



Shire of Northam

Heritage, Commerce and Lifestyle

SHIRE OF NORTHAM

**MINUTES OF THE
ORDINARY COUNCIL MEETING
HELD
5:30 PM
WEDNESDAY
16 JULY 2014**

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MINUTES
COUNCIL MEETING HELD ON 16 JULY 2014

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**Ordinary Meeting of Council held in the Council Chambers on WEDNESDAY,
16 JULY 2014 at 5:30 pm**

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1. OPENING AND WELCOME

The Shire Deputy President, Cr T M Little declared the meeting open at 5.30pm

2. DECLARATION OF INTEREST

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Lot 378 (11) Fairway Bend, Northam Place of Worship	13.2.2	Cr J Williams	"Indirect Financial"	A member of the congregation of the proposed development has a business relationship with my husband
Application to keep 4 dogs	13.2.1	Cr R Tinetti	"Proximity"	Owns a rental house adjacent to the applicant
LOT 378 (11) Fairway Bend, Northam – Place of Worship	13.2.2	Cr Hughes	"Financial"	I am involved with the purchase of a building from Wheatbelt Steel which is owned by Bill Draffin

3. ATTENDANCE

COUNCIL

Councillors

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

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
Planning Officer

J B Whiteaker
C D Kleyhans
J McGready
P B Steven
D R Gobbart
C B Hunt
B E Southee
C Wynn

GALLERY

There were 12 members of the public in attendance at the meeting.
One member of the Media was present

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4. APOLOGIES

5. LEAVE OF ABSENCE PREVIOUSLY APPROVED

5.1 LEAVE OF ABSENCE

Cr Tinetti – May 28, 2014 to July 20, 2014 (note: Cr Tinetti has indicated he will be in attendance at the July 16 meeting)

Cr Steve Pollard – July 12, 2014 to 19 July, 2014

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr D Hughes has applied for a leave of absence between the following dates: Saturday 9 August to Sunday 17 August 2014 inclusive.

RECOMMENDATION /COUNCIL DECISION

Moved: Cr Head
Seconded: Cr Saunders

**That Cr D Hughes be granted leave of absence between the following dates:
Saturday 9 August to Sunday 17 August 2014 inclusive**

CARRIED 9/0

7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

8. PUBLIC QUESTION TIME

9. PUBLIC STATEMENT TIME

• Donna Prytulak (President Northam RSL)

In relation to item 13.4.2 the RSL would request ownership of the paintings to use for promotions, fund raising and various exhibitions e.g WW1 exhibition, WW11 exhibition, Navy, Army and Airforce etc.

The RSL have storage for these paintings and ready access at a moment's notice to exhibit what they want, when they want.

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Going through external ownership is confusing, cumbersome, time consuming and could jeopardise the collection and damage individual pieces taking them from storage to vehicles to gallery. It is so much easier and efficient for the RSL to have full control and ownership of the collection.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS

11. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

11.1 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION/COUNCIL DECISION

Minute No. C2237

Moved: Cr Head

Seconded: Cr Llewellyn

That the minutes of the meeting held Wednesday, 18 JUNE 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 2)

RECOMMENDATION/COUNCIL DECISION

Minute No. C2238

Moved: Cr Beresford

Seconded: Cr Hughes

That Council receives the minutes of the Community Safety Committee Meeting held June 26, 2014.

CARRIED 9/0

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11.3 ADOPTION OF THE RECOMMENDATIONS OF THE COMMUNITY SAFETY COMMITTEE (APPENDIX 2)

RECOMMENDATION/COUNCIL DECISION	
Minute No. C2239	
Moved: Cr Beresford	
Seconded: Cr Llewellyn	
That Council:	
1.	Allocate \$1,000.00 in the 2014/15 Draft Budget for the implementation of outcomes recommended by the Committee.
2.	Holds a workshop to commence the development of a new Community Safety and Crime Prevention Plan.
3.	Appoint a facilitator for the Community Safety Committee workshop to develop a new Community Safety and Crime Prevention Plan.
CARRIED 9/0	

12. ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION

12.1 PRESIDENTS REPORT – ORDINARY COUNCIL MEETING - WEDNESDAY 16th July 2014

<u>Visitations and Consultations</u>	
20/6/14	WALGA Avon Midlands Country Zone meeting in Wongan Hills
22/6/14	Avon Valley Arts Eisteddfod week opening
26/6/14	Northam Chamber of Commerce meeting
27/6/14	Northam Country Club lunch – Minister Davies guest speaker
29/6/14	Avon Valley Arts Eisteddfod closing concert
1/7/14	ABC Regional Radio interview re: Super Town progress
2/7/14	Community Law and Order Forum – Councillors attended
6/7/14	Northam BMX State Championships
9/7/14	Radiowest monthly interview
<u>Upcoming Events</u>	
21/7/14	Water Corporation stakeholders meeting in York
31/7/14	Restart Your Street presentation
1/8/14	Avon Descent Street Parade

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2/8/14	Avon Descent Day #1
3/8/14	Avon Descent finish at Bayswater
6/8/14	Local Government Week - WALGA AGM
7/8/14	Local Government Week Day #2
7/8/14	Yongah Hills IDC meeting
8/8/14	Local Government Week Day #3
8/8/14	AVAS Art Awards opening night
11/8/14	AROC meeting in Toodyay

Shire Budget

There are a 2 budget workshops proposed for Councillors in mid-July and the aim is to adopt the 2014/15 budget by mid-August after differential rates have been advertised.

State Government Health investment

The State Government has announced this week that \$46.1m will be spent on upgrading the Northam Regional Hospital. The Wundowie Nursing Post will also share in \$108.8m in refurbishments. The funding for these refurbishments comes from Royalties for Regions via the Southern Inland Health Initiative (SIHI) initiative which commenced in 2011 with a 5 year program.

Regional Development Minister Terry Redman announced that there will be a renal dialysis unit built and enhancement to the already existing cancer treatment centre as well as major upgrades to the emergency department to cater for the expected increased demand over coming years. Due to final design and tendering, construction is expected to commence in August 2015 and take almost 2 years to complete.

Minimising disruption to the functioning of the hospital during the construction phase will be one of the challenges to manage.

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13. REPORTS OF OFFICERS

The Presiding Member, Cr Little, advised the meeting that he intended to bring two items listed in the agenda forward for consideration of Council due to the attendance at the meeting of a number of interested persons.

Cr Williams and Cr Hughes declared their interests in this item and departed the Chambers at 5.39pm

13.2.2 LOT 378 (11) FAIRWAY BEND, NORTHAM – PLACE OF WORSHIP

Name of Applicant:	Bill Draffin
Name of Owner:	Northam City Room Gospel Trust
File Ref:	A15035 / P1860
Officer:	Phil Steven/Bronwyn Southee
Officer Interest	Nil
Policy:	Local Planning Scheme No. 6 ("LPS6") Local Planning Policies
Voting:	Simple Majority
Date:	27 June 2014

PURPOSE

The Shire of Northam has received an application for proposed development and land use being a brick/masonry building to be utilised as a Place of Worship.

The application is being referred to Council for consideration as the subject site is zoned Residential, the proposed land use is an 'A' use and was referred out for public comment where objections were received.

BACKGROUND

Background of key dates and determinations:

The following table outlines key dates regarding this application:

Date	Item/Outcome
6 May 2014	Planning Application received by the Shire.
3 June 2014	Application was advertised to adjoining neighbours, placed on Council website and a sign was erected onsite.
8 June 2014	Application undergoes internal DCU assessment.
24 June 2014	Advertising period closes.
27 June 2014	Report prepared for Council's consideration.

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The Proposed Application

Lot 378 is a regular rectangular shaped vacant lot measuring approximately 71.07 metres by 30.36 metres making up an area of approximately 2180m². The site is located within a residential subdivision known as the Fairways Green Estate.

The applicant is proposing to construct a Place of Worship building with the dimensions of approximately 23 metres x 15 metres (345m²). The building contains a meeting hall, foyer, store room, carport and toilet facilities. The applicant has confirmed that the building will not require kitchen facilities. The building has been designed with a residential type appearance to be sympathetic with the surrounding residential built form.

