fighting).**
10. **Refer to the 2014/15 draft budget the cost of earthworks on the identified site for the Inkpen Brigade Shed, as the costs are not an eligible expense in accordance with the Local Government Grant Scheme (Emergency Services Levy) guidelines.**
11. **Refer to the 2014/15 draft budget the installation of a PA door with combination lock for the fire shed on Smith Road to ensure that the appliance can be appropriately secured.**
12. **That an FCO meeting be held prior to the fire season on the 7<sup>th</sup> October 2014**

13. Refer to the 2014/15 draft budget to remove a tree and bituminise a crossover for the Bakers Hill fire shed to enable suitable access to the site.
14. That harvest bans after the Australia day long weekend be imposed based upon weather readings.

**CARRIED 8/1**

### **AMENDMENT**

**Moved: Cr R Head**

**Seconded:**

**That point 9 should read: Request the Chief Executive Officer to assess the capacity of having a range of outside staff trained in bushfire fighting (introduction to Fire Fighting and Bush Fire Fighting) for the purpose of moving of plant to and from the fire ground.**

**LAPSED FOR WANT OF A SECONDER**

### **REASON FOR CHANGE TO COMMITTEE RECOMMENDATION**

1. In regard to item 9 the Council formed the view the matter should be investigated by the Chief Executive Officer rather than simply implemented.
2. In relation to items 10, 11 and 13 the Council formed the view it was more appropriate to refer these matters to budget for consideration.

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

**12.1 PRESIDENTS REPORT – ORDINARY COUNCIL MEETING - WEDNESDAY  
18th June 2014**

<b><u>Visitations and Consultations</u></b>	
23/5/14	Wheatbelt Investment Blueprint forum
26/5/14	National Sorry Day commemoration
27/5/14	Meet with DFES, CBFCO, DCBFCO and others re: brigade matters
27/5/14	Catch up with BAJV representative re: progress
28/5/14	Super town working party meeting
29/5/14	YHIDC CRG meeting
31/5/14	Avon gourmet food and wine festival day #1
1/6/14	Avon gourmet food and wine festival day #2
4/6/14	Officially reopen 269 Fitzgerald Street building (Wheatbelt NRM)
5/6/14	Radiowest regular interview
9/6/14	AROC meeting – Cr. Little attending
11/6/14	Avon Bridge on-site inspection proposed
11/6/14	Shire Audit Committee meeting
<b><u>Upcoming Events</u></b>	
19/6/14	“Where the jobs are” Forum
22/6/14	Avon Valley Arts Eisteddfod week opening
29/6/14	Avon Valley Arts Eisteddfod closing concert

**Strategic aspects**

City of Avon

I note that the Shire of Roebourne is to attain city status and become the City of Karratha from 1<sup>st</sup> July as the population has reached 20,000 counting communities in the Shire. Councillors will be aware that there are 20,000 people approximately in the Avon area so options are being investigated, at a very preliminary level, to consider advancing that idea.

Detention Centre

Our CRG meet last week and were informed that some 10 female detainees are temporarily being held at the centre but there are no current plans to increase that very small number significantly. The centre is holding numbers steady at around the 450 mark. With the Federal Government announcing the closure of 10 facilities around the country, we sought guidance as to the likely future of this centre and were advised that this facility is still a key asset in the detention network so, whilst no guarantees can be given, the immediate future of the centre seems secure for now.

Review of "Living" plans

I am keen to see Council review living documents at least annually to confirm they are still relevant and regular achievement is occurring.

Wheatbelt Development Commission (WDC)

The Investment Blueprint for the Wheatbelt has been released for public comment with responses due by 18<sup>th</sup> July. I am advised that our staff are reviewing the document and will propose a reply for Council to consider at our 16<sup>th</sup> July meeting

**13. REPORTS OF OFFICERS**

**13.1 ADMINISTRATION**

**13.1.1 WHEATBELT BLUEPRINT**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	
Officer:	Chief Executive Officer - Jason Whiteaker
Officer Interest:	N/A
Policy:	
Voting:	Simple Majority
Date:	June 4, 2014

**PURPOSE**

For the Council to give consideration to making a formal submission pertaining to the Wheatbelt Blueprint.

**BACKGROUND**

A recent key role identified for each of WA Development Commissions is the development of a blueprint for each region. The following excerpt from the Wheatbelt Blueprint (2014, p.7) outlines the role and intent of the blueprints;

*‘The Blueprint is the roadmap that will assist the Region deliver on its potential. It begins by articulating a vision for the Region, identifies the global context in which it operates and the opportunities these global drivers present for investment and growth.*

*The Council of Australian Governments (COAG) determinants of regional growth: comparative advantage and access to markets; human capital, sustainable communities and effective partnerships are then used to provide a robust analysis of economic, social and environmental characteristics of the region. This analysis has been undertaken within the context of federal and state planning and is underpinned by comprehensive economic planning within each of the five sub-regions and a ‘stock take’ of existing infrastructure and services in terms of their capacity to accommodate future growth targets.*

*This analysis leads to the identification of the key actions required to optimise global drivers, build on the Region’s comparative advantages and ensure underlying enablers are in place to support these growth opportunities. These actions have been outlined within the strategic goals of the*

*Wheatbelt Strategic Framework (2012) and are consistent with the State Planning Strategy (2013) strategic goals. A full description of the Blueprint development process can be found at Section One of the Blueprint.*

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

An assessment of the blueprint has been undertaken by staff to ensure it reflects the aspirations and desires of the Shire of Northam, expressed through a range of local planning documents including – Shire of Northam Strategic Community Plan, Northam Growth Plan, Local Planning Strategy.

**BUDGET IMPLICATIONS**

It is evident that the regional Blueprints will form the cornerstone of Government decision making in the context of investment into the regions. As a consequence it is imperative that the Council understands the contents of the blueprint and obtains an alignment with the abovementioned local plans.

**OFFICER'S COMMENT**

An assessment of the Blueprint has been undertaken by Council staff. Firstly the work which has been invested into the blueprint by the Wheatbelt Development Commission should be acknowledged by the Council. A development commission region as large and diverse as the Wheatbelt represents significant challenges from a 'regional' planning perspective and the Blueprint which has been developed appears to have met these challenges.

In saying this there are a number of matters, in the view of Council staff, which require attention or feedback.

**1. General Comments****1.1. Regional Centres/SuperTowns**

The Council would like to see a greater emphasis placed on the WA Government Regional Centres (SuperTowns) Program. Whilst the Shire of Northam acknowledges that the SuperTowns program is potentially only one component of Blueprint, it is of the view that it is critical to the growth of the region. This notion appears to be supported by the Government of WA through not only the implementation of the initiative, but also in the apparent ongoing commitment to assisting the nine identified towns achieve their growth potential.

The nine local authorities invested significant time, energy and resource into the development of the SuperTowns Growth plan, with the then Minister for Regional Development encouraging the communities to 'think big and be aspirational'. The communities delivered on these challenges, however the Government now needs to ensure that the program remains in focus to allow the communities to deliver on the aspirational thinking. The inclusion of a specific section in the Blueprint outlining the SuperTowns program, the projections and the priorities coming from the growth planning is requested. In addition the Shire of Northam would request consideration be given to



identifying, under the action section 5.3.3, Regional Priority 3.1 a specific focus pertaining to SuperTowns and the subsequent actions reflective of the community growth plans.

A review of one other Regional Blueprint highlighted a greater emphasis being placed on the Regional Centres Program, the Shire of Northam requests the amendments be made to the Wheatbelt growth Plan to reflect similar importance.

### 1.2 Priority Actions.

The Shire of Northam is seeking clarification as to the priority action framework. It appears as though through some sections the actions are quite specific (e.g. Cunderdin College of Agriculture land purchased), yet other are less specific (Services delivered to high growth areas of Gingin, Chittering and Dandaragan). The concern this raises is the apparent importance being placed on the blueprint with comments from a range of Government representatives being interpreted as if the project does not fit into the blueprint funding will be 'difficult' to obtain. The clarification being sought is to the relative importance of the priority actions, will it be the case from the Development Commission when assessing projects that priority will be given to the specific projects identified within this section, or is it taken that as long as the 'blueprint' references a project of category of project it will be supported?

### 1.3 Size of Region

The Wheatbelt Region is a significant geographical area, has the Commission given thought to break the Blueprint into the various subregions.

## 2. Specific Comments

- 2.1. Page 17 (Collate and Align Planning Activity) – include reference to Regional Centres (SuperTowns) Growth Plans
- 2.2. Page 21 – reference is made to the 'Avon City', yet the areas seems to cover that of the Avon Subregion. Clarification is sought on the term Avon City, as it appears to be more referencing the Avon Sub Region
- 2.3. Page 25 – Figure 3.1 – consideration should be given to including all local government names within the figure, highlighting the 'regional centres of each' subregion
- 2.4. Page 37 (Mining) – no apparent reference to the potential for Bauxite mining in the Toodyay/Northam areas. This is a development which represents a significant potential opportunity for the region in relation to both mining (medium term) and potential refining (longer term)
- 2.5. Page 58 (Labour force) – the statistics relating to unemployment highlight the issues in relation to planning for such a significant area. Would it be worth identifying those local government areas with higher than average unemployment rates? Further to this, has there been any correlation analysis between population movements and unemployment rates? It may be the figures are being skewed as a result of declining populations in some areas? Is it worth adding an element which relates to the size of the labour force and how labour forces movements

may also be impacting? The labour force movement may also provide a stronger indication as to economic development in the areas as a reflection of job creation. Areas such as Northam are impacted by the Drive in Drive out trend which is an area of some concern for this community.

- 2.6. Page 61 (Volunteerism) – the figures quoted and conclusions drawn do not seem to reflect the realities as perceived by the Shire of Northam. The data used, while acknowledged may be the most recent available, is nearly 10 years old and may not in fact reflect the realities. Evidence in the Shire of Northam indicates that many volunteer groups (such as Volunteer Bushfire Brigades) are struggling for active membership, and member who are active are ageing.
- 2.7. Page 75 – Liveable Communities area. Under the community amenity area the Shire of Northam would like consideration to be given to including Public Amenity and Vibrant Central Business Districts.
- 2.8. Page 75 - Valued Natural Amenity area. Would like consideration to be given to including River Systems and Local Biodiversity
- 2.9. Page 77 – Community Amenity - as per note 2.7 (above) the Shire of Northam is of the view that the public amenity, including CBD's are critical to successful growing communities and should be specifically identified. In the case of Northam a number of potential urban regeneration projects have been identified in areas within the community considered lower socio economic. The Shire of Northam is currently of the view that regenerating these areas is critical to the future growth of Northam. In addition to this the role of Central Business Districts to local communities should also be acknowledged. Vibrant and attractive CBD areas provide meetings places for the community and give a strong insight into the economic health of local communities.
- 2.10. Page 77 – Landscape Management. The Shire of Northam would like consideration to be given to including reference to the support for the development of local biodiversity strategies.
- 2.11. Page 77 – Valued Natural Amenity. River systems are vital assets to many communities in the region and hence the health of river systems needs to be acknowledged. In the context of the Shire of Northam, the Avon River is significant and should be recognised in the context of both the impacts of climate change and the importance of water management to ensure the Avon River remains a valuable community asset.
- 2.12. Page 80 – Workforce attraction. Seeking clarification on the Avon Workforce Attraction strategy, due for completion by August 2014.
- 2.13. Page 87 – 'Develop Avon Cities Investment Plan by December 2015. The Shire of Northam seeks clarification on the Avon Cities 'initiative'.
- 2.14. Page 87 – Public Transport – Avon Link revitalisation in place July 2014. The Shire of Northam would like consideration to be given to expanding the timeframe on this item. While it is acknowledged that significant funding has been provided to expand and extend the life of the service further consideration may be required in relation to the amenity associated with the Avon Link. In particular in the case of the Shire of Northam Growth Plan it clearly identifies the need to improve the Northam train station and the linkages back into the Northam Central Business District. While it may not be considered appropriate to identify these two

initiates specifically, the Shire of Northam is of the view they could be acknowledged generally.

- 2.15. Page 87 Strong and Connected Sub-regional Centres and Hinterlands SuperTowns (Jurien Bay and Northam) Stage 2 projects. Whilst it is acknowledged that delivery of stage 2 projects is identified, the Shire of Northam is of the view this needs to be extended to ensure that reference to stage 2 is not a limiting factor. The success of the SuperTowns program is reliant on an ongoing support and commitment of the State Government, hence should be identified as both a short term and long term action.
- 2.16. Page 87 – Outcomes – the Shire of Northam would seek consideration of the inclusion of an outcome which relates to the achieving the growth projections established through the SuperTowns program. In the case of Northam town site this is a population of 20,000 by 2031.
- 2.17. Page 88 – Ageing – would like clarification on the ‘cluster housing’ model being proposed
- 2.18. Page 88 – there appears to be a focus on our ageing populations and the provision of services and infrastructure in this space, however not such a significant focus on youth. The Shire of Northam would contend that a more proactive ‘action’ needs to be provided which will support local and regional Communities provide activities, services and infrastructure to engage with youth and promote the retention of youth in our communities.
- 2.19. Page 89 – Services to Growth Areas – ‘Services delivered to high growth areas of Gingin, Chittering and Dandaragan. Unclear as to the context or intent of this action. It appears curious that if the context is in the area of service delivery reform that Northam is not identified. Given Northam is one of the larger ‘Government Service’ areas in the region it would be prudent to review the mode of service delivery. Work in this space has already occurred in Northam with a review of Government agency accommodation, with a business case developed for collocation. Clarification is sought as to the context and consideration for identification of Northam in this action is requested.
- 2.20. Page 91 – Landscape Management – request the inclusion of reference to supporting the development and implementation of local biodiversity strategies.
- 2.21. Page 92 – Water Security through water and waste water planning and management. Consideration should be given to referencing in the actions the need to invest into existing infrastructure in both the areas of waste water treatment / reuse and other potable water supply. The focus of the action appears to on ‘planning’ in the initial three years, however communities such as Northam have not only undertaken a level of planning in this area but have also commenced project delivery. It would appear prudent to broaden the action from Total water system planning, to total water system planning and infrastructure delivery .....
- 2.22. Page 92 – Nature based tourism – the focus of the actions are in the living lakes program. While this is supported, the role / opportunity for the Avon River should not be underestimated in the ‘tourism’ space. The Avon River already hosts a significant ‘international’ event, being the Avon descent, which brings significant investment and profile to the region. The rationale for acknowledging the Avon River is not only for the tourism opportunity it brings, but also to highlight

the importance of managing the river system to ensure it remains an attractive and useable asset for the region.

- 2.23. Page 94 – Infrastructure Co-ordination – presuming that local government is identified in the ‘delivery’ section that it will be included on the co-ordinating group. With this in mind would it be more appropriate to identify sub-regional coordination groups, rather the regional.
- 2.24. Page 94 – Agency co-ordination – would like consideration to be given to the inclusion of a reference to Regional Centres Growth Plans in the context of ensuring alignment exists between agency planning, and the Blueprint.
- 2.25. Page 96 – Prioritisation Criteria. The Shire of Northam would seek clarification on the criteria developed and how it is proposed to be applied by the Development Commission. It is important to acknowledge the already extensive criteria which must be addressed in order to obtain funding from various State and Federal Government sources, adding an additional layer of requirements would impact local government significantly. Hence clarification is sought on whether this information will be gleaned from the completion of other grant application or whether the development commission will require the criteria to be clearly identified and addressed separately.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2215**

**Moved: Cr K Saunders**

**Seconded: Cr J Williams**

**That the Shire of Northam commend the Wheatbelt Development Commission on the development of the Wheatbelt Blueprint and make comments in accordance with the three general comments and 25 specific comments identified within this report to Council.**

**CARRIED 9/0**

**13.1.2 STRUCTURE OF SUPERTOWNS STEERING COMMITTEE**

Submission To:	Council
Name of Applicant:	N/A
Location / Address:	N/A
File Ref:	3.1.8.13
Officer:	Chadd Hunt
Policy/Legislation:	Nil
Voting:	Simple Majority
Date:	5 <sup>th</sup> June 2014

**PURPOSE**

To assess the structure of the current Regional Centres (SuperTowns) working group or Steering Committee as it is commonly referred to.

**BACKGROUND**

The Regional Centres (SuperTowns) working group was established in Northam to assist in the development and implementation of the growth plan for Northam. At the time of its establishment a number of options would have been provided in terms of its format. This report is being presented as an opportunity for the working group to give consideration as to whether the current format is sufficient or whether the Council may be better serviced establishing a formal ‘committee of Council’. There are in essence three options available being;

1. Retain current working group structure
2. Implement a formal committee structure, which will require a formal process of Council.
3. Remove all structures and have staff simply report through to Council on matters pertaining to the Regional Centres program

Both working groups and formal Council committees have aspects which provide positives and negatives. The following summary is provided to assist;

<b>Council Committee</b>	
<b><u>Positives (perceived)</u></b>	<b><u>Negatives (perceived)</u></b>
<ul style="list-style-type: none"> <li>• Formal structure, facilitates transparency</li> </ul>	<ul style="list-style-type: none"> <li>• Can be cumbersome (time consuming) in terms of process</li> </ul>
<ul style="list-style-type: none"> <li>• Recommends directly to Council</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
<ul style="list-style-type: none"> <li>• Ensures Council is informed of progress</li> </ul>	

<b>Working Groups</b>	
<b>Positives (perceived)</b>	<b>Negatives (perceived)</b>
<ul style="list-style-type: none"> <li>• Can be flexible and act quickly</li> </ul>	<ul style="list-style-type: none"> <li>• Can be confusing for staff regards when to take matters to working groups or directly to Council</li> </ul>
<ul style="list-style-type: none"> <li>• Meetings tend to be less formal</li> </ul>	<ul style="list-style-type: none"> <li>• Informal, can lack structure and direction</li> </ul>
<ul style="list-style-type: none"> <li>• Provide staff with input in matters</li> </ul>	<ul style="list-style-type: none"> <li>• Often meet irregularly</li> </ul>

This issue was discussed at the last meeting of the SuperTowns Steering Committee held on May 28<sup>th</sup> 2014 where it was resolved “That a formal Committee of Council is the most appropriate mechanism for progressing the Regional Centres program for Northam with a recommendation to retain current membership, and potentially invite two community members to become involved in the committee”

**STATUTORY REQUIREMENTS**

Local Government Act 1995 Part 5 Administration Division 2 Council meetings, committees and their meetings and electors’ meetings, Section 5.8 Establishment of committees’ states:

*A local government may establish\* committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

*\*Absolute majority required*

Sections 5.9 through to 5.25 of the Local Government Act 1995 prescribes the types of committees, appointment of members, tenure of membership, presiding members, reduction of quorum, delegation of power, voting and minutes of committee meetings.

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

G1 Provide accountable and transparent leadership

**BUDGET IMPLICATIONS**

N/A

**OFFICER’S COMMENT**

The Regional Centres (SuperTowns) program is entering another critical phase with the currently funded projects being well progressed and entering their final stages. As a consequence the next phase of development will need to be progressed through Council, whilst a renewed focus on the implementation schedule is required to ensure momentum is not lost. It is with this in mind that the current working group are encouraged to give some thought as to the most appropriate structure moving forward.

There are three options being;

1. Retain current working group structure
2. Implement a formal committee structure, which will require a formal process of Council.
3. Remove all structures and have staff simply report through to Council on matters pertaining to the Regional Centres program

**Moved: Cr D Beresford**

**Seconded: Cr T Little**

**Minute No. C2216**

**That Standing Orders 9.1 and 9.3 be suspended.**

**CARRIED 9/0**

There was a general discussion around the number of elected members as well as who may be interested being on the Committee.

**Moved: Cr D Beresford**

**Seconded: Cr K Saunders**

**Minute No. C2217**

**That all standing orders be resumed**

**CARRIED 9/0**

**RECOMMENDATION/ COUNCIL DECISION**

**Minute No. C2218**

**Moved: Cr R Head**

**Seconded: Cr K Saunders**

**That Council**

**1.1. Establish a formal Regional Centres Implementation Committee in accordance with the terms of reference attached;**

**1.2. Determines that the Committee shall comprise of Elected Members and other persons;**

**1.3. Appoints the following Elected Members to the Committee;**

**Cr J Williams**

**Cr D Hughes**

**Cr S Pollard**

**Cr D Beresford**

**1.4. Advertise for community members to register their interest in becoming members of the Committee;**

**1.5. Invites the following representative organisations to become members of the Committee;**

**Northam Chamber of Commerce**

**Avon Community Development Foundation (ACDF)**

**1.6. Invites the Ex Officio Members as per the terms of reference to attend future meetings.**

**CARRIED 9/0**

**The following matters were raised at the Agenda Review Forum:**

- Any reason only 3 elected members:  
Staff Response: Council may include as many elected members as it requires. The recommendation to limit the number to three is based on developing a mix of elected members and other stakeholder whilst also keeping the Committee to a manageable level.
- Need for Community members, when Council represents the Community:  
Staff Response: This is a matter for Council to determine. The concept of including other community members is to encourage a diverse group on the committee.



- Ex Officer membership – possible to include all MLC’s:  
 Staff Response: No reason why all MLC’s for the area could not be included.  
 Original recommendation focused on the ‘Northam; based local members.

**TERMS OF REFERENCE  
 SHIRE OF NORTHAM REGIONAL CENTRES COMMITTEE**

**1. Objectives of the Shire of Northam Regional Centres Committee**

The objective of the Shire of Northam Community Regional Centres Committee (hereto referred to as the Committee) is to provide advice and recommendations to Council with regard to the implementation of the Regional Centres Program (and associated programs)

**2. Powers of the Shire of Northam Regional Centres Committee**

The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the Chief Executive Officer.

**3. Membership**

The Committee membership will include the following:

- Four (4) Councillors
- One (1) representative of the Northam Chamber of Commerce
- One (1) representative of the Avon Community Development Foundation; and
- Up to three (three) community representatives.

All members have full voting rights.

**4. Standing Ex-Officio Members**

- Wheatbelt Development Commission
- Regional Development Australia
- Hon Mia Davies MLA
- Paul Brown MLC

## **5. Meetings**

The committee shall meet at least quarterly, with additional meetings convened at the discretion of the presiding member.

## **6. Reporting**

Minutes and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council.

## **7. Duties and Responsibilities**

The Committee will:

- Review and oversee the implementation of the Regional Centres Program and particularly the Northam Growth Plan;
- Review the objectives and recommendations included within the Northam Growth Plan to ensure that they are responsive to current community issues;
- Review the feasible implementation plan of the Northam Growth Plan and recommend to Council the priority works to be undertaken
- Review the feasible implementation plan of the Northam Growth Plan in comparison to other strategic regional documents such as the Wheatbelt Investment Blueprint and the Wheatbelt Regional Planning and Infrastructure Framework
- Engage and involve the community in reviewing and implementing the Northam Growth Plan;
- Promote greater community awareness and involvement in the Regional Centres Program
- Recommend to Council on funding applications or business cases submitted under the umbrella of the Regional Centres Program and related funding opportunities such as the Regional Investment Blueprints and Growing our South/Southern Investment Plan

## **8. Working Parties**

Working parties may be established at the edict of this Committee to address specific issues in relation to the Regional Centres Program and appoint people with the necessary knowledge and skills to contribute to those working parties.

All auxiliary working parties shall report back to the Shire of Northam Regional Centres Committee with any recommendations for action.

## **9. Tenure of Membership**

Shall be in accordance with the Local Government Act, section 5.11, i.e., until the next scheduled local government ordinary elections.

## **10. Committee**

### **10.1 Presiding Member**

The members shall appoint the Member.

### **10.2 Secretary**

A Shire of Northam employee will fulfil the role of non-voting Secretary.

### **10.3 Quorum**

The quorum at any meeting shall be at least 50% of the number of offices of the committee.

### **10.4 Voting**

Shall be in accordance with the Local Government Act, Section 5.21.

### **10.5 Minutes**

Shall be in accordance with the Local Government Act, Section 5.22.

### **10.6 Who Acts If No Presiding Member**

Shall be in accordance with the Local Government Act, Section 5.14.

### **10.7 Meetings**

Meetings shall be generally open to the public pursuant to Section 5.23 of the Local Government Act and include question time for members of the Committee pursuant to Section 5.24 of the Local Government Act.

### **10.8 Members Interests to be disclosed**

Members of the Committee are bound by the provisions of the Local Government Act Section 5.65 with respect to disclosure of financial, impartiality or proximity interests.

### **10.9 Code of Conduct**

Members of the committee are bound by Council's Code of Conduct.

**13.1.3 COMMUNITY STRATEGIC PLAN ADOPTION**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	
Officer:	Chief Executive Officer - Jason Whiteaker
Officer Interest:	N/A
Policy:	
Voting:	Simple Majority
Date:	June 4, 2014

**PURPOSE**

For Council to endorse the revised Shire of Northam Strategic Community Plan

**BACKGROUND**

The Council endorsed its 2014/15 Corporate Plan in March 2014. As a consequence of adjustments made to the Corporate Plan some amendments were required to be made to the Strategic Community plan to ensure their integration. In addition to the changes required to the Strategic Community plan as a result of the Corporate Plan, the Department of Local Government identified a number so areas in the existing Strategic Community plan which were considered ‘non-complaint’ with the legislative requirements. As a result the Council authorised the Chief Executive Officer to make the necessary amendments to the Strategic Community Plan and seek comment on the proposed amendments.

The following table identifies the adjustments made to the pre-existing Strategic Community Plan;

Page number	Proposed amendment details	Reason for change
12	The Council is reviewing its vision statement to reflect elements around Heritage, Commerce, Lifestyle	To ensure that the Council has a clear concise statement about its vision for the future of the Northam Shire
13	Removed strategy G2.4 – ‘Promote a culture of continuous improvement process’	Removed, incorporated into G2.3 – ‘Operate / Manage organisation in a sustainable manner
14	Removed strategy G3.2 ‘Enhance the capacity and effectiveness of administrative processes’	Removed, incorporated into G2.3 – ‘Operate / Manage organisation in a sustainable manner
	Removed strategy G3.3 ‘Provide reporting processes in a transparent, accountable and timely manner’	Removed, incorporated into G2.3 – ‘Operate / Manage organisation in a sustainable manner
	Removed strategy G3.4 ‘Recruit retain and develop suitably qualified, experienced and skilled staff’	Removed, incorporated into G2.3 – ‘Operate / Manage organisation in a sustainable manner
15	Rename Performance area from Social to	The current Social terminology does not align

	Community	to other documents such as the Northam Growth Plan, which references Community
	Add C1.7 'Provide an environment that enhances and builds on the liveability of the Shire or Northam'	Identified as strategy required to enable staff to action in this area.
	Removed strategy S2.2 'Collaborate with stakeholders to update and implement the community safety plan	Not considered an actionable strategy. Incorporated in Corporate Business Plan
	Removed strategy S2.5 'Lobby to maintain adequate police services'	Not considered an actionable strategy. Incorporated in Corporate Business Plan
16	Removed strategy S3.1 'Develop a broad recreation master plan for the Shire'	Not considered an actionable strategy. Incorporated in Corporate Business Plan
	Removed strategy S3.3 'Provide and facilitate appropriate, accessible recreation services'	Not considered an actionable strategy. Incorporated in Corporate Business Plan as part of strategy S3.1
17	Removed strategy E1.2 'Support land use for agricultural production and related industries'	Not considered an actionable strategy. Incorporated in Corporate Business Plan
	Removed strategy E2.4 'Facilitate the development of tourism activities associated with the Shire's diverse natural, social and built heritage'	Not considered an actionable strategy. Incorporated in Corporate Business Plan
18	Removed entire objective E3 'Provide and support an effective and efficient transportation network'	This has been replaced with the new Key Result area (refer below)
19	Removed strategy N1.4 'Provide leadership for energy conservation projects and initiatives'	Not considered an actionable strategy. Incorporated in Corporate Business Plan
	Removed strategy N1.6 'Encourage climate change adaptation planning and mitigation	To be replaced with a more actionable strategy
	Add strategy N1.6 'Develop an understanding and position on climate change'	Replacing above strategy
	Removed strategy N2.4 'Perform sustainable resource use and land management practices'	Removed
	Remove strategy N2.5 'Create buffer zones to protect the natural environment against development'	Not considered an actionable strategy. Incorporated in Corporate Business Plan
	Remove strategy N2.6 'Support protection of existing & remnant vegetation and revegetation along waterways'	Not considered an actionable strategy. Incorporated in Corporate Business Plan
	Remove strategy N2.7 'Encourage and support community environmental projects'	Not considered an actionable strategy. Incorporated in Corporate Business Plan
21	Add Key Result area 'INFRASTRUCTURE AND RESOURCES' and associated objectives and strategies	Integrates the strategic community plan key result areas with the Northam Growth Plan
22	Add Key Result area 'PUBLIC REALM AND BUILT ENVIRONMENT' and associated objectives and strategies	Integrates the strategic community plan key result areas with the Northam Growth Plan
23-24	Added section around resourcing	Requirement of Act
25-28	Developed Key Performance Indicators	Requirement of Act – have taken indicators primarily from growth plan and other integrated plans

## **STATUTORY REQUIREMENTS**

N/A

## **CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

This item is focused on reviewing the Councils strategic community plan.

## **BUDGET IMPLICATIONS**

The strategic community plan will guide the Councils Corporate Business Plan which will in turn guide the Council long term financial plan and annual budgets. Hence the strategic community plan has an overall influence of future Council budgets.

## **OFFICER'S COMMENT**

The proposed adjustments to the strategic community plan were widely advertised seeking public comment feedback. Unfortunately no feedback was forthcoming, although a number of documents were provided. This is not unusual given the review is considered 'minor' in terms of the adjustments made to a plan which was developed through extensive public consultation and adopted only twelve months ago.

The last element which requires a decision of Council pertains to the Vision statement. The following was prepared and sent through to a strategic forum of Council for comment. The general consensus appeared to be that the developed vision statements were appropriate, however considered lengthy.

This matter was discussed at a specific Council workshop with a range of suggestions initially put forward. The outcome of this workshop was that Council identified a number of key themes from each of the 'provided' visions, asking staff to look at incorporating the key points into a vision statement. The following notes in regards to the key themes were taken from this workshop;

### Key Themes:

- Northam Shire
- Heritage
- Natural environment
- Sustainable Shire
- Commercial Heart of the Avon Region
- High quality Country Lifestyle
- Caring and inclusive community
- Sustainable growth
- Safe
- All generations
- Visit.
- Recognised as the commercial heart of the Avon Region

Utilising these themes to come up with a succinct statement which expresses the vision of Council was a challenge. The following suggestions are being put forward for

consideration. A formal report will be provided to the June meeting of Council seeking the endorsement of a Vision Statement.

**Option 1**

The Northam Shire will be recognised as a vibrant, safe, caring and inclusive community balancing a high quality Country lifestyle with being the commercial hub for the Avon Region. Northam will be acknowledged for its heritage values and the respect it shows for the Natural environment.

**Option 2**

Northam Shire - vibrant, safe, caring and inclusive. Balancing a high quality Country lifestyle with being the commercial hub for the Avon Region. Northam will be acknowledged for its heritage values and the respect it shows for the Natural environment.

**Option 3 (current Vision)**

**GOVERNANCE**

*....lead our community with openness, efficiency and proficiency....*

To ensure the residents of the Shire are informed, represented, consulted and provided with services and facilities expected of a progressive sub regional centre.

To develop strategic and asset management plans that reflect community aspirations.

**SOCIAL**

*....enjoy living in a safe, caring and healthy community....*

To maintain a balance between preservation of lifestyle & sense of community and population growth & accompanying development.

**ECONOMIC**

*....a prosperous community supported by diverse & sustainable industry and commerce....*

To partner with business stakeholders to identify opportunities for economic growth and continuously improve the presentation of the Shire to attract new residents and investment.

**NATURAL ENVIRONMENT**

*....an environmentally aware and pro-active community....*

To anticipate the land use needs within the Shire and implement planning decisions that ensure availability of appropriately zoned land that compliments orderly and environmentally sustainable growth and development.

To contribute to the improvement of our local environment and be supportive of climate change initiatives.

**Option 3**

Northam Shire is a vibrant, safe, caring and inclusive community, embracing a high-quality country lifestyle while balancing this with being the commercial hub of the Avon Region. It holds fast to its heritage values and its respect for the natural environment.

**Option 4**

Northam Shire is a vibrant growing community that is safe, caring and inclusive. We are recognised as a community that values our heritage, preserves our environment and promotes our commerce.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2219**

**Moved: Cr T Little**  
**Seconded: Cr D Hughes**

**That Council adopts the Strategic Community Plan as presented and endorses the following Vision Statement for the Shire of Northam;**

***Shire of Northam is a vibrant growing community that is safe, caring and inclusive.  
We are recognised as a community that values our heritage, preserves our  
environment and promotes our commerce.***

**CARRIED 9/0**



**13.1.4 LOCAL GOVERNMENT WEEK – WA LOCAL GOVERNMENT ASSOCIATION ANNUAL GENERAL MEETING**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.6.5.5
Officer:	Chief Executive Officer - Jason Whiteaker
Officer Interest:	N/A
Policy:	
Voting:	Simple Majority
Date:	June 12, 2014

**PURPOSE**

1. For Council to appoint its delegates to the 2014 WALGA Annual General Meeting.
2. For Councillors to consider attendance to the 2014 WALGA Convention & Exhibition 1 – 4 August 2012.

**BACKGROUND**

The Annual General Meeting (AGM) for the WA Local Government Association (WALGA) will be held as part of the Annual Local Government Week on Wednesday, 6 August, 2014 in Perth at the Perth Convention Exhibition Centre.

The Council is provided with the opportunity to nominate up to two (2) voting delegates. Proxy voting is available if the nominated representative is unable to attend.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

Governance – Objective G1: Provide accountable and transparent leadership

**BUDGET IMPLICATIONS**

Council makes an annual allocation for Elected Member conferences and training which will be sufficient to accommodate the costs of Elected Member attendance to the conference and / or AGM. The costs will also extend to accommodation if required.

**OFFICER’S COMMENT**

Local Government Week will be held at the Perth Convention Exhibition Centre commencing on Wednesday, 6 August 2014 and finishing on Friday, 8 August 2014. Local Government Week also offers Elected Member training opportunities. Details of the various Local Government Week sessions and training opportunities are available on request.

The Shire President and the Deputy President have previously represented Council as voting delegates for the WALGA Annual General Meeting.

All Councillors are encouraged to attend the State Annual Conference as an opportunity for professional development and a way of increasing awareness of issues facing local government and finding alternative solutions to local issues.

**RECOMMENDATION/ COUNCIL DECISION**

**Minute No. C2220**

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

**That Council;**

- 1. Nominate the Shire President and Deputy Shire President as voting delegates at the 2014 WA Local Government Association Annual General Meeting;**
- 2. Authorises interested individual Elected Members and partners, in accordance with the Shire of Northam Policy (G1.4), to attend Local Government Week 2014, requiring registration forms to be completed by Councillors and submitted to the CEOPA prior to 4.00pm Tuesday 24 June 2014.**

**CARRIED 9/0**

**13.2. DEVELOPMENT SERVICES**

**13.2.1 MORBY COTTAGE LOCAL STRUCTURE PLAN - MOORE STREET, KATRINE ROAD AND GOOMALLING ROAD, NORTHAM – COUNCIL FINAL ENDORSEMENT**

Name of Applicant:	Gray & Lewis on behalf of the landowners
Name of Owner:	Various Landowners as Structure Plan Area covers a number of different lots
File Ref:	3.1.8.16
Officer:	Phil Steven/Bronwyn Southee
Officer Interest:	Nil
Policy:	Structure Plan Preparation Guidelines issued by the Department of Planning
Voting:	Simple Majority
Date:	26 May 2014

**PURPOSE**

The subject Structure Plan is being referred to Council for consideration of final adoption in accordance with Section 5.31 – Structure Plans of Local Planning Scheme No 6. The Morby Cottage Local Structure Plan covers lots bound by Moore Street, Katrine Road and Goomalling Road Northam.

**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>
3 April 2013	Initial enquiry regarding the Morby Cottage Local Structure Plan received from Gray & Lewis
3 April 2013 - 28 August 2013	Preliminary advice and research
28 August 2013	Preliminary Structure Plan received for initial assessment
28 August 2013 - 29 October 2013	Assessment of Preliminary Structure Plan
29 October 2013	Letter sent to Gray & Lewis with advice following assessment
10 December 2013	Meeting with Gray & Lewis to discuss changes to the Structure Plan
6 February 2014	Modified Local Structure Plan received from Gray & Lewis
20 March 2014	Council initiated and granted consent to advertise Structure Plan for public comment.
25 April 2014	Advertising closed, submissions received.
29 April 2014	Applicant was referred MRWA comments and asked to amend access onto Goomalling Road.

1 May 2014	Amended plans received from Gray & Lewis, plans were referred to MRWA for comment.
14 May 2014	Letter of non-objection received from MRWA.
26 May 2014	Report prepared for Council

In February 2014, the Shire of Northam received a request to initiate a Structure Plan over Morby Cottage and surrounding lots zoned R15, bound by Moore Street and Goomalling, York and Quelquelling Roads (Doctors Hill) Northam.

The proposed Morby Cottage Structure Plan covers an area comprising 36 lots in two areas, defined as “Area A” and “Area B” on the attached plans. The entire Structure Plan area covers approximately 19.869ha which has potential to yield a maximum of approximately 155 lots if the Residential Design Codes average lot size is strictly utilised. This figure is an approximation because road area, drainage infrastructure and public open space (POS) has not been calculated within this area. Realistically, 140 new lots would be an appropriate estimate taking into account roads, drainage and POS. However, it is important for Council to note that area B is an indicative design only at this stage. Area A covers a site area of 5.2621ha in area and is the main focus of the Structure Plan.

In accordance with section 5.31 Council resolved to advertise the Morby Cottage Structure Plan for public and service authority comment for a period of 28 days. Various comments were received regarding proposed road layout and concerns regarding possible impact of the Structure Plan on personal property. The submissions have been listed and addressed in the attached Schedule of Submissions.

A detailed report describing the proposal prepared by the applicant is included as an appendix to this report.

As the Morby Cottage Structure Plan has now been advertised for public comment and service authority comment, and officers have undertaken detailed assessment of the document, it is now being referred back to Council for final consideration for adoption.

## **STATUTORY REQUIREMENTS**

The lots within the Structure Plan are zoned “Residential R15” and the entire area is comprised of approximately 19.869 hectares.

In preparation of this report the following legislation and/or strategic documents were given due consideration;

1. Local Planning Scheme No 6;
2. Structure Plan Preparation Guidelines issued by the WAPC; and
3. Liveable Neighbourhoods.

Clause 5.31 of Local Planning Scheme No 6 details the requirements of Structure plans and the process required for assessment.

Section 5.3.2 is also applicable to this Structure Plan. It details that lots that have dual street frontage are permitted to develop at the R30 density, and lots with dual frontage at R30 have been incorporated into the structure plan.

Assessment of the Morby Cottage Structure Plan has been undertaken in accordance with the legislative and strategic documents above as well in the context of the various submissions received, this will be discussed in the officer's comments section below.

In accordance with Section 5.31.5 of Local Planning Scheme No 6, Council resolved to advertise the Morby Cottage Structure Plan for a period of 28 days expiring on the 25th April 2014. During this advertising period a total of 10 submissions were received, 8 of which were objections. All submissions have been compiled and addressed in the attached schedule of submissions.

## **CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

**GOAL:** To anticipate the land use needs within the Shire and implement planning decisions that ensure availability of appropriately zoned land that compliments orderly and environmentally sustainable growth and development.

Implementing a Structure Plan for the area bounded by Katrine Road, Moore Street and Goomalling Road would achieve orderly and environmentally sustainable growth and development and will ensure future stages are adequately planned and implemented.

## **BUDGET IMPLICATIONS**

The applicant has paid \$5,000.00 in processing fees. The applicant may be required to pay additional fees in accordance with the Planning and Development Regulations 2009 if the costs for Shire staff time exceeds this amount.

## **OFFICER'S COMMENT**

The subject land covered by the Morby Cottage Structure Plan is zoned Residential R15. The Shire of Northam required a Structure Plan in accordance with Section 5.3 of Local Planning Scheme No 6 to ensure that proper and orderly planning was undertaken for this area.

Detailed assessment of the Morby Cottage Structure Plan has been undertaken in accordance with relevant legislation, strategic documents and submissions received during the public consultation period. Based on this, key issues with the Structure Plan have been identified and will be discussed in detail below.

### **Road Layout**

As can be seen in attachment A (the Structure Plan advertised for public & service authority comment) the applicant had proposed two access points onto Goomalling Road, the first of which was in close proximity to the Withers Street and Goomalling Road

intersection. During the advertising period Main Roads advised that it did not support the location of proposed access road located in closest proximity to Withers Street as it is a safety concern. This perspective was concurred by the Shire of Northam and relayed back to the applicant who has reviewed and submitted amended plans converting the proposed access way to a cul-de-sac. The amended plans (Attachment B) were referred back to Main Roads WA who advised the amended design met MRWA requirements.

The original plan (Attachment A) indicates a 20m reservation for the main East-West Street, described as a Neighbourhood Connector. This has been reduced to a 15m reservation in the revised plan, likely due to the cul-de-sac design in the revised plans. This places all roads in the subdivision within Access Street C or D standards (Attachment C - Liveable Neighbourhoods). Therefore, Stage 1 is entirely dependent upon one entrance from Katrine Road and MRWA will not permit Area B direct access to Goomalling Road. Therefore, it is considered that the road network around the cul-de-sac should be designed to compensate for the traffic that will be forced to travel around it.

It is considered that a spine road / route in keeping with Neighbourhood Connector or higher level Access Street design might be necessary for this development. This would be particularly useful along one of the boundaries to the POS, providing safer street parking opportunities for visitors to the park and the smaller R30 style cottage lots.

The Structure Plan also notes that drainage infrastructure is to run within the connector road. Confirmation is required as to whether the reduced road width can still accommodate this.

A number of proposed lots have direct access to the intersection around Moore Street and Katrine Road. It is considered that there may be possible traffic conflicts or the potential aesthetic of long, angled crossovers. There is also concern around the additional traffic created around the Moore Street and Katrine Road intersection, this needs to be addressed in a traffic study prior to the endorsement of the final Structure Plan as it may affect the overall road layout in the Structure Plan design.

Based on the information above, it is considered that the applicant needs to undertake a traffic study to ensure that the proposed roads are of a suitable size and layout to accommodate the anticipated increased traffic movement. The impact of road layout and additional traffic impact on the Moore Street and Katrine Road intersection also needs to be addressed in the traffic study as there are concerns regarding introducing an additional access road to the subdivision at an already convoluted intersection will also need to address whether the structure plan road layout is appro Based on the results of the study the Structure Plan may need to be amended to accommodate the findings and returned to Council for final consideration.

**Area 'B'**

Area A is the area specifically covered by this Structure Plan and Area B will be further considered for subdivision under a modification of the Structure Plan. This modification will address such concerns as drainage, sewer, road and lot layout.

Concerns have been raised during the public consultation period about the proposed impact of area B on personal property and land ownership, specifically in relation to proposed road layout. As detailed in the Officer's comments in the attached Schedule of Submissions Shire Officers wanted to confirm an indicative layout for the extension of roads identified in Area A of the structure plan, to ensure that due consideration has been given to the future possible subdivision of this area. The proposed layout in Area B is indicative only, however it is considered important as it indicates how the future subdivision could be developed.

**Drainage**

Drainage is proposed to be achieved through piped infrastructure and it is recommended that this be enforced throughout the Structure Plan and subdivision process.

**Public Open Space**

A staging plan has been proposed for public open space within the Structure Plan Area.

This will mean that open space will be allowed for progressively with the release of each stage and the total of 10% POS has been contributed on an 8% land area and 2% betterment basis.

This will be addressed at the subdivision stage.

**Relevant Environmental/Locality Impacts**

The Structure Plan area is located opposite the Northam and Districts Gun Club. The applicant has detailed that all prospective purchasers will be advised of proximity to the gun club through a notification on title.

It is recommended that the Structure Plan Notes be modified to include this.

**Fire Management**

At this stage, it is not considered necessary for a Fire Management Plan to be submitted as the area has been classed as low fire risk.

**Summary**

Taking into consideration the above mentioned comments, it is considered that further information is required, in the form of a traffic study to determine whether the current road layout is suitable and a modification to the Structure Plan notes, to include appropriate title notifications.

**MOTION**

**Moved: Cr R Head**  
**Seconded: Cr**

**That this item be referred back for inclusion of an arrangement to secure public open space or cash in lieu at stage one of the development.**

**LAPSED FOR WANT OF A SECONDER**

**RECOMMENDATION/ COUNCIL DECISION**

**Minute No. C2221**

**Moved: Cr R Head**  
**Seconded: Cr T Little**

**That Council:**

**1. Authorise the Chief Executive Officer to grant final endorsement to the Structure Plan and forward to the Western Australian Planning Commission subject to;**

**1.1. Require the applicant to undertake and submit to the Council a traffic study which will inform the final road layout within the Structure Plan.**

**1.2. Modify the Structure Plan notes to include the following;**

***A notification on certificate of title is required at the subdivision stage to ensure future landowners are advised of proximity to the Northam Gun Club.***

**1.3. Request the applicant to remove the arrow on area B of the plan pointing to POS.**

**CARRIED 8/1**

**The vote against is recorded as Cr D Hughes.**



Shire of Northam  
Local Planning Scheme No 6  
Proposed Morby Cottage Structure Plan – Moore St/Katrine Road and Goomalling Road, Northam  
Schedule of Submissions

No	Summary of Submission	Name/Address	Full Submission	Gray & Lewis Comment	Officers Comment
1	Lauren Taylor, Planning Officer State Heritage Office	No comment as the proposal does not impact upon any place of State cultural heritage significance.	As a place of local significance it is recommended that the Shire contact their contracted heritage advisor.	Noted. There is any adverse impact upon any place of State or cultural significance.	Noted.
2	Michael Hayward, Network Manager North Main Roads	Objection on the basis that the number and location of access roads will impact on the safety of Northam Pithara Road.	MRWA does not support the proposed structure plan due to the number and location of the proposed access roads, which will impact on the safety of the Northam Pithara Road. It is recommended that the layout is revised so that the access road intersection closest to Withers Street is removed. Please note that the layout of Area B will also have to be revised as no access road intersections onto Northam Pithara Road, south of Withers Street, will be supported.	Gray & Lewis has amended the Structure Plan to address MRWA concerns and replaced the road connection to Northam Pithara Road with a cul-de-sac. There will be no vehicular road access from the cul-de-sac head to Northam Pithara Road. The cul-de-sac head needs to be at the most eastern edge as the overhead power lines are being relocated into that new road reserve. In addition the road reserve will accommodate drainage. The layout to Area B has also been revised according with MRWA advice so there is only a connection to Katrine Street to the west.	Noted. It is considered that further traffic study be undertaken and results supplied to the Local Government to determine whether current road layout is suitable prior to final endorsement of the Structure Plan being granted.