The proposed hours of operation are Monday nights between 6pm - 6:45pm and Sunday mornings between 6am – 7am. Additionally, the building may be used occasionally on Friday nights between 7:30pm - 8:30pm and Sunday afternoons.

The proposed building will be utilised as a local community meeting place for prayer sessions as an alternative to the formal Place of Worship located on Duke Street, Northam.

A similar application for a Place of Worship was referred to Council for consideration at its Ordinary Meeting held 21 July 2010, where Council resolved to approve the application subject to conditions.

STATUTORY REQUIREMENT

The site is approximately 2180m² and zoned 'Residential R5' under the provisions of LPS6. The proposed application for a 'Meeting Hall' is classified as a 'Place of Worship' under the Local Planning Scheme No 6's list of definitions and is listed as an 'A' use within the Residential zone under the Zoning Table of Local Planning Scheme No 6 (LPS6).

An 'A' use means that the use is not permitted unless the Local Government has exercised its discretion by granting planning approval after giving special notice in accordance with Clause 9.4 of LPS6. As this use is a discretionary use, in order for Council to make a determination to either approve or refuse this application it must take Matters to be considered by the Local Government into consideration as detailed below.

10.2 Matters to be Considered by Local Government

The local government, in considering an application for planning approval, is to have due regard to such of the following matters as are in the opinion of the local government relevant to the use or development the subject of the application -

- (a) *the aims and provisions of the Scheme and any other relevant local planning schemes operating within the Scheme area;*
- (b) *the requirements of orderly and proper planning including any relevant proposed new local planning scheme or amendment, or region scheme or amendment, which has been granted consent for public submissions to be sought;*
- (c) *any approved State Planning Policy of the Commission;*
- (d) *any approved environmental protection policy under the Environmental Protection Act 1986;*

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- (e) *any relevant policy or strategy of the Commission and any relevant policy adopted by the Government of the State;*
- (f) *any Local Planning Policy adopted by the local government under clause 2.4, any heritage policy statement for a designated heritage area adopted under clause 7.2.2, and any other plan or guideline adopted by the local government under the Scheme;*
- (g) *in the case of land reserved under the Scheme, the ultimate purpose intended for the reserve;*
- (h) *the conservation of any place that has been entered in the Register within the meaning of the Heritage of Western Australia Act 1990, or which is included in the Heritage List under clause 7.1, and the effect of the proposal on the character or appearance of a heritage area;*
- (i) *the conservation of any place that has been entered into the Aboriginal Sites Register and any provisions of the Aboriginal Heritage Act 1972 (AHA) and the effect of the proposal on the character or appearance of the culturally significant site;*
- (j) *the compatibility of a use or development with its setting;*
- (k) *any social issues that have an effect on the amenity of the locality;*
- (l) *the cultural significance of any place or area affected by the development;*
- (m) *the likely effect of the proposal on the natural environment and any means that are proposed to protect or to mitigate impacts on the natural environment;*
- (n) *whether the land to which the application relates is unsuitable for the proposal by reason of it being, or being likely to be, subject to flooding, tidal inundation, subsidence, landslip, bush fire or any other risk;*
- (o) *the preservation of the amenity of the locality;*
- (p) *the relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;*
- (q) *whether the proposed means of access to and egress from the site are adequate and whether adequate provision has been made for the loading, unloading, manoeuvring and parking of vehicles;*
- (r) *the amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*
- (s) *whether public transport services are necessary and, if so, whether they are available and adequate for the proposal;*
- (t) *whether public utility services are available and adequate for the proposal;*
- (u) *whether adequate provision has been made for access for pedestrians and cyclists (including end of trip storage, toilet and shower facilities);*
- (v) *whether adequate provision has been made for access by disabled persons;*
- (w) *whether adequate provision has been made for the landscaping of the land to which the application relates and whether any trees or other vegetation on the land should be preserved;*
- (x) *whether the proposal is likely to cause soil erosion or land degradation;*
- (y) *the potential loss of any community service or benefit resulting from the planning approval;*
- (z) *any relevant submissions received on the application;*

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- (aa) *the comments or submissions received from any authority consulted under clause 10.1.1; and*
- (bb) *any other planning consideration the local government considers relevant.*

Public Consultation

Public Consultation was undertaken in accordance with section 9.4 of LPS6. Public Consultation commenced on 3rd June 2014 and closed on 25th June 2014. The required advertising period in accordance with LPS6 was 14 days, however it was extended to 21 days. The proposal was advertised on the Shire's website, sign onsite and was available for inspection at the Shire offices. During this period 13 submissions were received in total which comprised of 12 objections, 1 submission and a petition containing 54 signatures objecting to the 'Place of Worship' (refer to attachment for a summary of the submissions).