<p>3</p> <p>Rebecca and Troy Davey 55 Goomalling Road, Northam</p>	<p>No objection to Structure Plan Area A. Totally opposed to Structure Plan Area B</p>		<p>Gray &amp; Lewis notes the non-objection to Structure Plan Area A. Gray &amp; Lewis only provided an indicative design for Structure Area B as it was required by the Shire to demonstrate how the road layout in Structure Plan Area A could potentially be co-ordinated with any future subdivision in Area B. Gray &amp; Lewis has always been of the view that future subdivision in Area B would be limited due to the location of existing dwellings, fragmentation of ownership, and the likely aspiration of some owners to maintain existing larger lots for lifestyle purposes. A separate Structure Plan and accompanying supporting documents is needed for Area B, and that could only be instigated by the landowners in that area of the Shire.</p>	<p>Noted. As detailed in Gray &amp; Lewis comments and in the report to Council, the Shire of Northam considered it important to see a rational indicative extension to Area A. Area B is indicative only and would require a formalised Structure Plan to be approved over it prior to subdivision being undertaken over that area.</p>
<p>4</p> <p>Finian Michael Sheehy 1 Shemels Court Leeming WA 6149 Owner of Lot 102 34 Katrine Road, Northam</p>	<p>Generally in favour of the Northam Growth Plan ie. development north of Katrine Road. Some concerns in relation to Scheme Sewer, Stormwater and the potential impact of altered setback requirement in relation to Area B.</p>	<p>I am generally in favour of the proposed Northam Growth Plan which means an extension of development North along Katrine Road. To do so means that full service provision to this area will need to be provided. The GHD report identifies the two critical limiting constraints on the sites which are the provision of scheme sewer and the safe containment and disposal of stormwater post development. <b>[Scheme Sewer:</b> My primary concern is the provision of scheme sewer. The GHD</p>	<p>The responsibility for provision of services for each stage of subdivision is borne by the developer at the time of development, and therefore the developer cannot be responsible for the costs associated with providing services for land outside of Structure Plan Area A. It is not known when and if any land in Structure Area B will be developed as it is in multiple ownership and subject to individual landowner's aspirations. Each service provider is consulted as part of the separate subdivision process. At the time of approval for subdivision, the</p>	<p>As detailed in the Morby Cottage Structure Plan Gray &amp; Lewis have detailed a strategic overview of how stormwater and effluent disposal will be addressed. At the subdivision stage the subdivision approval will be appropriately conditioned to ensure that all future lots are adequately serviced. The relevant state government authorities that govern these services will not clear the conditions of approval unless satisfied that the</p>

			<p>report clearly indicates that the existing system south of the area is at capacity and that the only way to service the proposed development in Area A is to increase the size of the lower reaches of the existing system as it crosses the Mortlock River to 225mm diameter and discharge into this with a new 150mm sewer line down Katrine Road. The existing system is restricted in capacity because the full extent of current development is larger than it was originally designed for. The report presented indicates that the proposed sewer extension would be able to provide scheme sewer for Area A but gives no indication that it could also provide sufficient additional capacity to cater for Area B future development and subsequent Northam Growth Plan development further Northwest of Area A. If these factors are not included in the extension of a sewer line up Katrine Road then further development of Area B or the areas beyond may not be possible or extremely limited. I believe that the provision of a limiting sewer line along Katrine Road would be contrary to the proposed Town Growth ) Plan and that the report should address this issue clearly and</p>	<p>Western Australian Planning Commission will impose conditions to ensure all lots are connected to adequate services. The new lots will not be able to be created until services are provided and all subdivision conditions have been met. Servicing for Area B would have to be examined separately if further infill subdivision occurs in the future, at the cost of those landowners. Landowners in Area B would have to co-ordinate activities and undertake early planning by consulting with relevant service agencies over future subdivision plans. In regards to comments on stormwater, it should be noted that full engineering drawings have to be lodged separately for the Shire's approval. The Shire will not approve stormwater and road construction drawings unless satisfied with the engineering details and design, which is a technical matter dealt with by the developer's engineers and Shire technical staff.</p>	<p>service can be implemented to its satisfaction.</p>
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5	<p>Dean and Angela Williams 2036 Porongurup Road, Porongurup WA 6324. Owners of 57 Goomalling Road, Northam</p>	<p>As property owners we do not wish to see high density housing or the change to the character of this unique area.</p>	<p>We object to the proposal on the grounds that after the development has been implemented further subdivision of these blocks can occur (owing to changes in zoning). We do not wish to see this area become high density housing as this will impact on the existing character of the area.</p>	<p>Gray &amp; Lewis notes the opposition to the character of the area changing, however the land covered by the Structure Plan is zoned 'Residential R15' and the proposed Structure Plan conforms with the zoning. Landowners within Structure Plan Area B and in the surrounding area should be aware that a residential zoning is eventually going to lead to land development of a suburban nature. Residential development has been carefully planned for by virtue of the zoning under the Shires Scheme as approved by the Minister for Planning. The Shire has required a Structure Plan to ensure that planning occurs in a co-ordinated and comprehensive manner, and the Structure Plan requires endorsement by both the Shire and Western Australian Planning Commission. There are broader benefits to the community as residential development is required to cater for future residents in areas that can be fully serviced to maximise use of existing infrastructure. The Structure Plan does not propose high density development as the majority of lot sizes will accord with the R15 density code which is a low density.</p>	<p>Noted. The land subject to this structure plan is zoned Residential R15 with a minimum lot size specification of 580m2 and average lot size of 666m2. The subject area was determined appropriate for future residential development in accordance with the objectives of the Shire of Northam Local Planning Strategy.</p>
6	<p>Jeff Usher PO Box 496, Lots 17 and 18 Moore Street</p>	<p>The proposed roadway on the Northern end of Area A will adversely effect</p>	<p><b>Item 5.2</b> Structure and Context, correctly states that the land use to the north of the plan is used for lifestyle lots but does not acknowledge the</p>	<p>The dwelling on Lot 17 has been constructed with minimal side setbacks to Lot 18 which forms part of Structure Plan Area A, and therefore has been located in a</p>	<p>Noted. As detailed above Gray &amp; Lewis is required to undertake further studies in relation to traffic and appropriate road layout. It is</p>

	<p>the use and enjoyment of the dwelling located at the southern side of Lot 17, Moore Street.</p>	<p>location of the existing dwelling. <b>Item 9.2.2</b> Road Access, states that it is proposed to build a road on part of Lot 18 as separation to the residential area to the North and whilst it will achieve this, it will impact unfairly on the use of Lot 17, by being so close to the existing dwelling. Two diagrams have been submitted as alternative plans in relation to these two issues. It is suggested that the buffer between the existing land use and the new residences onto a roadway located at the equivalent of one residential lot south of the northern boundary of the structure plan. This would provide some privacy to the existing dwelling, not impinge on the number of lots developed and reduce the noise traffic to the lifestyle lots located to the North of the 43 plan with minimal impact on the overall structure plan. Separation is created by dwellings inwardly facing the development rather than a roadway.</p>	<p>position where it is closest to the 'Residential R15' zone. Lot 17 is zoned 'Rural Residential' and therefore a road has been proposed along the northern boundary of Lot 18 to provide separation between the Rural Residential and Residential zone. It is sound planning practice to separate zones with a road demarcation. Gray &amp; Lewis does not support amending the design to have a row of residential lots backing onto the boundary shared with Lot 17. The existing design maximises casual surveillance and security for land to the north as well as the proposed lots in Structure Plan Area A. Gray &amp; Lewis is of the view that the Western Australian Planning Commission is unlikely to support having residential fencing backing onto Lot 17 and the Rural Residential zone, as it could lead to land use conflict. This same approach of having a road for separation is embedded in WAPC Policies where residential lots front parks or reserves. It is consistent with Element R10 in Liveable Neighbourhoods (Figure 10).</p>	<p>however considered most appropriate that the road act as a buffer between residential development and 'Rural Residential' zoned land.</p>
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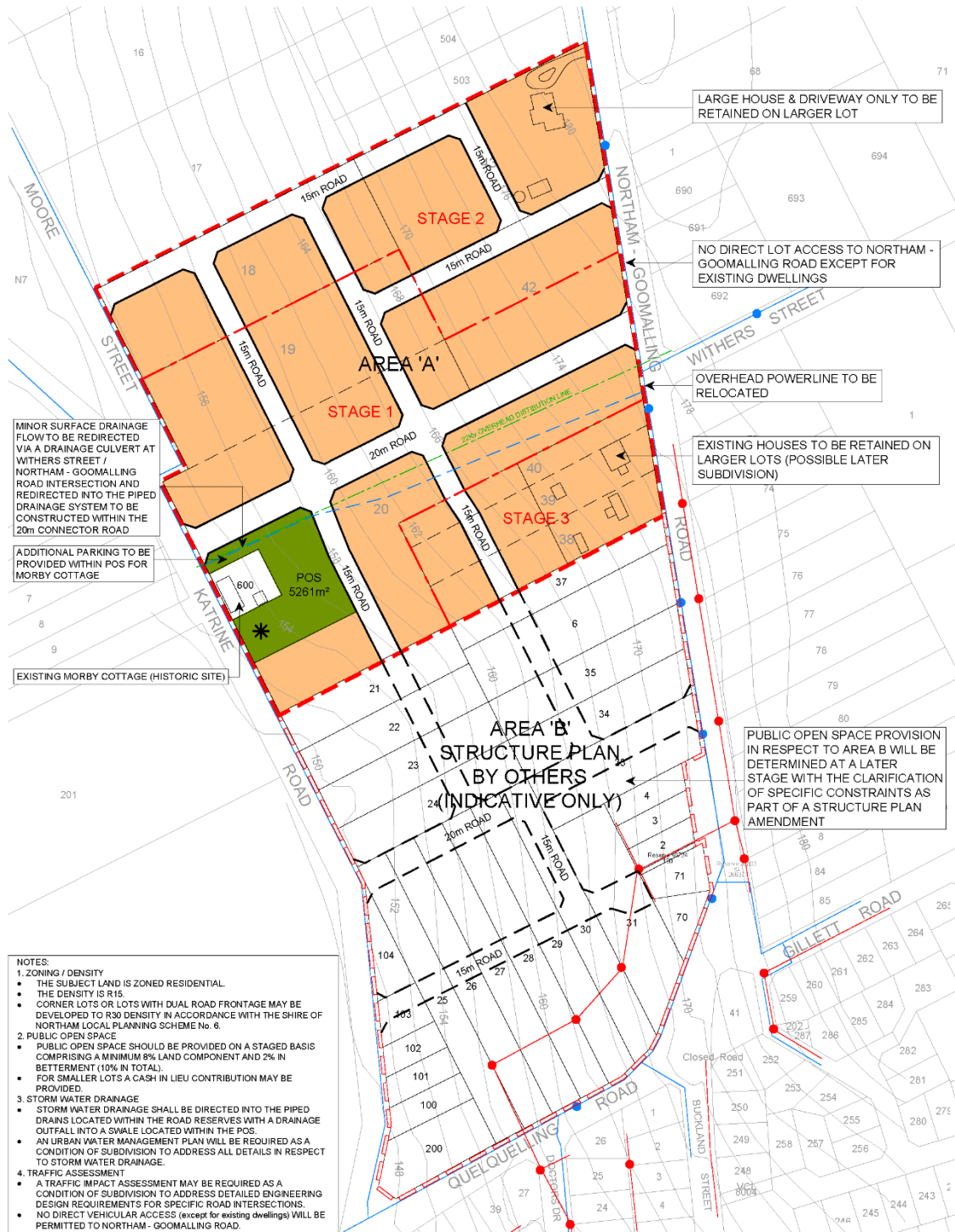
7	Neil and Karen White 1 Quellquelling	Concerns that the main access will be from Katrine Road which is in poor condition and travelled at excessive speed by many.	We have some concerns that the main access to the new lots will mainly be from Katrine Road. This road is already used as a bypass to Great Eastern Hwy by a lot of traffic and is currently used by many motorists as a speedway with cars speeding in excess of the 80/60/50kph speed zones on any given day. The corner of Katrine Road leading to the cemetery also requires a lot of attention, the road is bumpy with poor road edges and has a very bad corner on it. Traffic is also becoming very heavy up Quellquelling Road with a lot of trucks and farm machinery using the road as access between Katrine & Goomalling Roads. We would propose that Quellquelling Road be made a local traffic only area with no trucks allowed. Several families with young children now reside on Quellquelling Road and it is becoming quite unsafe for them.	There has to be a main access from Katrine Road as Katrine Road is one of the existing main road frontages to Structure Plan Area A. This submission expresses concerns about existing local road conditions and truck traffic outside of the Structure Plan area.	Noted. As mentioned above, the Shire of Northam is requiring Gray & Lewis to undertake a Traffic Study to further inform the Structure Plan. The lots that have direct access onto Katrine Road (particularly lots on the corner of Katrine and Moore Street) will need to be addressed as part of this study.
8	Roma Oliver 48 Katrine Road, Northam	No objection to Structure Plan Area A. Totally opposed to Structure Plan Area B	We have no objection to the proposed plan for Morby Cottage area, Area A. We are strongly opposed to any further development of Area B. People came to this space for open space and that would be lost if the proposed work took place.	Noted. As per comments made for Submission 3.	Noted. As mentioned above Area B is indicative only, a formal structure plan would need to be endorsed over this area prior to any large subdivision of this land being approved.



<p>9</p>	<p>Stephen Muldoon Dept. of Education</p>	<p>No objection to the proposal</p>	<p>David Gill 53 Goomalling Road, Northam</p>
<p>10</p>	<p>Strong objection as affected as an owner/occupier of a property listed in Area B of the proposal - Lot 33 Goomalling Road</p>	<p>The proposed Structure Plan has a 20m wide road proposed to be built between Katrine Rd and Goomalling Rd in Area B. This road travels up the full length of Lot 33 and seriously affects my ability to subdivide should the proposed structure plan be endorsed by Council and subsequently approved. My block is 42m wide and with the proposed road being 20m wide, leaves me with up to 22m only which is not deep enough for viable blocks to be created through subdivision. Should this proposed road go ahead the connection at Goomalling Rd would need to be raised as the block is somewhat lower than Goomalling Rd level. This would create a significant loss in privacy to myself and my direct neighbour as passing cars would be overlooking into my block (and my neighbours). The proposed road travels through an existing corridor of vegetation consisting of mature, large trees. The proposed road cuts through my existing house and as such is not a viable option. This proposed road passes through my current septic system. Despite the Structure Plan map advising that public open</p>	<p>Noted.</p> <p>Noted. As per comments made for Submission 3. It is not proposed that the Shire adopt the Structure Plan for Area B. The indicative design for Area B has no status and was only shown to satisfy the Shire that the road layout for Structure Plan Area A allows for future connections to south.</p>
			<p>Noted. As per comments above. Area B is indicative only. Any future subdivision of this land would be required to be in accordance with an endorsed structure plan.</p>



**Attachment A**



**STRUCTURE PLAN**  
**MOORE STREET & GOOMALLING, YORK**  
**& QUELQUELLING ROADS, DOCTORS HILL**  
**NORTHAM**

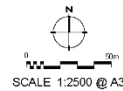
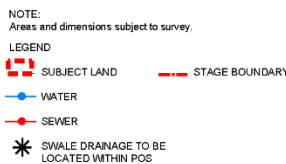


FIGURE 6

**GRAY & LEWIS**  
 LAND USE PLANNERS  
 Suite 5, 2 Hardy Street  
 South Perth, WA 6151  
 T (08) 9474 1722  
 F (08) 9474 1172  
 perth@graylewis.com.au

JOB REFERENCE: 100515 DATE: 18th DECEMBER 2013  
 THE DOCUMENT MAY ONLY BE USED FOR THE PURPOSE FOR WHICH IT WAS COMMISSIONED AND IN ACCORDANCE WITH THE TERMS OF ENGAGEMENT FOR THE COMMISSION. UNAUTHORISED USE OF THIS DOCUMENT IN ANY FORM WHATSOEVER IS PROHIBITED.

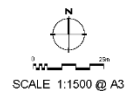
**Attachment A**



**PROPOSED SUBDIVISION**  
 LOT 19 (No. 1) MOORE STREET &  
 LOT 20 (No. 72) KATRINE ROAD  
 NORTHAM

NOTE:  
 Areas and dimensions subject to survey.

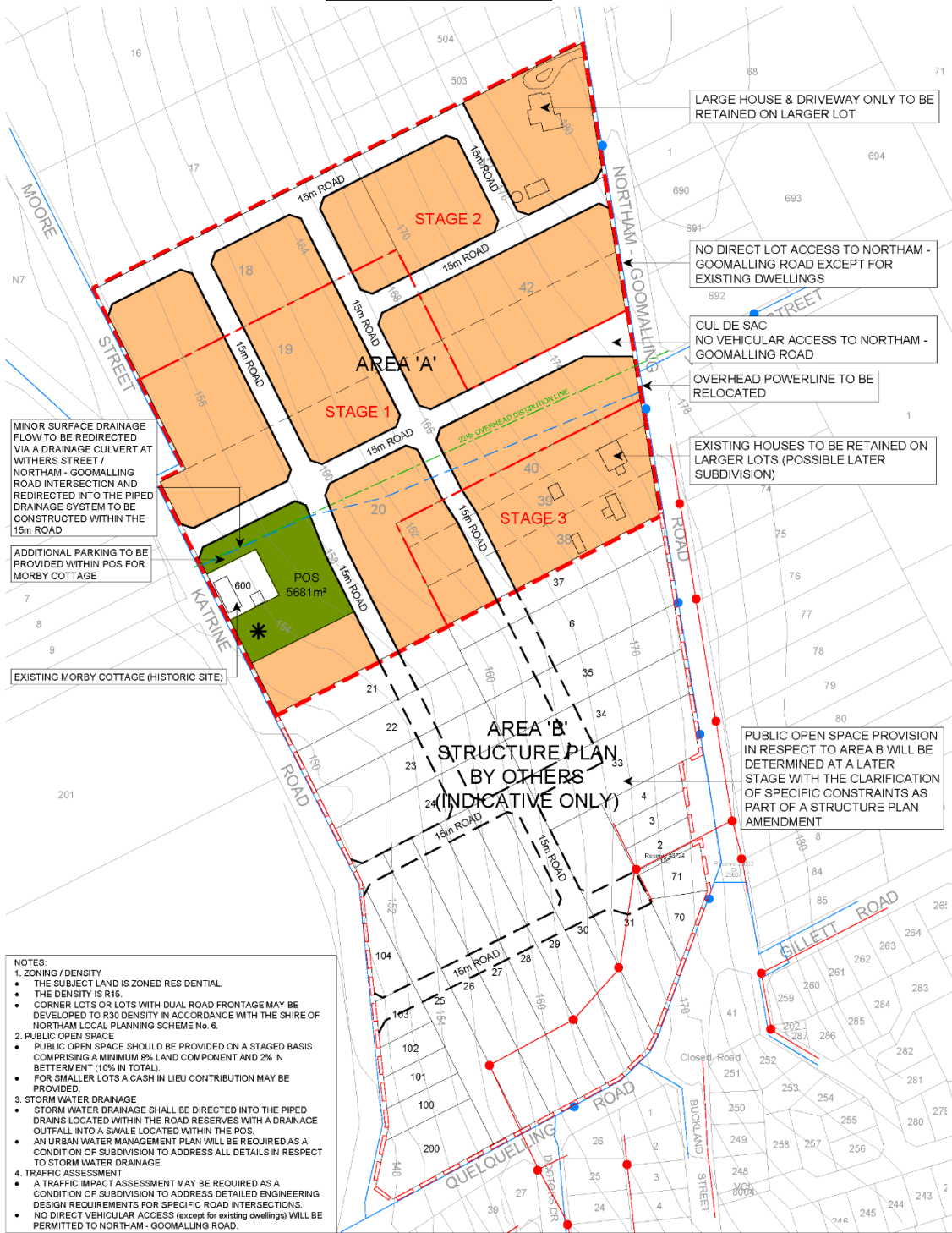
- LEGEND
- SUBJECT LAND
  - WATER
  - SEWER



**GRAY & LEWIS**  
 LAND USE PLANNERS  
 Suite 5, 2 Hardy Street  
 South Perth, WA 6151  
 T (08) 9474 1722  
 F (08) 9474 1172  
 perth@graylewis.com.au

JOB REFERENCE: 100???? DATE: 1st JULY 2013  
 THE DOCUMENT MAY ONLY BE USED FOR THE PURPOSE FOR WHICH IT WAS COMMISSIONED AND IN ACCORDANCE WITH THE TERMS OF ENGAGEMENT FOR THE COMMISSION. UNAUTHORISED USE OF THIS DOCUMENT IN ANY FORM WHATSOEVER IS PROHIBITED.

**Attachment B**



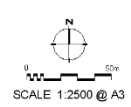
- NOTES:**
- ZONING / DENSITY**
    - THE SUBJECT LAND IS ZONED RESIDENTIAL.
    - THE DENSITY IS R15.
    - CORNER LOTS OR LOTS WITH DUAL ROAD FRONTAGE MAY BE DEVELOPED TO R30 DENSITY IN ACCORDANCE WITH THE SHIRE OF NORTHAM LOCAL PLANNING SCHEME No. 6.
  - PUBLIC OPEN SPACE**
    - PUBLIC OPEN SPACE SHOULD BE PROVIDED ON A STAGED BASIS COMPRISING A MINIMUM 8% LAND COMPONENT AND 2% IN BETTERMENT (10% IN TOTAL).
    - FOR SMALLER LOTS A CASH IN LIEU CONTRIBUTION MAY BE PROVIDED.
  - STORM WATER DRAINAGE**
    - STORM WATER DRAINAGE SHALL BE DIRECTED INTO THE PIPED DRAINS LOCATED WITHIN THE ROAD RESERVES WITH A DRAINAGE OUTFALL INTO A SWALE LOCATED WITHIN THE POS.
    - AN URBAN WATER MANAGEMENT PLAN WILL BE REQUIRED AS A CONDITION OF SUBDIVISION TO ADDRESS ALL DETAILS IN RESPECT TO STORM WATER DRAINAGE.
  - TRAFFIC ASSESSMENT**
    - A TRAFFIC IMPACT ASSESSMENT MAY BE REQUIRED AS A CONDITION OF SUBDIVISION TO ADDRESS DETAILED ENGINEERING DESIGN REQUIREMENTS FOR SPECIFIC ROAD INTERSECTIONS.
    - NO DIRECT VEHICULAR ACCESS (except for existing dwellings) WILL BE PERMITTED TO NORTHAM - GOOMALLING ROAD.

**STRUCTURE PLAN**  
**MOORE STREET & GOOMALLING, YORK**  
**& QUELQUELLING ROADS, DOCTORS HILL**  
**NORTHAM**

**NOTE:**  
 Areas and dimensions subject to survey.

**LEGEND**

- SUBJECT LAND
- STAGE BOUNDARY
- WATER
- SEWER
- SWALE DRAINAGE TO BE LOCATED WITHIN POS



**GRAY & LEWIS**  
**LAND USE PLANNERS**  
 Suite 5, 2 Hardy Street  
 South Perth, WA 6151  
 T (08) 9474 1722  
 F (08) 9474 1172  
 perth@graylewis.com.au

JOB REFERENCE: 109515 DATE: 7th May 2014  
 THE DOCUMENT MAY ONLY BE USED FOR THE PURPOSE FOR WHICH IT WAS COMMISSIONED AND IN ACCORDANCE WITH THE TERMS OF ENGAGEMENT FOR THE COMMISSION. UNAUTHORISED USE OF THIS DOCUMENT IN ANY FORM WHATSOEVER IS PROHIBITED.



**Attachment B**



Additional parking to be provided within POS for Morby Cottage

Existing Morby Cottage (Historic Site)

POS TABLE:	
SITE AREA:	5.2621ha
POS AT 10%:	5262m <sup>2</sup>
POS PROVIDED:	5681m <sup>2</sup>
LOT SUMMARY TABLE:	
MINIMUM LOT AREA (R15):	580m <sup>2</sup>
MAXIMUM LOT AREA (R15):	823m <sup>2</sup>
AVERAGE LOT AREA (R15):	656m <sup>2</sup>
MINIMUM LOT AREA (R30):	318m <sup>2</sup>
MAXIMUM LOT AREA (R30):	502m <sup>2</sup>
AVERAGE LOT AREA (R30):	362m <sup>2</sup>
NOTE: Under TPS No. 6 corner lots or dual frontage lots may be subdivided in accordance with the R30 Provisions of the Residential Design Codes (300m <sup>2</sup> average).	

**PROPOSED SUBDIVISION**  
**LOT 19 (No. 1) MOORE STREET &**  
**LOT 20 (No. 72) KATRINE ROAD**  
**NORTHAM**

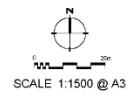
NOTE:  
Areas and dimensions subject to survey.

LEGEND

--- SUBJECT LAND

— WATER

— SEWER



**GRAY & LEWIS**  
**LAND USE PLANNERS**  
 Suite 5, 2 Hardy Street  
 South Perth, WA 6151  
 T (08) 9474 1722  
 F (08) 9474 1172  
 perth@grayandlewis.com.au

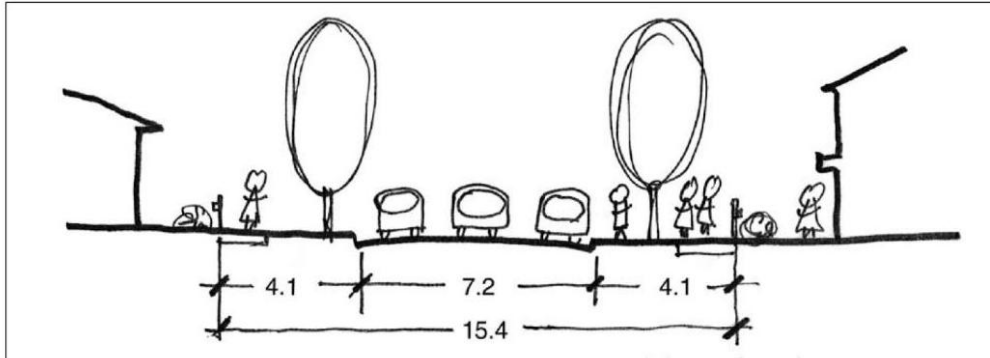
JOB REFERENCE: 100615      DATE: 7th MAY 2014  
 THE DOCUMENT MAY ONLY BE USED FOR THE PURPOSE FOR WHICH IT WAS COMMISSIONED AND IN ACCORDANCE WITH THE TERMS OF ENGAGEMENT FOR THE COMMISSION. UNAUTHORISED USE OF THIS DOCUMENT IN ANY FORM WHATSOEVER IS PROHIBITED.

**Attachment C**

**Liveable Neighbourhoods** a Western Australian Government sustainable cities initiative

**Element 2 - Movement network**

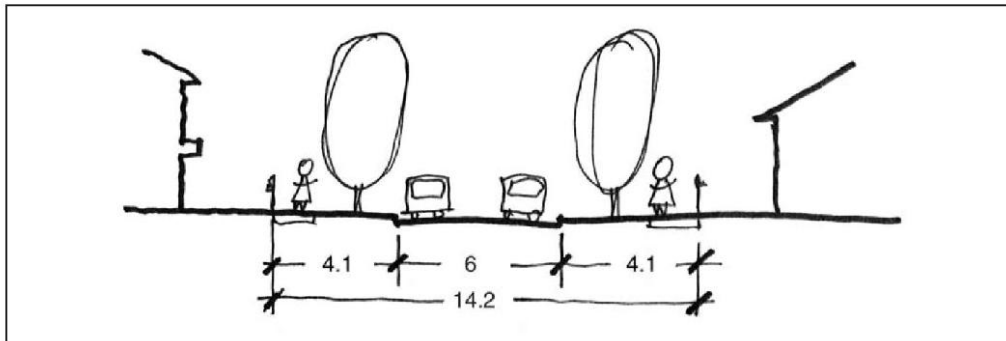
**Access streets (continued)**



**Figure 21: Access street C – yield (or give way) street – Target speed 40 km/hr (< 3000 vehicles per day).**

Standard access street or yield (or give way) street. Relatively frequent parking on both sides of street (on the pavement) desirable and needed as part of speed control. No buses, no bike lane. This is likely to be the most common residential street in densities up to and often including R30 - R35 (or a typical lot size down to 250-300 m<sup>2</sup>).

Note: May reduce verge adjacent to park to 1.0 m when fronting public parkland.



**Figure 22: Access street D – narrow yield (or give way) street – Target speed 30 km/hr (< 1000 vehicles per day).**

Narrower access street for shorter lengths, low parking demand, serving larger lots. No buses, no bike lanes, no indented parking. Staggered parking on both sides of street as part of speed control, low speed. Not through route, low traffic volume.

- Note:
1. May reduce verge adjacent to park to 1.0 m when fronting public parkland.
  2. Where the street is short and vehicle volume is less than 150 vehicles per day, pavement may be reconfigured as a slow speed, comprehensively-designed street, with a 3.4 m travel lane and 2.1 m embayed parking spaces. Passing bays are to be provided every 70-80 m, and maximum length 150 m. If a street is comprehensively designed and designated as a shared space for pedestrians and vehicles and target speed is <20 km/hr, no footpath may be required.
  3. A pavement width of 5.5 m may be considered, subject to the agreement of the local authority. The reserve should remain at 14.2 m to allow for future flexibility.

**13.2.2 CHANGE OF LAND USE FROM MOTOR VEHICLE REPAIR & RESIDENTIAL TO TRANSPORT DEPOT - LOTS 6, 50 AND 282 OLD YORK ROAD AND LOTS 12,13 AND 50 RAILWAY AVENUE, NORTHAM**

Name of Applicant:	Mr Jason Dunning
Name of Owner:	JR, TM, SD & KR Dunning
File Ref:	A12665
Officer:	Phil Steven/Carly Pidco
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	30 May 2014

**PURPOSE**

The proposed application is for a change of use to “Transport Depot”. The proposal requires determination by Council as objections have been received during the public consultation process.

**BACKGROUND**

Background of Key Dates and Determinations

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

Date	Item / Outcome
21 January 2014	The Shire sends a letter of non-compliance (unauthorised “Transport Depot” land use) to the landowner.
24 March 2014	The Shire received a development application for retrospective approval of “Transport Depot” land use.
2 April 2014	Development application considered at DCU meeting
3 April 2014	The Shire requests additional information regarding the use of the existing dwelling and additional fees for public advertising
9 April 2014	The applicant provides additional information
7 May 2014	The applicant pays the additional fees
13 May 2014	Development application advertised to neighbouring properties
27 May 2014	Closing date for public advertising submissions

The site comprises 6 separate parcels with a combined area of approximately 7154m<sup>2</sup>. The site is zoned “Light & Service Industry” under the provisions of LPS 6 and is located in the Avon & Mortlock Rivers Special Control Area.



The site has been used for several years by Dunning's for servicing vehicles involved in its fuel transport operations. There is an existing on-site workshop for this purpose. In addition, there is an existing residential dwelling currently being used for crew rest and office purposes, and an unsealed parking area for parking trucks. These latter uses have not been granted approval by the Shire.

TPS 6 defines the land use of "transport depot" as:

*"premises used for the garaging of motor vehicles used or intended to be used for carrying goods or persons, or for the transfer of goods or persons from one motor vehicles to another of such motor vehicle and includes maintenance, management and repair of the vehicles used, but not of other vehicles, and may include overnight accommodation on-site for the transport workers"*

The aggregate uses of motor vehicle repairs, parking of commercial vehicles and office (when part of a single operation, as in the current application) are consistent with the general land use class of "transport depot". The land use class "transport depot" is a Discretionary use in the Light & Service Industry zone.

## **STATUTORY REQUIREMENTS**

### ***Car Parking***

Clause 5.13 of LPS 6 lays out the requirements for car parking, as follows:

#### ***"5.13 Car Parking***

- 5.13.1 *A person shall not develop or use any land or erect, use or adapt any building unless a suitable number of car parking spaces are provided on site and in accordance with the car parking requirements for particular developments and land uses as listed in 'Table 3: Car Parking Guidelines' or as varied by the provisions of this Scheme.*
- 5.13.2 *The dimensions of parking spaces required under the provisions of the Scheme, shall be as per the Australian Standards.*
- 5.13.3 *For open car parking facilities with 20 or more parking spaces, a minimum area equivalent to one parking space shall be provided in suitable locations for every 20 parking spaces for garden and planting of native plants and trees to provide visual relief and, so long as these garden and planting areas are maintained in good order, those areas provided for this purpose shall be included in calculations as landscaping and not as car parking.*

- 5.13.4 *The car parking layouts on any lot within the Commercial, Mixed Use or Tourist zones shall be designed in conjunction with layouts on adjoining lots so that the total area may ultimately function as an integrated car parking area.*
- 5.13.5 *Where an applicant for planning approval can demonstrate that other off-street parking facilities are available to be shared with other land uses operating at different times, the local government may approve a development with less than the required number of on-site car bays provided -*
- (a) *the local government is satisfied that no conflict will occur in the operation of land uses for which the joint use of parking facilities is proposed; and*
  - (b) *landowners who request sharing of parking facilities enter into a legal agreement to the local government's satisfaction for reciprocal access to parking facilities.*
- 5.13.6 *Where the owner can demonstrate to the satisfaction of the local government that there is not the demand for the number of parking spaces specified in the 'Table 3: Car Parking Guidelines', landscaping may be provided in lieu of car parking spaces not constructed and the landscaping shall be included in calculations as car parking but not as landscaping, provided that the local government may from time to time require that additional parking spaces be provided by the owner.*
- 5.13.7 *In the Commercial Zone, where a developer can satisfy the local government that the minimum car parking requirements cannot be provided on the site, the local government may accept a cash payment in lieu of the provision of car parking spaces, but subject to the requirements of this clause -*
- (a) *A "cash-in lieu" payment shall be not less than the estimated cost to the owner of providing and constructing the parking spaces required by the scheme, plus the value as estimated by the Valuer General, or by a licensed valuer appointed by local government of that area of the applicant's land which would have been occupied by the parking spaces.*
  - (b) *Before the local government agrees to accept a cash payment "in lieu" of the provision of parking spaces, the local government must either have already provided public car parking nearby, or must have firm proposals to provide public car parking nearby within a period of not more than 18 months from the time of agreeing to accept the cash payment.*

- (c) *Payments made under this clause shall be paid into a special fund to be used to provide public car parks and the local government may use this fund to provide public car parking anywhere in the immediate vicinity.*

5.13.8 *When considering an application to commence development the local government shall have regard to, and may impose conditions in respect of -*

- (a) *the location and design of the required car parking spaces;*
- (b) *natural planting;*
- (c) *pedestrian spaces on the lot; and*
- (d) *any other matter deemed relevant.*

5.13.9 *In determining the requirements of subclause 5.13.8, the local government may consider matters including -*

- (a) *the proportion of car spaces to be roofed or covered;*
- (b) *the proportion of car spaces to be below natural ground level;*
- (c) *the means of access to each car space and the adequacy of any vehicular manoeuvring area;*
- (d) *the location of the car spaces on the site and their effect on the amenity of adjoining development, including the potential effect if those spaces should later be roofed or covered;*
- (e) *the extent to which car spaces are located within required building setback areas;*
- (f) *the locations of proposed public footpaths, vehicular crossings, or private footpaths within the lot, and the effect on both pedestrians and vehicular traffic movement and safety; and*
- (g) *the suitability and adequacy of elevated structural deck for development and service as a proportion of the required area for natural planting and pedestrian space.”*

The use of “transport depot” is not listed in Table 3: Car Parking Guidelines, which states the minimum number of car parking spaces required. Therefore the number of bays required is to be determined by the local government.

### **Outdoor Storage Areas**

Clause 5.8 of LPS 6 lays out two requirements for protection of amenity relevant to the current proposal:

- 5.8.1 *Open air displays, industrial hire services, storage facilities, depots, lay-down areas and any other open area shall be sealed, paved and/or landscaped to the satisfaction of the local government and maintained in good condition; and*

- 5.8.2 *Any open storage area, utilitarian area or any other space used in connection with a commercial or industrial use which, by virtue of its location and use is likely to detract from the visual amenity of the surrounding area, shall be screened from public view by a closed wall or fence no less than 1.8 metres in height, or screen landscaping approved by the local government.*

### **Building Classification**

The existing buildings on site are a residential building, being used as an office, and an older-style shed or store being used as a workshop. A review of the Shire's records has failed to establish the existing classification of these buildings. It will be necessary for the landowner to ensure that the buildings are appropriately classified in compliance with the Building Act 2011. Although this is not normally a matter to be resolved as part of a development application, it is recommended that an advice note be added to any approval to remind the landowner of their obligations under the Building Act 2011.

### **Fencing**

The Shire's Fencing Local Law 2008 allows barbed wire boundary fencing (proposed on the submitted plans) on industrial lots subject to certain design requirements. A condition reminding the landowner of these requirements should be applied to any approval.

## **CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

**GOAL:** Support business and investment opportunities

The "transport depot" provides numerous and diverse employment opportunities. It also functions as the centre for Dunning's operations in the region.

## **BUDGET IMPLICATIONS**

The applicant has paid \$295.00 in planning application fees and \$125.00 in public advertising fees.

## **OFFICER'S COMMENT**

### **Zone Objectives**

The proposed "transport depot" is consistent with the objectives for the Light & Service Industry zone, as laid out in clause 4.2.7 of TPS 6, as it:

- Provides for a service industry use which would not be appropriate in the commercial / mixed use zones due to the large land area required and potential impacts on amenity and vibrancy in commercial / mixed use zones;
- Has limited impact on rivers and residential areas, which can be generally managed through conditions of development approval discussed in this report; and
- Facilitates employment-generating development in the Shire.

It should also be noted that the residential building (although not currently being used as a dwelling) should be considered a non-conforming use, and formally approving a use that is consistent with the zoning table and scheme provisions will further the Shire's intention for the long-term development of the precinct as a light industrial area.

### ***Car Parking***

As LPS 6 does not prescribe a minimum number of car parking bays for the use, provision of car parking is to be determined by the local government. The submitted plans include a total of 14 car parking bays for staff and visitors (truck parking as part of the transport depot function is not applicable to the car parking assessment).

As a point for comparison, if the development was an "Industry - Light & Service" use, approximately 15 car parking bays would be required. It is considered that this is a reasonable benchmark for assessing the current application, as it is unlikely to receive a lot of visitors and not all staff will be on-site at the same time (i.e. drivers will frequently be on the road). There is not currently a parking problem associated with the use and conditions can be applied to any approval prohibiting parking off-site. Therefore the proposal for 14 car parking bays is considered appropriate to the site and use.

### ***Landscaping***

The majority of the site is currently unsealed and subject to dust and drainage issues. Clauses 5.13 and 5.8 of LPS 6 make provision for the local government to require sealing / paving, landscaping and screening of open depot and industrial developments. It is appropriate to apply such conditions in this case in part to address the dust and drainage issues and in part to improve the appearance of the development and impact on amenity.

### ***Public Submissions***

Two submissions were received from neighbouring properties during the public consultation period. These submissions along with Officer's comments have been compiled in the attached schedule of submissions.

### ***Summary***

The proposed use of "transport depot" is consistent with the objectives for the Light & Service Industry Zone and will encourage employment and business innovation in keeping with the Shire's strategic plan. Several issues have been raised through the internal assessment and public consultation processes, being dust management, noise, landscaping, car parking and drainage. These can be effectively managed through applying appropriate conditions to any development approval.

It is recommended that the application be approved subject to appropriate conditions.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2222**

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

**That Council issue planning approval for the change of land use of Lots 6, 50 and 282 Old York Road, and Lots 12, 13 and 50 Railway Avenue, Northam, from “Motor Vehicle Repair” and “Residential” to “Transport Depot” subject to the following conditions:**

- 1. All development being in accordance with the approved plans.**
- 2. All structural plans and details are to be engineered and ink signed.**
- 3. All stormwater being contained on site.**
- 4. The entire site being sealed and/or paved, with the exception of areas set aside for landscaping in accordance with an approved Landscaping Plan, to the satisfaction of the Chief Executive Officer.**
- 5. A Drainage Management Plan being submitted to and approved by the Chief Executive Officer prior to commencement of development.**
- 6. An approved wash-down area with petrol and oil trap is to be provided in compliance with the Australian Plumbing Code and the requirements of the Environmental Protection Authority within 28 days of the date of this approval.**
- 7. The truck parking area of the development being screened by a closed wall or fence no less than 1.8m in height, or by screen landscaping to the satisfaction of the Chief Executive Officer.**
- 8. A Landscaping Plan being submitted to and approved by the Chief Executive Officer prior to commencement of works. The approved landscaping plan is to be fully implemented before occupation of the development and maintained thereafter to the satisfaction of the Chief Executive Officer. The Landscaping Plan is to include the following:**
  - (a) The location and type of existing and proposed trees and shrubs;**
  - (b) Any areas of hard landscaping e.g. paths, retained garden walls etc;**
  - (c) Any lawns to be established;**
  - (d) Any natural landscape areas to be retained;**
  - (e) Those areas that are to be reticulated or irrigated; and**
  - (f) Fencing, walls or screen landscaping required in condition 7 of this approval.**
- 9. All car parking for the property being contained on site. No parking on verges or street parking shall be permitted.**

over page .....

**10. The parking areas, driveways and points of ingress/egress being designed, constructed, sealed, drained, marked, and thereafter maintained to the specification and satisfaction of the Chief Executive Officer. These works are to be done as part of the building program.**

**11. Access, car parking and landscaping areas being maintained to the satisfaction of the Chief Executive Officer.**

**12. Whilst on the lot, the vehicle's motor is not left running when the vehicle is unattended or in any event for any period in excess of five (5) minutes;**

**13. Boundary fencing is to comply with the requirements of the Fencing Local Law 2008.**

**14. Within six (6) months of the date of determination an application shall be made to the WAPC to amalgamate lots 6, 50 and 282 Old York Road, and lots 12, 13 and 50 Railway Avenue into one lot.**

**15. Within twelve (12) months of the date of determination, the amalgamation of lots 6, 50 and 282 Old York Road, and lots 12, 13 and 50 Railway Avenue is to be finalised and a deposited plan lodged with Landgate.**

**16. That Railway Avenue be drained and sealed to Council's satisfaction.**

**CARRIED 9/0**

#### *Advice Notes*

*1. A Building Permit must be obtained from the Local Government for a change of building classification.*

*2. If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.*

*3. Where an approval has so lapsed, no development shall be carried out without the further approval of the Local Government having first been sought and obtained.*

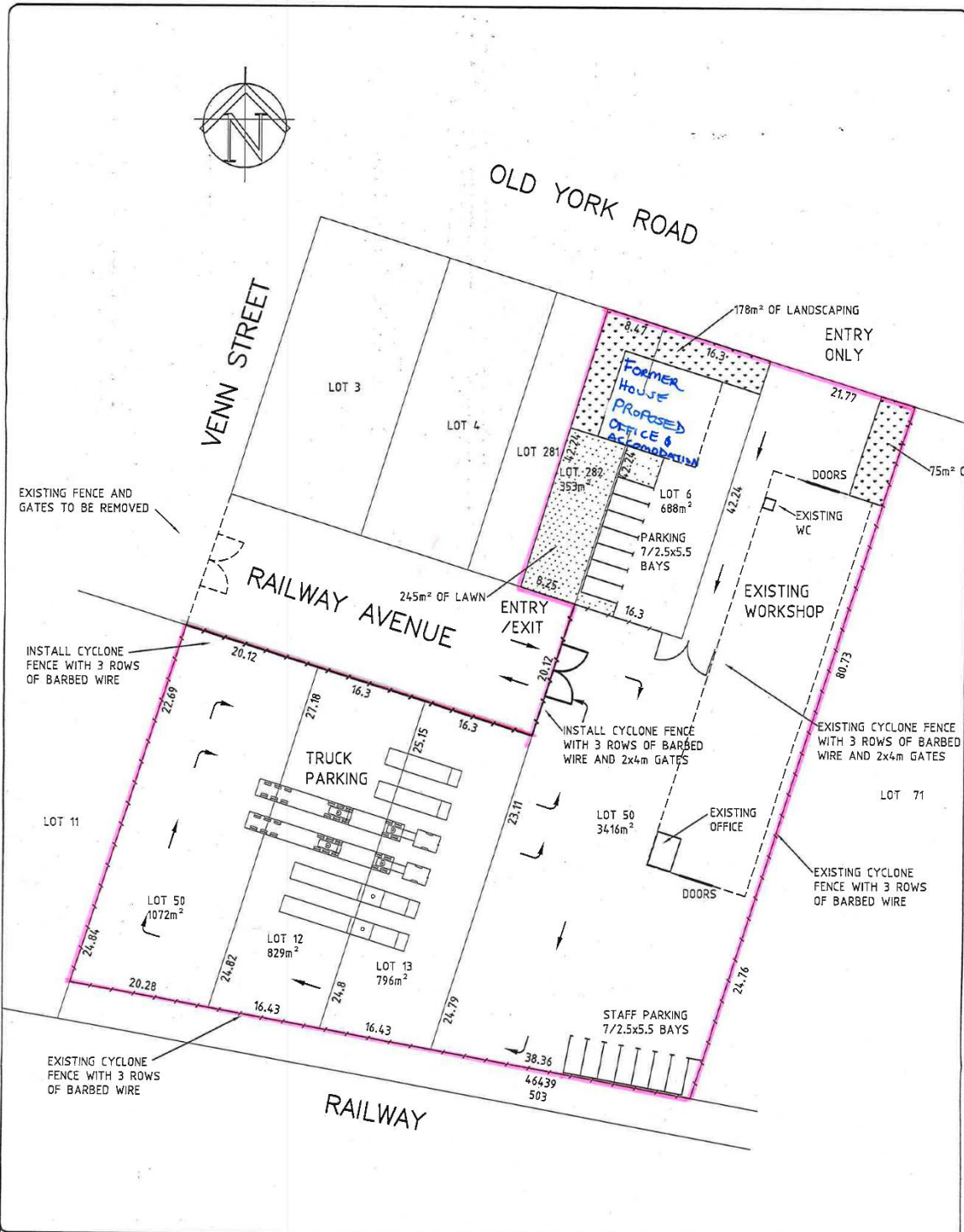
*4. The applicant is reminded of their obligations under the Building Act 2011 and advised that reclassification of the buildings in keeping with the approved use may be required.*

*5. If an applicant is aggrieved by this determination there is a right of appeal under the Planning and Development Act 2005. An appeal must be lodged with the State Administrative Tribunal within 28 days of the determination.*

**Shire of Northam  
Local Planning Scheme No 6  
Proposed Transport Depot – 52 Old York Road, Northam  
Schedule of Submissions**

<b>No</b>	<b>Name/Address</b>	<b>Summary of Submission</b>	<b>Officer's Comment</b>
1	Adjoining Landowner	Concern regarding dust from the site and the impact on health. Request bitumen to limit the dust problem.	The site is currently unsealed and combined with the frequency of vehicle movements associated with a transport depot use, dust is a reasonable concern. The local government can impose conditions requiring the site to be bituminised / paved to address this issue. Sealing the parking and movement areas will also improve the appearance of the site and assist in clearly delineating car parking.
2	Adjoining Landowner	<p>Noise from trucks early in the morning is disrupting residents' sleep.</p> <hr/> <p>Concern that stormwater from the site is currently discharging into neighbouring properties and Railway Parade.</p>	<p>The subject land, and surrounding areas, are zoned for industrial uses and heavy vehicles are synonymous with industry. Residential uses in this area are "non-conforming uses" and the Shire's long-term intention for the precinct is industrial development. Notwithstanding this, some balance between the existing land uses is necessary. The applicant has advised that heavy vehicles are only usually on site during shift-change or when being serviced. Shift-change occurs at 6am and 6pm, and the on-site mechanic operates from 7am to 6pm. If granted approval, the approval will be conditioned to require that trucks are not to be left running for more than 5 minutes unattended and all trucks will be parked within the designated truck parking area.</p> <hr/> <p>All stormwater should be retained on-site as per normal practise. Sealing the site and installing new fencing may alter the flow of water and the landowner should take steps to ensure proper stormwater management. Standard conditions relating to drainage should be applied to any approval</p>





<b>AVON VALLEY DESIGN AND DRAFTING SERVICE</b> 56 WOODLEY FARM DRIVE NORTHAM W.A. 6401 email: avonvds@bigpond.com		SCALE AS SHOWN © COPYRIGHT	<b>A3</b>	PROPOSED TRANSPORT DEPOT FOR DUNNING INVESTMENTS LOTS LOT 50, 12 13, 50, 6 & 28 OLD YORK ROAD AND RAILWAY AVENUE NORTHAM
DRN S.R.C. DRG FILE 13071.dwg	DATE FEB 2014	BUILDER SHALL VERIFY ALL DIMENSIONS ON-SITE PRIOR TO COMMENCING ANY WORKS ENGINEERS DRAWINGS SHALL BE READ IN CONJUNCTION WITH THESE DRAWINGS WHERE APPLICABLE WRITTEN DIMENSIONS SHALL TAKE PRECEDENCE OVER SCALING		SHEET 1 OF 1 ASSOCIATE MEMBER OF BUILDING DESIGNERS ASSOCIATION W.A.