The submissions generally raised concerns in relation to car parking, increased traffic and noise. These issues have discussed in the attached schedule of submissions and officers comments below.

Building, Health and Engineering.

This application was referred internally to building, environmental health and engineering staff for comment who provided the following comments in relation to effluent disposal, crossover and the site being designated as a public building.

Maximum Occupancy

The floor area of the meeting place room is approximately 110.25m², however when assessed in accordance with Part D1.13 of the BCA which determines usable space the floor area equates to 81m² therefore limits the occupancy to a maximum of 81 people (1 person per 1m² – In accordance with Part D1.13 of the BCA). The proposed building complies with Council's Local Planning Policies in relation to size and construction materials.

Effluent Disposal

The applicant has advised that it is its preference to connect into the local reticulated sewer system which can be accessed from the rear of this site. It is the Shire's preference for this to occur as due to topographical reasons some of the sites find it difficult to connect to septics.

Should it be determined that the site cannot be connected to reticulated sewer then it is recommended that an ATU be installed for the site.

Disabled Access

The applicant has specified that the building will be designated for community purpose, therefore, in accordance with the Building Code of Australia (BCA), accessible facilities are required. The application details steps to the front entrance; an access way is required to be

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provided for less abled people from the main points of a pedestrian entry at the allotment boundary in accordance with Part D3.2 of the BCA.

Pedestrian Entry/Exits

Exits must be separated from vehicle access ways by suitable barriers such as bollards for safety reasons as required by BCA.

Vehicles Access Point

The site will be accessed by a crossover which will be designed to the satisfaction of the Manager of Engineering. Vehicles enter the site through the front carport, which is approximately 5.3m wide, in addition to this there is a gated site access way next to the carport which is 4.5m wide allowing vehicles to entry and exit the site at the same time.

Car Parking Requirements

Table 3 of LPS6 requires 1 car parking bay for every 4 persons accommodated by the Place of Worship, therefore the minimum number of car parks required is 21 spaces (based on 81 people). The proposal has shown twenty seven (27) car bays including one (1) disabled car parking bay which could accommodate 108 people however, based on the determined usable area being 81m² and the maximum occupancy being limited to 81 persons at any one time, the applicant is proposing an excess of 6 bays.

In addition to meeting the required number of car parking bays as per LPS6, the applicant has advised that many local community members that will attend the Place of Worship live within walking distance of the site (refer to attachment). Therefore, it is considered ample car parking has been provided in accordance with section 5.13 of LPS6.

Due to the residential amenity of the local area, it is considered that the 27 bays proposed is in excess to what is required in the Scheme, therefore Council could consider advising the applicant to reduce the number of bays and landscape the area instead. A larger landscaped area would also provide a greater area of irrigation if an ATU is required to be installed.

Fairway Bend

Fairway Bend is classified as a Local Road and currently is under the jurisdiction of the Shire of Northam.

During the public consultation period Main Roads WA has provided the following comments:

Main Roads Western Australia (MRWA) has determined that the proposed new religious meeting hall will not have an adverse impact on the MRWA network and therefore advises no objection to the proposal.

CONFORMITY WITH COMMUNITY STRATEGIC PLAN

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Goal - Provide an environment that enhances and builds on the liveability of the Shire.

Approval of this development will result in an additional facility for a Place of Worship being made available to the Brethren community that resides in the Shire of Northam.

BUDGET IMPLICATIONS

Cost of the application and advertising fees total \$640.00.

OFFICER'S COMMENT -

The building has been designed in such a manner so that it appears from the road frontage as a residential building. The car parking is located to the rear of the lot with vehicle access provided through a gated entrance and carport along the northern boundary of the site. The plans indicate that there will be twenty seven (27) car bays located on the site and in addition to this the subject site is located in close proximity to many of the church member's local residences, reducing vehicle reliance and encouraging walkability.

The notion of a Place of Worship 'use' located within a residential area is not uncommon; in particular the proximity of religious buildings to members of its congregation is an important element when religious groups consider the construction of a religious facility. The location and design of the specific building needs to ensure that it does not impact on the amenity of the local area.

The creation of a sense of place through the incorporation of community facilities in residential areas such as local corner stores, churches, café's etc, creates a sense of community and allows local residents to meet and socialise.

The provisions of LPS6 allow Council to grant planning approval for such a facility subject to Public Consultation and consideration of the objectives of the Scheme. The Public Consultation process has received 13 submissions in total which comprised of 12 objections, 1 submission and a petition containing 54 signatures objecting to the 'Place of Worship' (refer to attached summary of the submissions) based on concerns relating to impacts upon the amenity of the residential area including: increased traffic movements, lighting of the proposed car parking facilities, reduction in property value and increased noise during hours of operation.

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Traffic Increase/Car parking

The proposed 'Place of Worship' if approved would be utilised a maximum of 4 times a week for short periods of time as detailed in the application for approval. The applicant has specified that there will be 8 families attending this facility and when weather permits at least 4 of these families are within walking distance to the facility.

As detailed above, LPS6 has a required number of car parking bays for varying land uses. Due to the description of the proposed development it has been classified as a 'Place of Worship' in accordance with LPS6 definitions. A 'Place of Worship' is defined as follows;

"Means premises used for religious activities such as church, chapel, mosque, synagogue or temple"

The proposal due to its nature of people meeting for religious purpose has been classified as this, however, the applicant has confirmed that it will be a much lower impact than a standard church as its intention and design is for a smaller more localised community to meet as an alternative to travelling & using the primary building on Duke street all the time.

Car parking within the scheme is based on a standardised process based on number of people to be accommodated which is determined due to the floor space, as the public building can be occupied by 81 persons, 21 bays are required in accordance with the Scheme. It is considered due to the applicant detailing that no way near that number of bays will be required, Council could consider a recommendation to the applicant to reduce the number of bays required to 21 in accordance with Scheme requirements and opt for a larger landscaped area in its place. This could help reduce the hard stand surface at the rear of the site and also more accurately reflect the intended localised use of this building.

It is considered that traffic will not be increased greater than normally experienced in a developed residential area.

Lighting/security

Concerns were raised regarding flood lighting or bright lighting impacting adjoining residences. The applicant has detailed that the facility will not have any lighting greater than normally required for a standard residence.

The site will be secured from the general public, gated at the front to block unauthorised access to the rear parking area. A security system will be installed and there will be 3 Trust members who will have keys to the building, one of which lives next door to the site.

Noise

Certain community noise is exempt under the Environmental Protection (Noise) Regulations 1997. This includes Noise emitted from an assembly convened solely for the purpose of divine worship where-

- a) the noise is not bell ringing or calls to worship; and

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- b) the premises on which the worship takes place is used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood;

This exemption does not prevent noise from being managed by the remainder of the Noise Regulations if the noise is not produced in a reasonable manner, such that it either meets the usual requirements or does not unreasonably interfere with the health, welfare, convenience, comfort or amenity of the people living nearby.

It is considered that this proposal is low impact enough that it would not create noise impact more than generally experienced within a residential area.

Property Value

Property value or reduction of property value is not a valid planning consideration in accordance with Section 10.2 of LPS6 - Matters to be considered by the Local Government when determining a planning application.

Based on the comments above and compliance with LPS6 and it is recommended that Council approve the application for Place of Worship (meeting hall) on Lot 387 Fairway Bend.