Printed : Wed, 26 Feb 2014 - 2:38pm

**13.3. CORPORATE SERVICES**

**13.3.1 HIRE CHARGES – FOOTBALL CLUBS**

Name of Applicant:	Federals & Railways Football Clubs
Name of Owner:	N/A
File Ref:	
Officer:	Denise Gobbart / Colin Hassell
Officer Interest:	Nil
Policy:	
Voting:	Absolute majority required
Date:	03 June 2014

**PURPOSE**

The Federals and Railways Football Clubs have written requesting that Council endorse a reduction in fees for the 2013 Football season due to the reduced availability to the new Recreation Centre and facilities.

**BACKGROUND**

At the Ordinary meeting of Council held 19 December 2012 Council resolved the following;

**Minute No C.1921**

**Moved: Cr T Little**  
**Seconded: Cr R Head**

**That Council,**

- 1. enter into user Agreements with both the Federals Football Club and Railways Football Club for the use of the Recreation Centre including change-rooms, kitchen and function rooms;**
- 2. set an annual fee of \$7,000 (plus lighting costs) for each Club with the Agreement being reviewed annually; and**
- 3. delegate authority for the CEO to sign the user Agreements with both football Clubs in accordance with the above decision.**

**CARRIED 9/0**

The annual fee of \$7,000 was a subsidised charge based on the following predicted use of the facilities;

Training Nights (33 weeks)	\$2,640
Saturday or Sunday (16 Games)	\$4,800
Hospitality & Bar Hire (16 Weeks)	\$4,216
Kitchen Hire (16 Weeks)	\$1,200

The Federals Football Club played 2 games on Henry Street oval and used the Hospitality Room, Bar and Kitchen facilities on two other occasions, during the 2013 season. The Railways Football Club played 4 games on Henry Street oval during the 2013 season.

It has been determined that the use of the ovals for training and game days stand as the charges would be relevant for which ever oval was being used. The use of the Hospitality Room, Bar and Kitchen facilities are the charges that the clubs are seeking a reduction in charges.

Based on the predicted charges the use of the Hospitality Room, Bar and Kitchen facilities represents 43% of the total fees. Of the annual fee of \$7,000 the use of the Hospitality Room, Bar and Kitchen facilities would total \$3,010 for the season. From this we have calculated that the usage by each club on four occasions would total \$753. From this we are recommending to Council that \$2,257 be reduced from the \$7,000 owed by both clubs.

The user agreements for both Federals Football Club and Railways Football Club are yet to be formalised, these will be progressed as soon as practicable.

## **STATUTORY REQUIREMENTS**

*Local Government Act 1995  
Part 6 – Financial Management  
Division 4 – General Financial Provisions*

6.12. Power to defer, grant discounts, waive or write off debts

- (1) *Subject to subsection (2) and any other written law, a local government may —*
- (a) *when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money;*
  - (b) *waive or grant concessions in relation to any amount of money; or*
  - (c) *write off any amount of money, which is owed to the local government.*

*\* Absolute majority required.*

- (2) *Subsection (1) (a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*

- (3) *The grant of a concession under subsection (1) (b) may be subject to any conditions determined by the local government.*
- (4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

*[Section 6.12 amended by No. 64 of 1998 s. 39.]*

## **CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN**

Objective: S3            Provide active and passive recreation facilities and services  
Strategy: S3.2        Develop, maintain and support appropriate recreation facilities throughout the Shire.

## **BUDGET IMPLICATIONS**

The proposed reduction in fees of \$2,257 (GST inclusive) per club, leads to a loss of revenue of \$4,514 (GST inclusive)

## **OFFICER'S COMMENT**

The Federals and Railways Football Clubs were originally invoiced \$7,700 each for the 2013 Football Season. On receipt of these invoices both clubs disputed the invoices as they were of the understanding that they would only be charged \$7,000, then requested that as they were not able to use the facilities for the full season that a reduction in the charge should be made.

On investigating the original recommendation of Council the basis on the determination of the charge of \$7,000 was GST inclusive charges. By charging \$7,700 Council was in fact charging GST twice. The original invoices issued have been reversed based on the fact that amount charged was incorrect.

Prior to the reissue of the accounts for the Federals and Railways Football Clubs staff are seeking the endorsement of Council to reduce the charge to \$4,743 for each club, as they were not able to use the facilities for the full season.

It is noted that a similar issue will arise again for the 2014 Football season as Henry Street oval and the Recreation Centre facilities are yet to be used.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2223**

**Moved: Cr T Little**

**Seconded: Cr A Llewellyn**

**That Council, waive \$2,257 (GST inclusive) for both the Federals and Railways Football Clubs for the 2013 Football Season, due to the reduction in use of the Hospitality Room, Bar and Kitchen facilities in the Recreation Centre.**

**CARRIED BY ABSOLUTE MAJORITY 9/0**

**13.3.2 FINANCIAL STATEMENTS TO 30 APRIL 2014**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Zoe MacDonald
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	6 June 2014

**PURPOSE**

The Statement of Financial Activity for the period ending 30 April 2014 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

The financial statements are provided in appendix 2 at the end of the agenda document.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2224**

**Moved: Cr U Rumjantsev**

**Seconded: Cr A Llewellyn**

**That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 30 April 2014.**

**CARRIED 9/0**

**13.3.3 ACCOUNTS AND STATEMENTS OF ACCOUNTS**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Denise Gobbart
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	3 June 2014

**PURPOSE**

The Accounts due and submitted to the Ordinary Council Meeting on Wednesday, 11 June 2014 are attached.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2225**

**Moved: Cr R Head  
Seconded: Cr A Llewellyn**

**That Council endorse payments for the period 1 May 2014 to 31 May 2014, as listed, which have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)**

<b>Municipal Fund Bank Vouchers 33312 to 33374</b>	<b>\$ 162,772.82</b>
<b>Trust Bank Vouchers 1825 to 1827</b>	<b>\$ 7,564.18</b>
<b>Municipal Fund Bank Electronic Fund Transfer EFT16707 to EFT16943</b>	<b>\$ 1,286,338.18</b>
<b>Direct Debit Fund Transfer 7067.1 and 7081.1 and 7094.1</b>	<b>\$ 3,134.62</b>
<b>Municipal Fund Bank Electronic Fund Transfer Payroll 06/05/2014</b>	<b>\$ 212,217.53</b>
<b>Municipal Fund Bank Electronic Fund Transfer Payroll 20/05/2014</b>	<b>\$ 216,300.31</b>
<b>TOTAL</b>	<b>\$1,888,327.64</b>
	<b>CARRIED 9/0</b>

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
1825	13/05/2014	SHIRE OF NORTHAM	MONTHLY BUILDING COMMISSION (BSL) FOR APRIL 2014.	164.25
1826	13/05/2014	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BUILDING FEES FOR APRIL 2014 COLLECTED ON BEHALF OF THE BUILDING COMMISSION FOR BSL.	2,521.30
1827	13/05/2014	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BUILDING FEES COLLECTED FOR BCITF FOR APRIL 2014.	4,878.63
EFT16707	01/05/2014	TOTAL EDEN	<b>TOTAL TRUST CHEQUE</b>	<b>7,564.18</b>
EFT16708	01/05/2014	BOUNCY FUN CASTLES	PROGRESS CLAIM FOR WUNDOWIE TO BAKERS HILL PIPELINE PROJECT AND THE BAKERS HILL OVAL RETICULATION.	153,895.61
EFT16709	01/05/2014	DOWNER EDI WORKS	HIRE OF RIDES FOR THE WUNDOWIE IRON FESTIVAL, COMMUNITY SAFETY EXPO AND INTERNATIONAL WOMENS DAY.	2,720.00
EFT16710	02/05/2014	DENIS GRAHAM BERESFORD	ROADWORK CONSTRUCTION AND TRAFFIC MANAGEMENT FOR THROSSELL ST AND SPENCERS BROOK ROAD.	76,948.72
EFT16711	02/05/2014	DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENTS FOR APRIL 2014.	1,726.55
EFT16712	02/05/2014	JULIE ELLEN WILLIAMS	COUNCILLOR PAYMENTS FOR APRIL 2014.	1,726.55
EFT16713	02/05/2014	KATHLEEN DAWN SAUNDERS	COUNCILLOR PAYMENTS FOR APRIL 2014.	1,726.55
EFT16714	02/05/2014	LLEWELLYN A W	COUNCILLOR PAYMENTS FOR APRIL 2014.	2,079.48
EFT16715	02/05/2014	RAYMOND MILNE HEAD	COUNCILLOR PAYMENTS FOR APRIL 2014.	1,726.55
EFT16716	02/05/2014	ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS FOR APRIL 2014.	1,726.55
EFT16717	02/05/2014	STEVEN BRUCE POLLARD	COUNCILLOR PAYMENTS FOR APRIL 2014.	6,330.15
EFT16718	02/05/2014	TERRY MATTHEW LITTLE	COUNCILLOR PAYMENTS FOR APRIL 2014.	2,726.55
EFT16719	02/05/2014	ULO RUMJANTSEV	COUNCILLOR PAYMENTS FOR APRIL 2014.	1,970.75
EFT16720	06/05/2014	WESTERN AUSTRALIAN TREASURY	LOAN NO. 217 INTEREST PAYMENT - CBD STREETSCAPE	90,533.70
EFT16721	09/05/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	462.50
EFT16722	09/05/2014	KONNECT LEARNING	TRAINING COURSE ON NEGOTIATION AND PERSUASIVE COMMUNICATION - MASTERCLASS FOR TOM CORBETT.	1,428.90
EFT16723	09/05/2014	PARAGON SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	177.25
EFT16724	09/05/2014	SHERRIN RENTALS	HIRE OF 24 TONNE MULTI TYRED ROLLER FROM 01/03/2014 TO 31/03/2014.	5,067.57
EFT16725	09/05/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ADVERTISEMENT OF VACANT POSITIONS WITHIN THE SHIRE OF NORTHAM AND REQUEST FOR QUOTATION NORTHAM ABORIGINAL AND ENVIRONMENTAL INTERPRITATION CENTRE FEASIBILITY STUDY.	6,942.21
EFT16726	15/05/2014	LANDGATE	SUPPLY OF X24 LAND ENQUIRIES.	24.00
EFT16727	15/05/2014	MCDOWALL AFFLECK PTY LTD	CHARGES FOR SITE VISIT AND CONDITION REPORT, EXTENT OF SURVEY REQUIRED AND DESIGN FOR THE TOWN CENTRE DRAINAGE DESIGN.	4,235.00
EFT16728	15/05/2014	MCLEODS BARRISTERS & SOLICITORS	LEGAL DRAFTING AND TELEPHONE ATTENDANCE FOR VARIOUS CALLS WITH BROOKE NEWMAN AND PHIL STEVEN.	3,522.28



**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT16729	15/05/2014	MIDALIA STEEL	PURCHASE OF X1 PIPE PE, X200 ELGATE POST AND X300 PROCESSING SERVICES.	256.10
EFT16730	15/05/2014	CANCELLED PAYMENT		
EFT16731	15/05/2014	OXTERS CEMETERY SERVICES	TOWNSITE MAINTENANCE FOR BAKERS HILL AND GRASS VALLEY FROM 03/03/2014 TO 28/03/2014 AS WELL AS PURCHASE OF SANITARY SUPPLIES FOR ASSORTED SHIRE BUILDINGS AND CEMETERY MAINTENANCE FOR THE THREE WEEKS ENDING 02/05/2014.	4,215.66
EFT16732	15/05/2014	QUIN'S GOURMET BUTCHERS	SUPPLY OF X200 BURGERS FOR THE COMMUNITY BARBEQUE.	200.00
EFT16733	15/05/2014	THE VINTAGE SPORTS CAR CLUB OF WA	COMMUNITY DEVELOPMENT GRANT FOR THE 2014 NORTHAM FLYING 50.	16,500.00
EFT16734	15/05/2014	TOTAL EDEN	PROJECT AND BAKERS HILL RETICULATION PROJECT.	246,836.16
EFT16735	15/05/2014	TOTAL GREEN RECYCLING PTY LTD	E-WASTE RECYCLING FROM OLD QUARRY ROAD LANDFILL.	377.83
EFT16736	15/05/2014	WUNDOWIE ST JOHN AMBULANCE ASSOCIATION	SHIRE OF NORTHAM COMMUNITY GRANT JULY 2013 TO JUNE 2014 - WUNDOWIE SUB CENTRE ACCOMMODATION BLOCK.	5,000.00
EFT16737	15/05/2014	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	SUPPLY OF X3 TRAFFIC CONTROLLERS, SIGNS AND CONES TO WORKSITE ON DOY ROAD.	1,463.00
EFT16738	15/05/2014	ALL-WAYS FOODS	PURCHASE OF ASSORTED CONFECTIONARY AND CHIPS FOR THE NORTHAM POOL.	386.35
EFT16739	15/05/2014	ANDREW ROLAND VALLANCE	HIRE OF BUS FOR AFTER SCHOOL AND VACATION CHILD CARE FOR APRIL 2014.	420.00
EFT16740	15/05/2014	ANDY'S PLUMBING SERVICE	CONNECT ICE MACHINE FOR VISITOR CENTRE. REPLACE URINAL CISTERN WITH NEW UNIT, UNBLOCK DRAINS AND REPAIR LEAKING TAP AT BERT HAWKE PAVILLION.	1,727.00
EFT16741	15/05/2014	ANTHONY ROSKELL	CLEANING WUNDOWIE HALL AND LIBRARY FROM 09/04/2014 TO 22/04/2014.	175.00
EFT16742	15/05/2014	AUSTRAL MERCANTILE COLLECTIONS PTY	COMMISSIONS AND CHARGES FOR THE PERIOD ENDING 28/04/2014.	272.25
EFT16743	15/05/2014	AUSTRALIA POST	AUSTRALIA POST ACCOUNT FOR APRIL 2014.	1,159.65
EFT16744	15/05/2014	AVON DEMOLITION & EARTHMOVING	SITE MANAGEMENT AND LOADER FUEL CARTAGE FOR THE INKPEN WASTE SITE FROM 15/04/2014 TO 27/04/2014.	1,764.00
EFT16745	15/05/2014	AVON EVENTS & MARKETING	COMMUNITY GRANT 2014 AVON VALLEY GOURMET FOOD AND WINE FESTIVAL.	4,999.50
EFT16746	15/05/2014	AVON TELECOMS PTY LTD	SERVICE CALL TO REPLACE CCTV CAMERA, REPROGRAMME LINES ON PHONE SYSTEM AND CHANGE PIN NUMBERS FOR SECURITY SYSTEM AT NORTHAM VISITORS CENTRE AND INSTALL ADDITIONAL DATA OUTLET FOR PRINTER AT NORTHAM LIBRARY.	605.00
EFT16747	15/05/2014	AVON VALLEY ARTS SOCIETY (INC)	SELLING OF ASSORTED ITEMS FROM THE VISITORS CENTRE.	501.75
EFT16748	15/05/2014	AVON VALLEY CONTRACTORS	TRANSPORT EXCAVATOR FROM DUMBARTON ROAD TO BROOKS HIRE, CANNING VALE.	704.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT16749	15/05/2014	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF X6 DENSE SODA ASH FOR THE NORTHAM POOL.	286.44
EFT16750	15/05/2014	AVON VALLEY NISSAN	SERVICE ON VEHICLES KILLARA2, KILLARA4 AND N3433.	813.84
EFT16751	15/05/2014	AVON VALLEY STOCK FEED & GARDEN SUPPLIES	PURCHASE OF X2 AVIARY MIX, X2 LAYING MASH AND X1 SECONDS WHEAT FOR THE WHITE SWAN COLONY.	152.80
EFT16752	15/05/2014	AVON WASTE	RUBBISH PICK UP FOR THE FORTNIGHT COMMENCING 07/04/2014.	75,935.77
EFT16753	15/05/2014	AVW ELECTRICAL	INSTALL X2 OF 32A OUTLETS TO POLE AT WUNDOWIE OVAL.	985.60
EFT16754	15/05/2014	BAKERS HILL BOARDING BATTERY	TEMPORARY CARE OF X9 CATS FROM 01/04/2014 TO 29/04/2014.	390.00
EFT16755	15/05/2014	CANCELLED PAYMENT		
EFT16756	15/05/2014	BLACKWELL PLUMBING PTY LTD	SUPPLIED PLUMBER FOR WESFARMERS CONCERT. FIXED LEAKING TAP AT KILLARA AND VISITORS CENTRE. UNBLOCKED TOILET AT BERNARD	1,222.30
EFT16757	15/05/2014	BLOOMY'S FLORIST	SUPPLY OF X4 ANZAC WREATHS FOR NORTHAM, BAKERS HILL, WUNDOWIE AND GRASS VALLEY.	220.00
EFT16758	15/05/2014	BOB WADDELL CONSULTANT	ASSISTANCE WITH KILLARA ASSEST DISPOSAL QUERY WITH AUDITORS AND WITH HACC ANNUAL REPORT QUERIES FROM THE AUDITORS.	165.00
EFT16759	15/05/2014	BOC LIMITED	SUPPLY OF CALLOON GAS D SIZE FROM 29/03/2014 TO 02/04/2014.	1.97
EFT16760	15/05/2014	BOEKEMAN MACHINERY	PURCHASE OF X2 LHM MINERAL BRAKE OIL 1L FOR VOLVO GRADER, N.001.	62.59
EFT16761	15/05/2014	BORAL ASPHALT	PURCHASE OF X100 TONNES OF MRWA ROADBASE.	1,933.89
EFT16762	15/05/2014	BORROWED TIME	CHARGES FOR PERFORMANCE AT THE WOODSTOCK CONCERT IN THE PARK 29/03/2014.	990.00
EFT16763	15/05/2014	CANCELLED PAYMENT		
EFT16764	15/05/2014	BRIKMAKERS	SUPPLY FACE BRICKS FOR THE CEMETERY NICHE WALL.	5,927.03
EFT16765	15/05/2014	BUSH CONTRACTING	WATER TRUCK HIRE WITH DRIVER IN BAKERS HILL FROM 24/02/2014 TO 14/03/2014.	8,910.00
EFT16766	15/05/2014	C & D PLANKE & SONS PTY LTD	SUPPLY AND DELIVER 25 TONNE COFFEE ROCK FOR PITCHING GOOMALLING RD.	2,310.00
EFT16767	15/05/2014	C.Y.O'CONNOR INSTITUTE	DIPLOMA OF MANAGEMENT FOR VICTORIA JONES.	100.00
EFT16768	15/05/2014	CENTRAL MOBILE MECHANICAL REPAIRS	TO REPAIR FANS AND RADIATOR ON MULTIPAC TYRE ROLLER (PN1709). SUPPLY AND REPLACE TOW HITCH ON PN1009. REPAIR OIL LEAK IN BACKHOE ON SITE. FIX EQUALIZER BUSHES ON PN1009.	5,246.78
EFT16769	15/05/2014	CLACKLINE FENCING CONTRACTORS	FENCE REPAIRS, NEW INSTALLATION AND ADDITIONAL FENCING WORK (EMERGENCY EXIT AND ARNOLD ST ENTRANCE) AT THE REC CENTRE. REPAIR FENCE AT CAR IMPOUND YARD.	18,302.00
EFT16770	15/05/2014	CLACKLINE/MURESK BUSH FIRE BRIGADE	COMMUNITY GRANT FOR EXTENSION OF EXISTING CLACKLINE/MURESK FIRE SHED, TIGHE ROAD, CLACKLINE.	5,000.00
EFT16771	15/05/2014	CLACKLINE/TOODYAY KARATE CLUB INC	KIDSPORT FUNDING.	800.00
EFT16772	15/05/2014	CLARK EQUIPMENT	PURCHASE OF X1 WIPER BLADE AND X1 WIPER ARM.	98.18

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
EFT16773	15/05/2014	COUNTRY COPIERS NORTHAM	SUPPLY AND INSTALL CANNON DIGITAL COPIER AND STAND TO NORTHAM LIBRARY, REC CENTRE, VISITOR CENTRE AND KILLARA. METER READING FOR PHOTOCOPIER AT ADMIN BUILDING.	\$ 19,178.04
EFT16774	15/05/2014	COURIER AUSTRALIA	COURIER CHARGES FOR THE LIBRARY AND CORPORATE SERVICES.	121.76
EFT16775	15/05/2014	COVS PARTS PTY LTD	PURCHASE OF X2 WIPER REFILLS FOR TOYOTA, KILLARA.	5.21
EFT16776	15/05/2014	D CLEMENTS SMASH REPAIRS	EXCESS AND CONTRIBUTION FOR REPAIR OF TOYOTA HILUX, N10710.	1,000.00
EFT16777	15/05/2014	DAVID WILLIAM HUNT	RATES REFUND FOR ASSESSMENT A1748.	50.00
EFT16778	15/05/2014	DIRECT OFFICE FURNITURE	PURCHASE OF X4 FREE STANDING SCREENS FOR ADMIN.	1,900.80
EFT16779	15/05/2014	DUN & BRADSTREET AUSTRALIA	DEFERRED SERVICE FEE FOR A933.	70.40
EFT16780	15/05/2014	DUNLOP G D	REMOVAL OF LIGHT POLE FROM BERNARD PARK AND DELIVER TO SHIRE DEPOT.	607.20
EFT16781	15/05/2014	E FIRE & SAFETY	SERVICE AND SUPPLY FIRE EQUIPMENT FOR VARIOUS SHIRE BUILDINGS.	5,242.60
EFT16782	15/05/2014	EP PROPERTY CARE SERVICES	SWEEPING AND CLEANING OF APEX PARK, BROOME TCE AND BERNARD PARK INCLUDING WASHING BBQS FROM 07/03/2014 TO 28/03/2014.	1,048.20
EFT16783	15/05/2014	EXTELWEST COMMUNICATIONS PTY LTD	CLEANING OF FITZGERALD STREET COMPLETED ON 14/03/2014 AND 28/03/2014. GARDEN MAINTENANCE FOR THE NORTHAM POOL.	616.00
EFT16784	15/05/2014	FILTERS PLUS	SUPPLY TELEPHONE MDF, INSTALL MDF AND TERMINATE LINES, RE-CABLE TELEPHONE LINE TO ALARM AT KILLARA	215.99
EFT16785	15/05/2014	FLAT OUT FREIGHT	SUPPLY OF X1 OIL FILTER, X1 FUEL FILTER, X1 RADIAL SEAL AIR FILTER AND X1 RADIAL SEAL AIR FILTER.	192.70
EFT16786	15/05/2014	FREINDS GARAGE	PICK UP X2 BAGS OF CLAY FROM NELSON CRESCENT IN GLOSTER PARK, DROP OFF AT SHIRE DEPOT AND MACINTOSH AND SONS.	2,215.80
EFT16787	15/05/2014	FULTON HOGAN INDUSTRIES PTY LTD	REPLACE FILTERS, REFIT GRILL EXPANSION AND SERVICE BACKHOE.	5,367.44
EFT16788	15/05/2014	GARY BATT & ASSOCIATES	PURCHASE OF X24.87 CM07 170 GR (COLD MIX).	1,540.00
EFT16789	15/05/2014	GARY DAVIS	PRACTICAL COMPLETION VISIT SEPTEMBER 2013 REGARDING KILLARA RESPIRE CENTRE.	63.50
			REIMBURSEMENT OF PRE-EOMPLYMENT POLICE CLEARANCE.	-

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT16790	15/05/2014	GLENN STUART BEVERIDGE	INSTALL GOE FABRIC TO BERT HAWKE PLAYGROUND AND INSTALL CAPS TO POSTS FOR SAFETY. PICKUP AND DISPOSE OF RUBBISH AND BROKEN ASBESTOS FROM INDUSTRIAL PARK. INTSALL AND PAINT NEW DOOR TO RUBBISH TIP HOUSE. INSTALL LIMESTONE RETAINING WALL, CART X2 LOADS OF WHITE SAND AND PLACE UNDER SWINGS AND LAY GEO FABRIC AT MORRELL PARK. MOVE FURNITURE AT TOWN HALL. REPAIR COPPER LOGS AT RIVER BANK. REMOVE GRAFFITI FROM BERNARD PARK TOILETS, SOUND SHELL, APEX PARK TOILETS, FOOTBALL PAVILLION AND TOWN HALL. REPLACE DAMAGED TIMBER SLAT AT MORRELL PARK. INSTALL PLAQUE IN FRONT OF AVAS BUILDING. PLACE STAINLESS STEEL ANGLE TO GROUND DUCK AT NORTHAM SWIMMING POOL. REMOVE SHADE SAILS FROM NORTHAM AND WUNDOWIE SWIMMING POOL. FIX ROLLER DOOR AT REC CENTRE KITCHEN; REPLACE CEILING PANNEL AND FIX DAMAGED FENCE	6,594.50
EFT16791	15/05/2014	GRAFTON ELECTRICS	REPAIR EXIT SIGN AND DOWNLIGHTS AT BAKERS HILL PAVILLION. CHANGE SWITCH AND REPAIR SENSOR AT RAILWAY MUSEUM TOILETS. REPAIR EXHAUST AT VISITOR CENTRE TOILETS. REPAIR EXIT SIGN. SECURITY LIGHTS AND SCOREBOARD AT REC CENTRE. REPAIR CONDUIT TO SCOREBOARD AT JUBILEE OVAL. SUPPLY KEYS FOR HENRY ST OVAL SWITCHBOARD.	1,789.16
EFT16792	15/05/2014	GWY PAINTING SERVICE	REPAINT MAIN AREA OF FLUFFY DUCKS DAY CARE CENTRE.	2,002.00
EFT16793	15/05/2014	HILLS RANGERS FOOTBALL CLUB INC	KIDSPORT FUNDING.	185.00
EFT16794	15/05/2014	HOMELESS & ABUSED ANIMAL RESCUE TEAM	SUPPLY ACTIVITIES FOR THE DOGS DAY OUT.	1,000.00
EFT16795	15/05/2014	HOST AUTO REPAIRS	REMOVED AND REPLACE ANTENNA TO CHRIS BARTON'S CAR (1BCB073).	166.50
EFT16796	15/05/2014	INVISION SIGNS AND DESIGNS	SUPPLY OF BUSINESS CARDS FOR COLIN HASSELL AND CLINTON KLEYNHANS	129.80
EFT16797	15/05/2014	JASON BRIAN WHITEAKER	REIMBURSEMENT FOR THE PURCHASE OF FUEL.	259.74
EFT16798	15/05/2014	K & N TRADITIONAL LANDSCAPES	WORKS CARRIED OUT AT QUELLINGTON HALL.	8,800.00
EFT16799	15/05/2014	KEE TRANSPORT	MACHINERY HIRE - HAMM 3307 SMOOTH DRUM ROLLER.	572.00
EFT16800	15/05/2014	CANCELLED PAYMENT	SUPPLY OF X2 EDGE READ NOTES, X1 EDGE READ NOTES, X8 PLOW BOLT, X8 PLOW NUT AND X8 WASHER FOR ENGINEERING SERVICES	750.66
EFT16801	15/05/2014	KOMATSU AUSTRALIA PTY LTD	KOMATSU. PURCHASE OF X1 CAP AND X1 WIPER BLADE FOR INKPEN TRIATHLON REFUND.	60.00
EFT16802	15/05/2014	LIESL SIMONS	TOWN POOL MONITORING AND RECOMMENDATIONS FOR COMMUNITY INFRASTRUCTURE AND CONSULTANCY SERVICES FOR TOWN CENTRE DRAINAGE.	35,178.00
EFT16803	15/05/2014	CANCELLED PAYMENT		
EFT16804	15/05/2014	MATT GIRAUDO		

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT16805	15/05/2014	MATTHEW MACQUEEN	REIMBURSEMENT FOR FOOD PURCHASED FOR WEEKEND FIRE.	167.26
EFT16806	15/05/2014	METRO BEVERAGE CO PTY LTD	SUPPLY OF ASSORTED DRINKS FOR THE RECREATION CENTRE.	130.83
EFT16807	15/05/2014	NORTHAM & DISTRICTS GLASS SERVICE	SUPPLY AND FIT FULL TINTED LAMINATED WINDSCREEN AND FIT SILVER TO REAR VISION MIRROR FOR VEHICLE N.3885.	442.00
EFT16808	15/05/2014	NORTHAM BEARING SALES	PURCHASE OF X6 DEE SHACKLE FOR ENGINEERING SERVICES TRAILERS.	16.67
EFT16809	15/05/2014	NORTHAM CENTRAL NEWSAGENCY	SUPPLY OF NEWSPAPERS AS WELL AS DELIVERY FEES FOR THE LIBRARY, KILLARA AND THE ADMIN OFFICE.	156.70
EFT16810	15/05/2014	NORTHAM COURIER SERVICE	PICK UP CARTON FROM CLARK EQUIPMENT AND FILTERS PLUS AND DELIVER TO SHIRE DEPOT.	56.10
EFT16811	15/05/2014	NORTHAM FEED & HIRE	SUPPLY OF X4 WHEAT, X4 AVAIRY MIX AND X4 LAYING MASH FOR ENGINEERING SERVICES	269.20
EFT16812	15/05/2014	NORTHAM FURNITURE & BEDDING	SUPPLY OF ASSORTED DESKS AND FURNITURE FOR KILLARA.	2,760.05
EFT16813	15/05/2014	NORTHAM HOLDEN	CARRY OUT SERVICE ON KILLARA3 AND N10714. SUPPLY OF X1 NEW CAPTIVA FOR JEAN MCGREADY.	19,043.66
EFT16814	15/05/2014	NORTHAM LIQUOR BARONS	SUPPLY OF X1 CARLTON DRY STUB 345ML CTN (24), X5 COCA COLA 375ML, X2 KIRKS LEMONADE CAN 375ML, X2 KIRKS CLUB LEMON CAN 375ML, X2 DIET COKE 375ML AND X1 FANTA 375ML FOR THE DEPOT.	68.99
EFT16815	15/05/2014	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X1 BLADE DIAMOND TURBO.	39.79
EFT16816	15/05/2014	ORICA AUSTRALIA PTY LTD	SERVICE FEE HIRE FOR X4 920 KG CYLINDER FROM 01/03/2014 TO 31/03/2014.	539.62
EFT16817	15/05/2014	PALASSIS ARCHITECTS	REPORT FOR MORBY COTTAGE BY KEVIN PALASSIS.	71.50
EFT16818	15/05/2014	PERTH SECURITY SERVICES	SECURITY FOR SUMMER CONCERT 15/03/2014 AND TRAVEL.	1,249.72
EFT16819	15/05/2014	PROFESSIONAL LOCKSERVICE	SUPPLY OF X8 GEN 6 B34 CUT KEY, X1 334 PADLOCK 19MMSSS B13 AND X1 POSTAGE AND HANDLING.	245.66
EFT16820	15/05/2014	QUBE LOGISTICS	CHLORINE 920KG TRIP RATE- FUEL LEVY PERTH LINE HAUL.	824.29
EFT16821	15/05/2014	R & JT CONTRACTORS PTY LTD	REPAIRS TO LEAKING FIRE HOSE REEL, REPLACED DAMAGED NOZZLE AT THE BAKERS HILL PAVILION.	315.57
EFT16822	15/05/2014	ROAD SIGNS AUSTRALIA	PURCHASE OF X10 ASSORTED STREET SIGNS, X1 SOUTHERN BROOK HALL, X10 NO PARKING ON VERGE, X1 WAR MEMORIAL, X3 EVENT AHEAD AND X1 END EVENT SIGNS.	918.50
EFT16823	15/05/2014	ROB'S BAKED POTATOES	REFUND OF PAYMENT FOR FOOD STALL PERMIT AT WEST FARMERS COMMUNITY CONCERT DUE TO CANCELLATION.	20.00

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT16824	15/05/2014	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISEMENTS FOR NORTHAM FLYING 50, MT OMMANEY, WESFARMERS COMMUNITY MARKET AND ANZAC DAY ROAD CLOSURE, TENDER FOR FOOTPATH, MORBY COTTAGE, MODIFICATION TO THE STRATEGIC COMMUNITY PLAN, JOB ADVERTISEMENT (WORKS SUPERVISOR, PLANT OPERATOR, KILLARA ADMIN, EVENTS OFFICER AND PROGRAM COORDINATOR), MARCH NORTHAM SHIRE NEWSLETTER, EXTENSION OF BURNING PERIOD, NORTHAM ABORIGINAL AND ENVIRONMENTAL INTERPRITATION FEASABILITY STUDY, DEATH NOTICE FOR LANCE POLLARD AND SUPPLY OF COPIES OF THE ADVOCATE FOR THE VISITOR CENTRE FOR MARCH/APRIL.	5,279.92
EFT16825	15/05/2014	SAFETCARD MARKETING PTY LTD	SAFE CARD HIRE AND MONITORING.	396.00
EFT16826	15/05/2014	SHARON STIVEY SETTLEMENTS	RATES REFUND FOR ASSESSMENT A10975.	310.35
EFT16827	15/05/2014	SHERRIN RENTALS	HIRE OF 24 TONNE MULTI TYRED ROLLER FROM 01/03/2014 TO 31/03/2014.	5,067.57
EFT16828	15/05/2014	SKATE AUSTRALIA	SKATEBOARD CLINICS - APRIL/MAY/JUNE.	2,420.00
EFT16829	15/05/2014	SNAP	PURCHASE OF X112 DISPLAY INFO TAGS FOR THE NORTHAM ART COLLECTION.	285.00
EFT16830	15/05/2014	SONNY RUTHERFORD	REIMBURSEMENT OF REMOVAL EXPENSES.	3,300.00
EFT16831	15/05/2014	SOUTHERN BROOK COMMUNITY ASSOCIATION	SOUTHERN BROOK COMMUNITY ASSOCIATION, AUSTRALIA DAY CELEBRATIONS, AUSTRALIA DAY EVENT SUPPORT 2014.	385.00
EFT16832	15/05/2014	SPORTS POWER NORTHAM	PURCHASE OF X1 GIFT CARD AND X2 SOFT TEEBALL BATS.	90.00
EFT16833	15/05/2014	STAPLES AUSTRALIA PTY LIMITED	PURCHASE OF ASSORTED STATIONARY FOR THE ADMIN BUILDING AND THE DEPOT.	1,709.31
EFT16834	15/05/2014	TRENTON LORD (AUST)	SUPPLY OF X24 BS BAGS, X2 STANDARD SET AND X2 LEATHER SET FOR THE VISITORS CENTRE.	71.22
EFT16835	15/05/2014	TYRECYCLE PTY LTD	RECYCLING OF ASSORTED TYRES FROM OLD QUARRY LANDFILL SITE.	539.26
EFT16836	15/05/2014	UHY HAINES NORTON CHARTERED ACCOUNTANTS	INTERIM BILLING IN RESPECT OF THE AUDIT FOR THE YEAR ENDED 30/06/2013.	14,096.50
EFT16837	15/05/2014	WA PISTACHIOS	SUPPLY OF X10 PACKS OF PISTACHIOS FOR THE VISITOR CENTRE.	66.00
EFT16838	15/05/2014	WATER FEATURES BY DESIGN	FINAL PAYMENT FOR THE WATER PLAYGROUND.	58,808.00
EFT16839	15/05/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ADVERTISEMENT OF DEATH NOTICE FOR LANCE POLLARD, ROAD CLOSURE AT MT OMMANEY, NORTHAM FLYING 50 AND THE WESFARMERS COMMUNITY CONCERT. EVENTS OFFICER AND KILLARA ADMIN OFFICER, THE SHIRE NEWSLETTER, MODIFICATION TO THE COMMUNITY STRATEGIC PLAN AND POSTPONING THE BURNING PERIOD.	4,091.19
EFT16840	15/05/2014	WG & RJ ASHMAN	MOWING, CLEANUP AND REMOVAL OF RUBBISH FROM 13 RUSHTON CR.	484.00
EFT16841	15/05/2014	WHEATBELT GP NETWORK (GENERAL	PRE-EMPLOYMENT MEDICAL FOR SALLY HUDSON.	261.80

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16842	15/05/2014	WILLIAMSON D & S	HIRE OF 6 WHEEL TIPPER PIG FROM 15/04/2014 TO 23/04/2014 TO CART GRAVEL TO DUMBARTON RD.	5,930.00
EFT16843	15/05/2014	WORMALD FIRE (WA)	ROUTINE MAINTENANCE OF FIRE PANEL AT TOWN HALL.	137.04
EFT16844	15/05/2014	YVONNE MARIE DICKINSON	RATES REFUND FOR ASSESSMENT A2303.	425.00
EFT16845	23/05/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	462.50
EFT16846	23/05/2014	PARAGON SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	177.25
EFT16847	26/05/2014	BAKERS HILL PROGRESS AND RECREATION ASSOCIATION	FUNDING FOR THE AUSTRALIA DAY BREAKFAST.	676.28
EFT16848	26/05/2014	LANDGATE	RURAL UV'S CHARGEABLE 08/03/2014 TO 21/03/2014. GROSS RENTAL VALUATIONS CHARGEABLE 15/03/2014 TO 11/04/2014. RURAL UV GENERAL REVALUATION 2013/2014.	23,221.81
EFT16849	26/05/2014	NORTHAM PLAYGROUP	GRANT FOR SECURITY SCREENS AND BLINDS FOR THE PLAYGROUP BUILDING.	1,000.00
EFT16850	26/05/2014	OXTERS CEMETERY SERVICES	PURCHASE OF X180 ROLLS TOILET PAPER AND VINYL GLOVES FOR ASSORTED PUBLIC TOILETS THROUGHOUT THE SHIRE. CHARGES FOR BAKERS HILL, KATRINE AND GRASS VALLEY TOWNSITE MAINTENANCE (MARCH TO MAY). ABLUTIONS FOR BAKERS HILL PARK, REC CENTRE AND CLACKLINE. SUPPLY TOILET PAPER AND HAND TOWLES TO RAILWAY MUSUEM, BERNARD PARK, LIBRARY, ADMIN OFFICE, VISITOR CENTRE NORTHAM AIRFIELD AND APEX PARK. CHARGES FOR CEMETERY INVOICES FOR FORTNIGHT ENDING 16/05/2014. CHARGES FOR X2 GRAVE RE-OPENING AND X2 GRAVE CERTIFICATIONS.	9,222.89
EFT16851	26/05/2014	PRESTIGE ALARMS	24 HOUR MONITORING OF SECURITY ALARM SYSTEM FROM 01/06/2014 TO 31/08/2014.	115.00
EFT16852	26/05/2014	SLAV'S CLEANING SERVICE	CLEANING AT ADMIN, DEPOT, VISITORS CENTRE, LIBRARY, APEX PARK AND BERNARD PARK FOR APRIL 2014.	8,653.01
EFT16853	26/05/2014	STATE LIBRARY OF WESTERN AUSTRALIA	CHARGES FOR LOST AND DAMAGED BOOKS FROM THE LIBRARY.	1,346.40
EFT16854	26/05/2014	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	SUPPLY OF X3 TRAFFIC CONTROLLERS, SIGNS AND CONES TO WORKSITE (2 VEHICLES) DOY RD WUNDOWIE 29/04/2014, 30/04/2014, 01/05/2014 AND 02/05/2014.	5,852.00
EFT16855	26/05/2014	ALCHEMY TECHNOLOGY COMPUTER	SMS SOFTWARE MAINTENANCE UPGRADES FOR CURRENT CONFIGURATION INCLUDING HACCC REPORTING AND BED BOOKING MODULES TO 30/06/2015. TELEPHONE, EMAIL AND REMOTE SUPPORT TO 30/06/2015. TECHNICAL SUPPORT, DEVELOPMENT AND UNLIMITED UPGRADES TO 30/06/2015. ANNUAL REMOTE DIAL IN SUPPORT FACILITY TO 30/06/2015 FOR KILLARA.	1,843.60
EFT16856	26/05/2014	ALL FLAGS SIGNS AND BANNERS	PURCHASE OF X6 SHIRE OF NORTHAM FLAGS.	655.60

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT16857	26/05/2014	ALLCOM COMMUNICATIONS WA PTY LTD	SUPPLY & REPAIR RADIO ANTENNA ON SHIRE VEHICLES N4013, N4963, N017, N1790, N4096 AND N002).	2,563.95
EFT16858	26/05/2014	ANDY'S PLUMBING SERVICE	CLEAR BLOCKAGE TO SEWER LINE AND BLOCKED PAN LINE, CLEAN OUT X3 URINALS AND INSTALL CHEMICAL TO WATER LESS URINALS AND ADJUST TOILET CISTERN LEAKING AT BERNARD PARK.	462.00
EFT16859	26/05/2014	ANTHONY ROSKELL	CLEANING OF THE WUNDOWIE LIBRARY AND HALL FROM 23/04/2014 TO 20/05/2014.	450.00
EFT16860	26/05/2014	AV-SEC SECURITY SERVICES	ALARM ATTENDANCE AT WUNDOWIE LIBRARY AND AVAS BUILDING ON WELLINGTON STREET	220.00
EFT16861	26/05/2014	AVON PAPER SHRED	SHREDDING OF X1 BIN FROM KILLARA 08/05/2014.	55.00
EFT16862	26/05/2014	AVON TELECOMS PTY LTD	SERVICE CALL TO RESTORE DATA CABLING IN VISITORS CENTRE COMMANDER SYSTEM.	198.00
EFT16863	26/05/2014	AVON VALLEY ARTS SOCIETY (INC)	SPONSORSHIP FOR NORTHAM ART PRIZE AWARDS, BEST OVERALL AND BEST LOCAL ARTIST.	2,000.00
EFT16864	26/05/2014	AVON VALLEY BAKERY	SUPPLY OF X50 SANDWICHES AND X80 DINNER ROLLS FOR THE KILLARA OPENING AND WALGA WORKSHOP.	207.00
EFT16865	26/05/2014	AVON VALLEY CONTRACTORS	HIRE OF SEMI TIPPER TO CART GRAVEL FROM HITCHCOCKS TO DUMBARTON RD FROM 15/04/2014 TO 23/04/2014 AND HIRE OF LOWLOADER TO CART ROLLER FROM DUMBARTON RD TO WUNDOWIE.	6,748.50
EFT16866	26/05/2014	AVON VALLEY GLASS	SUPPLY OF X1 CLEAR LAMINATED GLASS GUARD WITH POLISHED EDGES AND INSTALL OVER HUGO THROSSELL PLAQUE, REPLACE X1 CHROME FRAMELESS BRACKET THAT WAS MISSING AND INSTALLED FOAM TAPE AROUND OUTSIDE TO SEAL OFF THE PLAQUE.	467.45
EFT16867	26/05/2014	AVON VALLEY NISSAN	FIT REAR AIR BAGS TO SUSPENSION ON NAVARA, N.4057.	1,122.00
EFT16868	26/05/2014	AVON VALLEY STOCK FEED & GARDEN SUPPLIES	PURCHASE OF X1 WHEAT, X2 LAYING MASH AND X2 AVAIRY MIX FOR THE WHITE SWAN COLONY.	147.80
EFT16869	26/05/2014	AVON WASTE	RUBBISH PICK UP FOR THE FORTNIGHT COMMENCING 21/04/2014.	32,209.37
EFT16870	26/05/2014	B & J CATALANO PTY LTD	SUPPLY AND DELIVER 25MM FERRICRETE FROM GIDGEGANNUP TO SHIRE DEPOT.	886.35
EFT16871	26/05/2014	BLACKWELL PLUMBING PTY LTD	CHECK PUBLIC TOILETS AT HOOPER PARK & BAKERS HILL. UNBLOCK DRAIN AT THE REC CENTRE. UNBLOCK TOILET AT THE ADMIN BUILDING.	657.36
EFT16872	26/05/2014	BOB COOPER OUTBACK SURVIVAL PTY LTD	PURCHASE OF ASSORTED ITEMS FOR THE VISITORS CENTRE STOCK.	506.73
EFT16873	26/05/2014	BOC LIMITED	SUPPLY OF X3 DISSOLVED ACETYLENE E SIZE AND X6 OXYGEN MEDICAL C SIZE TO ASSORTED SHIRE BUILDINGS. SUPPLY OXYGEN INDUST E SIZE AND HANIGAS S SIZE FOR THE DEPOT.	418.56
EFT16874	26/05/2014	BOEKEMAN MACHINERY	PURCHASE OF X5 MINERAL BRAKE OIL 1L FOR VOLVO GRADER, N.001.	156.48
EFT16875	26/05/2014	BOUNCY FUN CASTLES	HIRE OF RIDES FOR THE WUNDOWIE IRON FESTIVAL.	2,000.00
EFT16876	26/05/2014	BUNNINGS BUILDING SUPPLIES P/L	PURCHASE OF X1 CEMENT MIXER FOR ENGINEERING SERVICES.	1,566.55



LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT16877	26/05/2014	C.Y.O'CONNOR INSTITUTE	SPONSORSHIP FOR TRAINEE STUDENT AND ABORIGINAL AND TORRES STRAIT ISLANDER STUDENT.	1,100.00
EFT16878	26/05/2014	CANCELLED PAYMENT		
EFT16879	26/05/2014	CONPLANT AUSTRALIA	PURCHASE OF X1 HOSE RADIATOR, X1 FAN ENGINE, X1 BELT VEE AND X1 SHROUD RADIATOR FOR ENGINEERING SERVICES MULTIPAC TYRE ROLLER.	1,867.97
EFT16880	26/05/2014	COUNTRY COPIERS NORTHAM	PURCHASE OF X2 STEP FILES, X6 CLAMP FILES, X8 DISPLAY BOOKS AND X2 CLIP FOLDER FOR THE REC CENTRE. PURCHASE OF PARCHMENT PAPER, X2 CANVAS PRINTS AND X4 RING FILE FOR CORPORATE SERVICES. SUPPLY OF X2 DISPLAY BOOKS, PRINTER TONER AND X5 FILES FOR ENGINEERING SERVICES.	421.65
EFT16881	26/05/2014	COURIER AUSTRALIA	COURIER AUSTRALIA CHARGES FOR THE LIBRARY AND DEPOT.	380.79
EFT16882	26/05/2014	DJUKES INN	SUPPLY OF X2 NIGHTS ACCOMMODATION FROM 27/04/2014 TO 29/04/2014.	220.00
EFT16883	26/05/2014	DUN & BRADSTREET AUSTRALIA	EXTERNAL SOLICITORS FOR A15310.	1,981.10
EFT16884	26/05/2014	DUNCAN GROUP INTERNATIONAL - CLACKLINE VALLEY OLIVES	PURCHASE OF ASSORTED ITEMS FOR THE VISITORS CENTRE STOCK.	82.50
EFT16885	26/05/2014	DUNNING INVESTMENTS PTY LTD	DUNNINGS ACCOUNT FOR APRIL 2014.	25,928.67
EFT16886	26/05/2014	EASTERN HILLS SAWS & MOWERS	PURCHASE OF X2 BG 86C BLOWERS AND X1 HEDGER FOR ENGINEERING SERVICES.	1,196.00
EFT16887	26/05/2014	ENLOCUS PTY LTD	PROFESSIONAL FEES FOR SCHEMATIC.	4,042.50
EFT16888	26/05/2014	ENVIRONMENTAL HEALTH AUSTRALIA	FOODSAFE TRAINING, COMPLETE PACK FOR KILLARA.	173.05
EFT16889	26/05/2014	EP PROPERTY CARE SERVICES	SUPPLY OF GARDENING TEAM FROM 11/03/2014 TO 31/03/2014.	2,090.00
EFT16890	26/05/2014	FILTERS PLUS	PURCHASE OF X1 OIL FILTER, X1 FUEL FILTER AND X2 AIR FILTER FOR ENGINEERING SERVICES.	204.77
EFT16891	26/05/2014	FLAT OUT FREIGHT	PICKUP/DELIVERY OF X3 LARGE ITEMS FROM CATERLINK AND X1 20KG CARTON FROM KOMATSU FOR DEVELOPMENT SERVICES.	174.00
EFT16892	26/05/2014	FM SURVEYS	ROAD CLOSURE OF INKPEN RD, WOOTTATING.	4,620.00
EFT16893	26/05/2014	FREINDS GARAGE	SUPPLY OF 20,000KM SERVICE ON HINO FLOCON, N.008.	752.70
EFT16894	26/05/2014	CANCELLED PAYMENT		
EFT16895	26/05/2014	GIBBO'S DETAILING SERVICE	SUPPLY OF X1 FULL DETAIL ON FORD RANGER DUAL CAB UTE, N.10634.	242.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014