OFFICER RECOMMENDATION/COUNCIL DECISION

Minute No. C2240

Moved: Cr Head

Seconded: Cr Rumjantsev

1. That Council grant planning approval for a meeting hall (Place of Worship) and the construction of an building (approximately 23 metres x 15 metres) with associated parking bays on a property zoned "Residential R5" located at Lot 378 (11) Fairway Bend subject to the following conditions:
 - a) The parking areas, driveways and points of ingress/egress being designed, constructed, drained and marked, and thereafter maintained to the specification and satisfaction of the Chief Executive Officer, prior to the issue of a Building Permit. These works are to be done as part of the building program;
 - b) The applicant provide an amended site plan detailing 21 car bays including 1 disabled bay and a larger landscaped area to the satisfaction of the Chief Executive Officer.
 - c) All stormwater to be collected on site and disposed of in accordance with a drainage plan prepared by the applicant and submitted for approval by the Chief Executive Officer before installation. Installation of the stormwater drainage system is to be part of the building program;
 - d) A suitably screened refuse bin area with wash down facilities to be provided to the Chief Executive Officers satisfaction;

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- e) Landscaping is to be designed, planted and maintained to the satisfaction of the Shire in accordance with a landscaping plan submitted by the applicant and approved by the Chief Executive Officer prior to installation. Landscaping is to be planted before the building is occupied;
- f) All car parking for the property being contained on site. No parking on verges or street parking shall be permitted.
- g) Hours of operation of the site (with the exclusion of cleaning & building maintenance) are limited to;
- | | |
|----------------|-------------------------------|
| Monday night's | 5.30pm-7.30pm; |
| Friday night's | 7pm-9pm; |
| Sunday | 5.30am-8am and 2.30pm-6.30pm. |
- h) All vehicles are to be parked in the designated car parking area at the rear of the property at all times;
- i) No vehicle over 4.5tonne is to be parked at Lot 378 Fairway Bend, Northam.
- j) The building is required to be registered as a public building under the Health (Public Buildings) Regulations 1992.
- k) Air conditioning units to be positioned to the satisfaction of the Shire to minimise the noise impact on other dwellings;
2. That the applicant be provided with the following advice notes:
- (a) The applicant / builder is to liaise with the Executive Manager Engineering Services relating to requirements for the location and construction of the property crossover onto Fairway Bend and drainage of the site.
- (b) The applicant is to connect the building to the Water Corporation's reticulated sewer system in consultation with the Water Corporation. Should connection to the reticulated sewer no be achievable then on site effluent disposal is to be installed to the satisfaction of the Chief Executive Officer.
- (c) This development has been defined as a public building and shall comply with the provisions in the Health Act 1911 relating to public building regulations. An application to construct, extend or alter a public building is to be submitted with the building permit application.
- (d) A building permit being obtained prior to the commencement of any works.
- (e) The application is required to comply with Amendment 13 – Energy efficiency measures of the Building Code of Australia.

CARRIED 4/3

Cr's Beresford, Tinetti & Llewellyn voted against the motion

- Cr Head spoke to the motion

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- Cr Beresford spoke against the motion – opposing location, whilst being supportive of proponent, in the context of.
 - Amenity
 - Submissions received – traffic issue, disrupting amenities.
- Cr Rumjantsev spoke for the motion – indicating that he had formed the view that the matters raised in the various submissions had been satisfactorily addressed
- Cr Tinetti spoke against the motion - opposing location, whilst being supportive of proponent.
 - Amenity.
 - Submissions received – traffic issue, disrupting amenities.
- Cr Saunders spoke for the motion – comfortable that proposed conditions satisfy the issues raised.
- Cr Llewellyn spoke against the motion – believes current owners in the area need to be recognised and supported.
- Cr Head closed debate

Cr Williams and Cr Hughes returned to the Chambers at 6.05pm.