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EFT16896	26/05/2014	GLENN STUART BEVERIDGE	REMOVE CUPBOARDS AND VYNIL FLOORING AT LESSER HALL. INSPECTIONS AND SMALL REPAIRS AT ASSORTED SHIRE OWNED PROPERTIES (17/032014 TO 22/04/2014). INSPECT OLD ADMIN BUILDING FOR ASBESTOS. REMOVE DAMAGED SHADE SAIL FROM NORTHAM PLAYGROUP. CLEAN GUTTERS AT THE OLD ADMIN BUILDING AND LIBRARY. RECTIFY HARNESS POINT BOOTS AND COVER WITH TIN CAPS, PLACE FLAT BAR TO SIDE OF DRIAN AND REPAIR DAMAGES GATE AT REC CENTRE. MODIFY CEILING JOINTS AND RAFTERS FOR RANGE HOOD AND REFASTEN DROPPED CEILING AT MEMORIAL HALL. DIG CIRCUIT TO REAR OF BLOCK. SUPPLY AND INSTALL X2 DOORS, REPAIR HASP AND STAPLE. RECTIFY CHIMNEY LEAKS, SUPPLY AND INSTALL, PAINT DOWN PIPE. PICK UP AND INSTALL TEMPORARY FENCE AROUND SWIMMING CLUB BUILDING, TAKE X2 TRUCK LOADS OF RUBBISH TO THE TIP, SUPPLY AND INSTALL COVER OVER CONCRETE WELL. RECTIFY KIOSK SLIDING STEEL DOOR. SUPPLY AND INSTALL SAFETY MESH IN DRAIN AT THE NORTHAM POOL. SUPPLY AND INSTALL SHELVES IN STORAGE ROOMS, FIX DAMAGED ROLLER DOOR, FASTEN FIRST AID BOX TO WALL, MAKE BRACKET FOR OXYGEN TANK AND REPAIR ROOF LEAK AT THE REC CENTRE. PATCH INTERNAL WALL, REMOVE POWER BRACKET AND INVESTIGATE ROOF AT KILLARA. REPLACE FLY WIRE AND FIX DOG BEDS AT DOG POUND.	\$ 12,248.00
EFT16897	26/05/2014	GRAFTON ELECTRICS	REPLACE UPLIGHTS AT SOUNDSHELL. INSTALL POWER POINTS FOR SERVER AT THE ADMIN BUILDING. REPLACE EXHAUST FAN AT KILLARA. REPAIR CABLE TO FLOAT SWITCH AT CLARKE ST DAM.	2,204.41
EFT16898	26/05/2014	GROVE WESLEY DESIGN ART	SUPPLY OF X50 STUBBIE HOLDERS FOR THE VISITORS CENTRE STOCK.	266.75
EFT16899	26/05/2014	GWY PAINTING SERVICE	REPAINT PART EXTERIOR ON WALL UNDER VERANDAH AT THE OLD POST OFFICE. REPAINT TOILETS, BATHROOM AND REPAIR STRUCTURAL DAMAGE TO CEILINGS AND WALLS.	6,116.00
EFT16900	26/05/2014	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	FINAL STAGE RECRUITMENT SERVICES FOR GARY DAVIS (OPERATIONS MANAGER) AND ROBERT POWELL (EHO).	7,051.91
EFT16901	26/05/2014	HILLS CONCRETE PRODUCTS	PURCHASE OF X1 SLAB FOR TERRACE BRIDGE REPAIR.	7.00
EFT16902	26/05/2014	HOST AUTO REPAIRS	REPAIRS TO ISUZU, 1CIG323.	414.75
EFT16903	26/05/2014	IMMACU SWEEP	FOOTPATH AND ROAD SWEEPING SERVICES FROM 14/04/2014 TO 10/05/2014 FOR ENGINEERING SERVICES.	14,256.00
EFT16904	26/05/2014	INLAND PLUMBING & TOTAL RETICULATION	PURCHASE OF X1 50MM GLOBE VALVE, X1 40MM SOLENOID VALVE, X8 HR - SOLENOID SUIT MOST AND X8 VALVE BOX LID FOR JUBILEE OVAL RETICULATION.	973.50
EFT16905	26/05/2014	JAYNE MCINNES	CLEANING OF THE MEMORIAL RSL HALL AND FITZGERALD ST NORTHAM FROM 09/03/2014 TO 27/04/2014.	1,175.00

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT16906	26/05/2014	JEF SALES & SERVICE	PURCHASE OF X3 GREASE GUNS, X1 GREASE CARTRIDGE, REPAIRS TO ENGINEERING SERVICES BRUSH CUTTER AND HEDGE TRIMMER.	793.21
EFT16907	26/05/2014	KEE TRANSPORT	TRANSPORT 3307 STEEL PAVER FROM KEE LANDSDALE TO ST GEORGES STREET BAKERS HILL FOR THE HARDCOURTS	495.00
EFT16908	26/05/2014	KERBTECH P/L T/A GDR CIVIL CONTRACTING	AIRFIELD RESURFACING BITUMEN GRINDING AND SWEEPING.	25,418.85
EFT16909	26/05/2014	KLEENHEAT GAS	LPG BULK FOR KILLARA AND THE ADMIN BUILDING.	281.77
EFT16910	26/05/2014	LEE ELLEN MAREE FOMIATTI	POLICE CLEARANCE REIMBURSEMENT.	63.50
EFT16911	26/05/2014	LGNET	ON-LINE ADVERTISING SERVICE AT WWW.LGNET.COM.AU FOR PLANNING OFFICER.	165.00
EFT16912	26/05/2014	LOCAL GOVERNMENT MANAGERS	LGMA INDUCTION TO LOCAL GOVERNMENT WORKSHOP 27/05/2014.	214.50
EFT16913	26/05/2014	MARGARET ROSE ARCHER	GARDENING AT ADMIN CENTRE FROM 10/02/2014 TO 31/03/2014.	960.00
EFT16914	26/05/2014	MORRIS PEST AND WEED CONTROL	PROVIDE VISUAL TERMITE INSPECTION AND REPORT FOR ASSORTED SHIRE BUILDINGS.	10,169.50
EFT16915	26/05/2014	NORTHAM & DISTRICTS GLASS SERVICE	CALL OUT TO THE ADMIN BUILDING TO REPAIR HINGES TO GLASS DOOR.	159.50
EFT16916	26/05/2014	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X1 HOSE, X2 CABLE REEL, X8 BINS, ASSORTED CABLE TIES, X1 PADLOCK AND X2 KEY ANTI VANDAL FOR THE REC CENTRE.	1,375.63
EFT16917	26/05/2014	NORTHAM PHARMACY	PURCHASE OF YELLOW A/SLIP TAPE, X4 PLIER, X2 WRENCH, HACKSAW, GAFFA TAPE AND WD40 FOR THE ADMIN BUILDING. PURCHASE OF ASSORTED TOOLS AND EQUIPMENT FOR ENGINEERING SERVICES.	199.46
EFT16918	26/05/2014	PETER FITCHAT	PURCHASE OF ASSORTED MEDICAL SUPPLIES FOR KILLARA.	237.60
EFT16919	26/05/2014	PETER KARL DIETRICH	REIMBURSEMENT FOR VEHICLE HIRE FROM 27/04/2014 TO 28/04/2014.	10.00
EFT16920	26/05/2014	PORTER CONSULTING ENGINEERS	DECEASED DOG REFUND.	11,000.00
EFT16921	26/05/2014	PORTNER PRESS PTY LTD	CLAIM FOR WORK COMPLETED REGARDING HILLMAN CREEK UPGRADE.	97.00
EFT16922	26/05/2014	PROFESSIONAL LOCKSERVICE	EMPLOYMENT LAW UPDATE 3 2014.	245.66
EFT16923	26/05/2014	REDCLIFFE JUNIOR FOOTBALL CLUB	SUPPLY OF X8 GEN 6 B34 CUT KEY, X1 334 PADLOCK 19MMSSS B13 AND X1 POSTAGE AND HANDLING FOR THE BAKERS HILL PAVILLION.	200.00
EFT16924	26/05/2014	RIDING FOR THE DISABLED HILLS GROUP	KIDSPORT FUNDING.	200.00
EFT16925	26/05/2014	ROWLANDS TV & VIDEO REPAIRS	SUPPLY AND INSTALL REPLACEMENT ANTENNA AND REPAIRS TO PA SPEAKER BOX FOR RECREATION CENTRE. REPAIR BROKEN ANTENNA AND TUNE TV AT KILLARA.	532.90
EFT16926	26/05/2014	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	SUPPLY OF X10 COPIES OF THE ADVOCATE SUPPLIED TO THE VISITORS CENTRE TO 04/05/2014.	10.50
EFT16927	26/05/2014	SABRINA ANNE MANN	RATES REFUND FOR ASSESSMENT A1159.	623.64
EFT16928	26/05/2014	SALLY HUDSON	REIMBURSEMENT FOR PRE-EMPLOYMENT POLICE CLEARANCE.	63.50
EFT16929	26/05/2014	SHERRIN RENTALS	HIRE OF 24 TONNE MULTI TYRED ROLLER FROM 01/04/2014 TO 30/04/2014 FOR ENGINEERING SERVICES.	5,308.87

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT16930	26/05/2014	SIMPSON FIONA LESLEY	CLEANING OF PUBLIC TOILETS IN WUNDOWIE FROM 01/04/2014 TO 28/04/2014.	700.00
EFT16931	26/05/2014	SPORTS POWER NORTHAM	PURCHASE OF X4 WHISTLES FOR RECREATION SERVICES.	24.00
EFT16932	26/05/2014	THE AUSSIE POO COMPANY	PURCHASE OF ASSORTED STOCK FOR THE VISITORS CENTRE.	85.91
EFT16933	26/05/2014	THE CANCER COUNCIL WESTERN	FUNDING FOR HIRING COURTS.	3,430.40
EFT16934	26/05/2014	THE WORKWEAR GROUP	PURCHASE OF UNIFORM FOR JENNY BECKER.	45.10
EFT16935	26/05/2014	UHY HAINES NORTON CHARTERED ACCOUNTANTS	FINANCIAL AND MANAGEMENT REPORTING WORKSHOP FOR DENISE GOBBART AND ZOE MACDONALD (26/05/2014 AND 29/05/2014).	3,355.00
EFT16936	26/05/2014	WEST AUSTRALIAN FOOTBALL COMMISSION INC	GROUND CONDITION REPORT INSPECTION AND TURF MANAGEMENT PLAN FOR HENRY ST OVAL.	852.50
EFT16937	26/05/2014	WEST END CONVENIENCE STORE	CATERING FOR FORUM MEETING 14/05/2014.	396.00
EFT16938	26/05/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ADVERTISEMENT FOR PROPOSED MORBY COTTAGE STRUCTURE PLAN.	433.66
EFT16939	26/05/2014	WILLIAMSON D & S	HIRE OF 6 WHEEL TIPPER PIG TO CART RD BASE FROM BAKERS HILL TO NORTHAM.	790.00
EFT16940	26/05/2014	WRIGHT EXPRESS FUEL CARDS AUSTRALIA LTD	FUEL CHARGES FOR BAKRES HILL BFB 1, INKPEN BFB CARD 1 AND BAKERS HILL BFB 2.	223.88
EFT16941	26/05/2014	VW SOUVENIRS GIFTS & HOMEWARES PTY	PURCHASE OF ASSORTED STOCK FOR THE VISITORS CENTRE.	129.33
EFT16942	26/05/2014	YORK HOCKEY CLUB INC	KIDSPORT FUNDING.	1,700.00
EFT16943	26/05/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ADVERTISING FOR ENGINEERING WORKS SUPERVISOR POSITION AND FOOTPATH TENDER.	3,632.67
33312	09/05/2014	AUSTRALIAN SUPER PTY LTD	<b>TOTAL EFT MUNICIPAL</b>	<b>1,286,338.18</b>
33313	09/05/2014	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS.	153.44
33314	09/05/2014	SHIRE OF NORTHAM	SUPERANNUATION CONTRIBUTIONS.	152.92
33315	09/05/2014	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1,065.00
33316	09/05/2014	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	177.25
33317	09/05/2014	AUSTRALIAN SERVICES UNION	SUPERANNUATION CONTRIBUTIONS.	227.25
33318	09/05/2014	AUSTSAFE SUPER	PAYROLL DEDUCTIONS	48.88
33319	09/05/2014	CHILD SUPPORT AGENCY	SUPERANNUATION CONTRIBUTIONS.	179.29
33320	09/05/2014	COMMONWEALTH SUPERSELECT	PAYROLL DEDUCTIONS	80.00
33321	09/05/2014	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS.	302.40
33322	09/05/2014	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	SUPERANNUATION CONTRIBUTIONS.	183.03
33323	09/05/2014	MLC NAVIGATOR ACCESS SUPER AND	PAYROLL DEDUCTIONS	19.40
33324	09/05/2014	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS.	231.77
33325	09/05/2014	THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	434.30
				168.28

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
				<b>\$</b>
33326	09/05/2014	THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD	SUPERANNUATION CONTRIBUTIONS.	- 249.04
33327	09/05/2014	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	- 22,925.56
33328	09/05/2014	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS.	- 404.61
33329	15/05/2014	A COUNTRY PRACTICE	CAT STERILISATION GRANT MONEY.	- 1,000.00
33330	15/05/2014	AVON TEEBALL ASSOCIATION INC	KIDSPORT FUNDING.	- 855.00
33331	15/05/2014	CITY OF STIRLING	CHARGES FOR LOST BOOK.	- 24.20
33332	15/05/2014	COCA-COLA AMATIL (AUST) PTY LTD	PURCHASE OF ASSORTED DRINKS FOR THE REC CENTRE.	- 194.48
33333	15/05/2014	EXCLUSIVE CONVEYANCING	RATES REFUND FOR ASSESSMENT A1907.	- 818.22
33334	15/05/2014	GTS INDUSTRIAL SUPPLIES	GPS TRIPMETER FOR ENGINEERING SERVICES.	- 842.60
33335	15/05/2014	HAWKE-VIEW KENNELS	KENNEL FEES FOR X28 CATS FROM 25/03/2014 TO 29/04/2014.	- 1,680.00
33336	15/05/2014	NORTHAM BETTA ELECTRICAL	PURCHASE OF X1 TOM TOM FOR RANGER VEHICLES.	- 189.00
33337	15/05/2014	CANCELLED PAYMENT		-
33338	15/05/2014	PETTY CASH	PETTY CASH RECOUP FOR KILLARA AND VISITOR CENTER FROM 18/02/2014 TO 01/05/2014.	- 515.50
33339	15/05/2014	SIMPSON FAMILY TRUST	ENFORCED FIRE BREAK CHARGES.	- 495.00
33340	15/05/2014	SYNERGY	ELECTRICITY ACCOUNT FOR ASSORTED PROPERTIES IN THE SHIRE OF NORTHAM FOR APRIL/MAY 2014.	- 3,075.50
33341	15/05/2014	TELSTRA CORPORATION	TELSTRA MOBILE ACCOUNT FOR MARCH/APRIL 2014.	- 1,513.42
33342	15/05/2014	VODAFONE	PHONE CHARGES FOR THE BRIGADES AND SES FROM 23/04/2014 TO 22/05/2014.	- 1,006.96
33343	15/05/2014	WATER CORPORATION	WATER CHARGES FOR ASSORTED PROPERTIES IN THE SHIRE OF NORTHAM FOR APRIL/MAY 2014.	- 12,877.92
33344	23/05/2014	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	- 154.50
33345	23/05/2014	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS.	- 154.41
33346	23/05/2014	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	- 1,015.00
33347	23/05/2014	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 177.25
33348	23/05/2014	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 352.59
33349	23/05/2014	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	- 48.88
33350	23/05/2014	AUSTSAFE SUPER	SUPERANNUATION CONTRIBUTIONS.	- 179.72
33351	23/05/2014	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	- 302.40
33352	23/05/2014	HSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS.	- 133.66
33353	23/05/2014	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	- 19.40
33354	23/05/2014	MLC NAVIGATOR ACCESS SUPER AND	SUPERANNUATION CONTRIBUTIONS.	- 132.65
33355	23/05/2014	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS.	- 416.45

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
33356	23/05/2014	THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	214.69
33357	23/05/2014	THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD	SUPERANNUATION CONTRIBUTIONS.	249.04
33358	23/05/2014	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	23,408.70
33359	23/05/2014	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS.	483.92
33360	26/05/2014	WATER CORPORATION OF WA	SUNDRY ACCOUNT TO REPLACE MISSING METER FROM THE KATRINE TOILETS.	261.00
33361	26/05/2014	A COUNTRY PRACTICE	CHARGES FOR X10 CAT STERILISATIONS.	1,000.00
33362	26/05/2014	ACCIDENTAL FIRST AID SUPPLIES	PURCHASE OF HEALTH AND SAFETY SUPPLIES FOR FIRST AID KITS FOR THE DEPOT BUILDING AND VEHICLES.	968.78
33363	26/05/2014	FREDERICK ARTHUR TAME	UNSTERILISED DOG REGISTRATION DIFFERENCE.	51.67
33364	26/05/2014	HANNAGANS HEARTH HOUSE	REPAIRS TO LEAKING 315L HEAVY DUTY ELECTRIC RHEEM HWS IN PLUMBING DUCT AT THE REC CENTRE.	550.00
33365	26/05/2014	IAN BRISTOW-STAGG	REFUND OF DEPOSIT ON COMMUNITY BUS.	50.00
33366	26/05/2014	LAURA GRAY	PROFESSIONAL FEES AND DISBURSEMENTS FOR FORMER POST OFFICE, TOWN HALL AND NORTHAM FIRE STATION.	3,305.50
33367	26/05/2014	PERFECT COMPUTER SOLUTIONS PTY LTD	CHARGES FOR WORKING ON PHONE SYSTEM, PATCH PANEL AND BACKUP WORK. CHARGES FOR TRAVEL AND 50 HOURS IT SUPPORT. SUPPLY 4TB MASS SOLUTIONS SERVER AND X2 SEAGATE 1TB HDD	13,908.00
33368	26/05/2014	SYNERGY	BACKUP DRIVES FOR THE VISITOR CENTRE. SUPPLY X2 SEAGATE 1TB HDD BACKUP FOR THE DEPOT. PURCHASE OF EATON 1500VA UPS AND ELECTRICITY ACCOUNT FOR ASSORTED PROPERTIES IN THE SHIRE OF NORTHAM FOR APRIL/MAY 2014.	33,305.50
33369	26/05/2014	TELSTRA CORPORATION	TELSTRA PHONE ACCOUNT FOR THE DEPOT, ADMIN BUILDING, KILLARA, REC CENTRE AND LIBRARY FOR MAY 2014.	4,779.40
33370	26/05/2014	TOODYAY GROWERS MARKET	PURCHASE OF ASSORTED VEGETABLES FOR KILLARA.	76.72
33371	26/05/2014	UNIQUE BLASTING AND COATING	HIGH PRESSURE CLEANING OF PAVING AND EXTERIOR CEILING AT THE NORTHAM REC CENTRE.	3,740.00
33372	26/05/2014	VISIT MERCHANDISE	PURCHASE OF ASSORTED ITEMS FOR THE VISITORS CENTRE STOCK.	368.45
33373	26/05/2014	WATER CORPORATION	WATER ACCOUNT FOR ASSORTED PROPERTIES IN THE SHIRE OF NORTHAM FOR APRIL/MAY 2014.	20,544.32
33374	26/05/2014	WESTNET PTY LTD	WEB HOSTING RECURRING FROM 01/03/2014 TO 01/03/2015 FOR LANDFILL.	330.00
			<b>TOTAL CHEQUE MUNICIPAL</b>	<b>162,772.82</b>
DD7067.1	05/05/2014	TENNANT AUSTRALIA	LEASE CLEANING EQUIPMENT FOR THE REC CENTRE FOR MAY 2014.	1,067.00
DD7081.1	08/05/2014	MESSAGES ON HOLD	PROVISION OF PROGRAMMING AND EQUIPMENT 08/05/2014 TO 07/08/2014.	253.17

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL MAY 2014

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD7094.1	12/05/2014	BANKWEST	P STEVEN MASTERCARD 25/3/14 TO 22/4/14, ARENA JOONDALUP - ENVIRONMENTAL MEETING, NORTHAM COURTHOUSE BROOKS V NORTHAM SHIRE-INVOICE 4285291 11/4/14, GST	\$ 252.00
DD7049.1	12/05/2014	BANKWEST	J MCGREADY MASTERCARD 25/3/14 TO 22/4/14, BALLANTYNE JEWELLERS - STAFF MEMBER GIFT, GST	130.00
DD7049.1	12/05/2014	BANKWEST	D GOBBART MASTERCARD 25/3/14 TO 22/4/14, CITY OF VINCENT PARKING - PCS, NORTHAM BUILDING SUPPLIES-MITRE 10 TIMER FOR INTERNET DEPOT AND REMOTE ADSL, WOOLWORTHS - DRINKS FOR CHAMBERS, WOOLWORTHS - DRINKS FOR CHAMBERS-WATER, GST	159.45
DD7049.1	12/05/2014	BANKWEST	C HUNT MASTERCARD 25/3/14 TO 22/4/14, SHIRE OF NORTHAM BUILDING APPLICATION 14041, CBRE-WESTRALIA SQUARE PARKING TICKET, GST	1,273.00
			<b>TOTAL DIRECT DEPOSIT</b>	<b>3,134.62</b>
PAYROLL	06/05/2014	SHIRE OF NORTHAM	SHIRE OF NORTHAM EMPLOYEES PAYROLL	212,217.53
PAYROLL	20/05/2014	SHIRE OF NORTHAM	SHIRE OF NORTHAM EMPLOYEES PAYROLL	216,300.31
			<b>TOTAL PAYROLL</b>	<b>428,517.84</b>
			<b>TOTAL LEFT MUNICIPAL</b>	<b>\$ 1,286,338.18</b>
			<b>TOTAL CHEQUE MUNICIPAL</b>	<b>\$ 162,772.82</b>
			<b>TOTAL CHEQUE TRUST</b>	<b>\$ 7,564.18</b>
			<b>TOTAL DIRECT DEBIT</b>	<b>\$ 3,134.62</b>
			<b>TOTAL PAYROLL</b>	<b>\$ 428,517.84</b>
			<b>TOTAL</b>	<b>\$ 1,888,327.64</b>

The payment of cheque numbers 33312 to 33374 from Municipal Fund (dated 1<sup>st</sup> May 2014 to 31<sup>st</sup> May 2014), the payment of trust cheque numbers 1825 to 1827 from the Trust Fund and the payment of Electronic Funds Transfer numbers EFT16707 to EFT16943 (dated 1<sup>st</sup> May 2014 to 31<sup>st</sup> May 2014). Direct Debits 7067.1 and 7081.1 and 7094.1 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Fund Bank Vouchers 33312 to 33374	\$ 162,772.82
Trust Bank Vouchers 1825 to 1827	\$ 7,564.18
Municipal Fund Bank Electronic Fund Transfer EFT16707 to EFT16943	\$ 1,286,338.18
Direct Debit Fund Transfer 7067.1 and 7081.1 and 7094.1	\$ 3,134.62
Municipal Fund Bank Electronic Fund Transfer Payroll 06/05/2014	\$ 212,217.53
Municipal Fund Bank Electronic Fund Transfer Payroll 20/05/2014	\$ 216,300.31
TOTAL	\$1,888,327.64

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$1,888,327.64 was submitted to the ordinary Meeting of Council on Wednesday 18<sup>th</sup> June 2014.

\_\_\_\_\_ 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 \$1,888,327.64 was submitted to each member of the Council Wednesday 18<sup>th</sup> June 2014, 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



**13.3.4 2014/2015 FEES AND CHARGES**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	
Officer:	Denise Gobbart
Officer Interest:	Nil
Policy:	
Voting:	Absolute majority required
Date:	03 June 2014

**PURPOSE**

This report is to provide information to the Council to adopt the annual fees and charges for 2014/2015 financial year.

**BACKGROUND**

The Fees and Charges have been reviewed by each service area for the 2014/2015 financial year. The Charges generally have had a 2.5% increase imposed. These fees and charges form part of the budget document and financial requirements.

Changes proposed have been highlighted in the attached schedule. The changes proposed are also summarised below;

1. Killara;

Changes to the Transportation Fees in line with the WA HACC guidelines

2. Recreation Services;

Deletion of After School and Vacation Care Charges, program is being outsourced as of 1 July.

Clarification of Full Centre Hire - advising that this hire doesn't include the Ovals, Crèche Facility or Outdoor Courts.

Inclusion of Spectator – Swimming Lessons & Swimming Club listing, no charge.

Inclusion of 50% Staff Discount for entry into the Recreation Centre and Swimming Pools, including participation in programs run by Recreation Services. (this will form part of an overarching Council staff attraction and retention strategy being developed)

3. Library;

Deletion of Festival Event Registration – no longer being held

4. Visitor Centre;  
Inclusion of Public Internet Use

5. Building;  
The deletion of line Relocated House – Bond duplicate line.

The insertion of a number of statutory fees not previously included in our charges.

The inclusion of new fees for service being, fast track of application, pool reinspection fee, change of builder after permit has been issued, and a charge out rate for the Building Surveyor.

6. Engineering;  
Crossovers – change of policy number

Addition of charge for the hire of a cement mixer

## **STATUTORY REQUIREMENTS**

*Local Government Act 1995  
Part 6 – Financial Management  
Division 2 – Annual Budget*

6.2 Local Government to prepare annual budget

*(4) The annual budget is to incorporate –*

*(c) the fees and charges proposed to be imposed by the local government;*

## **CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN**

Objective: G2 Improve organisational capability and capacity  
Strategy: G2.3 Operate in a financially sustainable manner

## **BUDGET IMPLICATIONS**

Form part of the budget as basis to raise operating revenue to achieve a balance budget for 2014/2015.

## **OFFICER'S COMMENT**

Fees and charges have been updated and in line with current regulations.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2226**

**Moved: Cr R Head**

**Seconded: Cr T Little**

**That Council, adopts the fees and charges as shown in the attached Schedule of Fees and Charges 2014/2015.**

**CARRIED 9/0**

**AMENDMENT**

**Moved: Cr S Pollard**

**Seconded: Cr J Williams**

**Minute No. C2227**

**That the fee for the cost of a rose bush at the Northam Cemetery be set at \$0.**

**CARRIED 9/0**

**SUBSTANTIVE MOTION/COUNCIL DECISION**

**Minute No. C2228**

**Moved: Cr R Head**

**Seconded: Cr T Little**

**That Council, adopts the fees and charges as shown in the attached Schedule of Fees and Charges 2014/2015 with the fee for the cost of a rose bush be set at \$0.**

**CARRIED 9/0**

**SHIRE OF NORTHAM**  
***ADOPTED***  
***SCHEDULE OF FEES AND CHARGES 2014/2015***

***Printed:***

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<p><b>GENERAL PURPOSE FUNDING</b></p> <p><b>Rates</b></p> <p><b>Calculated Rate-in-Dollar (¢) Charge</b>                      GRV - Townsites and Other Areas within Old Shire Boundaries                      GRV - Townsites Commercial, Industrial, Community</p> <p><b>Unimproved Value Area:</b>                      Agricultural Local                      Agricultural Regional                      Small Rural Landholdings</p> <p><b>Minimum Rate:</b>                      A minimum rate of per assessment is applied to areas throughout the Shire of Northam.</p> <p><b>Penalty:</b>                      A penalty of 11% is applied where the instalment option has not been selected by the ratepayer and payment has not been received within 35 days of the date of the rate notice being issued or where an instalment remains unpaid. (FM Reg 19A)</p> <p><b>Rates by Instalment:</b>                      Administration Fee - per instalment ( FM Reg 67)                      Interest Charge ( FM Reg 68)</p>	<p>OOS = Yes =</p> <p>OOS OOS</p> <p>OOS OOS OOS</p> <p>OOS</p> <p>Input Taxed</p> <p>OOS Input Taxed</p>	<p>Outside the Scope of GST Taxable 1/11th GST</p> <p></p> <p></p> <p></p> <p></p> <p>11.00%</p> <p>\$10.00 5.50%</p>	<p></p> <p>03013003 03013003</p> <p>03013003 03013003 03013003</p> <p>03013003</p> <p>03013033</p> <p>03013053 03013043</p>

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>ADMINISTRATION</b>			
(i) Copies of Agendas / Minutes - Annually	OOS	\$138 pa + \$10.00 postage	04053033
(ii) Copies of Agendas / Minutes - Monthly (per set)	OOS	\$16.00 + \$10.00 postage	04053033
(iii) Rates Enquiry Fees Combined Rates Enquiry/Zoning/Orders	OOS	\$92.00	03013063
	OOS	\$145.00	03013063
(iv) Dishonoured Cheque Fee	Yes	\$50.00 *	04053033
(v) Photocopying - Black & White	Yes	25c per A4 page *	04053033
	Yes	\$1.10 per A3 page *	04053033
(v) Photocopying - Colour	Yes	\$1.10 per A4 page *	04053033
	Yes	\$3.30 per A3 page *	04053033
(v) Photocopying - Use of own paper	Yes	\$0.20 cents per page *	04053033
(vi) Electoral Rolls	OOS	\$29.00	04053033
(vii) GIS Maps	Yes	\$1.35 per A4 page *	04053033
(viii) Property Listing - Hard Copy	OOS	\$100.00	04053033
(ix) Property Listing - CD Rom/Disk (Text Only)	OOS	\$107.00	04053033
<b>Access to Council Documents</b>			
The following documents are available for public inspection at the Council Office, free of charge. Members of the public may purchase copies of these documents and the charges are shown.			
- Council Agenda	OOS	\$0.25 cents each page	04053033
- Council Minutes	OOS	\$0.25 cents each page	04053033
- Policy Manual	OOS	\$0.25 cents each page	04053033
- Annual Financial Statements	OOS	\$0.25 cents each page	04053033
- Annual Report	OOS	\$0.25 cents each page	04053033
- Council Local Laws	OOS	\$0.25 cents each page	04053033
- Planning Applications (By Consent)	OOS	\$0.25 cents each page	04053033
- Planning Application Register	OOS	\$0.25 cents each page	04053033
- Building Application Register	OOS	\$0.25 cents each page	04053033
- Register of Elected Members Allow & Benefits	OOS	\$0.25 cents each page	04053033
- Register of Employees Sal/Wages & Benefits	OOS	\$0.25 cents each page	04053033
<b>Elections</b>			
(i) Local Government Elections - Nomination Fee (Elections Reg 26)	OOS	As per regulations	TRUST - TYPE 4

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>ADMINISTRATION (Continued)</b>			
<b>Freedom of Information Charges</b>			
<b>(set by Schedule 1 of the FOI Regulations 1993) (i)</b>			
	OOS	\$30.00	04053023
(ii) Hourly charge to deal with application	OOS	\$30.00	04053023
(iii) Photocopying	OOS	\$30/hour + 20c copy	04053023
(iv) Delivery & Postage	OOS	Actual Cost	04053023
(v) Duplication tape, film, computer information	OOS	Actual Cost	04053023
(vi) Transcribing Information	OOS	\$30 per hour	04053023
(vii) Advance deposits	OOS	25%	04053023
(viii) Access applications relating to personal information and amendment of personal information	OOS	Free	04053023
(ix) Internal or External Reviews	OOS	Free	04053023
(x) A further advance deposit which may be required by an agency under Section 18 (4) of the Act, expressed as a percentage of estimated charges, will be payable in excess of the application fee	OOS	75%	04053023
For an applicant who is:			
(i) impecunious, in the opinion of the agency to whom the application is made;	OOS	the charge is reduced by 25%	04053023
(ii) the holder of a currently valid pensioner concession card and issued on behalf of the Commonwealth to that person, or any other card which may be prescribed as being a pensioner concession card under the Rates and Charges (Rebates and Deferments) Act 1992	OOS	the charge is reduced by 25%	04053023
<b>Grant of Australian Citizenship</b>			
- Refer to Dept of Immigration & Multicultural Affairs			

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>LAW, ORDER AND PUBLIC SAFETY</b>			
<b>Fire Control</b>			
(i) Fire Prevention - Fines & Penalties	OOS	Set by Regulation	05063003
(ii) Recovery/Admin fee	OOS	\$15.00 per infringement	05063003
(iii) Fines Enforcement Register - Final Demand	OOS	\$13.50 (Set by Regulation)	05063003
- Enforcement Certificate	OOS	\$11.50 (Set by Regulation)	05063003
- Registration Fee	OOS	\$43.00 (Set by Regulation)	05063003
- Licence Suspension Order	OOS	\$28.50 (Set by Regulation)	05063003
(iv) Fire Breaks Installation	Yes	Cost recovery *	05063053
<b>Water Charges</b>			
(i) Supply of Standpipe Water	GST Free	\$4.50 Per Kilolitre	05063043
(ii) Minimum charge for water taken from standpipes	GST Free	\$10.00	05063043
<b>Gate Permit</b>			
		\$27.00 pa	05073063
<b>Rural Road Numbering</b>			
	Yes	\$94.00 *	05083063
<b>Animal Control</b>			
<b>DOGS</b>			
(i) Replacement Dog Tags	Yes	\$3.00 each	05073003
(ii) Registration Fees - Dogs			
- Sterilised Dog	OOS	\$20.00 for 1 year	05073003
	OOS	\$42.50 for 3 years	05073003
	OOS	\$100 for Lifetime	05073003
- Unsterilised Dog	OOS	\$50.00 for 1 year	05073003
	OOS	\$120.00 for 3 years	05073003
	OOS	\$250 for Lifetime	05073003
- Working Dog	OOS	25% of registration fee	05073003
<u>(Definition of WORKING DOG is dog used for droving or caring for stock)</u>			
Registration after 31 May in any year, for that registration year			
Dogs kept in an approved kennel establishment	OSS	50% of fee otherwise payable	05073003
	OSS	\$205 per establishment	05073033
<b>FAILURE TO REGISTER A DOG MAY RESULT IN A \$200.00 PENALTY UNDER THE DOG ACT 1976</b>	OOS	50% of fee	05073003
<b>NB: New legislation for Seniors does not apply to dog registration fees.</b>			
Pension Card Holders (Regulation 4(2))			
- Definition of PENSIONER for concessional purposes is a person issued with a Pensioner Health Benefit Card as follows:			
- Aged Pension			
- Invalid Pension			
- Widowed Pension			
- Supporting Parents Pension			
- Carer's Pension			



FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>LAW, ORDER AND PUBLIC SAFETY (Continued)</b>			
<b>Animal Control (Continued)</b>			
<b>CATS</b>			
Replacement Cat Tags	Yes	\$3.00 each	05073103
Registration Fees - Cats	OSS	\$20.00 for 1 year	05073103
	OSS	\$42.50 for 3 years	05073103
- Pensioners	OSS	\$21.25 for 3 years	05073103
	OSS	\$100.00 for lifetime	05073103
- Pensioners	OSS	\$50.00 for lifetime	05073103
Registration after 31 May in any year, for that registration year	OSS	50% of fee otherwise payable	05073103
Annual Application for approval or renewal of approval to breed cats	OSS	\$100 per cat	05073103
(ii) Licence Fees - Cats			
- Permit to keep 3 to 4 cats (Note: Council Approval Required)	OOS	\$31.00	05073053
- Cattery Permit Licence to keep 5 or more cats p.a.	OOS	\$61.50	05073053
- Voluntary surrender of Cat fee	Yes	\$25.00*	05073053
(iii) Fines & Penalties - Dogs & Cats	OOS	Set by Regulation	05073013
(iv) Recovery/Admin fee - Dogs & Cats	OOS	\$20.00 per infringement	05073013
(v) Fines Enforcement Issuing Final Demand	OOS	\$14.65 (Set by Regulation)	05073013
Preparing Enforcement Certificate	OOS	\$12.45 (Set by Regulation)	
Registration of Infringement Notice	OOS	\$46.60 (Set by Regulation)	
(vi) Initial Kennel Licence - Bulk Kennel Licence (>6 dogs)	OOS	\$200.00	05073033
(vii) Renewal Kennel Licence (>6 dogs) per establishment	OOS	\$67.00	05073033
(viii) Call Out Fee - Pound Release etc	Yes	\$200.00* (3hrs or part thereof)	05073023
	Yes	\$80.00* (thereafter)	05073023
(ix) Processing of 3-6 Dog Application Fee	Yes	\$67.00*	05073013
(ix) Transfer Kennel Licence - Bulk Kennel Licence (>6 dogs)	Yes	\$67.00*	05073033
<b>Impounding - Ranger Fees</b>			
(i) Impounding of rams, wethers, ewes, lambs, goats (After 6.00 am but before 6.00 pm)			
- 1 - 5 animals	OOS	\$123.00	05073023
- 6 - 10 animals	OOS	\$154.00	05073023
- over 10 animals	OOS	\$200.00	05073023
(ii) Impounding of rams, wethers, ewes, lambs, goats (After 6.00 pm but before 6.00 am)			
- 1 - 5 animals	OOS	\$123.00	05073023
- 6 - 10 animals	OOS	\$264.00	05073023
- over 10 animals	OOS	\$367.00	05073023
(iii) Impounding of horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves or pigs (After 6.00 am but before 6.00 pm)			
- First Animal	OOS	\$133.00	05073023

<p><i>Initial charge same irrespective of impoundings</i> - next 2 to 5 animals</p>	<p>OOS</p>	<p>\$80.00</p>	<p>05073023</p>
<p>- next 6 to 10 animals</p>	<p>OOS</p>	<p>\$59.00</p>	<p>05073023</p>
<p>- over 10 animals</p>	<p>OOS</p>	<p>\$41.00</p>	<p>05073023</p>

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>LAW, ORDER AND PUBLIC SAFETY (Continued)</b>			
<b>Animal Control (Continued)</b>			
(iv) Impounding of horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves or pigs ( <i>After 6.00 pm but before 6.00 am</i> )			
- First Animal	OOS	\$200.00	05073023
<i>Initial charge same irrespective of impoundings</i> - next 2 to 5 animals	OOS	\$126.00	05073023
- next 6 to 10 animals	OOS	\$70.00	05073023
- over 10 animals	OOS	\$58.00	05073023
(v) TABLE OF POUNDAGE FEES FOR ANIMALS IMPOUNDED			
- Rams, wethers, ewes, lambs, goats ( <i>First 24 hours or part</i> )	OOS	\$6.20	05073023
- Rams, wethers, ewes, lambs, goats ( <i>Subsequent each 24 hours or part</i> )	OOS	\$5.10	05073023
- Horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves or pigs ( <i>First 24 hours or part</i> )	OOS	\$15.40	05073023
- Horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves or pigs ( <i>Subsequent each 24 hours or part</i> )	OOS	\$15.40	05073023
(vi) Cat Impound Fees			
- Impounding/Release fees	OOS	\$110.00*	05073023
- Sustainance Fee per day - per cat	OOS	delete	05073023
(vii) Cat/Possum Trap Hire deposit bond	Yes	\$55.00	TRUST
(viii) Cat/Possum Trap Hire Fee	Yes	\$5.00* per week	05073043
(ix) Cat sterilisation voucher (depending on availability)	Yes	\$50.00	05073043
(x) Dog Impound Fees			
- Impounding/Release fees/Sustainance	Yes	\$110.00*	05073023
(xi) Voluntary surrender and or destruction/disposal of dog	Yes	\$25.00*	05073023
(xii) Table of Sustainance Charges of Animals Impounded - Rams, wethers, ewes, lambs, goats and pigs horses, camels, oxen, bulls, cows, steers, and heifers per day, per animal.	OOS	\$33.40 daily/per animal	05073023
<b>Vehicle Impound Fees</b>			
(i) Ranger Fee	OOS	\$133.00	05083083
(ii) Towing expenses as per service	OOS	Cost Recovery	05083083
(iii) Per day impound fee	OOS	\$15.40	05083083
<b>Shopping Trolleys</b>			
(i) Trolley to Release	Yes	\$25.00*	05083083
(ii) Day in Pound	Yes	\$10.00*	05083083
(iii) Admin Fee	Yes	\$25.00*	05083083

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>HEALTH</b>			
<b>Health Inspection &amp; Licence Fees</b>			
<b>i) Food Business</b>			
<b>Notification</b> (fees set by Food Act 2008) - Exempt*			
- All Others	OOS	No Fee	07143003
	OOS	\$50.00 pa	07143003
<b>Registration</b>			
- Exempt*	OOS	No Fee	
- Low Risk	OOS	\$111.00 pa	07143003
- Medium Risk	OOS	\$195.00 pa	07143003
- High Risk	OOS	\$275.00 pa	07143003
<b>Application</b>			
- Establish New Food Business Premises (other than supermarket)	OOS	\$220.00	07143003
- Establish New Supermarket Premises	OOS	\$1,100.00	07143003
- Mobile Food Vendor	OOS	\$169.00 pa	07143003
- Alter Existing Food Business Premises (other than supermarket)	OOS	\$169.00 pa	07143003
- Alter Existing Supermarket Premises	OOS	\$888.00 pa	07143003
<i>*Exempt Food Business is a Food Business:-</i>			
<i>in which 100% of profits go for community or charitable causes, staff or contractors are not paid and the food is cooked and presented for immediate consumption or is not potentially hazardous food.</i>			
<i>that sell only pre-packaged non-potentially hazardous food (eg:newsagents selling pre-packaged confectionary or hairdressers serving tea/coffee in connection with another service).</i>			
<b>Food Business Accreditation and Auditing</b>			
- Application for Food Safety Program Accreditation (Shire Northam Health Department Auditor)	OOS	\$325.00 pa	07143003
- Application for Food Safety Program Accreditation (applicants provides written advice from an approved third party auditor)	OOS	\$110.00 pa	07143003
- Application for Amendment to a Accredited Food Safety Program	OOS	\$110.00 pa	07143003
- Consideration of Susequent Additional Written Advice	OOS	\$50.00 pa	07143003
<b>ii) Animal Food Processing Premises/ Retail Pet Meat Shops</b>			
- Notification Fee (fees set by Food Act 2008)	OOS	\$50.00 pa	07143003
<b>iii) Outdoor Eating Facilities/Alfresco Dining on Public Places</b>			
- Per table with 4 chairs - annual fee	OOS	\$25.00 pa	07143003
- Per additional chair - annual fee	OOS	\$5.00 pa	07143003
- Permanent structures	OOS	Subject to lease	07143003
<b>iv) Stables</b>			
- Stable Licence	OOS	\$50.00 pa	07143003
<b>(v) Morgue / Mortuary</b>			
- Morgue Licence	OOS	\$50.00 pa	07143003
<b>(vi) Lodging House</b>			
- Lodging House Licence	OOS	\$108.00 pa	07143003

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>HEALTH</b>			
<b>Health Inspection &amp; Licence Fees (Continued)</b>			
<b>(vii) Caravan Parks and Camping Grounds</b>			
<b>Application</b>			
- Application Fee or Multiplication of Site Prices ( <i>which ever is greater</i> )	OOS	\$220.00 per application #	07143003
<b>Licence</b>			
- Long Stay Sites	OOS	\$6.00 per site #	07143003
- Short Stay Sites and Sites in Transit	OOS	\$6.00 per site #	07143003
- Camp Sites	OOS	\$3.00 per site #	07143003
- Overflow	OOS	\$1.50 per site #	07143003
- Licence Renewal After Expiry	OOS	\$1.50 per site #	07143003
- Temporary Licence - Pro-rata of application fee with minimum of	OOS	\$100.00 per application #	07143003
- Transfer of Licence	OOS	\$100.00 per application #	07143003
#Fees are set under the Caravan Parks and Camping Grounds Regulations 1997.			
<b>(viii) Temporary Accommodation</b>			
- Application for Temporary Accommodation (up to 12 Consecutive Months)	Yes	\$170.00*	
<b>(ix) Offensive Trades</b>			
- Tannery Licence	OOS	\$285.00 pa #	07143003
- Piggery Licence	OOS	\$285.00 pa #	07143003
- Slaughterhouse Licence	OOS	\$285.00 pa #	07143003
- Knackery Licence	OOS	\$285.00 pa #	07143003
- Laundry/ Drycleaning Establishment Licence	OOS	\$140.00 pa #	07143003
- Bone Mill Licence	OOS	\$163.00 pa #	07143003
- Blood Drying	OOS	\$163.00 pa #	07143003
- Any other Offensive Trade Licence not specified in regulations	OOS	\$285.00 pa #	07143003
#Fees are set under the Health (Offensive Trades Fees) Regulations 1997			
- Application for Permit ( <i>Up to 12 consecutive months</i> )	OOS	\$150.00 per application	07143003
<b>(x) Stallholders</b>			
<b>Application</b>			
- Application Not- for-Profit / Charitable Organisations*	OOS	No Fee	
- Application <u>Food</u> Stallholders **	OOS	\$30.00 per application	7143003
- Application for Stallholders ( <i>other than above</i> )	OOS	\$30.00 per application	7143003
- Public Liability Cover	OOS	\$11.00 per stall/per day	
<b>Permit- (includes Food Stallholders)</b>			
- Daily ( <i>1 day-includes Food Stallholders</i> )	OOS	\$20.00 per stall per day	07143003
- Weekly ( <i>7 consecutive days-includes Food Stallholders</i> )	OOS	\$70.00 per stall per week	07143003
- Monthly ( <i>30 consecutive days-includes Food Stallholders</i> )	OOS	\$120.00 per stall per month	07143003
- Annual ( <i>365 consecutive days-includes Food Stallholders</i> )	OOS	\$1,145.00 per stall per pa	07143003
- Charitable & Not-for-Profit Organisations (includes Food Stalls)	OOS	No Fee (Permit still required)	07143003
Special Events - <i>Avon River Festival</i> <u>Food</u> Stallholder	OOS	\$100.00 per stall per day	07143003
Special Events - <i>Avon Valley Food &amp; Wine Festival</i> <u>Food</u> Stallholder	OOS	\$10.00 per stall per day	07143003
Special Events - <i>Avon Valley Vintage Festival</i> <u>Food</u> Stallholder	OOS	\$10.00 per stall per day	07143003
Blanket Stallholders for Single Event ( <i>group permit application with one single fee for multiple stalls excluding food stalls at a single event</i> )	OOS	\$150.00 per application per event	07143003

<p>Blanket Stallholders for Community Markets*** (group permit application including exempted (Food Act) food stalls with one single fee for multiple nominated market days)</p> <p>* not-for-profit organisations are those in which 100% of profits are for community or charitable causes and staff or contractors are not paid.</p> <p>** food stallholders other than 'Exempted Food Businesses" are required to have a current "Food Business Registration Certificate".</p> <p>*** Northam Lions Club Inc &amp; Northam Heritage Forum Inc</p>	<p>OOS</p>	<p>\$150.00 per application</p>	<p>07143003</p>
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FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>HEALTH</b>			
<b>Health Inspection &amp; Licence Fees (Continued)</b>			
<b>(xi) Street Trader (Trader)</b>			
<b>Application</b>			
- Application Not- for-Profit / Charitable Organisations*	OOS	No Fee	
- Application <u>Food</u> Traders **	OOS	\$25.00 per application	07143003
- Application all other than the above Traders	OOS	\$25.00 per application	07143003
<b>Permit (includes Food Stallholders)</b>			
- Daily (1 day)	OOS	\$25.00 per day	07143003
- Weekly (7 consecutive days)	OOS	\$70.00 per week	07143003
- Monthly (30 consecutive days)	OOS	\$128.00 per month	07143003
- Annual (365 consecutive days)	OOS	\$1,200.00 per pa	07143003
<i>*not-for-profit organisations are those in which 100% of profits are for community or charitable causes and staff or contractors are not paid.</i>			
<i>** food street traders other than "Exempted Food Businesses" are required to have a current "Food Business Registration Certificate".</i>			
<b>(xii) Street Entertainers (Busker)</b>			
<b>Application</b>			
- Application Fee (applies to all Street Entertainers applications)	OOS	\$25.00 per application	07143003
<b>Permit</b>			
- Daily (1 day)	OOS	\$25.00 per day	07143003
- Weekly (7 consecutive days)	OOS	\$70.00 per week	07143003
- Monthly (30 consecutive days)	OOS	\$128.00 per month	07143003
- Annual (365 consecutive days)	OOS	\$1,200.00 per pa	07143003
<b>(xiii) Sign Licence Permit</b>			
- Portable Signs on Thoroughfares	OOS	\$32.00 per annum	07143003
<b>(xiv) Effluent Disposal</b>			
- Application and Permit to Use	OOS	\$226.00 per application #	10273013
<i>#Fees are set under the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.</i>			
<b>(xv) Public Building/Events</b>			
- Assessment - Public Building/ Event - Low/Medium Risk	OOS	\$150.00 per application #	07143003
- Assessment - Public Building/ Event - High Risk	OOS	\$832.00 (Max) per application #	07143003
- Assessment - Alteration to Existing Public Building	OOS	\$100.00 per application #	07143003
<i>#Fees are based on the Health (Public Building) Regulations 1993.</i>			
<b>(xvi) Environmental Health Service Provision</b>			
- Compliance / Administration	Yes	\$120.00* per hour #	07143013
- Other Local Governments	Yes	\$120.00* per hour #	07143013
<b>(xvii) Liquor Licencing</b>			
- Section 39 Request	OOS	\$50.00 per application	07143003

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>WELFARE</b>			
<b>Killara</b>			
<b>a) Fees set in accordance with HACC guidelines</b>			
<b>Client attendance fees</b>			
Level one: a pension income only or an annual income of up to \$50,000 (single) or up to \$80,000 (couple)	OSS	Day Care \$8.00 per day Respite \$8.00 per hour Social Support \$8.00 per hour Fee cap \$64.00 pw	08171033 - HACC 08173033 - NRCP
Level two: Non pensioner - an annual income more than \$50,001 (single) or more than \$80,001 (couple)	OSS	Day Care \$15.00 per day Respite \$15.00 per hour Social Support \$15.00 per hour # Fee cap \$154.00 pw	08171033 - HACC 08173033 - NRCP
Client referred from workers compensation, insurance claims etc.	Yes	Fee is full cost recovery*	08171033 - HACC 08173033 - NRCP
<b>NOTE:</b> Clients attending half days (less than 2.5 hours) half of the agreed fee		\$Unit cost as calculated per day-fee cap 5 times the unit cost per week	08171033 - HACC 08173033 - NRCP
# Fee cap applies - subject to HACC fee policy			
<b>b) Fees &amp; Charges for Killara Centre Services</b>			
<b>(i) Meal costs</b>			
Full day (Morning Tea & Lunch)	OSS	\$9.00	08171043 - HACC 08173043 - NRCP
Morning Tea only with half day attendance	OSS	\$3.50	08171043 - HACC 08173043 - NRCP
Afternoon Tea & Dinner	OSS	\$9.00	08171043 - HACC 08173043 - NRCP
Breakfast	OSS	\$5.50	08171043 - HACC 08173043 - NRCP
<b>(ii) Transportation Fee</b>			
Centre based day care or group bus/vehicle transport	OSS	\$2.50 per one way trip	08171073 - HACC 08173053 - NRCP
Up to 10 kms	OSS	\$5.00 per one way trip	08171073 - HACC 08173053 - NRCP
11 kms to 30 kms	OSS	\$8.00 per one way trip	08171073 - HACC 08173053 - NRCP
31 kms to 60 kms	OSS	\$10.00 per one way trip	08171073 - HACC 08173053 - NRCP
61 kms to 99 kms	OSS	\$15.00 per one way trip	08171073 - HACC 08173053 - NRCP



<b>FEES AND CHARGES</b>	<b>GST</b>	<b>Proposed 2014/2015</b>	<b>Account Number</b>
	<b>Treatment</b>	<b>* Indicates GST Inclusive</b>	

<b>WELFARE</b>			
<b>Killara (Continued)</b>			
<b>(c) Fees for Clients from other Brokers</b>			
<b>(i) Domestic Assistance</b>			
Day: 6am - 6pm		\$43.00 per hour	08173093
Evening: 6pm - 6am		\$45.00 per hour	08173093
Weekend:		\$49.00 per hour	08173093
Public Holidays: (Min. 4 hours)		\$50.00 per hour	08173093
<b>(ii) Personal Care and Respite</b>			
Day: 6am - 6pm Evening: 6pm - 6am		\$43.00 per hour	08173093
Weekend:		\$45.00 per hour	08173093
Public Holidays: (Min. 4 hours)		\$49.00 per hour	08173093
		\$50.00 per hour	08173093
* A minimum of time of 2 hours is provided, however shorter periods can be negotiated under special circumstances * A minimum time of 4 hours is required for public holidays			
* 24-hours notice is required in regard to the cancellation of services and a fee may apply if the required notice is not given.			
<b>(iii) Social Support</b>			
Day: 6am - 6pm Evening: 6pm - 6am		\$43.00 per hour	08173093
Weekend:		\$45.00 per hour	08173093
Public Holidays: (Min. 4 hours)		\$49.00 per hour	08173093
		\$50.00 per hour	08173093
<b>All of the above fees relate to one-to-one/individual support Included in the above service is light duties including meal preparation, community inclusion i.e. movies, sporting events etc. shopping, games. Transport, entertainment, entry fees or similar costs i.e. morning/afternoon tea, lunch out or dinner are not included in the above fees.</b>			
<b>(iv) Transport</b>			
Centre based day care or group bus/vehicle transport			08171073 - HACC
			08173053 - NRCP
Up to 10 kms		\$2.50 per one way trip	08171073 - HACC
	OSS		08173053 - NRCP
11 kms to 30 kms		\$5.00 per one way trip	08171073 - HACC
	OSS		08173053 - NRCP
31 kms to 60 kms		\$8.00 per one way trip	08171073 - HACC
	OSS		08173053 - NRCP
61 kms to 99 kms		\$10.00 per one way trip	08171073 - HACC
	OSS		08173053 - NRCP
		\$15.00 per one way trip	
	OSS		
<b>HOUSING</b>			
Kuringal Village Aged Accommodation Units- Wundowie:			09243003
- Single (per fortnight) - Single bedroom Unit -			09243003
Couple (per fortnight) -Double bedroom Unit Electricity (paid direct to Western Power).			09243033
Water (Shire of Northam invoiced and costs billed to occupants)	Input Taxed	\$170.00	
	Input Taxed	\$209.00	

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>COMMUNITY AMENITIES</b>			
<b>Refuse Removal (Sanitation Collection Charges)</b>			
<b>a) Residential Refuse Removal</b>			
(i) 240L Residential Mobile Garbage Bin - Per Service (Compulsory Rubbish Removal Service Charge)	OOS	\$160.00 per annum (weekly)	10253003
(ii) 240L Residential Mobile Recycling Bin - Per Service (Rubbish Removal Service Charge)	OOS	\$85.00 per annum (fortnightly)	10253113
(iii) 240L Residential Mobile Recycling Bin - Pensioners (Recycling Rubbish Removal Service Charge)	OOS	\$65.00 per annum (fortnightly)	10253113
<b>b) Commercial Refuse Removal</b>			
(i) 240L Commercial Mobile Garbage Bin (Compulsory Rubbish Removal Service Charge)	OOS	\$160.00 per annum (weekly)	10253043
(ii) 240L Commercial Mobile Recycling Bin (Recycling Rubbish Removal Service Charge)	OOS	\$85.00 per annum (fortnightly)	10253113
(iii) 1100L Commercial Mobile Garbage Bin - First Service (Compulsory Rubbish Removal Service Charge)	OOS	\$725.00* per annum (weekly)	10253043
(iv) 1100L Commercial Mobile Garbage Bin - First Service (Compulsory Rubbish Removal Service Charge)	OOS	\$362.00* per annum (fortnightly)	10253043
(v) 1100L Commercial Mobile Garbage Bin - Additional Service (Compulsory Rubbish Removal Service Charge)	OOS	\$725.00* per annum (weekly)	10253043
(vi) 1500L Commercial Mobile Garbage Bin - First Service (Compulsory Rubbish Removal Service Charge)	OOS	\$987.00* per annum (weekly)	10253043
(vii) 1500L Commercial Mobile Garbage Bin - First Service (Compulsory Rubbish Removal Service Charge)	OOS	\$494.00* per annum (fortnightly)	10253043
(viii) 1500L Commercial Mobile Garbage Bin - Additional Service (Compulsory Rubbish Removal Service Charge)	OOS	\$987.00* per annum (weekly)	10253043
(ix) 1500L Commercial Mobile Recycling Bin - Additional Service (Compulsory Rubbish Removal Service Charge)	OOS	\$1076.00* per annum (fortnightly)	10253043
(x) 3000L Commercial Mobile Garbage Bin - First Service (Compulsory Rubbish Removal Service Charge)	OOS	\$1976.00* per annum (weekly)	10253043
(xii) 3000L Commercial Mobile Garbage Bin - First Service (Compulsory Rubbish Removal Service Charge)	OOS	\$987.00* per annum (fortnightly)	10253043
(xiii) 3000L Commercial Mobile Garbage Bin - Additional Service (Compulsory Rubbish Removal Service Charge)	OOS	\$1976.00* per annum (weekly)	10253043
(xiv) 3000L Commercial Mobile Recycling Bin - Additional Service (Compulsory Rubbish Removal Service Charge)	OOS	\$2150.00* per annum (fortnightly)	10253043
(xv) 4500L Commercial Mobile Garbage Bin - First Service (Compulsory Rubbish Removal Service Charge)	OOS	\$2964.00* per annum (weekly)	10253043
(xvi) 4500L Commercial Mobile Garbage Bin - First Service (Compulsory Rubbish Removal Service Charge)	OOS	\$1425.00* per annum (fortnightly)	10253043
(xvii) 4500L Commercial Mobile Garbage Bin - Additional Service (Compulsory Rubbish Removal Service Charge)	OOS	\$2964.00* per annum (weekly)	10253043
(xviii) 4500L Commercial Mobile Recycling Bin - Additional Service (Compulsory Rubbish Removal Service Charge)	OOS	\$3228.00* per annum (fortnightly)	10253043
(xiv) Additional One-of Rubbish Collection Services (services on-charged to resident/business)	Yes	At Cost	

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>COMMUNITY AMENITIES (Continued)</b>			
<b>Landfill Site Waste Disposal Charges</b>			
<b>a) Inkpen Road Landfill Site - Waste Disposal Charges</b>			
(i) Domestic Waste from the Shire of Northam Residents Cars, Utilities, Vans and Trailers (not exceeding 2.4m x 1.2m x 1.0 m) Tip pass must be <b>produced</b> by any person entitled to the pass	Yes	No Charge <i>(Maximum 10 disposals per year plus unlimited clean green waste disposals)</i> <b>No Pass-Pay As Indicated Below</b>	10253023
(ii) Domestic Waste from Outside of the Shire of Northam or Volumes of Domestic Waste Exceeding 2.4m x 1.2m 1.0m	Yes	\$55.00 per m <sup>3</sup> \$28.00 Min Charge	10253023
(iii) Commercial/Industrial Waste	Yes	\$55.00 per m <sup>3</sup> \$28.00 Min Charge	10253023
(iv) Environmental Protection Landfill Levy (Mandatory fee applies to all waste received from the metropolitan areas unless exempted under the Environmental Protection Amendment Regulations 2006) <i>New Fee effective 01 January 2015</i>	Yes	Levy = (Weight X 92%) X \$28 per tonne (\$30.80 inc GST) #	10253103
<i>#Fees are set under the Environmental Protection Regulations 1987.</i>	Yes	Levy = (Weight X 92%) X \$55 per tonne (\$60.50 inc GST) #	10253103
(v) Unadulterated Building Rubble (includes brick, concrete, rock, soil, greenwaste) <i>(At the discretion of the gate house attendant)</i>	Yes	\$26.00 per m <sup>3</sup> \$16.00 Min Charge	10253023
(vi) Unadulterated Building Rubble (includes brick, concrete, rock, soil, greenwaste) <i>(Subject to weighbridge certificate being provided)</i>	Yes	\$29.00 per tonne	10253023
(vii) Asbestos (includes digging hole and burial, rounded up to full m <sup>3</sup> )	Yes	\$55.00 per m <sup>3</sup>	10253023
(viii) Disposal of Animals - Small (cat or dog) - Medium (pig, sheep, alpaca, calf, foal, ostrich, emu) - Large (cow or horse)	Yes Yes Yes	\$8.00 each \$15.00 each \$25.00 each	10253023 10253023 10253023
(ix) Disposal of Car Bodies	Yes	No Charge	10253023
(x) Tyres - Passenger Tyres - Light truck Tyres - Truck Tyres - Super Single Tyres - Tractor Tyre < 1 metre - Tractor Tyre > 1 metre - Earthmoving/Other Large Tyres	Yes Yes Yes Yes Yes Yes Yes	\$5.00 Per Tyre \$6.00 Per Tyre \$15.00 Per Tyre \$17.00 Per Tyre \$20.00 Per Tyre \$40.00 Per Tyre Cost of Recycling plus 10% handling & administration fee	10253023 10253023 10253023 10253023 10253023 10253023 10253023
(xi) Waste Oil - Motor Oil >30 Litres	Yes	\$0.25 Per Litre	10253023
(xii) Special Burials (including fiber glass insulation, clinical and any other waste)	Yes	\$55.00 per m <sup>3</sup> \$30.00 Min Charge	10253023
(xiii) Commercial/Industrial Waste <i>(Subject to weighbridge certificate being provided)</i>	Yes	\$55.00 Per Tonne \$28.00 Min Charge	10253023

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>COMMUNITY AMENITIES (Continued)</b>			
<b>Landfill Site Waste Disposal Charges (Continued)</b>			
<b>b) Old Quarry Road Landfill Site - Waste Disposal Charges</b>			
(i) Domestic Waste from the Shire of Northam Residents Cars, Utilities, Vans and Trailers (not exceeding 2.4m x 1.2m x 1.0 m) Tip pass must be <b>produced</b> by any person entitled to the pass	Yes	No Charge <i>(Maximum 10 disposals per year plus unlimited clean green waste disposals)</i> <b>No Pass-Pay As Indicated Below</b>	10253033
(ii) Domestic Waste from Outside of the Shire of Northam or Volumes of Domestic Waste Exceeding 2.4m x 1.2m 1.0m	Yes	\$55.00 Per Tonne \$28.00 Min Charge	10253013
(iii) Commercial/Industrial Waste	Yes	\$55.00 Per Tonne \$28.00 Min Charge	10253033
(iv) Environmental Protection Landfill Levy (Mandatory fee applies to all waste received from the metropolitan areas unless exempted under the Environmental Protection Amendment Regulations 2006)	Yes	Levy = (Weight X 92%) X \$55.00 per tonne (\$60.50 inc GST)# *	10253103
(v) Unadulterated Building Rubble (brick, concrete, rock, soil, greenwaste) <i>(At the discretion of the gate house attendant)</i>	Yes	\$29.00 Per Tonne \$16.00 Min Charge	10253033
(vii) Asbestos (includes digging hole and burial, rounded up to full m <sup>3</sup> )	Yes	\$87.00 Per Tonne	10253033
(viii) Disposal of Animals			
- Small (cat or dog)	Yes	\$8.00 each	10253033
- Medium (pig, sheep, alpaca, calf, foal, ostrich, emu)	Yes	\$15.00 each	10253033
- Large (cow or horse)	Yes	\$25.00 each	10253033
(ix) Disposal of Car Bodies	Yes	No Charge	10253033
(x) Tyres			
- Passenger Tyres	Yes	\$5.00 Per Tyre	10253033
- Light truck Tyres	Yes	\$6.00 Per Tyre	10253033
- Truck Tyres	Yes	\$15.00 Per Tyre	10253033
- Super Single Tyres	Yes	\$17.00 Per Tyre	10253033
- Tractor Tyre < 1 metre	Yes	\$20.00 Per Tyre	10253033
- Tractor Tyre > 1 metre	Yes	\$40.00 Per Tyre	10253033
- Earthmoving/Other Large Tyres	Yes	Cost of Recycling plus 10% handling & administration fee	10253033
(xi) Waste Oil			
- Motor Oil >30 Litres	Yes	\$0.25 Per Litre	10253033
(xii) Special Burials (including fiber glass insulation, clinical and any other waste)	Yes	\$87.00 Per Tonne \$50.00 Min Charge	10253033
(xiii) Septage Pond Liquid Waste Disposal	Yes	\$0.062 Per Litre	10263013

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>COMMUNITY AMENITIES (Continued)</b>			
<b>Town Planning</b>			
(i) Development/Subdivision Contributions			
<b>Residential Zoned Lot (applicable to Residential Design Codes)</b>			
1-5 lots	OOS	\$1,500.00 per lot	10303003
More than 5 lots	OOS	As per endorsed Development Contribution Plan	10303003
<b>All Other Zone Property 1-5 lots</b>			
More than 5 lots	OOS	\$1,000.00 per lot	10303003
	OOS	As per endorsed Development Contribution Plan	10303003
(ii) <b>Development Applications</b>			
Determination of development application (other than for an extractive industry) where the estimated cost of the development is - - Not more than \$50,000			
	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009 and if development commenced or carried out twice the amount of the fee payable	10303003
- more than \$50,000 but not more than \$500,000	OOS	" "	10303003
- more than \$500,000 but not more than \$2.5 million	OOS	" "	10303003
- more than \$2.5 million but not more than \$5 million	OOS	" "	10303003
- more than \$5 million but not more than \$21.5 million	OOS	" "	10303003
- more than \$21.5 million	OOS	" "	10303003
Determination of development application for an extractive industry	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	10303003
Determining a development application for an extractive industry where the development has commenced or been carried out.	OOS	The fee in item 3 plus, by way of penalty, twice that fee.	10303003
Request for minor amendment of an approved development under \$500,000 value	OOS	\$50.00	10303003
Request for major amendment to an approved development over \$500,000	OOS	50% of regular fee with a minimum of \$100.00	10303003
Preliminary comments on proposals prior to formal lodgement.	OOS	\$50.00	10303003
(iii) <b>Variation of Residential Design codes and Shire Local Planning Policy</b>			
Where the estimated cost of the development is			
- Not more than \$50,000	OOS	\$140.00	10303003
- More than \$50,000	OOS	\$280.00	10303003

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>COMMUNITY AMENITIES (Continued)</b>			
<b>Town Planning (Continued)</b>			
(iv) Provision of Subdivision clearance - Up to 5 lots			10303003
- 6 to 195 lots	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	10303003
- More than 195 lots			10303003
(v) Application for approval of Home occupation / business / cottage industry	OOS	" "	
- Initial Fee	OOS	" "	10303003
- Renewal Fee	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	10303003
(vi) Application for change of use of for alteration or extension or change of a non-conforming use to which item 1 does not apply	OOS	" "	10303003
	OOS	" "	10303003
(vii) Issue of Zoning Certificate ( <i>Orders/Zone Enquiry</i> )	OOS	" "	10303003
(viii) Reply to a property settlement questionnaire	OOS	" "	10303033
- ( <i>Combined Orders/Zoning/Rates Enquiry</i> )			
(ix) Issue of written planning advice	OOS	" "	10303013
(x) Section 40 (Liquor Licensing) request	OOS	\$50.00	10303013
(xi) Advertising Costs (All applications)			10303013
- Letters of Consultation	Yes	\$129.00 *	
- Onsite Sign	Yes	\$129.00 *	10303033
- Newspaper Advertisement	Yes	Advertising Cost *	10303033
<b>Sign Application</b>			
Signage less than or equal 4m <sup>2</sup>	OOS	\$50.00	
Signage greater than 4m <sup>2</sup>	OOS	\$100.00	
<b>Note: All Town Planning Fees are exclusive of GST unless otherwise indicated</b>			

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>COMMUNITY AMENITIES (Continued)</b>			
<b>Town Planning (Continued)</b>			
<b>Publications</b>			
Scheme Text	OOS	\$52.00	10303033
Local Planning Strategy	OOS	\$52.00	10303033
Scheme maps A3	OOS	\$52.00	10303033
Northam Development Plan	OOS	\$52.00	10303033
Northam Regional Centre Growth Plan	OOS	\$100.00	10303033
<b>Town Planning Scheme Amendments</b>	OOS		10303003
Executive Manager		\$As per the maximum fee prescribed under the Planning and Development Regulations 2009	
Senior Planning Officer	OOS	" "	10303003
Planning Officer	OOS	" "	10303003
Environmental Health Officer (or other relevant officer)	OOS	" "	10303003
Administration Officer	OOS	" "	10303003
(iv) <b>Professional Advice</b>			
Executive Manager	Yes	\$192.00 per hour *	10303003
Senior Planning Officer	Yes	\$146.00 per hour *	10303003
Planning Officer	Yes	\$104.00 per hour *	10303003
Administration Officer	Yes	\$73.00 per hour *	10303003
<b>Extractive Industry Licences</b>			
(i) Extractive Industry Annual Licence Fee	OOS	\$330.00	13493063
(ii) Extractive Industry Licence BGC Quarry	OOS	\$1,650.00	13493063
<b>Refer to Shire of Northam Extractive Industries Local Law for further details</b>			



FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>COMMUNITY AMENITIES (Continued)</b>			
<b>Cemetery</b>			
<b>(i) Fees &amp; Charges - Northam Public Cemetery</b>			
Grant of Right of Burial			
- Grant of Right of Burial	Yes	\$130.00*	10313033
- Grant of Right of Burial (Reservation/Reissue)	Yes	\$130.00*	10313033
- Transfer Grant of Right of Burial	Yes	\$88.00*	10313033
- Grant of Right of Placement	Yes	\$88.00*	10313033
- Transfer Grant of Right of Placement	Yes	\$61.00*	10313033
- Copy of Grant of Right of Burial / Placement	Yes	\$17.00*	10313033
Burial Fees: (includes land & diggings) - New Grave Adult Burial	Yes	\$974.00*	10313033
- New Grave Child Burial (under 13 years of age)	Yes	\$769.00*	10313033
- New Grave Stillborn	Yes	\$533.00*	10313033
- Exhumation Fee	Yes	\$1,353.00*	10313033
- Reinternment after exhumation Fee	Yes	\$973.00*	10313033
- Reopening of Grave	Yes	\$1,076.00*	10313033
- Digging Deeper Graves	Yes	\$113.00*	10313033
- Oversize Casket	Yes	\$113.00*	10313033
Placement of Ashes in Niche Wall: - Single	Yes	\$176.00*	10313033
- Double	Yes	\$287.00*	10313033
- Plaques	Yes	At Cost & Freight *	10313033
Plate Fee per plot	Yes	\$40.00*	10313063
Monumental Work Single Permit	OSS	\$179.00	10313013
Funeral Directors Licence - Annual Licence	OSS	\$128.00	10313023
- Single Burial Permit	OSS	\$57.00	10313023
Lawn Cemetery:			
- Digging of new Grave	Yes	\$1,383.00*	10313033
- Reopening of Grave	Yes	\$1,435.00*	10313033
- Plaques	Yes	At Cost & Freight*	10313033
Placement of Ashes in Garden: - Single	Yes	\$174.00*	10313033
- Double	Yes	\$285.00*	10313033
- Plaques	Yes	At Cost & Freight*	10313033
Placement of Ashes in Grave			10313033
- Per Internment	Yes	\$281.00*	10313033
- Plaques	Yes	At Cost & Freight*	10313033
Exhumation of Ashes	Yes	\$215.00* for first two hours \$56.00* per hour thereafter	10313033
<i>Refer Council's Local Laws Relating to Northam Cemeteries for definition of Grant of Right of Burial</i>			

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>RECREATION AND CULTURE</b>			
<b>Ovals and Outdoor Playing Areas</b>			
Playing Fields - Bert Hawke, Jubilee Oval, Henry St, Wundowie & Bakers Hill			
- Senior Cricket - 1st game on prepared pitch	Yes	\$7.50 per player *	11343063
- Senior Cricket - all other games on pitch	Yes	\$4.50 per player *	Bert Hawke Oval
- Senior Game	Yes	\$4.50 per player *	11343033
- Junior Game (including schools)	Yes	\$2.20 per player *	Jubilee Complex
- Training (no lights)	Yes	\$45.00 per hour per team *	11343043
- Lights at Additional Cost per hour	Yes	\$15.00 per hour *	Burwood Oval
- Casual Full Day Hire (over 4 hours includes public toilets & changerooms)	Yes	\$335.00 *	
- Casual Half Day Hire (up to 4 hours includes public toilets & changerooms)	Yes	\$168.00 *	
Outdoor courts			
- Senior Game (no lights)	Yes		11343083
- Training (no lights)	Yes	\$12.00 per hour *	11343083
- Lights at Additional Cost per hour	Yes	\$6.00 per hour *	11343083
	Yes	\$3.50 per hour per court *	11343083
Reserve Camping Fee (overflow facility)	Yes	\$15.00 per night *	11343083
Showers (SideShow Alley Staff for Ag Show)	Yes	\$3.00 *	11343063
Special Events (Circus etc)	Yes	\$740.00 *	11343023
Casual Hire Fee - Mt Ommanney	Yes	No Charge	
Wundowie Oval lighting paid direct by clubs.			11343173
Wundowie Oval annual usage fee Education Department	Yes	\$8,800	TRUST
Bonds - Regular Hirings	OSS	\$112.00 - \$560.00	TYPE
Bonds - Special Hirings/Events eg Circus, AVVVA, Pony Club, etc	OSS	\$800.00 - \$1,800.00	11TRUST
			TYPE 11
<b>Recreation Centre</b>			
Programs			
- Senior Program per player per game	Yes	\$7.00 *	11343143
- Senior Program per player 10 Game Discount	Yes	\$65.00 *	
- Junior Program per player per game	Yes	\$5.50 *	11343143
- Junior Program per player 10 Game Discount	Yes	\$50.00 *	
- Spectator	Yes	\$2.00 *	11343143
Team Forfeit Fee	Yes	\$28.00 *	11343143
Staff Discount			
A 50% discount for staff on entry to the Recreation Centre and for participation in programs run by Recreation Services.			

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>RECREATION AND CULTURE (Continued)</b>			
<b>Recreation Centre (Continued)</b>			
Facilities			
- Activity Rooms 1,2 and 3 - for Community Organisations (individually)	Yes	\$29.00 per hour * \$208.00 per day *	11343083
- Activity Rooms 1,2 and 3 - for Commercial Organisations (individually)	Yes	\$35.00 per hour * \$255.00 per day *	11343083
- Activity Rooms 1 and 2 - hired concurrently - for Community Organisations	Yes	\$45.00 per hour * \$320.00 per day *	11343083
- Activity Rooms 1 and 2 - hired concurrently - for Commercial Organisations	Yes	\$57.00 per hour * \$408.00 per day *	11343083
- Hospitality Area for Community Organisations	Yes	\$29.00 per hour * \$208.00 per day *	11343083
- Hospitality Area for Commercial Organisations	Yes	\$35.00 per hour * \$256.00 per day *	11343083
- Hospitality Area and Bar Area for Community Organisations	Yes	\$35.00 per hour * \$251.00 per day *	11343083
- Hospitality Area and Bar Area for Commercial Organisations	Yes	\$41.00 per hour * \$298.00 per day *	11343083
- Kitchen Area for Community Organisations	Yes	\$17.50 per hour *	11343083
- Kitchen Area for Commercial Organisations	Yes	\$30.00 per hour * \$208.00 per day *	11343083
	Yes	\$1,300.00 *	11343083
Full Centre Hire - for Community Organisations / 8 Hour day ##	Yes	\$170.00 *	11343083
Full Centre Hire - for Community Organisations / Hour ##	Yes	\$1,700.00 *	11343083
Full Centre Hire - for Commercial Organisations / 8 Hour day ##	Yes	\$220.00 *	11343083
Full Centre Hire - for Commercial Organisations / Hour ##			11343083
Sports Hall			11343083
- Court Hire per court	Yes	\$29.00 per hour * \$208.00 per day *	11343083
- Court Hire per court - schools using own equipment	Yes	\$22.00 per hour *	11343083
- Sporting Club Office	Yes	\$220.00 per annum *	11343083
- Storage Cage	Yes	\$110.00 per annum *	11343083
- Creche (exclusive hire includes staff member) for Community Organisations	Yes	\$50.00 per hour *	11343063
- Creche (exclusive hire includes staff member) for Commercial Organisations	Yes	\$60.00 per hour *	
- Creche per child	Yes	\$5.00 per hour *	
<b>Equipment Hire</b>			
Public Address System	Yes	\$17.00 *	11343073
Projector & Screen	Yes	\$27.00 *	11343073

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>RECREATION AND CULTURE (Continued)</b>			
<b>Public Hall Hire - Northam &amp; Wundowie</b>			
<b>Meetings, Training and Conventions</b>			
Please note meetings are charged for time used (including any set up and cleaning time)			
Includes kitchen, chairs and tables			
Half Day 4 Hours, Full Day 8 Hours			
<b>Commercial Use</b>			
Lesser Hall - for Commercial Use	Yes	\$51.00* per hour \$143.00* per half day \$285.00* per day	11323013
Town Hall - for Commercial Use	Yes	\$63.00* per hour \$170.00* per half day \$342.00* per day	11323013
Memorial Hall - for Commercial Use	Yes	\$51.00* per hour \$143.00* per half day \$285.00* per day	11323013
Wundowie Hall - Entire Facility - for Commercial Use	Yes	\$80.00* per hour \$199.00* per half day \$398.00* per day	11323013
Wundowie Hall - Main Hall - for Commercial Use	Yes	\$63.00* per hour \$170.00* per half day \$342.00* per day	11323013
Wundowie Hall - Meeting Room - for Commercial Use	Yes	\$51.00* per hour \$143.00* per half day \$285.00* per day	11323013
<b>Community Use</b>	Yes	\$23.00* per use half day per use full day	\$46.00* 11323013
Lesser Hall - for Community Use	Yes	\$35.00* per use half day per use full day	\$68.00* 11323013
Town Hall - for Community Use	Yes	\$23.00* per use half day per use full day	\$46.00* 11323013
Memorial Hall - for Community Use	Yes	\$57.00* per use half day \$114.00* per use full day	11323013
Wundowie Hall - Entire Facility - for Community Use	Yes	\$35.00* per use half day per use full day	\$68.00* 11323013
Wundowie Hall - Main Hall - for Community Use	Yes	\$23.00* per use half day per use full day	\$46.00* 11323013
Wundowie Hall - Meeting Room - for Community Use	Yes	\$23.00* per use half day per use full day	\$46.00* 11323013

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<p><b>RECREATION AND CULTURE (Continued)</b></p> <p><b>Public Hall Hire - Northam &amp; Wundowie (Continued) SPORTING ACTIVITIES</b>                      Northam Facilities do not permit hire for sporting activities.  <b>SURCHARGE FOR USE INCLUDING ALCOHOL</b>                      Where alcohol is consumed in the building, an additional surcharge will be levied.  <b>SURCHARGE FOR USE AFTER MIDNIGHT</b>                      Where the building is to be used after midnight, an additional charge will be levied.  <b>REHEARSALS</b>                      The charge for rehearsals applies for each occasion the building is used. Booking of the hall for rehearsals is subject to the building not being required for a full booking at the time.  <b>CLEANING BOND - COMMERCIAL OR SOCIAL EVENTS</b>                      A bond of \$150.00 is payable. GST not applicable to bonds when paid, however, will be brought into account when/if the bond needs to be used.  <b>FACILITY HIRE BOND - EVENTS INVOLVING ALCOHOL</b>                      * Rate will depend on venue and functions                      (Additional to Cleaning Bond)  <b>CONDITIONS AND FEES FOR HIRE</b>                      - Any damage to furniture to be paid by the hirer                      - Any request for furniture to be on the shire's "application to hire" form and hiring fees to be paid in advance  <b>BOOKINGS</b>                      Northam Facilities                      - Bookings are made at the Northam Recreation Centre on (08) 9622 5153                      Wundowie Hall                      - Bookings are made at the Wundowie Library on (08) 9573 6205                      ## Please note full Recreation Centre hire does not include Ovals, Creche Facility or Outdoor Courts  <b>SENIORS</b>                      Seniors Groups get free use of the Memorial Hall                      Wundowie Incorporated Seniors Groups get one free use per week at Wundowie Hall.                      Wundowie Incorporated Seniors Groups are entitled to a 50% subsidy facility hire additional to the above exemption.</p>	<p>OSS</p> <p>Yes</p> <p>OSS</p> <p>OSS</p>	<p>\$110.00</p> <p>\$50.00 per hour*</p> <p>\$200.00</p> <p>\$500.00-\$2,000.00</p>	<p>11323013</p> <p>TRUST TYPE 18</p> <p>TRUST TYPE 1 or 11</p>

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<p><b>RECREATION AND CULTURE (Continued)</b></p> <p><b>Hall Hire Fees - Other Shire facilities</b>                      The following Council facilities are available for hire:                      Bakers Hill Pavillion, Clackline Hall, Grass Valley Hall                      Irishtown Hall, Quellington Hall, and Southern Brook                      Hall</p> <p>BOOKINGS - Bakers Hill Pavillion                      Contact Bakers Hill Rural Supplies (Hardware) on Telephone: 08 9574                      1274</p> <p>BOOKINGS - Clackline Hall (08 9574 1413) Contact                      Clackline Progress Association</p> <p>BOOKINGS - Grass Valley Hall (No's below)                      Contact Grass Valley Progress Association                      Secretary - 9622 9599                      President - 9622 9546</p> <p>BOOKINGS - Irishtown Hall                      Contact Irishtown Hall Committee                      Secretary: Ray Morgan on Telephone: 08 9690 2987</p> <p>BOOKINGS - Quellington Hall (08 9622 9514) Contact                      Quellington Progress Association</p> <p>BOOKINGS - Southern Brook Hall (08 9622 3494)                      Contact Southern Brook Community Association</p>			

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>RECREATION AND CULTURE (Continued)</b>			
<b>Northam and Wundowie Swimming Pool Fees &amp; Charges</b>			
For every adult over the age of 18 years	Yes	\$4.50*	11333103
For every adult over the age of 18 years (10 Passes)	Yes	\$40.00*	11333103
Child 5 years - 17 years	Yes	\$3.50*	11333103
Child 5 years - 17 years (10 Passes)	Yes	\$30.00*	11333103
Free entrance is provided to children up to 5 years of age	Yes	No Charge	11333103
Spectator / Pensioner entrance	Yes	\$2.00*	11333103
Spectator - Swimming Lessons & Swimming Club	Yes	No Charge	11333103
Full Season Pass - Family: 2 adults and 2 children under 17 yrs old	Yes	\$250.00*	11333113
Half Season Pass - Family: 2 adults and 2 children under 17 yrs old	Yes	\$132.00*	
Full Season Pass - Additional Family Member	Yes	\$57.00*	11333113
Half Season Pass - Additional Family Member	Yes	\$33.00*	
Single Full Season Pass - Adult	Yes	\$85.00*	11333113
Single Half Season Pass - Adult # Single Full	Yes	\$44.00*	
Season Pass - Child	Yes	\$77.00*	11333113
Single Half Season Pass - Child #	Yes	\$42.00*	
Single Full Season Pass - Pensioner	Yes	\$55.00*	11333113
Single Half Season Pass - Pensioner	Yes	\$33.00*	
Scholars of State and other registered Primary and Secondary schools (other than holders of season tickets) accompanied by Teacher during normal school hours (per person - group discount)	Yes	\$2.60*	11333123
Lane Hire	Yes	\$9.00* per lane per hour	11333103
Private lessons/Classes	Yes	\$9.00* per lesson	11333103
Water Aerobics/Exercise	Yes	\$9.00* per lesson	11333103
Pool Hire (including operator)	Yes	\$126.00* per hour	11333103
Beach Volleyball Court Hire	Yes	\$10.00* per hour	
Beach Volleyball Swim	Yes	\$3.50*	
# Half Season Pass is only from opening of the season to 31 Dec or 1 Jan to closing of the season			
Staff Discount			
A 50% discount for staff on entry to the Shire's swimming pools, including season passes.			
<b>Northam Region Library</b>			
Replacement Borrower's Card	Yes	\$1.00*	11353023
Photocopying/Printing	Yes	\$0.20* per page (coin operated)	11353033
Photocopying/Printing Colour	Yes	\$0.50* per page (coin operated)	
<b>Sound Shell - Bernard Park, Northam (if using lights etc)</b>			
Hire by Community Organisations	Yes	\$12.00* per hour	11343023
Hire by Commercial Organisations	Yes	\$28.00* per hour	11343023

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>TRANSPORT</b>			
<b>Roads &amp; Streets</b>			
(i) Road Closures (temporary)	OOS	(Police Department fee)	12402012
(ii) Parking Infringements - fees	OOS	Set by Regulation	12402012
(iii) Recovery/Admin fee	OOS	\$21.00 per infringement	12402012
(iv) Fines Enforcement Register			12402012
- Final Demand	OOS	\$13.50 (Set by Regulation)	12402012
- Enforcement Certificate	OOS	\$11.50 (Set by Regulation)	12402012
- Registration Fee	OOS	\$43.00 (Set by Regulation)	12402012
- Licence Suspension Order	OOS	\$28.50 (Set by Regulation)	12402012
<b>Special Series Shire Number Plates</b>			
Special Series Plate Fee	Yes	\$110.00	12413043
Note: DoT Charge \$220.00 for supply - Total Fee \$330.00 <b>Airport</b>			
Lease establishment fee	Yes	\$3,300.00*	1243013
Lease transfer fee	Yes	\$1,650.00* as per lease*	1243013
Lease rental fees	Yes	\$11.00* per week	1243013
Aircraft parking per plane per week	Yes	\$550.00* per annum	
Commercial flight training contribution to runway lights			
<b>ECONOMIC SERVICES</b>			
<b>Visitor Servicing</b>			
(i) Visitor Centre			
- Photocopying - Black & White A4	Yes	\$0.30* per A4 page	
- Photocopying - Black & White A3	Yes	\$1.20* per A3 page	13773003
- Photocopying - Colour A4	Yes	\$1.20* per A4 page	13773003
- Photocopying - Colour A3	Yes	\$3.30* per A3 page	13773003
- Faxing Local	Yes	\$1.20* per A4 page	13773003
	Yes	\$0.60* each page thereafter	13773003
	Yes	Not Available	13773003
- Faxing International Merchandise	Yes	Prices as marked	13773003
(ii) Bus tours	Yes	\$15.00* per head	13773013
Bus tours - group of 15 or more	Yes	\$12.00* per head	13773073
(iii) Walking tours	Yes	\$12.00* per head	13773073
Walking tours - group of 10 or more	Yes	\$100.00* per tour	13773073
(iv) Tour Guide for Bus Groups	Yes	\$100.00* per tour	13773073
(v) Accommodation / Refreshments / Meals Commission	Yes	11%* Commission	13773073
(vi) Racking fees	Yes		13773073
Shire of Northam tourism operator	Yes	\$70.00*	13773083
Avon Valley tourism operator	Yes	\$100.00*	13773083
WA tourism operator	Yes	\$150.00*	13773083
(vii) Sale of Art Works		At Price Set By Artist	13773093
(viii) Commission on Sale of Art Works	Yes	10%* Commission	13773103
(ix) Public Internet Use	Yes	\$2.00* per half hour booking	



<b>FEES AND CHARGES</b>	<b>GST</b>	<b>Proposed 2014/2015</b>	<b>Account Number</b>
	<b>Treatment</b>	<b>* Indicates GST Inclusive</b>	

<b>ECONOMIC SERVICES (Continued)</b>			
<b>Building Control</b>			
(i) Relocated House - Inspection Fee	Yes	\$338.00*	13463093
- (Prior to Building Application Approval)	Yes	Actual cost	13463093
- Distance up to 100km radius of Northam Shire			
* Distance over 100kms from Shire Offices shall incur additional charge of \$50 per hour to the officer's time and a charge for additional mileage at Public Service Award Rates)	OSS	\$30,000.00	TRUST TYPE 32
Relocated House - Bank Bond or Guarantee	OSS	\$1,000.00 per road	TRUST
	OSS	up to \$1,500 per road frontage*	TYPE 22TRUST TYPE 22
(ii)Footpath/Kerbing/Demolition Bond - Residential	Yes	\$30.00*	13463033
- Commercial	Yes	\$70.00*	13463033
(iii) Copies of Building Plans		Not Applicable	13463033
(a) office copies	OSS	\$ As per the maximum fee prescribed in the Building Regulations	13463033
(b) archive copies			13463003
(iv) List of Buildings Approvals (Building Statistics)			
(v) Building Application Fee - Residential - Uncertified	OSS	\$ As per the maximum fee prescribed in the Building Regulations	13463003
(vi) Building Application Fee - Commercial or Residential - Certified	OSS	\$ As per the maximum fee prescribed in the Building Regulations	13463003
	OSS		13463003
(vii) Application for a Demolition Permit	OSS	\$ As per the maximum fee prescribed in the Building Regulations	13463003
(viii) Application to extend the time during which a building permit, demolition permit, occupancy permit or building approval certificate has effect	OSS	\$ As per the maximum fee prescribed in the Building Regulations	13463003
(ix) Application for an Occupancy Permit	OSS	\$ As per the maximum fee prescribed in the Building Regulations	13463003
(x) Application for a Building Approval Certificate	OSS	\$ As per the maximum fee prescribed in the Building Regulations	13463003
	OSS		13463003
(xi) Application as defined in regulation 31	OSS	\$90.00	13463003
(xii) Building Application Fee - Minimum all classes	OSS	0.30% (min \$500) of value of works	13463003
(xiii) Certificate of Design Compliance (Class 2 -9 Buildings up to 2,000m <sup>2</sup> )	OSS		13463003
	OSS		13463003
(xiv) Certificate of Building Compliance (Unauthorised Works)	Yes	Class 1 & 10 min. \$380.00	
(xv) Certificate of Building Compliance (Formalise Existing Building)	Yes	Class 1 & 10 min. \$380.00	13463003
	Yes	\$230 + \$50/Unit or dwelling	13463043
(xvi) Certificate of Building Compliance (Strata)	Yes	0.25% (min.\$500) of Value of Works	13463003
(xvii) Certificate of Construction Compliance (Class 2-9 Buildings - Only where the Shire has issued the CDC)	OSS	\$145.00*	13463003
(xviii) Fast Track Fee	OSS	\$72.50*	TRUST TYPE 30
(xix) Pool Reinspection Fee	OSS	\$72.50*	TRUST
(xx) Change of Builder After Permit has been issued	OSS	\$110.00 per hour*	TYPE
(xxi) Building Surveyor Hourly Charge Rate	OSS	0.09% of works value	2913463003
(xxii) Building Services Levy (Builders Registration Board Levy)		0.2% of works value	13463043
Name change		\$31.00	13463003
		\$55.00	
(xxiii) BCITF Levy		\$90.00 per storey	Plus 13463013
(xxiv) Hoardings Licence	Yes	\$500 Bond	
(xxv) Swimming Pool Inspection fee (every 4 yrs) (xxvi)		\$181.50*	
(xxvi) Demolition Licence			13493003
(xxvii) Verge Permits			13493003
	Yes	\$0.50 per KL	
	Yes	\$0.50 per KL	13493003
<b>Recycled Water Charges</b>			
(i) Education Department (High School) from point of supply - main line	Yes	\$0.50 per KL	
(ii)Northam Trotting Club (Inc) from point of supply - Clarke Street			

<p>dam</p> <p>(iii) Northam Race Club from point of Supply</p>			
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FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>ECONOMIC SERVICES (Continued)</b>			
<b>Community Bus</b>			
Deposit	OSS	\$55.00	TRUST
Hire Usage Rate per km - Minimum charge of \$50.00 applies to external users	Yes	\$1.10*	13493103
Cancellation Fee (otherwise 24hrs notice required)	Yes	\$26.00*	13493103
Cleaning Surcharge Fee if Bus returned unclean	Yes	\$55.00*	13493103
50% discount for eligible pensioners (such as Silver Wings, Northam over 60)			
<b>NB: Bus must be returned fully fuelled up after use or the hirer will be invoiced.</b>	Yes	Actual costs*	13493103
<b>NB: No Smoking on Bus.</b>			
Bookings made with the Shire of Northam Administration Centre Telephone: (08) 9622 5153 Hours: 8.30 am to 4.30 pm			
<b>OTHER PROPERTIES AND SERVICES</b>			
<b>Private Works</b>			
<b>Crossovers</b>			
Vehicle Crossover - Townsite Crossover/Kerbing Bond			
Piped Crossover - To provide a piped entrance for an unsubsidised driveway			
Piped Crossover - To provide a piped entrance for a subsidised driveway **			
Council will provide up to 50% of the total cost of construction of a concrete, concrete or brickpave crossover to a maximum of \$600. (excludes Asphalt)	OSS	\$500.00	TRUST TYPE 9
	Yes	Actual Costs*	14503003
	Yes	\$1,300.00*	14503003
<b>** First crossing to property only</b>			
Additional cost per m2 concrete 100mm thickness			
Shire Subsidy 50% to maximum value of (first crossing only) Four metre deep driveway	Yes	\$1,200.00*	14503003
<b>(The above fees must be read in conjunction with section 5.2 of the Policy Manual)</b>			
	Yes	\$145.00*	14503003
	Yes	\$600.00*	14503003
	Yes	\$850.00*	14503003

FEES AND CHARGES	GST	Proposed 2014/2015	Account Number
	Treatment	* Indicates GST Inclusive	
<b>OTHER PROPERTIES AND SERVICES (Continued)</b>			
<b>Private Works (Continued)</b>			
<b>Plant Hire Rates</b>			
-Private Works Wet Hire \$/hr including operator & GST			
-Excluding Management Fee			
<b>Technical Services</b>			
Ride On Mower	Yes	\$160.00*	14503003
Tractor	Yes	\$129.00*	14503003
Mowers	Yes	\$104.00*	14503003
Cement Mixer	Yes	\$47.00*	14503003
4 tonne Tipper Truck	Yes	\$105.00*	14503003
Utility	Yes	\$90.00*	14503003
Skid Steer Loader	Yes	\$118.00*	14503003
Roller	Yes	\$111.00*	14503003
Quad Bike	Yes	\$104.00*	14503003
Grader	Yes	\$142.00*	14503003
Flocon Truck Other	Yes	\$109.00*	14503003
Trucks	Yes	\$115.00*	14503003
Front End Loader/Backhoe	Yes	\$156.00*	14503003
3.5 tonne Tipper Truck	Yes	\$101.00*	14503003
Elevated Work Platform	Yes	\$95.00*	14503003
Rota/Slasher	Yes	\$114.00*	14503003
Earthquake Aerator	Yes	\$130.00*	14503003
9 tonne Tip Truck	Yes	\$103.00*	14503003
Dual Cab 4 tonne Light Truck	Yes	\$110.00*	14503003
Komatsu Loader	Yes	\$148.00*	14503003
Footpath Sweeper	Yes	\$111.00*	14503003
Six Wheel Side/End Tip Truck	Yes	\$125.00*	14503003
Six Wheel Side/End Tip Truck with Pig Trailer	Yes	\$212.00*	14503003
Space Cab Tilt Tray Ute	Yes	\$95.00*	14503003
Woodchipper	Yes	\$140.00*	14503003
Road Broom	Yes	\$95.00*	14503003
Any Additional Labour Units Management Fee	Yes	At Cost	14503003
<b>Other Private works can be requested.</b>			
- Prices available upon application and enquiry	Yes	30% of total works cost	14503003
		Price on Application*	14503003

**13.4. COMMUNITY SERVICES**

**13.4.1 RSL FUNDING FOR ANZAC CENTENARY**

Name of Applicant:	RSL
Name of Owner:	N/A
File Ref:	2.1.3.2
Officer:	Jean McGready / Annique Gray
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	3 June 2014

**PURPOSE**

For Council to consider the allocation of funds from the 2014 Budget’s allocation for the Anzac 100 Year Commemoration toward two projects proposed by the Northam Returned Services League (RSL); namely the RSL Honour Board and the updating of the World War 1 Roll of Honour.

**BACKGROUND**

In October 2012 the RSL presented the Shire of Northam with a number of ideas for projects and activities to commemorate the Anzac Centenary. An allocation of \$68,500 was included in the Shire of Northam with another \$68,500 allocated in 2014/15 draft Budget for Anzac 100 Year Commemoration.

Numerous meetings have been held between the Shire of Northam and the RSL to progress planning and funding for the Centenary activities. An application for funding to install a War Memorial in front of the Remembrance Wall (adjacent to the Memorial Hall on Fitzgerald Street, Northam) has been submitted to the Australian Government Anzac Centenary Local Grants Program.

The RSL have submitted further details for two more projects they propose to implement in readiness for the 2015 Anzac Centenary commemorations, these being the completion of the RSL Honour Boards and the updating of the WW1 Roll of Honour.

The RSL Honour Board was manufactured in 2013 through a Shire of Northam Community Grant, but this was only for the Board itself and not the inscriptions or name plates. The honour board intends to list the office bearers and life members from the past 100 years, as well as those of the future. The total cost for the heading, engraving and placement of brass name plates is \$3,564.00.

The upgrading of the WW1 Roll of Honour is for the addition of 66 names to the Roll, with a total cost of \$2,577.80. Council officers are also currently obtaining quotes for a Hugo Throssell Memorial.

## **STATUTORY REQUIREMENTS**

Nil

## **BUDGET IMPLICATIONS**

Council has previously allocated up to \$5,000 from these funds (\$68,500 - Anzac Centenary Commemoration) to assist the Northam RSL place a plinth / memorial in front of their premises. The recommendation to expend funds will also be sourced from the current budget allocation.

## **CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

OBJECTIVE S4	Protect and promote the Shire's diverse culture and heritage
STRATEGY S4.2	Understand and acknowledge Aboriginal and European heritage through the provision of interpretive venues, materials and activities

## **OFFICER'S COMMENTS**

The two projects have been identified as priority projects by the Northam RSL for the commemoration of the Anzac Centenary in 2015.

The addition of the plates onto the WW1 Roll of Honour will pay tribute to those who served, with these names having been identified through further research on service men and women of Northam.

The placement of the office bearers and life members of the RSL will acknowledge the service that these men and women have provided the RSL over the past 100 years.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2229**

**Moved: Cr T Little**

**Seconded: Cr U Rumjantsev**

**That Council:**

**1. Approve the following expenditure:**

- \$3,564.00 Northam RSL Honour Board**
- \$2,577.80 WW1 Roll of Honour**
- Up to \$120k for Hugo Throssell Memorial.**

**2. Allocate the funds from the Anzac Centenary Commemoration budget provisions in the 2013/14 & 2014/15 Annual Budget.**

**CARRIED 7/2**

**The vote against is recorded as Cr D Beresford.**



**13.5. ENGINEERING SERVICES**

**13.5.1 2014/15 DRAFT BUDGET – PLANT & VEHICLE REPLACEMENT PROGRAM**

Name of Applicant:	Engineering Services
File Ref:	
Officer:	Clinton Kleynhans
Officer Interest:	Nil
Policy/ Legislation:	Local Government Act
Voting:	Simple Majority
Date:	4 June 2014

**PURPOSE**

For Council to endorse the proposed Plant & Vehicle Replacement Program for consideration of inclusion in the proposed 2014 /2015 budget

**BACKGROUND**

The plant & vehicles identified to be replaced within the 2014 / 2015 budget period are those which have reached their life expectancy / serviceability threshold in accordance with the *Western Australian Local Government Accounting practices - Section 9 - Asset Accounting*.

**STATUTORY REQUIREMENTS**

NIL

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

*Objective:*

Provide and support an effective and efficient transportation network.

*Strategy:*

Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal Governments.

**BUDGET IMPLICATIONS**

Outlined in the following table are estimated change over figures inclusive of gst.

<b>Detail</b>	<b>Purchase</b>	<b>Proceeds</b>	<b>Change over</b>
N007 - FUSO FIGHTER 9 TONNE TRUCK	145,345	76,133	69,212
N.3647 MITSUBISHI CANTER 3.5 TONNE TRUCK	74,031	31,045	42,986
KUBOTA F3680 NS OUT FRONT MOWER WITH CANOPY & CATCHER	43,791	9,990	33,801
N.5066 ROAD BROOM 2003	45,695	7,387	38,307
N3805 FUSO CANTER 4T TIPPER TRUCK WITH HIAB	145,344	76,134	69,210
Float	70,000	0	70,000
Water Trailer	45,000	0	45,000
Truck Dolly	15,000	0	15,000
Forklift	12,000	0	12,000
Aerator (PTO Driven)	42,000	0	42,000
Bobcat Profiler	22,000	0	22,000
Bobcat Broom	26,000	0	26,000
5T Excavator	75,000	0	75,000
N10721 HOLDEN CAPTIVA CX 7 SEATER MGR WORKS	40,000	19,000	21,000
P5040 TOYOTA SUPERVISOR UTE 2010	25,902	12,388	13,514
N10634 FORD RANGER 4 DOOR	44,224	24,000	20,224
N10710 TOYOTA HILUX T/TOP ENGINEER PARKS & GARDENS SUPERVISOR	21,281	8,500	12,781
N3333 FORD FALCON GE6 MGR DEV SERVICES	25,000	0	25,000
N3955 TOYOTA CAMRY ALTISE EHO	40,000	15,000	25,000
N10724 FORD RANGER CREW CAB REC MGR	25,675	10,000	15,675
<b>TOTALS</b>	<b>1,009,288</b>	<b>299,577</b>	<b>709,711</b>

	<b>2014/1</b>	<b>2013/1</b>	<b>2012/1</b>	<b>2011/1</b>	<b>2010/1</b>
Plant Replacement	1,009,28	1,102,10	1,444,44	982,58	1,504,79
Proceed	- 299,57	- 411,92	- 539,55	- 299,00	- 426,63
To reserve	250,00	250,00	230,00	230,00	230,00
From	- 350,00	- 361,25	- 389,66	- 452,69	- 866,26
<b>Net Cost to</b>	<b>609,71</b>	<b>578,92</b>	<b>745,23</b>	<b>460,89</b>	<b>441,89</b>

The above table highlights the past four year’s plant replacement programs and their relative impact on Council finances. As the table highlights the program recommended to Council is within previous year financial parameters and therefore considered sustainable.

**OFFICER’S COMMENT**

In addition to existing plant & vehicles programmed to be to be replaced, are proposed new items to be purchased in order to achieve committed and future programmed maintenance & construction works.

<b>RECOMMENDATION/COUNCIL DECISION</b>			
<b>Minute No. C2230</b>			
Moved: Cr R Head Seconded: Cr T Little			
That Council endorse the inclusion of the below listed plant and vehicle replacements and purchases in the 2014/2015 Draft Budget.			
<b>Detail</b>	<b>Purchase</b>	<b>Proceeds</b>	<b>Change Over</b>
<b>N007 – FUSO FIGHTER 9 TONNE TRUCK</b>	<b>145,345</b>	<b>76,133</b>	<b>69,212</b>
<b>N.3647 MITSUBISHI CANTER 3.5 TONNE TRUCK</b>	<b>74,031</b>	<b>31,045</b>	<b>42,986</b>
<b>KUBOTA F3680 NS OUT FRONT MOWER WITH CANOPY &amp; CATCHER</b>	<b>43,791</b>	<b>9,990</b>	<b>33,801</b>
<b>N.5066 ROAD BROOM 2003</b>	<b>45,695</b>	<b>7,387</b>	<b>38,307</b>
<b>N3805 FUSO CANTER 4T TIPPER TRUCK WITH HIAB</b>	<b>145,344</b>	<b>76,134</b>	<b>69,210</b>
<b>FLOAT</b>	<b>70,000</b>	<b>0</b>	<b>70,000</b>
<b>WATER TRAILER</b>	<b>45,000</b>	<b>0</b>	<b>45,000</b>
<b>TRUCK DOLLY</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>
<b>FORKLIFT</b>	<b>12,000</b>	<b>0</b>	<b>12,000</b>
<b>AERATOR (PTO DRIVEN)</b>	<b>42,000</b>	<b>0</b>	<b>42,000</b>
<b>BOBCAT PROFILER</b>	<b>22,000</b>	<b>0</b>	<b>22,000</b>
<b>BOBCAT BROOM</b>	<b>26,000</b>	<b>0</b>	<b>26,000</b>
<b>5T EXCAVATOR</b>	<b>75,000</b>	<b>0</b>	<b>75,000</b>
<b>N10721 HOLDEN CAPTIVA CX 7 SEATER MGR WORKS</b>	<b>40,000</b>	<b>19,000</b>	<b>21,000</b>
<b>P5040 TOYOTA SUPERVISOR UTE 2010</b>	<b>25,902</b>	<b>12,388</b>	<b>13,514</b>
<b>N10634 FORD RANGER 4 DOOR</b>	<b>44,224</b>	<b>24,000</b>	<b>20,224</b>
<b>N10710 TOYOTA HILUX T/TOP ENGINEER</b>	<b>21,281</b>	<b>8,500</b>	<b>12,781</b>
<b>PARKS &amp; GARDENS SUPERVISOR</b>	<b>25,000</b>	<b>0</b>	<b>25,000</b>
<b>N3333 FORD FALCON GE6 MGR DEV SERVICES</b>	<b>40,000</b>	<b>15,000</b>	<b>25,000</b>
<b>N3955 TOYOTA CAMRY ALTISE EHO</b>	<b>25,675</b>	<b>10,000</b>	<b>15,675</b>
<b>N10724 FORD RANGER CREW CAB REC MGR</b>	<b>25,000</b>	<b>10,000</b>	<b>15,000</b>
<b>TOTALS</b>	<b>1,009,288</b>	<b>299,577</b>	<b>709,711</b>
<b>CARRIED 9/0</b>			

**13.5.2 2014/15 DRAFT BUDGET –FOOTPATH CONSTRUCTION PROGRAM**

Name of Applicant:	Engineering Services
File Ref:	
Officer:	Clinton Kleynhans
Officer Interest:	No
Policy/ Legislation:	N/A
Voting:	Absolute Majority
Date:	4 June 2014

**PURPOSE**

For Council to endorse the proposed locations identified for the Footpath Construction Program to be included in the Draft 2014 /2015 budget

**STATUTORY REQUIREMENTS**

NIL

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

*Objective:*

Provide and support an effective and efficient transportation network.

*Strategy:*

Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal Governments.

**BUDGET IMPLICATIONS**

The proposed footpath program represents a net cost to Council of \$347,494. This exceeds what appears to be the net cost to Council in previous financial years which is in the order of \$260,000. Consequently staff are seeking feedback as to whether Council would like the full program as presented to be included in the draft budget, or whether the Council would prefer to prioritise the provided program requesting that only \$260,000 be spent.

Locations listed below exceed this amount for the purpose of listing the next prioritised sites to be addressed, also providing opportunity for consideration by Council.

Road Name	Start	Finish	Road Side	Length (m)	Treatment	ESTIMATED Cost
CLARKE STREET (Grant)	Inkpen St	Hutton St	Various	1152	Concrete	\$ 244,800.00
KILLICK STREET	Roediger Drive	Throssell St	West	170	Concrete	\$ 28,900.00
GAIRDNER STREET	Wellington St	Chidlow St	East	300	Concrete	\$ 51,000.00
MITCHELL AVENUE	Newcastle St	Robinson St	North	110	Concrete	\$ 18,700.00
PEEL TERRACE	East St	Oliver St	South	200	Red Asphalt	\$ 30,000.00
BROOME TERRACE	Various	Various	South	500	Concrete (Widen)	\$ 42,500.00
WATTLE AVE (Wundowie)	Public Space	Open		200	Red Asphalt	\$ 30,000.00
						\$ -
						<b>\$ 445,900.00</b>
					Less Grant	\$ 98,406.00
						<b>\$ 347,494.00</b>

**OFFICER’S COMMENT**

The list of proposed footpath locations is outlined for consideration and feedback by Council.

These locations identified have targeted as per recommendation by the Shire’s *Local Bicycle Plan (May 2012)* prepared by independent consultants, consideration has also been given to feedback received from Staff, Councillors and rate payers.

The budget estimate is based on construction of a new path at the listed locations. Following feedback from Council these sites will be assessed for current serviceability condition. Where practicable paths will be widened rather than completely reconstructed allowing the potential cost savings to be reallocated to paths next in priority.

*Refer to attached Appendix for Locality Map*

<b>RECOMMENDATION 1 - Option</b>	
That Council endorse the following footpath projects for inclusion in the 2014/15 Draft budget in priority order, making an allocation of up to \$260,000 (net cost) in the budget;	
1.	Clarke Street – from Inkpen St to Hutton St
2.	Killick Street – from Roediger Drive to Throssell St
3.	Wattle Ave (Wundowie) – Public Open Space
4.	Mitchel Avenue – from Newcastle St to Robinson St
5.	Peel Terrace – from East St to Oliver St
6.	Gairdner St - from Wellington St to Chidlow St
7.	Broome Terrace - (Widening)

**OFFICER'S ADDITIONAL COMMENT**

Staff presented a draft footpath program to the Agenda Forum of June 11, 2014. At the meeting there were some concerns raised with regards to the projects selected, with the focus being on cycle ways.

At the meeting staff advised they would review the program and provide alternatives, the subject of this report. It should be noted that in the absence of any formally adopted longer term program the initial and subsequent footpath programs have been based on the best information available to staff at the time of writing this report.

The table on the following page highlights the projects identified, or shortlisted. This has been compiled based on the current endorsed Local Bicycle Plan 2012, comments from residents and Elected Members identifying pressure points and a list of footpaths compiled in 2011 and formatted into a longer terms strategy (this however does not appear to be an endorsed Council program and has not been fully implemented since 2011).

As Elected Members will note the short listed projects in the table on the following page exceed the existing financial parameters established to allocate on footpaths, as a consequence it is recommended that the Council select the projects from the list provided. To assist in this process staff have compiled the following recommended list for Council consideration.

**MOTION****Minute No. C2231****Moved: Cr D Hughes****Seconded: Cr R Head****That standing orders 9.1 and 9.3 be suspended to allow further discussion on the footpath program****CARRIED 9/0****The meeting was suspended at 7.51pm.**

There was a general discussion in regards to the options put forward relating to the 2014/15 footpath program.

**The meeting was resumed at 7.56pm**

**MOTION**

**Minute No. C2232**

**Moved: Cr A Llewellyn**

**Seconded: Cr T Little**

**That standing orders 9.1 and 9.3 be resumed**

**CARRIED 9/0**

Bronwyn Southee departed the chambers at 8.07pm and returned at 8.08pm.

**RECOMMENDATION2 / COUNCIL DECISION**

**Moved: Cr D Beresford**

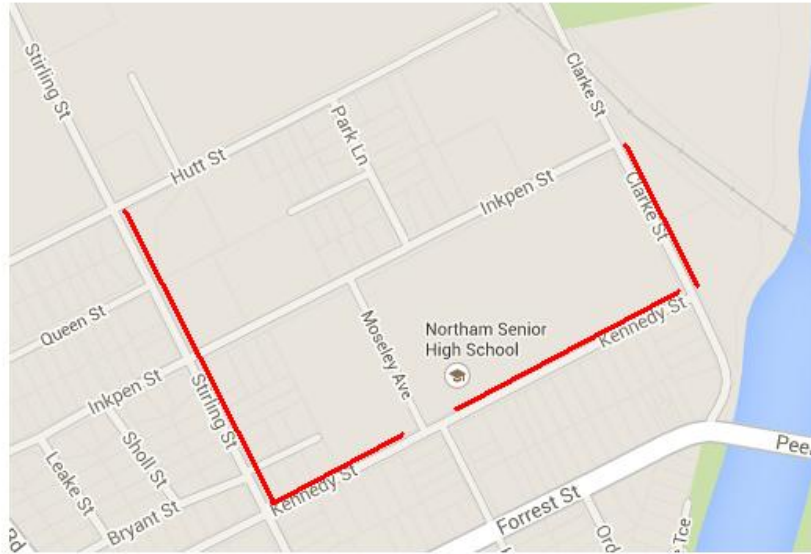
**Seconded: Cr A Llewellyn**

**That Council endorses the following footpath projects for inclusion in the 2014/15 draft budget in priority order, allocating up to \$277,035 (net cost) in the budget.**

<b>1.</b>	<b>Peel Terrace</b>	<b>from Oliver St to Council Depot</b>	<b>36,210</b>
<b>2.</b>	<b>Bike Plan Implement (Grant)</b>		<b>244,800</b>
<b>3.</b>		<b>Grant Funded</b>	<b>(-98,405)</b>
<b>4.</b>	<b>Byfield Street</b>	<b>from Burgoyne St to East St</b>	<b>81,000</b>
<b>5.</b>	<b>Hovea Cres</b>	<b>from Banksia Ave to Zamia Tce</b>	<b>13,430</b>

**Total Cost \$277,034**

**LOCATION 1 – CLARKE STREET**



Proposed replacement of 1.5m pathway on Kennedy Street



Proposed replacement of 1.5m pathway to Northam Senior High School on Clarke Street



Proposed replacement of 1.5m pathway Stirling Street



Proposed replacement of 2m pathway on Hutt Street leading to CTC OC on Ord

**Proposal Source:** SON Bicycle Plan

**Comments:** This location is pending approval of Regional Bicycle Network Grant (DOT)

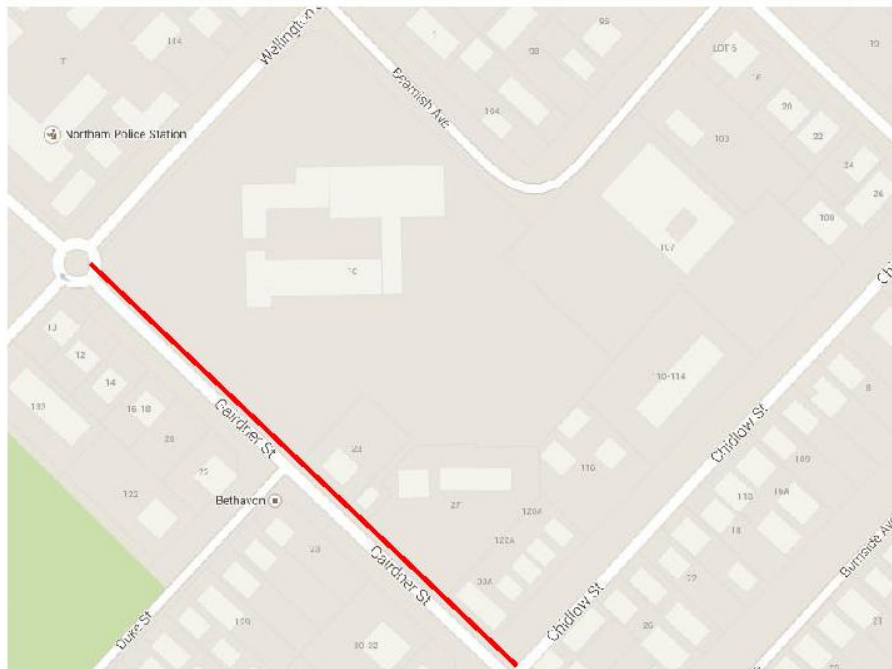


**LOCATION 2 – KILLICK STREET**



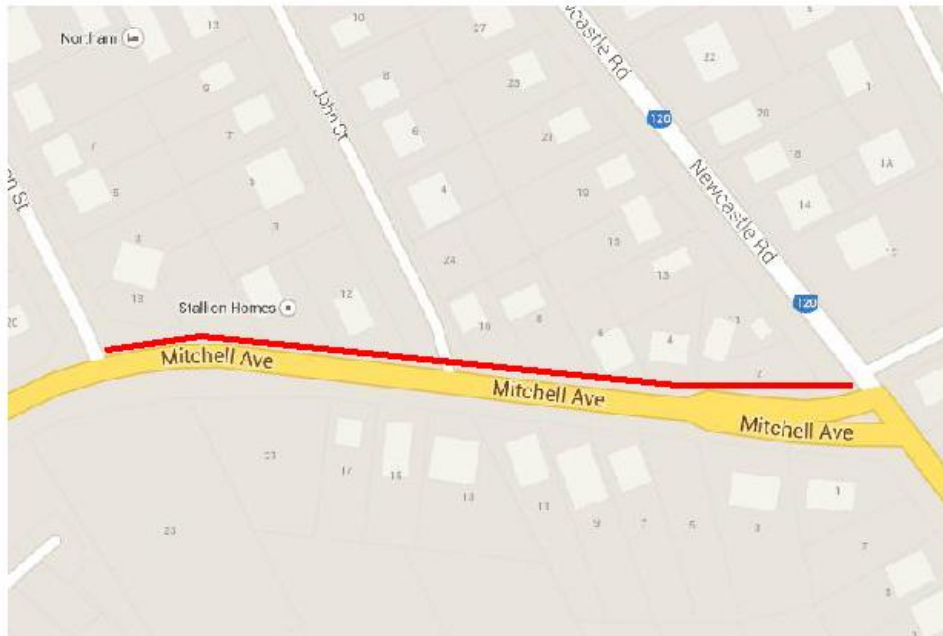
**Proposal Source:** Council

LOCATION 3 – GAIRDNER STREET



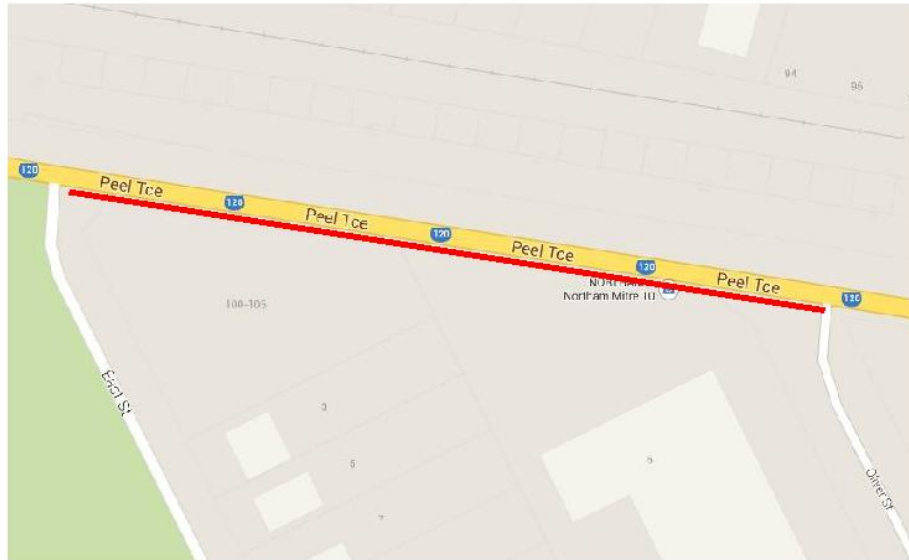
Proposal Source: SON Bicycle Plan

**LOCATION 4 – MITCHELL AVE**



**Proposal Source:** SON Bicycle Plan

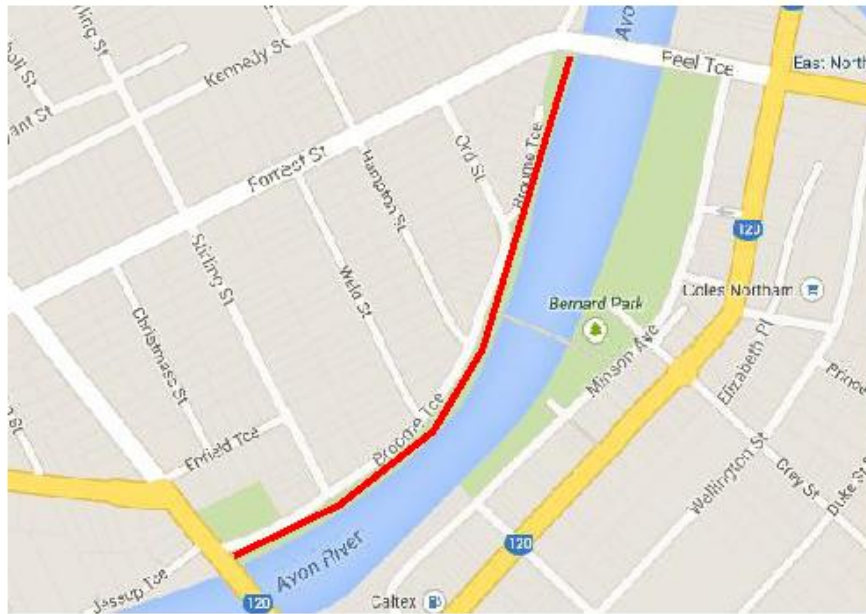
**LOCATION 5 – PEEL TERRACE**



**Proposal Source:** Council



**LOCATION 6 – BROOME TERRACE**



**Proposal Source:** Shire of Northam

**13.5.3 2014/15 DRAFT BUDGET – ROADS PROGRAM**

Cr R Head declared an “impartiality” interest.

Cr J Williams declared an “impartiality” interest.

The Executive Manager, Engineering Services declared a “proximity” interest in the report as a property owner on one of the Streets being recommended for re-seal.

Name of Applicant:	Engineering Services
File Ref:	
Officer:	Clinton Kleynhans
Officer Interest:	Yes – owner of property subject of recommended road works
Policy/ Legislation:	Local Government Act
Voting:	Simple Majority
Date:	

**PURPOSE**

For Council to review and provide feedback on the roads currently identified to be included in the 2014 /2015 budget.

**STATUTORY REQUIREMENTS**

NIL

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

*Objective:*

Provide and support an effective and efficient transportation network.

*Strategy:*

Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal Governments.

**BUDGET IMPLICATIONS**

The attached Appendix outlines proposed costs for the 2014 / 2015 Draft Road Program. These costs are based on estimated market rates for contractors and historic Shire of Northam construction productivity and capacity. No allowance has been made for detailed design.

**OFFICER'S COMMENT**

In determining the proposed roads the following guidelines and selection criteria were used:-

1. **Funded Projects** – Projects that will receive funding from an external source are given highest priority in the Program.
2. **Asset Data** – Interrogation of ROMAN/ RAMM asset data to determine a priority list or “ranking”. The higher the ranking the higher the priority of the project. However, it must be noted that some projects may be grouped together in the same year, (although one may have lower ranking) to allow projects in close proximity to be carried out at the same time. This strategy provides greater value for money through reduced mobilisation and demobilisation costs.

In 2012 this model data was collected by Opus International Consulting who were requested to develop a 15 year forward estimate of expenditure needs based on the latest condition survey. A series of funding scenarios were analysed with the assistance of the DTIMS software which forms part of the ROMAN II package.

The following represent the key findings of the report;

- Based on the model's predictions, an annual investment of \$1M per annum is sufficient to meet the short term need of sealed roads but does not include any provision for the unsealed part of the network or sealed reconstruction.
- As more funding becomes available, \$2M per annum or greater, both the sealed and unsealed network can be maintained with additional funding spent on reconstruction.
- If sealed and unsealed pavement reconstruction is occurring where needed, an annual budget of \$0.6M is optimal for pavement resurfacing of sealed roads, granular resheeting and thick asphalt overlay.

The report also identified three potential funding models which outlined the most effective allocation of funds across the various treatment requirements.

The second scenario is budgeted for \$2M per annum and allows for 65% of road reconstruction and unsealed road reshaping while 35% is allocated to chip seal resurfacing, asphalt overlays and granular re-sheeting. This option has been used as the guide in developing the program.

3. **External Requests and Internal Advice** – Council staff have also utilised external requests from ratepayers as an indicator to pressure points within the Shire. These requests are being assessed against other projects identified through ROMAN/ RAMM and considered to warrant works being undertaken.

Similarly internal requests/suggestions have also been incorporated into the program, these emanate from works and services staff who utilise their knowledge and experience to identify projects worth of consideration. The proposed program is structured around un-validated asset data, and observed performance and capabilities of internal crews over the past 6 months.

With a complete re-structure and recent appointments of key positions within the project delivery area, assessment of construction and maintenance capacity / capability for internal crews will be ongoing for some time, with the ultimate aim of being able to accurately cost and develop a 2 year forward program of works. Assumptions have had to be made based on current capacities for the 2014/ 2015 Program.

Note: Staff provided a list of optional roads for Council to consider at the meeting.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No. C2233**

**Moved: Cr U Rumjantsev**  
**Seconded: Cr A Llewellyn**

**That Council endorse the inclusion of the identified roads subject to detailed design and costing for the 2014 / 2015 Draft Annual Budget totalling \$2,082,840.26 as detailed below;**

Priority	Road Name	Start	Finish	Length	Cost
<b>1</b>	KEANE STREET (BAKERS HILL)	0	240	240	\$ 16,160.00
<b>3</b>	SMITH GROVE	0	170	170	\$ 14,739.00
<b>4</b>	FRASER STREET	0	110	110	\$ 12,903.00
<b>5</b>	ORD STREET	0	190	190	\$ 76,380.00
<b>25</b>	AVRO ANSON ROAD	0	870	870	\$ 38,976.00
<b>30</b>	FERNIE STREET	0	430	430	\$ 50,439.00
<b>31</b>	AGETT WAY	0	200	200	\$ 11,680.00
<b>36</b>	HAWES STREET	0	150	150	\$ 11,760.00
<b>38</b>	VIVIAN STREET SOUTH	180	200	20	\$ 12,800.00
<b>39</b>	BARROW STREET	0	100	100	\$ 5,840.00
<b>42</b>	BEAMISH AVENUE	0	140	140	\$ 39,814.00
<b>45</b>	BURLONG SERVICE ROAD	0	40	40	\$ 2,323.00
<b>59</b>	(**) GRAVEL RESHEET - VARIOUS	0	3500	3500	\$ 360,000.00
<b>60</b>	JESSUP TERRACE	0	260	260	\$ 10,400.00
<b>65</b>	SOLOMON CLOSE	20	70	50	\$ 2,760.00
<b>80</b>	ENFIELD TERRACE	0	200	200	\$ 13,760.00
<b>172</b>	SPENCERS BROOK ROAD	7890	8810	920	\$ 56,672.00
<b>174</b>	SPENCERS BROOK ROAD	11630	12150	520	\$ 32,032.00
<b>185</b>	SOUTHERN BROOK ROAD	16000	20100	4100	\$ 225,706.26
<b>210.2</b>	JENNAPULLIN ROAD	11400	12130	730	\$ 213,056.00
<b>243</b>	KATRINE ROAD	2910	3490	580	\$ 25,520.00



<b>379</b>	DOY ROAD	970	1870	900	\$ 54,072.00
<b>502</b>	GORDON STREET	0	1100	1100	\$ 142,514.00
<b>552</b>	STIRLING STREET	440	790	350	\$ 44,030.00
<b>556</b>	SELBY STREET	0	560	560	\$ 76,160.00
<b>579</b>	PERINA WAY	0	600	600	\$ 69,360.00
<b>650</b>	HATTON STREET NORTH	0	300	300	\$ 17,984.00
<b>757</b>	NEWCASTLE ROAD	120	270	150	\$ 445,000.00
					<b>\$ 2,082,840.26</b>

**CARRIED 9/0**



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

Nil

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

**15.1. Elected Members**

Nil

**15.2. Officers**

Nil

**16 CONFIDENTIAL ITEM/S**

All members of the Gallery and staff left the meeting at 9.00pm.

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

**Minute No. C2234**

**That Council move behind closed doors to discuss a matter of confidentiality**

**CARRIED 9/0**

**16.1 STAFF MATTER**

The Chief Executive Officer declared an interest in the matter due to the item subject being directly related to his employment contract.

**OFFICER RECOMMENDATION**

That Council amend the 2013/14 annual budget allocation to reflect an increased expenditure of \$52,000 (ex GST) and a reduced trade value of \$25,000.

The Chief Executive Officer remained in Chambers to answer questions prior to leaving at 9.05pm.

**COUNCIL DECISION**

**Minute No. C2235**

**Moved: Cr R Head**  
**Seconded: Cr U Rumjantsev**

**That Council amend the 2013/14 annual budget allocation to reflect an increased expenditure of \$57,300 (ex GST) and a reduced trade value of \$25,000 for the Chief Executive Officers Vehicle with funds to be sourced from the Plant & Equipment reserve if required.**

**CARRIED 9/0**

**REASON FOR CHANGE TO OFFICE RECOMMENDATION**

Council formed the view that increasing the budget allocation would ensure a vehicle was purchased from a local business.

**MOTION**

**Minute No. C2236**

**Moved: Cr R Head**  
**Seconded: Cr K Saunders**

**That the meeting be reopened to the public and the decision read aloud**

**CARRIED 9/0**

The Chief Executive Officer, Staff and members of the gallery returned at 9.10pm. The Shire President read aloud the decision of Council.

**17 DECLARATION OF CLOSURE**

There being no further business, the Shire President Cr S B Pollard declared the meeting closed at 9.12pm.

**Appendix 1**



Shire of Northam

*Heritage, Commerce and Lifestyle*

**UNCONFIRMED MINUTES OF  
COMMUNITY SAFETY COMMITTEE MEETING  
29 MAY 2014**

UNCONFIRMED MINUTES

**Appendix 1**

**SHIRE OF NORTHAM**

**SUMMARY OF MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING  
HELD ON 29 May 2014 AT 3:00 PM**

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UNCOMPLETED MINUTES

**Appendix 1**

**1. OPENING AND WELCOME**

Shire of Northam Chief Executive Officer, Mr Jason Whiteaker declared the meeting open at 3:07pm.

**2. DECLARATION OF INTEREST**

Mr Whiteaker provided an explanation to the Committee about the requirements for declaration of Financial or Impartiality Interest.

**3. ATTENDANCE**

**MEMBERS**

Councillors

D G Beresford  
 J E Williams  
 Jason Whiteaker  
 Cliff Simpson  
 Daniella Joyce  
 Attila Mencshelyi  
 John Proud  
 Kerry Horan  
 Kylie Bradford  
 Rose Power

Chief Executive Officer  
 Northam Roadwise Committee  
 Department of Health  
 Department Housing  
 Northam Chamber Commerce  
 Community Representatives

**EX-OFFICIO MEMBERS**

Executive Manager Community Services  
 Senior Community Development Coordinator  
 Department Child Protection and Family Support  
 Southern Youth Justice Services  
 Main Roads Western Australia

Jean McGready  
 Annique Gray  
 Shirley Umu  
 Ellen Coshall  
 Barbara Gogan

**4. APOLOGIES**

Northam Police  
 Department Education  
 Department Sport and Recreation  
 Northam PCYC  
 Community Representative

Sergeant Chris Wride  
 Sharon Bray  
 Jenifer Collins  
 James West  
 Barbara Silvester

**5. APPOINTMENT PRESIDING MEMBER**

Mr Whiteaker explained that the Role of the presiding member is to preside over all meetings of the Committee. From time to time, and with the agreement of the Shire President the Presiding Member may also be required to make public comment in relation to the activities of the Committee.

**Appendix 1**

The Local Government Act requires a Committee to elect a presiding member from amongst its members as below;

Section 5.12

- (1) The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —
  - (a) to “office” were references to “office of presiding member”; and
  - (b) to “council” were references to “committee”; and
  - (c) to “councillors” were references to “committee members”.
- (2) The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —
  - (a) to “office” were references to “office of deputy presiding member”; and
  - (b) to “council” were references to “committee”; and
  - (c) to “councillors” were references to “committee members”; and
  - (d) to “mayor or president” were references to “presiding member”.

Mr Whiteaker advised the Committee that a nomination to the position of presiding member had been received for Rose Power, who accepted the nomination.

Mr Whiteaker called for further nominations; no further nominations were received.

Ms Rose Power was declared duly elected unopposed.

*Ms Power assumed the Chair.*

**6. CONFIRMATION OF PREVIOUS MINUTES**

Moved: John Proud  
 Seconded: Cliff Simpson

That the minutes of the meeting held Thursday, 3 April 2014 be confirmed as a true and correct record of that meeting.

CARRIED 10/0

**7. AGENDA ITEMS**

**7.1. PRESENTATIONS BY STAKEHOLDERS**

At the initial meeting of the Committee it was agreed that the first important step for the Committee was to begin to develop a clear understanding of the issues and challenges facing the community in relation to safety and subsequent crime prevention. As a consequence the focus of the initial Committee meetings will be on receiving presentations from key Committee members/stakeholders.



**Appendix 1**

The presentations/briefings are designed to provide the opportunity for the relevant stakeholder to paint their picture of Northam in the context of their specific area of interest/focus.

**7.1.1 PRESENTATION BY DEPARTMENT OF HOUSING**

**Attila Mencshelyi**

Mr Mencshelyi provided the following overview of the roles and functions of the Department of Housing in the Shire of Northam:

- The Department has a significant presence in both Northam and Wundowie with 289 and 45 public housing properties respectively
- Within Northam there are pockets of heavy concentrations of public housing
- The majority of tenants are law abiding citizens that conform to the conditions on property rental imposed by the Department
- The Department has a Disruptive Behaviour Management Strategy in place to respond to complaints
- The Department has in recent times appointed 35 additional staff to respond and investigate complaints from all areas
- The Department has a three strikes policy but if the breach is significant and take to court, residents can be evicted after one strike
- The Department does not act on criminal activity of its tenants unless that activity impacts on the housing or neighbours– for example production and/or sale of drugs
- The Department has a Memorandum of Understanding with the Police in relation to exchange of information about tenants that impact the tenancy agreements
- Northam has a long history of public housing; the Department is aiming to achieve a presence of one in nine households in any area but the capacity to achieve this is limited by financial constraints, although progress continues by the phasing out of older houses and construction of new housing in alternate locations

QUESTION – John Proud

Could you provide some information on the housing on Duke Street?

ANSWER - Attila Mencshelyi

Some Government Regional Officer Housing such as those on Duke Street were handed to a community housing organisation, and tenants are able to access rental support (not available through Dept Housing)

QUESTION – Cr Beresford

There is a public perception that the Department is moving dysfunctional families to Northam – is this correct?

**Appendix 1**

ANSWER - Attila Mencshelyi

The Department does not coerce people to move to any particular region. The waiting list to access public in Perth is around 7 – 9 years whilst the waiting list in Northam is far shorter. Before tenants are offered housing their historical data is examined and if accepted into the system there are strict conditions with an initial lease of 6 months offered

QUESTION – Cr Beresford

Can tenants purchase public housing?

ANSWER - Attila Mencshelyi

There are number of schemes to assist persons in buying housing, including the Shared Equity Scheme and the Key Start programs

QUESTION – Cr Beresford

When you evict someone, what happens?

ANSWER - Attila Mencshelyi

Generally people who are evicted will move in with someone else or are taken up by an emergency organisation. Problems arise if they become homeless and if there are children involved the Department of Child Protection and Family Support will become involved.

QUESTION – Daniella Joyce

Are the issues due to being “homeless” or the “family dynamic”

ANSWER Jason Whiteaker

Safety issues are not just about the police; there are crimes of opportunity and evidence that the youth segment has a higher percentage of perpetrators. Northam has a poor standing in terms of socio-economic disadvantage and it is important that all the member agencies provide feedback and information to enable the committee to address the safety issues in the Shire.

QUESTION – Kerry Horan

Can we please be sure that everyone is clear about terminology being used – for example the reference to overcrowding; the definition by the department is not considered overcrowding for some families.

QUESTION – Jason Whiteaker

What is the percentage of public housing in Northam in comparison to other towns and suburbs?

**Appendix 1**

ANSWER - Attila Mencshelyi

Believes the level of public housing in Northam is comparable to other towns but will undertake to seek data for comparison. Further, the Department of Housing is partnering with developers to provide housing options.

QUESTION – Cr Beresford

Could you please expand on the experience of development of public housing “hot spots”?

ANSWER - Attila Mencshelyi

The development at Kalgoorlie of 300 houses was virtually “wall to wall” public housing and caused substantive social issues, with Government Regional Officer Housing tenants requesting that they be moved to alternate locations. The housing in the development was gradually sold to reach the “one in nine” level of public housing and houses were built in other suburbs. The level of neighbourhood “peer pressure” has had a significant impact on tenancy compliance.

**7.1.2 PRESENTATIONS BY WA POLICE**

- a. Acting Senior Sergeant Chris Wride - Officer in Charge Northam Police Station tendered his apology immediately prior to the meeting due to having to attend to an urgent matter
- b. Sergeant Mark Johnston – Officer in Charge Wundowie Police Station did not attend the meeting.

**Appendix 1**

**7.2. MOTOR VEHICLE SAFETY – PARTNERSHIP OPPORTUNITY**

Name of Applicant:	Wheatbelt Police
File Ref:	2.1.3.2
Officer:	Jason Whiteaker
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	23/05/2014

**PURPOSE**

To gain support for a partnership between the Wheatbelt Police and the Shire of Northam (Safety Committee).

**BACKGROUND**

Wheatbelt Police are looking to place a focus on locking vehicles in the Northam area. According to the Wheatbelt Police there has been an increase in thefts from vehicles in the local area and unfortunately many of these appear to be preventable by simply having people lock their cars and remove valuable goods.

The concept developed by the Wheatbelt Police is to do a mail out to all residents to highlight this issue and providing contact details in the event people notice any suspicious activity.

The discussions held with the Wheatbelt Police to date have revolved around the best possible way to have the information put out into the public arena.

Refer attachments for detail (it is proposed that adjustments will be made to the letter acknowledging the Council and the Northam Safety Committee).

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH STRATEGIC COMMUNITY PLAN**

**OBJECTIVE**

S2

Provide services and processes to enhance public safety

**Appendix 1****BUDGET IMPLICATIONS**

The proposal is for the Shire of Northam to accommodate the costs of disseminating the information. The Council has an annual allocation of \$2,000 for Northam Safety Week which is under allocated by \$950 currently.

**OFFICER'S COMMENT**

With the Safety Committee being newly formed this opportunity is viewed as being timely in terms of some early action. It will also provide the opportunity to raise awareness of the Safety Committee and its focuses.

There has been discussion around the best possible way of disseminating the information with a letter drop to all residents being favoured. The other potential opportunities include;

- Email – limited to addresses which the Council and other stakeholders have access to.
- Website – this would be a no cost opportunity for the Council, along with other stakeholders to give this information a presence on individual websites. This will however only reach a limited audience.
- Social Media – Facebook can certainly be effective, the Council is in a position to give it a presence and generate discussion, however as with the website presence it will only reach a limited audience.
- Newspaper – discussed opportunity to have the letter and flier go out with the newspaper. This was discounted as a result of a perception that it may not receive the attention it warrants due to the proliferation of 'junk' mail which finds its way into newspapers.

**RECOMMENDATION / RESOLUTION**

**Moved Attila Mencshelyi**  
**Seconded John Proud**

**That the Committee recommend that Council:**

- 1. Partner the Wheatbelt Police in sending a letter to the each household in Northam outlining strategies to mitigate motor vehicle theft and break-ins;**
- 2. Contribute up to \$1,000 (to be sourced from job 4660 – Northam Safety Week) to assist in the dissemination of the letter and flier, subject to the letter being countersigned by the President or Chairperson of the Northam Safety Committee and the letter reflecting the support and involvement of the Northam Safety Committee;**
- 3. Place the information pertaining to strategies to mitigate motor vehicle theft and break-ins on the Council Website and social media**

**CARRIED 10/0**

**Appendix 1**

**7.3. CCTV AND THEFT OF HEAVY HAULAGE TRAILERS**

Name of Applicant:	Wheatbelt Police
File Ref:	2.1.3.2
Officer:	Annique Gray
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	23/05/2014

**PURPOSE**

To gain support for a partnership between WA Police, Main Roads, the Shire of Northam and other stakeholders to develop strategies to reduce theft of Heavy Vehicle Trailers.

**BACKGROUND**

A request has been received from the Northam Police that the Committee consider the issue of the increase in the number of freight trailers being stolen or mistakenly taken from the Truck Bay on Great Eastern Highway east of Northam.

The information provided indicates that the theft of heavy haulage trailers is an increasing problem for Northam and Wubin. The correspondence requests that consideration be given to investigate the possibility of installing CCTV cameras at the Truck Bay that would be linked into the existing Shire of Northam CCTV network, which is monitored from the operations room at the Northam Police Station.

The existing Shire of Northam CCTV network has recently been expanded to include four cameras located on the corner of Fitzgerald Street and Ensign Dale Place, outside Red Rooster. There are three fixed cameras and one rotating camera that enables the Police to focus in on details (e.g. a number plate at 200m).

Additional CCTV cameras can be added to the system, but the system, as it stands, needs to be in line of sight with other camera poles and /or the Northam Police Station antenna.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH STRATEGIC COMMUNITY PLAN**

**OBJECTIVE**

S2

Provide services and processes to enhance public safety

**Appendix 1****BUDGET IMPLICATIONS**

The cost of the installation of the cameras is unknown and would require research into the feasibility of placement of a camera. The project may be eligible for application for grant funding.

**OFFICER'S COMMENT**

With the Safety Committee newly formed, safety issues facing the community are being highlighted and will form the background to the Committee reviewing the Community Safety and Crime Prevention Plan and developing a Community Alcohol Management Plan.

A CCTV Audit and Plan was developed for Northam in 2010, but with significant upgrades to the system and continual changes in available technology, this information is now outdated.

As the Committee progresses to reviewing and updating its Community Safety and Crime Prevention Plan, a strategy for the further development of a CCTV network in the Shire of Northam could form a part of that strategy.

The existing CCTV network in Northam is monitored from the Operations Centre at the Northam Police Station. However it is understood that there is insufficient staff capacity for the system to be monitored constantly, although all data is recorded and stored. Therefore if an incident occurs it is imperative that it be reported immediately to Police so the time of the incident can be narrowed to enable review of the CCTV footage. Without timely reporting the CCTV is of little benefit for identifying offenders.

A public awareness campaign to alert the community to the existence of CCTV in Northam and the need for timely reporting of anti-social and criminal behaviour will assist in the maximising benefits of the system.

The feasibility of installing a CCTV camera at the Truck Bay as part of the Shire of Northam CCTV network or as an independent system would be required to be assessed. To ensure compatibility and optimum utilisation of resources this would be undertaken as part of an over plan for CCTV in the Shire of Northam.

**RECOMMENDATION / RESOLUTION**

**Moved Cr Beresford  
Seconded Attila Mencshelyi**

**That:**

- 1. The Committee develop a CCTV strategy as part of the review of the Community Safety and Crime Prevention Plan; including liaison with stakeholders and consideration of placement of CCTV cameras at the Truck Bay on Great Eastern Highway**

**Appendix 1**

- 2. The Committee recommend that Council undertakes a community awareness campaign about the importance of reporting graffiti and damage to enable prompt identification of offenders, including media releases, information on websites and social media**

**CARRIED 10/0**

UNCONFIRMED MINUTES



**Appendix 1**

**8. OTHER BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COMMITTEE**

**9. DATE OF NEXT SCHEDULED MEETING**

The next meeting is to be held on Thursday 26 June 2014 commencing at 3:15pm

Presentations for the next meeting:

- Northam Police
- Wundowie Police
- Dept Health
- Southern Youth Justice Services

**10. DECLARATION OF CLOSURE**

The Presiding Member declared the meeting closed at 4:03pm

UNCONFIRMED MINUTES

**Appendix 1**

**Attachment 1**

**Schedule 2.3 — When and how mayors, presidents, deputy mayors and deputy presidents are elected by the council**  
 (Sections 2.11(1)(b) and 2.13)

**Division 1 — Mayors and presidents**

**1 Terms used in this Division —**

extraordinary vacancy means a vacancy that occurs under section 2.34(1);  
 office means the office of councillor mayor or president.

**2 When council elects mayor or president**

(1) The office is to be filled as the first matter dealt with —

(a) at the first meeting of the council after an inaugural election or a section 4.13 or 4.14 election or after an ordinary elections day; and

(b) at the first meeting of the council after an extraordinary vacancy occurs in the office.

(2) If the first ordinary meeting of the council is more than 3 weeks after an extraordinary vacancy occurs in the office, a special meeting of the council is to be held within that period for the purpose of filling the office.

**3 CEO to preside**

The CEO is to preside at the meeting until the office is filled.

**4 How mayor or president is elected**

(1) The council is to elect a councillor to fill the office.

(2) The election is to be conducted by the CEO in accordance with the procedure prescribed.

(3) Nominations for the office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.

(3a) Nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the Chief Executive Officer that nominations are about to close to allow for any nominations made to be dealt with.

(4) If a councillor is nominated by another councillor the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.

(5) The councillors are to vote on the matter by secret ballot as if they were electors voting at an election.

(6) Subject to clause 5(1), the votes cast under subclause (5) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 (which deals with determining the result of an election) as if those votes were votes cast at an election.

(7) As soon as is practicable after the result of the election is known, the CEO is to declare and give notice of the result in accordance with regulations, if any.

**5 Votes may be cast a second time**

(1) If when the votes cast under clause 4(5) are counted there is an equality of votes between 2 or more candidates who are the only candidates in, or remaining in, the count, the count is to be discontinued and the meeting is to be adjourned for not more than 7 days.

## Appendix 1

(2) Any nomination for the office may be withdrawn, and further nominations may be made, before or when the meeting resumes.

(3) When the meeting resumes the councillors are to vote again on the matter by secret ballot as if they were electors voting at an election.

(4) The votes cast under subclause (3) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 as if those votes were votes cast at an election.

UNCONFIRMED MINUTES

Appendix 2



**SHIRE OF NORTHAM**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

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**SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

	NOTE	April 2014 Actual \$	April 2014 Y-T-D Budget \$	Projected 2013/14 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
<b>Operating</b>						
<b>Revenues/Sources</b>	8					
Governance		20,518	19,400	21,526	1,118	5.76%
General Purpose Funding		1,589,331	1,564,077	2,315,819	25,254	1.61%
Law, Order, Public Safety		443,521	533,350	637,452	(89,829)	(16.84%)
Health		34,070	36,240	43,500	(2,170)	(5.99%)
Education and Welfare		2,085,379	2,157,687	2,289,527	(72,308)	(3.35%)
Housing		29,157	41,820	50,201	(12,663)	(30.28%)
Community Amenities		2,387,845	2,351,902	2,542,208	35,943	1.53%
Recreation and Culture		326,423	707,217	1,189,851	(380,794)	(53.84%)
Transport		645,645	2,416,460	3,442,330	(1,770,815)	(73.28%)
Economic Services		442,623	1,280,360	1,541,602	(837,737)	(65.43%)
Other Property and Services		93,949	60,390	72,500	33,559	55.57%
		<u>8,098,461</u>	<u>11,168,903</u>	<u>14,146,516</u>	<u>(3,070,442)</u>	<u>(27.49%)</u>
<b>(Expenses)/(Applications)</b>	8					
Governance		(720,091)	(733,354)	(865,082)	13,263	1.81%
General Purpose Funding		(199,836)	(197,140)	(268,824)	(2,696)	(1.37%)
Law, Order, Public Safety		(850,686)	(953,488)	(1,130,048)	102,802	10.78%
Health		(298,976)	(344,754)	(413,271)	45,778	13.28%
Education and Welfare		(1,148,943)	(1,215,120)	(1,458,901)	66,177	5.45%
Housing		(57,669)	(81,171)	(96,648)	23,502	28.95%
Community Amenities		(2,486,948)	(3,025,623)	(3,644,728)	538,675	17.80%
Recreation & Culture		(2,795,884)	(3,440,634)	(4,097,696)	644,750	18.74%
Transport		(3,696,930)	(3,794,497)	(4,609,646)	97,567	2.57%
Economic Services		(1,620,332)	(1,999,050)	(2,377,474)	378,718	18.94%
Other Property and Services		(267,476)	(133,789)	(130,491)	(133,687)	(99.92%)
		<u>(14,143,771)</u>	<u>(15,918,620)</u>	<u>(19,092,809)</u>	<u>1,774,849</u>	<u>(11.15%)</u>
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	2	21,973	2,117,370	(2,602,312)	(2,095,397)	98.96%
Movement in Accrued Interest		(56,239)	0	0	(56,239)	0.00%
Movement in Accrued Salaries and Wages		(161,869)	0	0	(161,869)	0.00%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%
Movement in Employee Benefit Provisions		0	0	0	0	0.00%
Depreciation on Assets		2,880,266	2,912,990	3,495,741	(32,724)	1.12%
<b>Capital Revenue and (Expenditure)</b>						
Purchase Land Held for Resale	1	(25,045)	0	(25,045)	(25,045)	0.00%
Purchase Land and Buildings	1	(1,019,557)	(3,226,231)	(3,789,504)	2,206,674	68.40%
Purchase Plant and Equipment	1	(151,452)	(712,363)	(920,687)	560,911	78.74%
Purchase Furniture and Equipment	1	(49,290)	(85,420)	(79,499)	36,130	42.30%
Purchase Bush Fire Equipment	1	(1,216)	(94,630)	(136,902)	93,414	98.71%
Purchase Playground Equipment	1	(27,299)	0	(70,000)	(27,299)	0.00%
Purchase Infrastructure Assets - Roads	1	(3,877,140)	(4,557,636)	(4,752,954)	680,496	14.93%
Purchase Infrastructure Assets - Bridges	1	(146,000)	0	(219,000)	(146,000)	
Purchase Infrastructure Assets - Footpaths	1	0	(221,660)	(266,000)	221,660	100.00%
Purchase Infrastructure Assets - Drainage	1	(678,146)	0	(2,720,058)	(678,146)	0.00%
Purchase Infrastructure Assets - Parks & Ovals	1	(670,887)	(842,979)	(1,019,491)	172,092	20.41%
Purchase Infrastructure Assets - Airfields	1	(1,175)	(118,950)	(142,750)	117,775	99.01%
Purchase Infrastructure Assets - Streetscape	1	(36)	(52,990)	(67,595)	52,954	99.93%
Purchase Infrastructure Assets - Other	1	0	0	(75,973)	0	#DIV/0!
Proceeds from Disposal of Assets	2	126,858	2,267,013	2,720,415	(2,140,155)	94.40%
Repayment of Debentures	3	(381,360)	(418,012)	(487,730)	36,652	8.77%
Proceeds from New Debentures	3	0	0	0	0	0.00%
Advances to Community Groups		0	0	0	0	0.00%
Self-Supporting Loan Principal Income	3	54,070	54,070	131,483	0	0.00%
Transfers to Restricted Assets (Reserves)	4	(169,337)	(169,337)	(1,174,265)	0	0.00%
Transfers from Restricted Asset (Reserves)	4	101,960	101,960	693,142	0	0.00%
Transfers from Restricted Asset (Other)		0	0	0	0	#DIV/0!
ADD Net Current Assets July 1 B/Fwd	5	8,665,671	8,665,671	8,665,671	0	0.00%
LESS Net Current Assets Year to Date	5	<u>6,396,568</u>	<u>8,679,827</u>	<u>6,357</u>	<u>(2,283,260)</u>	<u>(26.31%)</u>
<b>Amount Raised from Rates</b>	6	<u>(8,007,127)</u>	<u>(7,810,678)</u>	<u>(7,719,990)</u>	<u>(196,449)</u>	<u>2.52%</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 30 APRIL 2014

	April 2014 Actual \$	2013/14 Budget \$
<b>1. ACQUISITION OF ASSETS</b>		
The following assets have been acquired during the period under review:		
<b><u>By Program</u></b>		
<b>Governance</b>		
Furniture & Office Equipment - Administration	15,078.84	14,800
Plant & Equipment - Administration	0.00	84,842
<b>Law, Order &amp; Public Safety</b>		
CESC Vehicle	29,818.64	35,358
Ranger Vehicle	25,525.51	27,015
Security Camera Bernand Park & Avon Mall	894.54	25,000
Graffiti Removal Cleaner	6,995.00	6,995
Brigade Appliance - Fire Prevention	0.00	113,560
Bush Fire Brigade Shed Contstruction	1,216.00	23,342
<b>Education &amp; Welfare</b>		
Land & Buildings - Respite Centre Construction	726,809.62	858,818
Killara - Sedan Replacement	0.00	72,084
Killara - Furniture & Equipment	3,734.10	3,734
Memorial Hall Equipment & Curtains	9,684.44	18,500
<b>Community Amenities</b>		
Generator -Inkpen	0.00	5,000
Drainage - Hillman Creek Supertowns	25,900.00	65,936
Drainage - King Creek Supertowns	107,117.52	167,618
Drainage - Town Centre Supertowns	89,507.50	131,116
Drainage - Bernard Park Supertowns	6,468.00	442,804
Aerators - Supertowns	0.00	75,973
Cemetery Capital Works	46,205.55	97,000

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

1. ACQUISITION OF ASSETS (Continued)	April 2014 Actual \$	2013/14 Budget \$
<b><u>By Program (Continued)</u></b>		
<b>Recreation and Culture</b>		
Land & Buildings - Public Halls	25,734.31	90,250
Furniture & Equipment- Public Halls	0.00	4,800
Plant & Equipment - Pools	132,135.21	132,500
Furniture & Equipment- Pools	7,191.45	7,800
Recreation Centre - Energy Efficiency	0.00	0
Recreation Centre - Vents	0.00	25,000
Recreation Centre - Roller Shutters Main Doors	8,108.45	23,000
Recreation Centre - Roller Shutters Meeting Rooms	23,938.18	18,000
EMCommS Vehicle	33,974.23	40,130
Furniture & Equipment - Other Recreation	9,451.48	7,347
Stackable Seating	0.00	3,580
Henry Street Oval Fencing	16,274.53	50,000
Jubilee Oval - Install Cricket Pitch	0.00	15,000
Play Equipment - Wundowie	22,674.19	30,000
BMX Lighting	27,849.37	45,000
Bert Hawke - Drainage	0.00	40,000
Bert Hawke - Other	0.00	5,000
Sporting Equipment	0.00	0
Bert Hawke - Lighting	0.00	20,000
Skate Park - Wundowie	4,625.00	40,000
Baker Hill - Hardcourts	27,957.93	94,041
Bakers Hill Oval	336,579.48	453,750
Bernard Park-Water Playground- Supertowns	262,225.46	278,120
Jubilee Oval Reticulation	0.00	15,000
Library Energy Efficiency	0.00	0
Copier - Library	3,734.10	3,734
RFID System Library	10,100.00	33,550
Railway Precinct Upgrade	0.00	150,000
Sound Shell - RDAF Project	0.00	0
Monument - RDAF Project	0.00	0
Recognition Throssell VC - RDAF Project	0.00	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

1. ACQUISITION OF ASSETS (Continued)	April 2014 Actual \$	2013/14 Budget \$
<b><u>By Program (Continued)</u></b>		
<b>Transport</b>		
Land & Building	20,382.02	2,221,773
Footpath Construction	0.00	266,000
Laneway Construction	0.00	65,000
- Roadworks - Project Grants	568,061.84	653,706
- Roadworks - General Construction	301,673.05	958,505
- Roadworks - Bridge Construction	146,000.00	219,000
- Roadworks - Blackspot Funding	1,137.10	183,014
Laneway Land Acquisition	0.00	15,000
Infra Development- Super Towns	3,006,267.61	2,892,729
Plant & Equipment - Road Plant Purchases	21,350.00	560,263
Airport Infrastructure	1,175.11	142,750
<b>Economic Services</b>		
Christmas Decorations	0.00	30,000
Information Bays	36.44	57,595
LED Signs	0.00	10,000
Land & Fees - Supertowns	7,740.12	95,663
Old Town Building - Air Conditioning	18,818.63	44,000
Old Fire Station Northam - Roof	0.00	0
Land Purchased for Resale	25,045.45	25,045
Project Manager Community Infra Vehicle	32,894.55	34,000
Copier - Visitor Centre	0.00	3,734
Bakers Hill Water Project	442,653.44	854,870
Wundowie Storm Water Harvesting Project	6,500.00	1,057,714
	<u>6,647,243.99</u>	<u>14,285,458</u>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

1. ACQUISITION OF ASSETS (Continued)	April 2014 Actual \$	2013/14 Budget \$
<b><u>By Class</u></b>		
Land Held for Resale	25,045.45	25,045
Land and Buildings	1,019,556.53	3,789,504
Plant and Equipment	151,452.47	920,687
Furniture and Equipment	49,289.97	79,499
Bush Fire Equipment	1,216.00	136,902
Playground Equipment	27,299.19	70,000
Infrastructure Assets - Roads	3,877,139.60	4,752,954
Infrastructure Assets - Footpaths	0.00	266,000
Infrastructure Assets - Bridges & Culverts	146,000.00	219,000
Infrastructure Assets - Drainage	678,146.46	2,720,058
Infrastructure Assets - Parks & Ovals	670,886.77	1,019,491
Infrastructure Assets - Airfields	1,175.11	142,750
Infrastructure Assets - Streetscape	36.44	67,595
Infrastructure Assets - Other	0.00	75,973
	<u>6,647,243.99</u>	<u>14,285,458</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

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)	
	April 2014 Actual \$	2013/14 Budget \$	April 2014 Actual \$	2013/14 Budget \$	April 2014 Actual \$	2013/14 Budget \$
<b>Governance</b>						
CEO Vehicle - PN1212 - Asset MV1214		39,444		26,000	0.00	(13,444)
EMCorpS Vehicle - PN1102 - Asset MV1102		23,674		24,000	0.00	326
<b>Law, Order Public Safety</b>						
CESC Vehicle - PN1002 - Asset 9255	16,657.22	11,562	9,363.64	10,000	(7,293.58)	(1,562)
Ranger Vehicle - PN1010 - Asset MV1010	18,286.32	9,032	9,545.45	10,000	(8,740.87)	968
<b>Education &amp; Welfare</b>						
Killara Omega Mgr - PN1020 - Asset HNK0001		29,062		15,000	0.00	(14,062)
Killara3 Holden Omega - PN0907 - Asset 9242		11,129		15,000	0.00	3,871
<b>Recreation &amp; Culture</b>						
EMCommS Vehicle - PN1101 - Asset MV1101	20,910.09	17,894	17,272.73	20,000	(3,637.36)	2,106
Wundowie Yak Lot 311 - Asset S222		24,634		200,000	0.00	175,366
<b>Transport</b>						
PN002 - Volvo Grader 710B 2004 - Asset S655		32,532		53,000	0.00	20,468
PN0813 - N3651 Mitsubishi Canter 4T - Asset 9215		6,998		31,845	0.00	24,847
P589 - Isuzu NKR 2T Truck N4963 2004 - Asset 989		0		18,000	0.00	18,000
PN5042- Toyota Hilux Tray Top Wundowie -Asset 9062	10,924.68	10,925	12,151.54	12,153	1,226.86	1,228
P5043 - N9324 Toyota Hilux Mtc Ute - Asset 9063		0		6,000	0.00	6,000
P590 - Toyota Hilux Grader Ute - Asset 990		0		4,000	0.00	4,000
PN1104 - N10686 Nissan Navara Const Super - Asset MV1104		16,779		11,000	0.00	(5,779)
P450 JD Z Track Ride on Mower 2008 - Asset 9109	1,650.00	7,330	1,500.00	1,500	(150.00)	(5,830)
PN010 5 Tonne Tipper Truck - Asset 9110	35,454.00	35,454	33,734.55	33,734	(1,719.45)	(1,720)
Shire Depot - Assets 259		40,801		2,136,079	0.00	2,095,278
Shire Depot - Assets 260		9,684		9,684	0.00	0
Shire Depot - Assets 261		2,417		2,417	0.00	0
Shire Depot - Assets 262		26,257		26,257	0.00	0
Shire Depot - Assets 266		11,125		11,125	0.00	0
Shire Depot - Assets 488		13,621		13,621	0.00	0
<b>Economic Services</b>						
Snr Building Vehicle N042- Asset 9254	12,954.00	0	12,434.55	0	(519.45)	0
PMComInf Vehicle - PN1015 - Asset MV1015	17,950.00	25,313	18,041.36	20,000	91.36	(5,313)
Coordinator Supertowns Vehicle - PN1203 - Asset MV1204	14,044.40	19,391	12,814.09	10,000	(1,230.31)	(9,391)
	148,830.71	425,058	126,857.91	2,720,415	(21,972.80)	2,295,357

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

2. DISPOSALS OF ASSETS (Continued)

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	April 2014 Actual \$	2013/14 Budget \$	April 2014 Actual \$	2013/14 Budget \$	April 2014 Actual \$	2013/14 Budget \$
<b>Land &amp; Buildings</b>						
Wundowie Yak Lot 311 - Asset S222	0.00	24,634	0.00	200,000	0.00	175,366
Shire Depot - Assets 259	0.00	40,801	0.00	2,136,079	0.00	2,095,278
Shire Depot - Assets 260	0.00	9,684	0.00	9,684	0.00	0
Shire Depot - Assets 261	0.00	2,417	0.00	2,417	0.00	0
Shire Depot - Assets 262	0.00	26,257	0.00	26,257	0.00	0
Shire Depot - Assets 266	0.00	11,125	0.00	11,125	0.00	0
Shire Depot - Assets 488	0.00	13,621	0.00	13,621	0.00	0
<b>Plant &amp; Equipment</b>						
CEO Vehicle - PN1212 - Asset MV1214	0.00	39,444	0.00	26,000	0.00	(13,444)
EMCorpS Vehicle - PN1102 - Asset MV1102	0.00	23,674	0.00	24,000	0.00	326
CESC Vehicle - PN1002 - Asset 9255	16,657.22	11,562	9,363.64	10,000	(7,293.58)	(1,562)
Ranger Vehicle - PN1010 - Asset MV1010	18,286.32	9,032	9,545.45	10,000	(8,740.87)	968
Killara Omega Mgr - PN1020 - Asset HNK0001	0.00	29,062	0.00	15,000	0.00	(14,062)
Killara3 Holden Omega - PN0907 - Asset 9242	0.00	11,129	0.00	15,000	0.00	3,871
EMCommS Vehicle - PN1101 - Asset MV1101	20,910.09	17,894	17,272.73	20,000	(3,637.36)	2,106
PN002 - Volvo Grader 710B 2004 - Asset S655	0.00	32,532	0.00	53,000	0.00	20,468
PN0813 - N3651 Mitsubishi Canter 4T - Asset 9215	0.00	6,998	0.00	31,845	0.00	24,847
P589 - Isuzu NKR 2T Truck N4963 2004 - Asset 989	0.00	0	0.00	18,000	0.00	18,000
PN5042- Toyota Hilux Tray Top Wundowie -Asset 9062	10,924.68	10,925	12,151.54	12,153	1,226.86	1,228
P5043 - N9324 Toyota Hilux Mtc Ute - Asset 9063	0.00	0	0.00	6,000	0.00	6,000
P590 - Toyota Hilux Grader Ute - Asset 990	0.00	0	0.00	4,000	0.00	4,000
PN1104 - N10686 Nissan Navara Const Super - Asset MV1104	0.00	16,779	0.00	11,000	0.00	(5,779)
P450 JD Z Track Ride on Mower 2008 - Asset 9109	1,650.00	7,330	1,500.00	1,500	(150.00)	(5,830)
PN010 5 Tonne Tipper Truck - Asset 9110	35,454.00	35,454	33,734.55	33,734	(1,719.45)	(1,720)
Snr Building Vehicle - Asset 9254	12,954.00	0	12,434.55	0	(519.45)	0
PMComInfVehicle - PN1015 - Asset MV1015	17,950.00	25,313	18,041.36	20,000	91.36	(5,313)
Coordinator Supertowns Vehicle - PN1203 - Asset	14,044.40	19,391	12,814.09	10,000	(1,230.31)	(9,391)
	148,830.71	425,058	126,857.91	2,720,415	(21,972.80)	2,295,357

Summary

	April 2014 Actual \$	2013/14 Budget \$
Profit on Asset Disposals	(2,319.14)	2,352,458
Loss on Asset Disposals	(19,653.66)	(57,101)
	<u>(21,972.80)</u>	<u>2,295,357</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-13	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2013/14 Budget \$	2013/14 Actual \$	2013/14 Budget \$	2013/14 Actual \$	2013/14 Budget \$	2013/14 Actual \$	2013/14 Budget \$	2013/14 Actual \$
<b>Governance</b>									
Loan 215 - Admin Office Renovations	115,183	0	0	25,987	12,777	89,196	102,406	7,365	3,558
<b>Community Amenities</b>									
Loan 210 - River Dredging	17,547	0	0	5,500	5,500	12,047	12,047	991	519
<b>Recreation &amp; Culture</b>									
Loan 206 - Northam Country Club **	221,377	0	0	35,137	17,311	186,240	204,066	12,636	6,036
Loan 208 - Northam Country Club **	34,090	0	0	4,249	4,249	29,841	29,841	2,465	1,909
Loan 219 - Northam Bowling Club **	141,095	0	0	22,415	22,415	118,680	118,680	7,999	6,316
Loan 222 - Northam Trotting Club Building **	69,682	0	0	69,682	69,682	0	0	5,195	5,195
Loan 223 - Recreation Facilities	766,506	0	0	90,896	90,896	675,610	675,610	45,688	26,397
Loan 224 - Recreation Facilities	1,042,187	0	0	31,897	31,897	1,010,290	1,010,290	67,703	56,632
Loan 226 - Recreation Facilities	388,241	0	0	12,378	12,378	375,863	375,863	20,268	16,959
<b>Transport</b>									
Loan 221 - Airstrip Upgrade	58,964	0	0	10,394	5,117	48,570	53,847	3,581	1,564
<b>Economic Services</b>									
Loan 217 - CBD Streetscape	776,624	0	0	138,146	68,089	638,478	708,535	42,921	16,067
Loan 218 - CBD Streetscape	94,203	0	0	14,952	14,952	79,251	79,251	5,377	3,007
Loan 225 - Victoria Oval Purchase	852,698	0	0	26,097	26,097	826,601	826,601	55,393	46,335
	4,578,397	0	0	487,730	381,360	4,090,667	4,197,037	277,582	190,494

Note: \*\* indicates self - supporting loans

All other debenture repayments are to be financed by general purpose revenue.

Loan 221 - No longer a self supporting loan to Northam Aero Club now financed by general purpose revenue.

**SHIRE OF NORTHAM**

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

**FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

**3. INFORMATION ON BORROWINGS (Continued)**

(b) New Debentures - 2013/14

The Shire of Northam does not propose to raise any new debenture in 2013/14.

(c) Unspent Debentures

Council had no unspent debenture funds as at 30th June 2013, it is not expected to have any unspent debenture funds as at 30th June 2014.

(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 2013/14.

**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

	April 2014 Actual \$	2013/14 Budget \$
<b>4. RESERVES - CASH BACKED</b>		
<b>(a) Aged Accommodation Reserve</b>		
Opening Balance	232,105	232,104
Interest	8,774	9,460
Amount Set Aside / Transfer to Reserve	0	15,900
Amount Used / Transfer from Reserve	0	(11,745)
	<u>240,879</u>	<u>245,719</u>
<b>(b) Employee Liability Reserve</b>		
Opening Balance	545,190	545,190
Interest	18,864	22,221
Amount Set Aside / Transfer to Reserve	0	50,000
Amount Used / Transfer from Reserve	(101,960)	(101,960)
	<u>462,094</u>	<u>515,451</u>
<b>(c) Housing Reserve</b>		
Opening Balance	225,269	225,269
Interest	8,515	9,182
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>233,784</u>	<u>234,451</u>
<b>(d) Office Equipment Reserve</b>		
Opening Balance	123,050	123,050
Interest	4,651	5,015
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	(14,800)
	<u>127,701</u>	<u>118,265</u>
<b>(e) Plant &amp; Equipment Reserve</b>		
Opening Balance	582,571	582,572
Interest	22,022	23,745
Amount Set Aside / Transfer to Reserve	0	250,000
Amount Used / Transfer from Reserve	0	(389,031)
	<u>604,593</u>	<u>467,286</u>
<b>(f) Recreation Reserve</b>		
Opening Balance	48,309	48,308
Interest	1,826	1,969
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(50,277)
	<u>50,135</u>	<u>0</u>
<b>(g) Road &amp; Bridgeworks Reserve</b>		
Opening Balance	635,182	635,182
Interest	24,011	25,889
Amount Set Aside / Transfer to Reserve	0	20,000
Amount Used / Transfer from Reserve	0	(36,500)
	<u>659,193</u>	<u>644,571</u>

**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

	April 2014 Actual \$	2013/14 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(h) Refuse Site Reserve</b>		
Opening Balance	155,898	155,898
Interest	5,893	6,354
Amount Set Aside / Transfer to Reserve	0	40,000
Amount Used / Transfer from Reserve	0	(20,000)
	<u>161,791</u>	<u>182,252</u>
<b>(i) Regional Development Reserve</b>		
Opening Balance	129,289	129,290
Interest	4,887	5,270
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	(25,045)
	<u>134,176</u>	<u>114,515</u>
<b>(j) Speedway Reserve</b>		
Opening Balance	125,231	125,231
Interest	4,734	5,104
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>129,965</u>	<u>130,335</u>
<b>(k) Community Bus Replacement Reserve</b>		
Opening Balance	9,656	9,656
Interest	365	393
Amount Set Aside / Transfer to Reserve	0	20,000
Amount Used / Transfer from Reserve	0	0
	<u>10,021</u>	<u>30,049</u>
<b>(l) Septage Pond Reserve</b>		
Opening Balance	196,241	196,341
Interest	7,418	8,002
Amount Set Aside / Transfer to Reserve	0	41,000
Amount Used / Transfer from Reserve	0	0
	<u>203,659</u>	<u>245,343</u>
<b>(m) Killara Reserve</b>		
Opening Balance	175,380	233,775
Interest	6,630	9,528
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(43,784)
	<u>182,010</u>	<u>199,519</u>
<b>(n) Stormwater Drainage Projects Reserve</b>		
Opening Balance	6,272	6,272
Interest	237	257
Amount Set Aside / Transfer to Reserve	0	40,000
Amount Used / Transfer from Reserve	0	0
	<u>6,509</u>	<u>46,529</u>

**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

	April 2014 Actual \$	2013/14 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(o) Recreation and Community Facilities Reserve</b>		
Opening Balance	413,642	413,642
Interest	15,636	16,859
Amount Set Aside / Transfer to Reserve	0	195,515
Amount Used / Transfer from Reserve	0	0
	<u>429,278</u>	<u>626,016</u>
<b>(p) Administration Office Reserve</b>		
Opening Balance	452,276	452,276
Interest	17,097	18,434
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>469,373</u>	<u>470,710</u>
<b>(q) Council Buildings &amp; Amenities Reserve</b>		
Opening Balance	93,594	93,594
Interest	3,538	3,815
Amount Set Aside / Transfer to Reserve	0	250,000
Amount Used / Transfer from Reserve	0	0
	<u>97,132</u>	<u>347,409</u>
<b>(r) River Town Pool Dredging Reserve</b>		
Opening Balance	215,130	215,130
Interest	8,132	8,768
Amount Set Aside / Transfer to Reserve	0	50,000
Amount Used / Transfer from Reserve	0	0
	<u>223,262</u>	<u>273,898</u>
<b>(s) Parking Facilities Construction Reserve</b>		
Opening Balance	151,324	151,323
Interest	5,720	6,168
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>157,044</u>	<u>157,491</u>
<b>(t) Art Collection Reserve</b>		
Opening Balance	10,239	10,239
Interest	387	417
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	0
	<u>10,626</u>	<u>15,656</u>
<b>Total Cash Backed Reserves</b>	<u>4,593,225</u>	<u>5,065,465</u>
Total Interest	169,337	186,850

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



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

	April 2014 Actual \$	2013/14 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>Summary of Transfers to Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Aged Accomodation Reserve	8,774	25,360
Employee Liability Reserve	18,864	72,221
Housing Reserve	8,515	9,182
Office Equipment Reserve	4,651	10,015
Plant & Equipment Reserve	22,022	273,745
Recreation Reserve	1,826	1,969
Road & Bridgeworks Reserve	24,011	45,889
Refuse Site Reserve	5,893	46,354
Regional Development Reserve	4,887	10,270
Speedway Reserve	4,734	5,104
Community Bus Replacement Reserve	365	20,393
Septage Pond Reserve	7,418	49,002
Killara Reserve	6,630	9,528
Stormwater Drainage Projects Reserve	237	40,257
Recreation and Community Facilities Reserve	15,636	212,374
Administration Office Reserve	17,097	18,434
Council Buildings & Amenities Reserve	3,538	253,815
River Town Pool Dredging Reserve	8,132	58,768
Parking Facilities Construction Reserve	5,720	6,168
Art Collection Reserve	387	5,417
	<u>169,337</u>	<u>1,174,265</u>
<b>Transfers from Reserves</b>		
Aged Accomodation Reserve	0	(11,745)
Employee Liability Reserve	(101,960)	(101,960)
Housing Reserve	0	0
Office Equipment Reserve	0	(14,800)
Plant & Equipment Reserve	0	(389,031)
Recreation Reserve	0	(50,277)
Road & Bridgeworks Reserve	0	(36,500)
Refuse Site Reserve	0	(20,000)
Regional Development Reserve	0	(25,045)
Speedway Reserve	0	0
Community Bus Replacement Reserve	0	0
Septage Pond Reserve	0	0
Killara Reserve	0	(43,784)
Stormwater Drainage Projects Reserve	0	0
Recreation and Community Facilities Reserve	0	0
Administration Office Reserve	0	0
Council Buildings & Amenities Reserve	0	0
River Town Pool Dredging Reserve	0	0
Parking Facilities Construction Reserve	0	0
Art Collection Reserve	0	0
	<u>(101,960)</u>	<u>(693,142)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>67,377</u>	<u>481,123</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

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.

**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

**Recreation Reserve**

Purpose - Development and improvement of recreation and sporting facilities within the Shire of Northam. It is anticipated that this reserve will be fully utilised in 2013/14.

**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.

**Refuse Site Reserve**

Purpose - Development of Refuse Sites and related infrastructure and equipment, including provision for future replacement facility and/or site. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

**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. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

**Speedway Reserve**

Purpose - To provide funds for possible future rehabilitation 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 Buses. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

**Septic Pond Reserve**

Purpose - To provide for funds for future upgrades and maintenance to septic ponds and related infrastructure. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

4. RESERVES (Continued)

**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. No date has been specified for the use of this Reserve. 2% of net rates levied each year set aside for the provision of recreation and sport facilities.

**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 are not expected to be used in a set period as further transfers to the reserve account are anticipated.

**Art Collection Reserve**

Purpose - Provision for the care and maintenance of the Shire of Northam's art collection, including acquisitions and disposal. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

	April 2014 Actual \$	2013/14 Financial Report \$	2013/14 Budget \$
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	5,520,739	2,668,302	240,500
Cash - Restricted Unspent Grants	663,271	6,346,583	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	4,593,225	4,525,847	4,910,954
Sundry Debtors	200,102	663,870	1,060,872
Rates - Current	1,165,138	760,089	0
Pensioners Rates Rebate	73,132	21,233	0
Provision for Doubtful Debts	(40,918)	(175,686)	0
GST Receivable	0	2,000	0
Accrued Income/Prepayments	0	53,968	0
Inventories	7,766	7,766	40,000
	<u>12,182,455</u>	<u>14,873,971</u>	<u>6,252,326</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(1,077,108)	(1,324,439)	(2,292,318)
Rates Income in Advance	(96,025)	0	0
GST Payable	0	0	0
Accrued Salaries & Wages	0	(161,869)	0
Accrued Interest on Debentures	0	(56,239)	0
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Withholding Tax Payable	0	0	0
Payg Payable	11,717	(593)	0
Loan Liability	(46,782)	(428,143)	0
Provision for Annual Leave	(238,653)	(410,738)	0
Provision for Long Service Leave	(254,687)	(273,765)	0
Other Payables	0	0	0
	<u>(1,701,538)</u>	<u>(2,655,786)</u>	<u>(2,292,318)</u>
<b>NET CURRENT ASSET POSITION</b>	10,480,917	12,218,185	3,960,008
Less: Cash - Reserves - Restricted	(4,593,225)	(4,525,847)	(4,910,954)
Less: Cash - Unspent Grants - Restricted	0	0	(9,109)
Add: Current Loan Liability	46,782	428,143	454,341
Add: Leave Liability Reserve	462,094	545,190	515,451
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u>6,396,568</u>	<u>8,665,671</u>	<u>9,737</u>

**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

**6. RATING INFORMATION**

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2013/14 Rate Revenue \$	2013/14 Interim Rates \$	2013/14 Back Rates \$	2013/14 Total Revenue \$	2013/14 Budget \$
<b>General Rate</b>								
00 Non-Rateable	0.0000	692	1,587,260	0	0	0	0	0
01 GRV-Townsites Residential	9.7018	2,928	36,365,286	3,532,095	18,644	262	3,551,001	3,551,687
02 GRV-Northam Commercial/Industrial	10.8064	249	11,298,400	1,217,384	3,709	4,926	1,226,019	1,222,050
05 Agricultural Local	0.5226	481	153,306,000	802,269	6,935	3,756	812,960	807,277
06 Agricultural Regional	0.4331	210	112,043,000	484,353	732	(260)	484,825	491,358
07 Rural Small Holdings	0.5958	549	96,238,000	573,386	953	0	574,339	577,486
<b>Sub-Totals</b>		5,109	410,837,926	6,609,487	30,972	8,685	6,649,144	6,649,858
<b>Minimum Rates</b>								
	<b>Minimum \$</b>							
01 GRV-Northam Town Gen	790	954	4,307,907	754,450	1,938	0	756,388	753,660
02 GRV-Northam Town Diff	790	43	177,888	33,970	0	0	33,970	33,970
05 Agricultural Local	790	155	12,738,910	122,450	2,201	0	124,651	122,450
06 Agricultural Regional	790	200	22,714,600	158,000	790	0	158,790	158,000
07 Rural Small Holdings	790	101	12,559,000	79,790	0	0	79,790	79,790
<b>Sub-Totals</b>		1,453	52,498,305	1,148,660	4,929	0	1,153,589	1,147,870
Less Rates Written Off							7,802,733	7,797,728
Ex-Gratia Rates							0	0
Excess Rate Receipts							12,953	12,950
<b>Totals</b>							0	0
							<b>7,815,666</b>	<b>7,810,678</b>

**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

**6. RATING INFORMATION (Continued)**

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

The general rates detailed above for the 2013/14 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.

The differential rates differed from those advertised as due to delays in obtaining Ministerial approval, it has been decided not to spot rate Springhill, Princes Plant Nursery, Ausbao/Bakers Hill Engineering, Archer/Outback Mining and Holcim. The effect of this is a reduction in rate revenue of \$10,496. These properties are to be rated as per their zoning Agricultural Regional and Agricultural Local.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

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-13 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Town Hall Bond	1	0	3,000	(1,500)	1,500
Lesser Hall Bond	2	400	500	0	900
Nomination Deposits	4	0	800	(800)	0
Library Deposits & Income	5	0	0	0	0
POS - Cash in Lieu	6	293,253	26,518	(18,000)	301,771
Bonds - Building	7	36,000	0	(500)	35,500
Crossovers - Bond	9	91,392	0	(4,500)	86,892
Recreation Centre Bond	11	400	700	(700)	400
Facilities - Bonds	18	500	0	(300)	200
Footpath/Kerbing Deposit	22	89,500	31,500	(33,500)	87,500
Retentions	26	37,977	80,045	0	118,022
Sundry Trust	27	8,310	0	0	8,310
Building & Construction (E	29	0	42,158	(37,205)	4,953
Builders Reg Board Levy	30	0	25,105	(22,493)	2,612
Standpipe Key	31	5,850	800	(50)	6,600
Resited Dwellings	32	7,200	0	0	7,200
Deposits-Extractive Indust	33	249,494	7,868	0	257,362
Other	34	14,873	500	(3,740)	11,633
Other - Rental Bond	35	400	0	0	400
Bonds - Animal Traps	36	55	615	(540)	130
Storm Damage Donations	38	175	0	0	175
		<u>835,779</u>	<u>220,109</u>	<u>(123,828)</u>	<u>932,060</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

8. OPERATING STATEMENT

	April 2014 Actual \$	2013/14 Budget \$	2012/13 Actual \$
<b>OPERATING REVENUES</b>			
Governance	20,518	21,526	97,024
General Purpose Funding	9,405,017	10,126,497	11,968,418
Law, Order, Public Safety	443,521	637,452	568,104
Health	34,070	43,500	184,211
Education and Welfare	2,085,379	2,289,527	1,859,021
Housing	29,157	50,201	38,489
Community Amenities	2,387,845	2,542,208	2,064,117
Recreation and Culture	326,423	1,189,851	716,435
Transport	645,645	3,442,330	1,645,688
Economic Services	442,623	1,541,602	944,536
Other Property and Services	93,949	72,500	134,461
<b>TOTAL OPERATING REVENUE</b>	<b>15,914,147</b>	<b>21,957,194</b>	<b>20,220,504</b>
<b>OPERATING EXPENSES</b>			
Governance	720,091	865,082	867,871
General Purpose Funding	199,836	268,824	426,757
Law, Order, Public Safety	850,686	1,130,048	1,040,194
Health	298,976	413,271	574,346
Education and Welfare	1,148,943	1,458,901	1,352,950
Housing	57,669	96,648	99,379
Community Amenities	2,486,948	3,644,728	2,873,879
Recreation & Culture	2,795,884	4,097,696	3,533,794
Transport	3,696,930	4,609,646	4,691,672
Economic Services	1,620,332	2,377,474	2,799,727
Other Property and Services	267,476	130,491	113,434
<b>TOTAL OPERATING EXPENSE</b>	<b>14,143,771</b>	<b>19,092,809</b>	<b>18,374,004</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b>1,770,376</b>	<b>2,864,385</b>	<b>1,846,500</b>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

9. BALANCE SHEET

	April 2014 Actual \$	2012/13 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	10,777,235	13,540,732
Receivables	1,415,279	1,544,320
Inventories	7,766	7,765
<b>TOTAL CURRENT ASSETS</b>	<u>12,200,280</u>	<u>15,092,817</u>
<b>NON-CURRENT ASSETS</b>		
Receivables	629,728	689,315
Inventories	884,118	884,118
Property, Plant and Equipment Infrastructure	29,190,094	29,096,434
	<u>45,239,141</u>	<u>41,707,965</u>
<b>TOTAL NON-CURRENT ASSETS</b>	<u>75,943,081</u>	<u>72,377,832</u>
<b>TOTAL ASSETS</b>	<u>88,143,361</u>	<u>87,470,649</u>
<b>CURRENT LIABILITIES</b>		
Payables	1,161,415	1,690,090
Interest-bearing Liabilities	46,782	425,188
Provisions	493,340	684,502
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,701,537</u>	<u>2,799,780</u>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	4,150,256	4,150,256
Provisions	115,705	115,705
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>4,265,961</u>	<u>4,265,961</u>
<b>TOTAL LIABILITIES</b>	<u>5,967,498</u>	<u>7,065,741</u>
<b>NET ASSETS</b>	<u>82,175,863</u>	<u>80,404,908</u>
<b>EQUITY</b>		
Retained Surplus	76,758,273	75,054,696
Reserves - Cash Backed	4,593,225	4,525,847
Reserves - Asset Revaluation	824,365	824,365
<b>TOTAL EQUITY</b>	<u>82,175,863</u>	<u>80,404,908</u>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 APRIL 2014

10. FINANCIAL RATIO

	2013 YTD	2012	2011	2010
Current Ratio	5.60	1.85	1.53	2.23

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  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

11. Material Variances Notes

	NOTE	April 2014 Actual \$	April 2014 Y-T-D Budget \$	Projected 2013/14 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	(Variance of 10% or above \$10,000 considered Material)
<b>Operating</b>							
<b>Revenues/Sources</b>							
	8						
Governance		20,518	19,400	21,526	1,118	5.76%	
General Purpose Funding		1,589,331	1,564,077	2,315,819	25,254	1.61%	Increased interest on investments
Law, Order, Public Safety		443,521	533,350	637,452	(89,829)	(16.84%)	Timing on the supply of Bakers Hill Light Tanker
Health		34,070	36,240	43,500	(2,170)	(5.99%)	
Education and Welfare		2,085,379	2,157,687	2,289,527	(72,308)	(3.35%)	Lower childcare revenue than anticipated
Housing		29,157	41,820	50,201	(12,663)	(30.28%)	Pool house now occupied, rental invoices to be raised
Community Amenities		2,367,845	2,351,902	2,542,208	35,943	1.53%	Additional fees & charges raised
Recreation and Culture		326,423	707,217	1,189,851	(380,794)	(53.84%)	Timing of CSRFF grant funding & profit on sale of assets
Transport		645,645	2,416,460	3,442,330	(1,770,815)	(73.28%)	Timing of road and airport grant funding & contributions
Economic Services		442,623	1,280,360	1,541,602	(837,737)	(65.43%)	Timing differences grant funding & Avon Descent Funding
Other Property and Services		93,949	60,390	72,500	33,559	55.57%	Workers compensation reimbursements higher than anticipated
		<u>8,098,461</u>	<u>11,168,903</u>	<u>14,146,516</u>	<u>(3,070,442)</u>	<u>(27.49%)</u>	
<b>(Expenses)/(Applications)</b>							
	8						
Governance		(720,091)	(733,354)	(865,082)	13,263	1.81%	
General Purpose Funding		(199,836)	(197,140)	(268,824)	(2,696)	(1.37%)	Timing debt collection & valuation expenses
Law, Order, Public Safety		(850,686)	(953,488)	(1,130,048)	102,802	10.78%	Depreciation & Animal Control expenses lower than anticipated
Health		(298,976)	(344,754)	(413,271)	45,778	13.28%	Timing of expenses
Education and Welfare		(1,148,943)	(1,215,120)	(1,458,901)	66,177	5.45%	Childcare costs lower than budgeted
Housing		(57,669)	(81,171)	(96,648)	23,502	28.95%	Utilities at Pool House lower as period with no tenant and timing of maintenance works
Community Amenities		(2,486,948)	(3,025,623)	(3,644,728)	538,675	17.80%	Project timing - Landfill & Septage ponds
Recreation & Culture		(2,795,884)	(3,440,634)	(4,097,696)	644,750	18.74%	Project timing
Transport		(3,696,930)	(3,794,497)	(4,609,646)	97,567	2.57%	
Economic Services		(1,620,332)	(1,999,050)	(2,377,474)	378,718	18.94%	Projects & events timing
Other Property and Services		(267,476)	(133,789)	(130,491)	(133,687)	(99.92%)	Reallocation of plant cost to be undertaken
		<u>(14,143,771)</u>	<u>(15,918,620)</u>	<u>(19,092,809)</u>	<u>1,774,849</u>	<u>(11.15%)</u>	

**SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 30 APRIL 2014**

11. Material Variances Notes

	NOTE	April 2014 Actual \$	April 2014 Y-T-D Budget \$	Projected 2013/14 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	(Variance of 10% or above \$10,000 considered Material)
<b>Operating</b>							
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	2	21,973	1,693,896	(2,602,312)	(1,671,923)	98.70%	Timing of asset disposal
Movement in Accrued Interest		(56,239)	0	0	(56,239)	0.00%	
Movement in Accrued Salaries and Wages		(161,869)	0	0	(161,869)	0.00%	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%	
Movement in Employee Benefit Provisions		0	0	0	0	0.00%	
Depreciation on Assets		2,880,266	2,330,392	3,495,741	549,874	(23.60%)	
<b>Capital Revenue and (Expenditure)</b>							
Purchase Land Held for Resale	1	(25,045)	0	(25,045)	(25,045)	0.00%	
Purchase Land and Buildings	1	(1,019,557)	(2,690,325)	(3,789,504)	1,670,768	62.10%	Timing Differences
Purchase Plant and Equipment	1	(151,452)	(388,521)	(920,687)	237,069	61.02%	Timing Differences with vehicle purchasing
Purchase Furniture and Equipment	1	(49,290)	(72,856)	(79,499)	23,566	32.35%	Timing Differences
Purchase Bush Fire Equipment	1	(1,216)	(75,704)	(136,902)	74,488	98.39%	Timing Differences supply of Bakers Hill Light Tanker
Purchase Playground Equipment	1	(27,299)	0	(70,000)	(27,299)	0.00%	Timing Differences
Purchase Infrastructure Assets - Roads	1	(3,877,140)	(3,934,635)	(4,752,954)	57,495	1.46%	Timing Differences
Purchase Infrastructure Assets - Bridges	1	(146,000)	0	(219,000)	(146,000)	#DIV/0!	Timing Differences
Purchase Infrastructure Assets - Footpaths	1	0	(177,328)	(266,000)	177,328	100.00%	Timing Differences
Purchase Infrastructure Assets - Drainage	1	(678,146)	0	(2,720,058)	(678,146)	0.00%	Timing Differences
Purchase Infrastructure Assets - Parks & Ovals	1	(670,887)	(455,967)	(1,019,491)	(214,920)	(47.13%)	Timing Differences
Purchase Infrastructure Assets - Airfields	1	(1,175)	(95,160)	(142,750)	93,985	98.77%	Timing Differences
Purchase Infrastructure Assets - Streetscape	1	(36)	(38,392)	(67,595)	38,356	99.91%	Timing Differences
Purchase Infrastructure Assets - Other	1	0	0	(75,973)	0	#DIV/0!	Timing Differences
Proceeds from Disposal of Assets	2	126,858	1,813,610	2,720,415	(1,686,752)	93.01%	Timing Differences
Repayment of Debentures	3	(381,360)	(348,346)	(487,730)	(33,014)	(9.48%)	
Proceeds from New Debentures	3	0	0	0	0	0.00%	
Advances to Community Groups		0	0	0	0	0.00%	
Self-Supporting Loan Principal Income	3	54,070	23,225	131,483	30,845	(132.81%)	
Transfers to Restricted Assets (Reserves)	4	(169,337)	(169,337)	(1,174,265)	0	0.00%	
Transfers from Restricted Asset (Reserves)	4	101,960	101,960	693,142	0	0.00%	
Transfers from Restricted Asset (Other)		0	0	0	0	#DIV/0!	
						#DIV/0!	
ADD Net Current Assets July 1 B/Fwd	5	8,665,671	8,665,671	8,665,671	0	0.00%	
LESS Net Current Assets Year to Date	5	6,396,568	11,111,081	6,357	(4,714,513)	(42.43%)	
<b>Amount Raised from Rates</b>	6	<b>(8,007,127)</b>	<b>(7,810,678)</b>	<b>(7,719,990)</b>	<b>(196,449)</b>	<b>2.52%</b>	

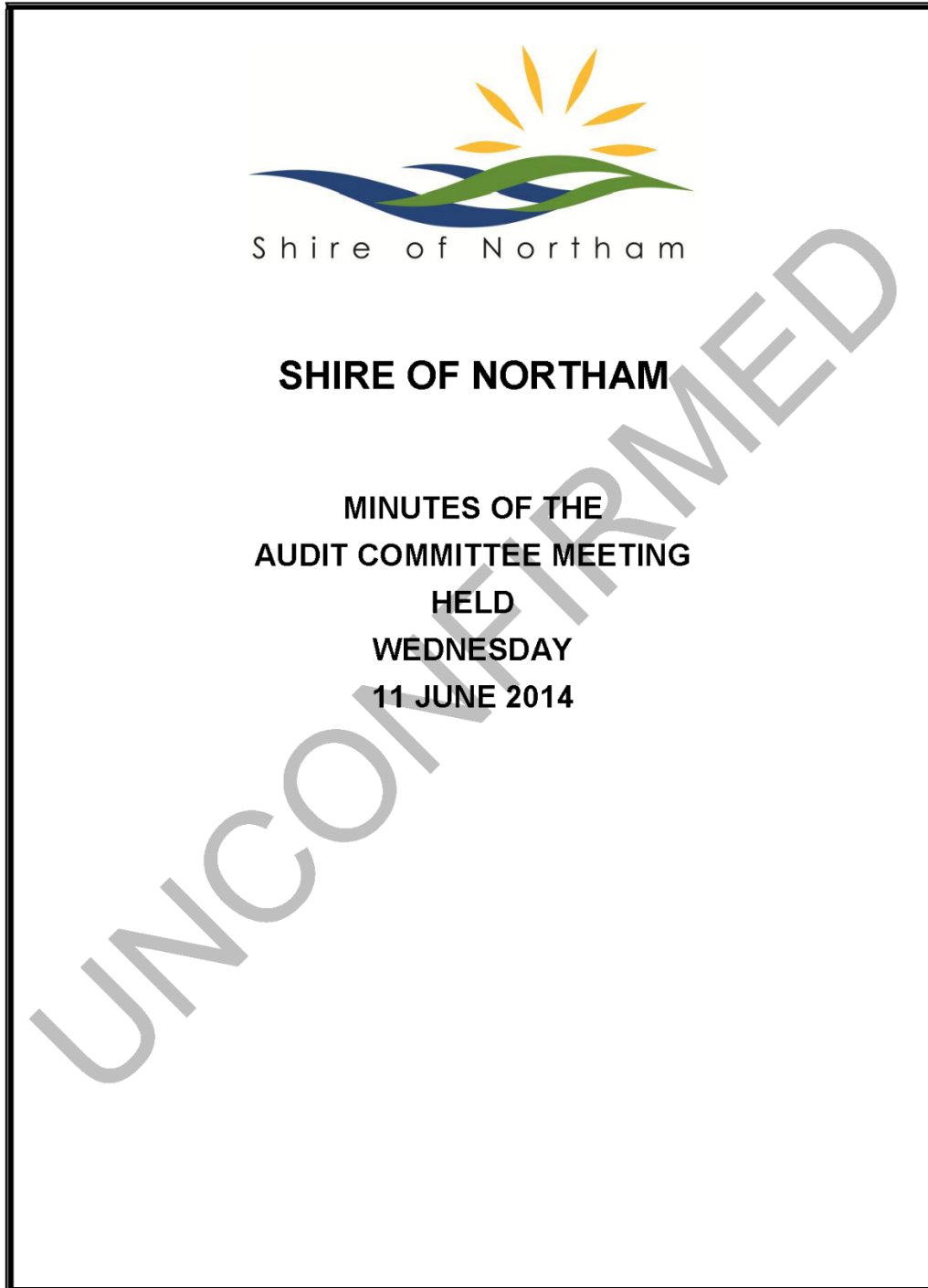
This statement is to be read in conjunction with the accompanying notes.

**BANK RECONCILIATION STATEMENT**  
Period Ending 30th April 2014

	Muni Fund Shire	Trust Fund Shire	Reserve A/c Shire	Unspent DITRD & LG Grant Shire
<b>Balance as per Bank Statements</b>				
ANZ	2645-61899	\$ 28,418.15 ✓		
Business Bonus	028-0331279	\$1,691,340.93 ✓		
Muni Operating A/C	028-5350119	\$102,724.24		
ANZ - WA TREASURY BANK		\$589,898.47 ✓		
ANZ - TERM DEPOSIT		\$2,725,916.30 ✓		
Term Deposit (Muni)	9728-50077	\$1,100,000.00 ✓		
Term Deposit (Trust) T183	028-036059-9		\$25,621.79 ✓	
Term Deposit (Trust) T396	0387254		\$33,209.81 ✓	
Term Deposit (Trust) POS	9975-02546		\$301,771.44 ✓	
Term Deposit (Trust) Extractive Ind	028-695773-2		\$96,902.40 ✓	
Term Deposit (Trust) T376 & T440	028-0392516		\$78,527.11 ✓	
Term Deposit (Trust) T527	028-0386517		\$23,100.68 ✓	
Trust Operating A/C	028-5350143		\$295,935.68 ✓	
Term Deposit (Trust) T655	9714-47294		\$24,862.12 ✓	
Term Deposit (Trust T694) RETENT	028-396471		\$15,182.47 ✓	
Term Deposit (Trust T701)	028-0397045		\$40,000.00 ✓	
Business Bonus (Reserve)	028-0364535		\$86,267.16 ✓	
Term Term Deposit	028-0390108		\$646,807.56 ✓	
ANZ Term Deposit	9974-65749		\$3,860,150.47 ✓	
ANZ Banl T/D (DITRD & LG)	9971-31749			\$73,372.41 ✓
Business Bonus Grant Fund	036594-7			
<b>Total As Per Bank Statements</b>	<b>\$6,238,298.09 ✓</b>	<b>\$935,113.50</b>	<b>\$4,593,225.19 ✓</b>	<b>\$73,372.41</b>
<b>Plus</b>				
Outstanding Deposits	21,257.11	-		
Outstanding Dep (Trust)				
Outstanding Dep (Muni)				
	<b>\$21,257.11</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Less</b>				
Unpresented Cheques	(152,448.07) ✓	(3,055.39)		
	<b>(\$152,448.07)</b>	<b>(\$3,055.39)</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				
Transfer of bank fee charges Unspent Grants				
<b>Bank Statement Balance after Adjustments</b>	<b>\$6,107,107.13 ✓</b>	<b>\$932,058.11</b>	<b>\$4,593,225.19</b>	<b>\$73,372.41</b>
<b>General Ledger Accounts</b>				
1110000010 MUNI BANK	5,517,208.66 ✓			
1111800010 Trust Bank		932,058.11 ✓		
1111001010 Short Term Investment	589,898.47 ✓		0.00	
1111501010 Reserve Inv Bank			4,593,225.19 ✓	
1111002010 Unspent Grant				\$73,372.41 ✓
<b>Balance Per General Ledger Accounts</b>	<b>\$6,107,107.13</b>	<b>\$932,058.11</b>	<b>\$4,593,225.19</b>	<b>\$73,372.41</b>
<b>IMBALANCE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

Appendix 3



## SHIRE OF NORTHAM

### MINUTES OF THE AUDIT COMMITTEE MEETING HELD ON 11 JUNE 2014 AT 7:05 PM

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UNCONFIRMED

## SHIRE OF NORTHAM

**Minutes of the Audit Committee Meeting of Council to be held in the Council Chambers on WEDNESDAY, 11 June 2014 at 7:05pm**

### 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 Member declared the meeting open at 7:05 pm

**Minute: AU.043**

**Moved: Cr T M Little**

**That the Audit Committee Meeting be suspended at 7:06pm until the forum meeting is concluded.**

**CARRIED 6/0**

The Presiding Member declared the meeting re-open at 7:52pm

Audit Committee Meeting - Minutes

11/06/2014

**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**

**COUNCIL**

President  
Councillors

S B Pollard  
T M Little  
D A Hughes  
D G Beresford  
J E Williams  
A W Llewellyn

Chief Executive Officer  
Executive Manager Corporate Services  
Executive Manager Development Services  
Executive Manager Engineering Services  
Executive Manager Community Services  
Project Manager Community Infrastructure

J B Whiteaker  
D R Gobbart  
P B Steven  
C D Kleynhans  
J McGready  
C B Hunt

**4. APOLOGIES**

Cr RM Head  
Cr KD Saunders  
Cr U Rumjanstev

**5. LEAVE OF ABSENCE**

Cr RW Tinetti has been granted a leave of absence for the period 28 May 2014 to 20 June 2014.



Audit Committee Meeting - Minutes

11/06/2014

**6. CONFIRMATION OF MINUTES**

**That the Minutes of the Audit Committee Meeting held on Wednesday, 12 March 2014 be confirmed as a true and correct record of that meeting.**

**Minute: AU.045**

**Moved: Cr D G Beresford**

**That the Minutes of the Audit Committee Meeting held on Wednesday, 12 March 2014 be confirmed as a true and correct record of that meeting.**

**CARRIED 6/0**

**7. AGENDA ITEMS**

**7.1 INTERIM AUDIT REPORT - MAY 2014**

Name of Applicant:	Internal Report
File Ref:	1.6.1.6
Officer:	Denise Gobbart
Officer Interest:	N/A
Policy:	Local Government Act 1995
Voting:	Simple Majority
Date:	11 June 2014

**PURPOSE**

For the Audit Committee to acknowledge the interim audit report that was conducted by the Shire's auditor, UHY Haines Norton.

**BACKGROUND**

Interim Audit was undertaken on the 14 and 15 April 2014. UHY Haines Norton has been engaged by Council to conduct audit services for the Shire of Northam. As part of the audit process UHY Haines Norton conducted an interim audit that is mainly focused on administrative issues and governance compliance whereas the final audit is mainly focused on financial matters.

This report is to provide Council the information and action that is contained within the interim audit report.

**STATUTORY REQUIREMENTS**

*Local Government Act (1995) Section 7.12A*

- (1) *A local government is to do everything in its power to —*
  - (a) *assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and*
  - (b) *ensure that audits are conducted successfully and expeditiously.*
- (2) *Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.*
- (3) *A local government is to examine the report of the auditor prepared under section 7.9(1), and any report prepared under section 7.9(3) forwarded to it, and is to —*
  - (a) *determine if any matters raised by the report, or reports, require action to be taken by the local government; and*
  - (b) *ensure that appropriate action is taken in respect of those matters.*

Audit Committee Meeting - Minutes

11/06/2014

- (4) *A local government is to —*
- (a) *prepare a report on any actions under subsection (3) in respect of an audit conducted in respect of a financial year; and*
  - (b) *forward a copy of that report to the Minister,*
- by the end of the next financial year, or 6 months after the last report prepared under section 7.9 is received by the local government, whichever is the latest in time.*
- [Section 7.12A inserted by No. 49 of 2004 s. 8.]*

**CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN**

Key Result Area: The Shire Organisation.

Outcome: To operate in a sustainable manner.

**BUDGET IMPLICATIONS**

Nil

**OFFICER'S COMMENT**

The Auditor has raised a number of issues within the interim report that need to be addressed before the final audit is conducted.

The interim audit is not part of the formal audit reporting process and is for information purposes. If issues have not been addressed at the time of the final audit then items may be noted on the formal audit report or management letter.

**Compliance**

- 1.1 The Annual Financial Report for 30 June 2013 was not submitted to the Department of Local Government and Communities within 30 days of the audit report being signed as required by Local Government (Financial Management) Regulation 51(2).

The audit report was dated 13 December 2013 and received electronically on the same day. The report was sent to the Department of Local Government and Communities on the 13 January 2014.

- 1.2 Financial Interest Register (Including Annual & Primary Returns), it is noted that some sections are being left blank; and some administrative errors were noted.

These matters will be taken into consideration when the returns are next due, to assist with compliance.

Audit Committee Meeting - Minutes

11/06/2014

- 1.3 Strategic Community Plan, they have reflected the comments made by the Department of Local Government and Communities in relation to the compliance of the Strategic Community Plan.

A revised Strategic Community Plan is currently before Council for consideration, which will address these matters.

#### Systems & Procedures

- 2.1 Purchases, Payments and Payables – Noted instances where purchase orders were raised after the invoice was received.

We regularly have discussions regarding are purchasing requirements and officers are becoming more mindful of procedures.

- 2.2 Monthly Reconciliations – The following reconciliations have not been reviewed by an independent person;
- Manual rolling reconciliation
  - Fixed Assets reconciliation

These reconciliations are now being reviewed by the Accountant.

The fixed assets had only just been bought up to date for the financial year after the completion of the audit in December. Prior to this it was being signed off monthly. The manual rolling reconciliation is for the rating valuations; this was being prepared and reconciled by the Rates Officer, after a valuation schedule was received. It had not been independently check until year end, it is now included in the monthly rates reconciliations.

#### Readiness to Adopt Fair Value Accounting

Significant work is being undertaken with the Asset Register. Particular attention is being given to Furniture & Equipment and Land and Buildings as Fair Value is to be reported as at 30 June 2013. We have now engaged Griffin Valuation Advisory to undertake the Fair Value assessment of our land and buildings to the 30 June 2014. When undertaking these valuations consideration will be made to the required hierarchy and the highest and best use principles. It is my belief that when the valuations of land and buildings are undertaken, we will meet the required considerations for the fair value reporting.

Audit Committee Meeting - Minutes

11/06/2014

**RECOMMENDATION**

**That the interim audit report for 2013-2014 as attached, be noted.**

Cr Beresford left the meeting at 8:11pm, the meeting adjourned due to lack of a quorum and returned at 8:13pm when the meeting resumed.

**Minute: AU.046**

**Moved: Cr D G Beresford**

**That the interim audit report for 2013-2014 as attached, be noted.**

**CARRIED 6/0**



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 perth@uhyhn.com.au | www.uhyhn.com

21 May 2014

Cr Steve Pollard  
 The Chair  
 Audit Committee  
 Shire of Northam  
 PO Box 613  
 NORTHAM WA 6401

Dear Cr Pollard

**INTERIM AUDIT VISIT**

We completed our onsite procedures in respect of our interim audit visit on the 14<sup>th</sup> and 15<sup>th</sup> of April 2014 and attach a list of matters raised with management during our exit meeting.

Please note, we will follow these up during our final visit later in the year to help ensure appropriate action has been implemented.

This letter, together with the attached matters noted are provided for the purposes of general information only and are not part of our formal audit reporting process. Our audit and management reports will be formally issued at the conclusion of our audit in respect of the year ended 30 June 2014.

If you have any queries regarding these or other matters, please contact me.

Yours sincerely



GREG GODWIN  
 PARTNER

cc: Mr Jason B Whiteaker - Chief Executive Officer



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Powerful insights  
 Astute advice



## SHIRE OF NORTHAM

INTERIM AUDIT VISIT  
YEAR ENDED 30 JUNE 2014  
MATTERS NOTED & REQUIRING FOLLOW UP



*Powerful insights  
Astute advice*

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2.0 Systems and Procedures	6
3.0 Status of Adoption of Fair Value Accounting	7
4.0 Reminders	10



UHY HAINES NORTON  
CHARTERED ACCOUNTANTS



## 1.0 COMPLIANCE

### 1.1 ANNUAL FINANCIAL REPORT

#### OBSERVATION

The Annual Financial Report for 30 June 2013 was not submitted to the Department of Local Government and Communities within 30 days of the audit report being signed as required by Local Government (Financial Management) Regulation 51(2).

#### COMMENT

To help ensure compliance with statutory provisions, this requirement should be correctly addressed in the future.

**As the above matter raised represents non-compliance with Financial Management Regulations, it may be carried forward to our audit report for the year ended 30 June 2014.**

### 1.2 FINANCIAL INTEREST REGISTER (INCLUDING ANNUAL & PRIMARY RETURNS)

#### OBSERVATION

During our review of the Financial Interest Register, we noted the following matters:

- Certain Annual Returns reviewed contained sections which had been left blank (3 councilors and 5 designated staff members); and
- The following administrative errors were noted on various individual returns:
  - Lodged after due date;
  - No receipt issued;
  - Return not signed;
  - Incorrect form completed;
  - Incorrect date or no date inserted; and
  - Page missing from return.

#### COMMENT

- To help ensure compliance with Departmental Circular 18-2005 and to help ensure returns submitted are not at risk of being amended, all sections should be completed. We note it is acceptable to record N/A, Nil or No Change or to rule a clear line through a N/A section whilst leaving sections blank is not recommended practice.
- To help ensure compliance with Section 5.75, 5.76 and 5.77 of the Local Government Act, those requirements should be correctly addressed in the future.

Whilst we note the CEO or any other Shire staff are not responsible for the content of returns submitted, we note it is acceptable, and quite common, for the content to be reviewed prior to receipt being acknowledged.

*Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.*

UHY HAINES NORTON  
 CHARTERED ACCOUNTANTS



## 1.0 COMPLIANCE (CONTINUED)

### 1.3 STRATEGIC COMMUNITY PLAN

#### OBSERVATION

We noted the Strategic Community Plan did not include the following:

- A strategic review is to be scheduled for 2 years from when it is adopted;
- A full review is to be scheduled for 4 years from when it was adopted;
- The capacity of current resources and the anticipated capacity of future resources; and
- Strategic performance indicators and ways of measuring strategic performance by the application of those indicators,

as required by Local Government (Administration) Regulation 19C and the Advisory Standard for Integrated Planning and Reporting Compliance.

#### COMMENT

To help ensure compliance with statutory regulations, these requirements should be correctly addressed.

*Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.*

UHY HAINES NORTON  
CHARTERED ACCOUNTANTS



## 2.0 SYSTEMS AND PROCEDURES

### 2.1 PURCHASING, PAYMENTS AND PAYABLES

#### OBSERVATION

We noted instances where purchase orders were raised after the invoice was received.

#### COMMENT

To help ensure adequate control over the Shire's purchases, authorised officers should be reminded to raise purchase orders at the time of authorising works/services or ordering goods.

### 2.2 MONTHLY RECONCILIATIONS

#### OBSERVATION

Our review of month end procedures revealed the following reconciliations have not been reviewed by an independent person:-

- Manual rolling reconciliation; and
- Fixed assets reconciliation.

#### COMMENT

To help ensure all sub-ledgers balance to the general ledger, all end of month reconciliations should be reviewed by a person more senior than the preparer and signed and dated as evidence of review.

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UHY HAINES NORTON  
CHARTERED ACCOUNTANTS



### 3.0 STATUS OF ADOPTION OF FAIR VALUE ACCOUNTING

**OBSERVATION**

As mandated by Financial Management Regulation 17A, a local government in Western Australia must show all of the assets in its financial report at fair value by 30 June 2015.

Implementation is to be phased in over three years from 1 July 2012 with the following minimum requirements:

- 30 June 2013 - Plant and Equipment
- 30 June 2014 – Land and buildings or Infrastructure and
- 30 June 2015 – all assets not previously fair valued during the prior two years.

Plant and equipment assets were revalued during the year ended 30 June 2013. Management intends to revalue Land and buildings during the current financial year and will revalue infrastructure assets during the year ended 30 June 2015.

During our interim audit visit, we made observations and held discussions with a view to assessing the Shire’s status in meeting the requirements and noted the following:

MAJOR TASK REQUIRED	OBJECTIVE	STATUS
Design of an overall strategy and plan.	To ensure resources are available and organised for proper implementation and hence compliance with regulations in respect to fair value reporting. This also helps to ensure external services are scoped properly.	Management has designed an overall strategy and plan for the application of FM Reg 17A and is in the process of engaging the services of an external valuer to perform a valuation of Land and Buildings for the year ended 30 June 2014.
Selection of the valuation method (including fair value hierarchy) for different classes or segmentation of assets.	To ensure the most appropriate approach and hierarchy of fair value inputs for valuation techniques are applied.	At this stage, the Shire has not engaged an external valuer.
Consideration and application of Highest and Best Use valuation principles	To help ensure proper disclosure in accordance with paragraph 93 of AASB 13 “Fair Value Measurement” i.e. if applicable, need to disclose why an asset is being used in a manner different from its highest and best use.	At this stage, the shire has not engaged an external valuer.
Review of accounting policies in respect of fair value reporting and disclosure requirements.	To ensure fair value accounting and relevant disclosure requirements are properly incorporated and adopted for financial reporting purposes.	Review of accounting policies has taken place and where necessary relevant amendments will be made.

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UHY HAINES NORTON  
 CHARTERED ACCOUNTANTS



### 3.0 STATUS OF ADOPTION OF FAIR VALUE ACCOUNTING (CONTINUED)

**OBSERVATION (CONTINUED)**

MAJOR TASK INVOLVED	OBJECTIVE	STATUS
Review of Assets Capitalisation Policy for fair value reporting purposes.	To help ensure capitalisation thresholds for different classes of assets are reasonable in terms of materiality and practicality.	Asset Capitalisation Policy for fair value purposes is being continually assessed and where necessary relevant changes will be submitted to Council for consideration and approval.
Review of current fixed assets system and records for fair value reporting purposes.	To help ensure the asset system and records are up-to-date and complete with all information required (including asset hierarchy with appropriate segmentation, condition, initial cost, previous revaluation increment and etc), prior to the commencement of the valuation. Also, this helps to ensure detailed information (i.e. initial cost recognised, fair value, annual useful life & residual value, basis and support of valuation etc) for each individual asset is adequately maintained post revaluation.	Management is in the process of reviewing the fixed assets system and records for fair value reporting purposes.

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UHY HAINES NORTON  
 CHARTERED ACCOUNTANTS





### 3.0 STATUS OF ADOPTION OF FAIR VALUE ACCOUNTING (CONTINUED)

**OBSERVATION (CONTINUED)**

In summary, Management is aware of the mandated requirements and the timing involved in adopting fair value for reporting different classes of assets. At the time of our visit, management had commenced the process for revaluation of land and buildings and indicated the services of an external valuer will be utilised.

For other classes of assets not yet revalued, management will consider and deal with the tasks as identified above in due course.

**COMMENT**

Whilst the Management decided to rely on the valuer's expertise in selecting the valuation methodology for the Shire's land & buildings, it is important to take note that it is still the Management's responsibility to carefully consider the appropriateness of the methodology used in the context of AASB 13 and the Shire's circumstances.

It is also important to ensure relevant valuation data is readily available post valuation for the Shire to calculate the depreciation of the revalued assets in the future.

We will follow up at year end with a view to ensuring fair value accounting in relation to the Shire's land and buildings has been properly addressed and recorded. We will also monitor whether adequate progress has been made in respect of other classes of assets.

*Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.*

UHY HAINES NORTON  
 CHARTERED ACCOUNTANTS



## 4.0 REMINDERS

- FBT Return to be lodged by 21 May 2014.
  - The minutes for July 2013 need to be signed by the President.
  - Fraud and Risk assessment letter to be completed and signed by the CEO and returned to ourselves by 31 May 2014 as it is required for us to complete our audit planning process.
  - As required by Audit Regulation 17, the CEO is to review and report to the audit committee on the appropriateness and effectiveness of systems and procedures relating to:
    - Risk Management;
    - Internal Controls; and
    - Legislative Compliance.
- The deadline for the first report is 31 December 2014.

*Note: This document is for audit purposes only to document matters discussed with management and is not intended to express nor imply any opinion or assurance. It should be read in conjunction with our covering letter in respect of our interim audit visit.*

UHY HAINES NORTON  
CHARTERED ACCOUNTANTS



Audit Committee Meeting - Minutes

11/06/2014

**8. CLOSURE OF MEETING**

There being no further business the Presiding Officer declared the meeting closed at 8:15pm.

"I certify that the Minutes of the Audit Committee Meeting held on 11 June 2014 have been confirmed as a true and correct record."

\_\_\_\_\_ President  
\_\_\_\_\_ Date





Appendix 4



**MINUTES  
BUSH FIRE ADVISORY COMMITTEE OF COUNCIL  
TO BE HELD ON TUESDAY 10<sup>th</sup> JUNE 2014  
AT 6:00PM IN THE COUNCIL CHAMBERS**

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- 1. DECLARATION OF OPENING AND WELCOME**
- 2. DECLARATION OF INTEREST**
- 3. ATTENDANCE**

Bakers Hill Brigade	Geoff Both
Clackline/Muresk Brigade	Blair Wilding
Grass Valley Brigade	Luke Gentle
Inkpen Brigade	Sim Kuiper
Irishtown Brigade	David Russell
Jennapullin Brigade	Aaron Smith
Southern Brook Brigade	Paul Antonio
Northam Volunteer Fire and Rescue Service	Greg Montgomery
Wundowie Volunteer Fire and Rescue Service	Apologies
Shire of Northam	Ulo Rumjantsev

**EXECUTIVE OFFICERS (NON-VOTING RIGHTS)**

Chief Bush Fire Control Officer	Garry Shepherdson
Deputy Chief Bush Fire Control Officer (East)	Rob Herzer
Deputy Chief Bush Fire Control Officer (West)	Mathew Macqueen
Department of Fire and Emergency Services	Apologies
Shire Executive Manager Development Services	Phil Steven
Shire Community Emergency Services Coordinator	Felix McQuistan

**PUBLIC GALLERY**

David Gossage	Association of Volunteer Bushfire Brigades
Deiter Bartels	Association of Volunteer Bushfire Brigades
Murray McGreggor	Irishtown Brigade
Robert Stockman	Clackline Muresk Bushfire Brigade

- 4. APOLOGIES**
- Chris Barrington
- Terry Little
- Sven Andersen (DFES)
- Michael Pasotti (DPAW)

**5. CONFIRMATION OF PREVIOUS MINUTES**

**Recommendation**

**That the minutes for the BFAC meeting held on the 8<sup>th</sup> October 2013 be received.**

Moved R Herzer Seconded B Wilding

**Carried**

**Recommendation arising from previous minutes:**

**That BFAC is held on the fourth Tuesday of June being the 23<sup>rd</sup> of June 2015 and all brigades be directed to have held their meetings by the first weekend of June 2015.**

Moved B Wilding Seconded A Smith

**Carried**

**6. AGENDA ITEMS**

**6.1 BRIGADE FIRE CONTROL OFFICERS**

Name of Applicant:	Internal Staff Report
File Ref:	5.1.3.1
Officer:	Felix McQuistan
Officer Interest	Nil
Policy:	
Voting:	Simple Majority
Date:	June 2014

**PURPOSE**

To consider recommending to Council the appointment of nominated Volunteers to the position of Fire Control Officer in accordance with the *Bush Fires Act 1954*.

**BACKGROUND**

As with previous years, all Brigades have nominated members for the position of Fire Control Officer at their Annual General Meetings in addition to the election of other brigade officers.

The nominations for the position of Fire Control Officer are forwarded via BFAC to Council for their endorsement for the pending Fire Season.

**STATUTORY REQUIREMENTS**

Council are Responsible for the appointment of Fire Control Officers in accordance Section 38 of the *Bush Fires Act 195* -

1.1.1.1.1.38. Local government may appoint bush fire control officer

- (1) *A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area – Land Use & Infrastructure – Outcome 6 – Adequate provisions for Bush Fire Protection are provided, monitored and maintained.

**BUDGET IMPLICATIONS**

Minor advertising cost associated with the appointment of the Positions.



**OFFICER'S COMMENT**

As with previous years the Positions of Fire Control Officers are put forward to Council after endorsed by BFAC. Accordingly, BFAC is requested to make a recommendation for the following positions:

Inkpen	Sim Kuiper
	Sorren Nielsen
	Clive Owen
Bakers Hill	Ulo Ramjantsev
	Steven Gray
Clackline	Mathew MacQueen
	Mathew Letch
	Blair Wilding
	Sue Brooker
	Ray Russell
Grass Valley	Richard Marris
	Phil Gentle
	Paul Reynolds
	Alf Brown
	Garry Shepherdson
Jennapullin	Aaron Smith
	Trevor Smith
	Brett Smith
Southern Brook	Paul Antonio
Irishtown	David Russell
	Robert Herzer
	Don French
Shire of Northam	Felix McQuistan

**BFAC RECOMMENDATION TO COUNCIL**

1. That Council appoint the above-nominated People to the Position of Fire Control Officer for the Shire of Northam.
2. That Council appoint 3 additional FCO's to Bakers Hill subject to their successful completion of the FCO course being
  - Chris Barrington
  - Rod McGreevy
  - Geoff Both

Moved B Wilding Seconded D Russell

**Carried**

## 6.1 FIRE BREAK ORDER

Name of Applicant:	Internal Staff Report
File Ref:	5.1.3.1
Officer:	Felix McQuistan
Officer Interest	Nil
Policy:	Fire Break Order
Voting:	Simple Majority
Date:	June 2014

### PURPOSE

To consider recommending to Council the attached Fire Break Order for the 2014-15 fire season.

### BACKGROUND

As with previous years, all Brigades have been provided the opportunity for input into the development of the Shire of Northam Fire Break Order.

In an effort to align the Shire of Northam firebreak order with best industry practice the proposed firebreak order has been amended to align with the guidelines as set out in "Planning for Bushfire Protection".

Included as an appendix is an extract of "Planning for Bushfire Protection.

### STATUTORY REQUIREMENTS

Council are Responsible for the development and enforcement of Firebreak requirements in accordance with Section 33 of the *Bush Fires Act 195* -

1.1.1.1.2.33. Local government may require occupier of land to plough or clear fire-break

- (1) Subject to subsection (2) a local government at any time, and from time to time, may, and if so required by the Minister shall, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur, give notice in writing to an owner or occupier of land situate within the district of the local government or shall give notice to all owners or occupiers of land in its district by publishing a notice in the *Government Gazette* and in a newspaper circulating in the area requiring him or them as the case may be within a time specified in the notice to do or to commence to do at a time so specified all or any of the following things —
  - (a) to plough, cultivate, scarify, burn or otherwise clear upon the land fire-breaks in such manner, at such places, of such dimensions, and to such number, and whether in parallel or otherwise, as the local government may and is hereby empowered to determine and as are specified in the notice, and thereafter to maintain the fire-breaks clear of inflammable matter;
  - (b) to act as and when specified in the notice with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire,

and the notice may require the owner or occupier to do so —

- (c) as a separate operation, or in co-ordination with any other person, carrying out a similar operation on adjoining or neighbouring land; and

- (d) in any event, to the satisfaction of either the local government or its duly authorised officer, according to which of them is specified in the notice

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

Key Result Area – Land Use & Infrastructure – Outcome 6 – Adequate provisions for Bush Fire Protection are provided, monitored and maintained.

### **BUDGET IMPLICATIONS**

Cost associated with the advertising of the Shire of Northam firebreak order.

### **OFFICER'S COMMENT**

As with previous years the BFAC is provided with an opportunity to provide feedback on the proposed firebreak order.

Attached is a copy of the proposed firebreak order, which has been amended to align with the “Planning for Bushfire Protection” document.

Specifically the amendments to the firebreak are included as below;

- Firebreak widths are amended to 3 metres in width;
- Firebreak overhead clearance of 4 metres,
- Building protection zone increased to 20 metres (previously 15 metres).

Whilst the vertical clearance is not included in the firebreak section of Planning for bushfire protection, it is included with “fire service access routes”.

It is recognised that brigades utilise firebreaks in many areas as access for appliances and an overhead clearance of the current firebreaks is needed to ensure that appliance damage is minimised and fire-fighter safety is enhanced.

Some further amendments have been made to ensure there is no ambiguity with the Fire Break Order; Amendments are in italicized and coloured in orange within the draft firebreak order as attached to this agenda.

### **BFAC RECOMMENDATION TO COUNCIL**

1. **That Council adopt the same firebreak order as the 21013-14 season for the 2014 - 2015 fire season subject to minor amendments.**

Moved D Russell

Seconded B Wilding

**Carried**

2. **That Council engage in an education campaign utilising social and other media to ensure residents are fully aware of the requirements in relation to fire with particular focus on the below points:**

- Requirement to obtain permission from the Shire to burn road verges
- The responsibility of residents to take steps to extinguish fires burning on their property.
- Firefighting services in the Shire of Northam is made up of volunteers
- Encouraging residents to become volunteers
- Road rules in respect to emergency services vehicles
- Aspects of basic fire safety for residents

Moved D Russell

Seconded G Montgomery

**Carried**

**3. Move “general advice” in relation to burning verges from the back portion of the firebreak order to a more prominent location within the firebreak order.**

Moved G Both

Seconded G Montgomery

**Carried**

**6.1 CHIEF FIRE CONTROL OFFICE AND DEPUTY (EAST)**

Name of Applicant:	Internal Staff Report
File Ref:	5.1.3.1
Officer:	Felix McQuistan
Officer Interest	Nil
Policy:	Bush Fire Administration Procedure Manual
Voting:	Simple Majority
Date:	June 2014

**PURPOSE**

To consider recommending to Council the appointment of Volunteers to the position of Chief and Deputy Chief Fire Control Officer in accordance with the *Bush Fires Act 1954*.

**BACKGROUND**

In keeping with the Harris report Recommendations to Council the officer position of Chief and Deputy Chief Fire Control Officers are to be appointed for a period of two (2) years.

As with the appointment of the Deputy (West) in 2013 there is a need to reconsider the positions of the Positions of Chief and Deputy (East)

At recent AGM’s there has been limited interest in the positions of Chief or Deputy Chief (East) and BFAC are in a position to reappoint the incumbent officers for a further term of 2 years in line with Council Policy. The positions as currently held are as listed below:

- DCBFCO WEST: Mathew Macqueen (incumbent 2013-2015)
- DCBFCO EAST Robert Herzer (Incumbent 2012-2014)
- CBFCO Garry Shepherdson (Incumbent 2012-2014)

As with Councils appointment last year the Deputy Chief and Chief Fire Control Officer positions are to be appointed for a period of two year terms however there is a requirement to appoint a Chief and Deputy (East) for a 2 year term.

**STATUTORY REQUIREMENTS**

Council are Responsible for the appointment of Fire Control Officers in accordance Section 38 of the *Bush Fires Act 195* -

1.1.1.1.3.38. Local government may appoint bush fire control officer

- (1) *A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those*



*officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area – Land Use & Infrastructure – Outcome 6 – Adequate provisions for Bush Fire Protection are provided, monitored and maintained.

**BUDGET IMPLICATIONS**

Minor advertising cost associated with the appointment of the Position.

**OFFICER'S COMMENT**

As the appointment of the Chief Fire Control Officer with previous years, the Position of Deputy Chief are put forward to Council after endorsed by BFAC. Accordingly, BFAC is requested to make a recommendation for the following position:

Deputy Chief Fire Control Officer East	Robert Herzer
Chief Bushfire Control Officer	Garry Shepherdson

**OFFICER RECOMMENDATION**

- 1. That Council appoint the above-nominated Fire Control Officers to another term of two years in their respective positions.**

Moved D Russell Seconded G Montgomery

**Carried**

**6.4 BRIGADE MEMBERSHIP AND AVAILABILITY**

Name of Applicant:	Internal Staff Report
File Ref:	5.1.3.1
Officer:	Felix McQuistan
Officer Interest	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	June 2014

**PURPOSE**

To recommend to Council an avenue to increase the Capacity for the Shire of Northam to combat fires.

**BACKGROUND**

Brigades have highlighted considerable hurdles in relation to their capacity to attend bushfire incidents during the fire season in particular brigades have highlighted shortfalls of available members during business hours, in addition to hurdles being faced recruiting and retaining volunteers to join brigades.

Many volunteer organisations are reporting similar reducing trends in volunteerism throughout the state and a collaborative approach is required to overcome the difficulties faced by brigades and emergency services throughout the district.

This is a complex and un-isolated issue and there is a need to develop a long-term strategy that will improve the capacity of brigades to respond to emergency incidents.

It has been suggested that to enable the brigades to develop a plan for improving delivery of services it would be beneficial to engage a contractor to conduct some market research in relation to volunteerism in the shire of Northam. With the data provided this would enable the brigades to assist in the development of a volunteer retention and recruitment strategy.

**STATUTORY REQUIREMENTS**

*Bush Fires Act 1954*

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area – Land Use & Infrastructure – Outcome 6 – Adequate provisions for Bush Fire Protection are provided, monitored and maintained.

**BUDGET IMPLICATIONS**

There will be a nominal cost to Council to engage a contractor to conduct a review of the issues faced by the shire in relation to recruiting members minimal direct cost implications to the local government in the establishment of a VFS brigade, Although there may be a nominal reduction in ESL funding it should be in line with the reduction on operating costs relevant to a brigade.

**OFFICER’S COMMENT**

Many volunteer services are experiencing issues in relation to recruiting and retaining active volunteers, it is pertinent to develop an in depth understanding of the issues faced by the Shire of Northam in recruiting and retaining volunteers with the ultimate objective to develop and implement a volunteer recruitment and retention strategy.

## **BFAC RECOMMENDATION**

- 1. That Council engage the Association of Volunteer Bush Fire Brigades to develop a volunteer recruitment strategy, in conjunction with Shire staff, incorporating a community survey.**

Moved D Russell

Seconded B Wilding

**Carried**

- 2. That Shire outside staff are to be trained in firefighting (Introduction to Fire Fighting and Bush fire Fighting) and are to be made available during business hours where reasonable.**

Moved G Both

Seconded G Montgomery

**Carried**

## 6.5 DEVELOPMENT OF VOLUNTEER FIRE SERVICES BRIGADE

Name of Applicant:	Internal Staff Report
File Ref:	5.1.3.1
Officer:	Felix McQuistan
Officer Interest	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	June 2014

### PURPOSE

To consider making a recommendation to Council in relation to converting a brigade into a VFS brigade under the direct management of DFES under an MOU.

### BACKGROUND

The Shire of Northam has received some interest from brigade members to be managed directly by DFES. There is currently a three year trial underway in the Kimberly and furthermore the emergency services legislation review currently being undertaken by DFES indicates a strong possibility that this will be available as an option to brigades and Local Government in the future.

A recommendation of the 2005 Community Development and Justice Standing Committee (CDJSC), was for the review and amalgamation of Fire and Emergency Services Legislation (*Bush Fires Act 1954, FESA Act 1998 and the Fire Brigades Act 1942*). Further to this, CDJSC also recommended that legislation also be amended to enable DFES (*FESA at the time*) to enter into an agreement with Local Government to manage the Operation and administration of Bush Fire Brigades.

### **Recommendation 55**

*The emergency services legislation is to provide for FESA and local government to enter into an agreement for the purpose of local government transferring the following responsibilities to FESA on a permanent basis:*

- *Emergency incident control;*
- *Bushfire Brigade operations and administration; and*
- *The determination and administration of the ESL, in relation to the capital and recurring costs associated with the Bushfire Brigades.*

Although the legislation does not currently enable DFES to manage bushfire brigades DFES have taken steps in the past (where all parties concerned agree) to manage brigades by way of an MOU utilising the development of a Volunteer Fire Services Brigade. In cases where this has occurred the Bushfire brigade has been disbanded however the VFS brigade are put in place utilising existing infrastructure and equipment. Generally for this to occur the VFS unit profile is amended to include a role in addition to bushfire such as Offensive structural (Breathing apparatus) or road crash (RCR) capacity to meet the growing needs of the community.

### STATUTORY REQUIREMENTS

*Bush Fires Act 1954*

*FESA Act 1998*

*Fire Brigades Act 1942*

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

Key Result Area – Land Use & Infrastructure – Outcome 6 – Adequate provisions for Bush Fire Protection are provided, monitored and maintained.

## **BUDGET IMPLICATIONS**

There should be minimal direct cost implications to the local government in the establishment of a VFS brigade, although there may be a nominal reduction in ESL funding it should be in line with the reduction on operating costs relevant to a brigade.

## **OFFICER'S COMMENT**

Although the legislation is not currently in place for Local Governments to hand control of bushfire brigades to DFES, it is clear that there are alternate options for brigades to come under the control of DFES.

Within VFS brigades there is a requirement for considerable increased commitment from the unit members due to the need to provide an enhanced service level (Structural / RCR) training in addition to refresher training and an increased level of minimum training competencies to satisfy DFES requirements.

Although DFES provide a higher level of expectations on the unit members there is generally a positive outcome in regards to service delivery due to the enhanced skills within the brigade. Further to this DFES have shown a willingness to provide an increased level of funding to VFS brigades when compared with LG BFB's due to the enhanced nature of the Unit's role.

Although the Shire of Northam has not received a formal request for DFES to manage a brigade, it would be appropriate for the BFAC to consider development of a VFS as an option.

## **BFAC RECOMMENDATION**

**BFAC recommend to Council that where a brigade wish to be under the control of DFES that they be given the opportunity to trial the proposal utilising the development of a VFS brigade or other appropriate model**

Moved D Russell Seconded P Antonio

Motion Defeated 4/5

**6.6 DFES LEGISLATION REVIEW**

Name of Applicant:	Internal Staff Report
File Ref:	5.1.3.1
Officer:	Felix McQuistan
Officer Interest	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	June 2014

**PURPOSE**

To consider making a recommendation to Council in relation to developing a stance on the concept paper into the Legislation review currently underway by DFES.

**BACKGROUND**

A recommendation of the 2005 Community Development and Justice Standing Committee (CDJSC), was for the review and amalgamation of Fire and Emergency Services Legislation (*Bush Fires Act 1954, FESA Act 1998 and the Fire Brigades Act 1942*). Further to this, CDJSC also recommended that legislation also be amended to enable DFES (*FESA at the time*) to enter into an agreement with Local Government to manage the Operation and administration of Bush Fire Brigades.

**STATUTORY REQUIREMENTS**

*Bush Fires Act 1954*  
*FESA Act 1998*  
*Fire Brigades Act 1942*

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area – Land Use & Infrastructure – Outcome 6 – Adequate provisions for Bush Fire Protection are provided, monitored and maintained.

**BUDGET IMPLICATIONS**

There are numerous and complex cost implications with the proposal to change the legislation including the LGGs budget (ESL) in addition to potential implications in respect to state and local government funding arrangements.

**OFFICER’S COMMENT**

The full DFES concept paper that has been released and brigades have been provided a copy of the full paper for their information, in addition to this WALGA have released a “Local Government Summary” which is included as an attachment to this agenda. Having reviewed the draft LG position paper it is apparent that the concept paper has been reviewed at considerable length and a clear position has been suggested in relation to many of the topics.

**BFAC RECOMMENDATION**

BFAC advised that the review was beyond their understanding and they were unable to provide a recommendation to Council.

**7. DISCUSSION TOPICS**

**7.1 ESL Budget Initial Offer Received \$105,000.**

**7.2 Inkpen BFB land acquisition**

There was discussion regarding the progress of the land acquisition for the proposed Inkpen fire shed, the land survey has been completed, awaiting Department for Land to accept the survey and issue a title, once this occurs there is a need for the land to be cleared to make way for the proposed shed.

It was highlighted that the LGGS (ESL) grant scheme specifically prohibits earthworks from expenditure within the ESL budget, accordingly there is a need for alternate funding to be found within the Shire of Northam budget for earthworks.

**BFAC RECOMMENDATION**

**Council allocate funds to cover the cost of earthworks on the identified site for the Inkpen Brigade Shed, as it is not an eligible expense in accordance with the LGGS (ESL) guidelines.**

Moved S Kuiper Seconded D Russell

**Carried**

**8. GENERAL BUSINESS**

The ownership of the property where the Clackline Light tanker is ordinarily housed has changed, as such the farmer who used to monitor its use and maintain its safety is moving from the area. The brigade has requested that in an effort to increase security of the appliance there will now be a need to lock the fire shed.

Accordingly, the brigade have requested that a persona access (PA) door with combination lock be installed in the fire shed on Smith road.

**BFAC RECOMMENDATION**

**Council allocate Funds for the installation of a PA door with Combination lock for the fire shed on Smith Road to ensure that the appliance can be appropriately secured.**

Moved B Wilding Seconded A Smith

**Carried**

**BFAC RECOMMENDATION**

The Committee discussed the need for a Fire Control Officer (FCO) meeting prior to the next fire season, and recommended a suitable date.

**That an FCO meeting be held prior to the fire season on the 7<sup>th</sup> October 2014**

Moved B Wilding Seconded A Smith

**Carried**

Three years ago funding was secured through the ESL for the installation of a concrete hard stand to the front of the Bakers Hill fire shed, with the assistance of the brigade and Wooroloo prison the hard stand was installed. Currently there is no suitable crossover to the roadway and the brigade have requested that the area between the fire shed hardstand and the roadway be bituminised and a tree that is centrally located on the verge be removed to improve access and eliminate erosion issues face by the brigade during rainstorms.

**BFAC RECOMMENDATION**

**That Council allocate funds to remove a tree and bituminise a crossover for the Bakers Hill fire shed to enable suitable access to the site**

Moved G Both Seconded D Russell

**Carried**

Discussion was held regarding harvest bans during the restricted burning period and the application of the harvest ban on those days. It was suggested that harvest bans are not to be implemented after Australia day unless the prevailing weather required the bans to be imposed as generally the public holidays after Australia day are during the restricted burning period and the weather has provided a lower fire danger than at the peak of the fire season.

**BFAC RECOMMENDATION**

**That harvest bans after the Australia day long weekend be imposed based upon weather readings**

Moved B Wilding Seconded D Russell

**Carried**

- Discussion was held regarding the enforcement process regarding people burning carelessly, BFAC were advised to contact the Rangers where this has occurred
- A donation of drinking water was supplied by BGC to the brigades (2 pallets of drinking water)
- The Inkpen brigade advised that it had installed a water tank adjacent to the entry to BGC quarry on great southern highway BGC will keep the tank full and signage is needed for the tank
- Brigades were advised that the DFES conference is to be held on 3<sup>rd</sup> October and the Volunteers association has the capacity to fund some brigade members if they wish to attend.
- There is a need for keys to be issued to FCO's to access the standpipes during emergencies.
- Permit conditions were discussed and the need to consider smoke over the roads was highlighted, Topic to be considered more in depth at the FCO meeting.

**9. NEXT MEETING SCHEDULED**

**Next meeting to be held on Tuesday the 14<sup>th</sup> October 2014**

**10. DECLARATION OF CLOSURE**

This meeting was closed at 9 pm.