Ms C Wynn left the meeting at 6.05pm

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No	Submitter	Summary of Submission	Summary of Submission	Applicants Response	Officers Comment
1	Surrounding Landowner	A high risk of reducing value and desirability of surrounding properties due to noise and congestion. Also, a risk of safety and evacuation.	Fairways Green Estate is a prestigious sought after estate with a peaceful and beautiful outlook, it is not a commercial area, 27 car bays with in and outgoing traffic with early morning meetings will bring noise and congestion and change the estate, bring the value of the land and houses down. The lifestyle of peace and tranquillity that the estate now offers will be greatly compromised. (6am Sunday meetings). The risk of evacuation for fire, earthquakes or emergencies in a residential built up area is another factor that needs to be considered. If 27 cars are trying to evacuate from 11 Fairway Bend as well as the neighbours in the street then this could be a disaster and the plans show no consideration of this. If this is allowed to go ahead then it opens the question up for other landowners in the street to build other such developments. This is a residential area and a project like this is better to be set up in a commercial area, this will do irreparable damage to the value of Fairways Green and Northam needs quality	<p>There is certain council requirements for a building this size as far as parking is concerned - We wont be utilising all available car park spaces.</p> <p>There is 8 households that will be attending the Fairway Bend Hall each Monday night and Sunday am, and 2 of these would always walk as they are within 50m of the property. This means there will only be 6 car bays used out of the 27 at these times. In summer time there would be more like 4 households walking, and only 4 driving.</p> <p>The advice we received was that a place of worship would not be approved in a Commercial zoning.</p>	Noted. The proposed number of 21 car bays was determined in accordance with Table 3 of LPS 6, the applicant has detailed that the number of bays required by the scheme is way in excess of what is required, on this basis it is considered that Council should request the applicant to submit a revised plan removing the extra 6 parking bays proposed and replace bays with appropriate landscaping. In addition to this, access to the site is through the designated carport/garage which is approximately 5.3m wide, although standard dual way access is 6m wide, in the case of an emergency 5.3m wide does allow for 2 vehicles to pass each other, the rear of the site can also be accessed through the side gate. Any proposed land use for any zone including residential zoned properties is determined in accordance with Table 1 of Local Planning Scheme No 6, the proposed 'Place of Worship' is listed as an 'A' use in residential areas ('D' in commercial) under the Scheme which

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			<p>residential estates to attract and keep valuable community members.</p>	<p>We believe that the quality and appearance of this building will actually enhance the street and increase value of nearby properties as it will look like a good quality modern home.</p> <p>There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only 24 vehicle 'movements'.</p> <p>It is interesting to note that a next door neighbour to our other Hall on Goomalling Road commented 3 weeks after we had started using the hall "when are you guys going to start</p>	<p>means the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with clause 9.4. The subject application has been advertised in accordance with Section 9.4 of LPS6 and is now being referred to Council for final consideration.</p>
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				<p><i>using the hall?"</i></p> <p>He had no idea that we had even started using the hall!</p> <p>Traffic is not an issue as stated by MRWA. This development does not replace our main Duke Street Hall - it is just what we call a local hall. On the odd occasion (estimated once or twice per month on a Sunday afternoon or Friday evening) there will be approx. 10 - 12 additional vehicles and these will predominantly use Gillet Dve instead of Wood Dve. The car numbers at these times would be significantly less than those that attend the Country Club on a Friday afternoon or Sunday afternoon. (we understand that up to 45 cars utilise the Country Club at these times).</p>	
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2	Surrounding Landowner	Affected as an owner of a property for several reasons: traffic, parking, turning of large vehicles, septic, toilets, noise and street lighting.	We object due to: 1) Increased traffic in a residential area will be significant. 2) Insufficient parking is provided for a large volume of visitors. 3) No parking has been provided for larger vehicles or buses which will promote on verge or street parking. No turning facilities are provided for coach buses or vehicles of that size. 4) No planning listed for septic system on existing plans to accommodate large amounts of toilets and amenities. 5) Excessive noise being created outside allowed noise period being 6am Sunday mornings. 6) Lighting levels in a residential area will be significantly higher than as per normal residential dwelling.	<p>There is certain council requirements for a building this size as far as parking is concerned - We wont be utilising all available car park spaces.</p> <p>There is 8 households that will be attending the Fairway Bend Hall each Monday night and Sunday am, and 2 of these would always walk as they are within 50m of the property. This means there will only be 6 car bays used out of the 27 at these times. In summer time there would be more like 4 households walking, and only 4 driving.</p> <p>The advice we received was that a place of worship would not be approved in a Commercial zoning.</p> <p>We believe that the quality and appearance of this building will actually enhance</p>	<p>That the submission is noted.</p> <p>1. The applicant has detailed that the facility will be predominately used by 8 families at a time, some of which live in walking distance to the proposed 'Place of Worship' therefore, it is considered any traffic generated by this proposal would not be greater than what is normally experienced in a residential area.</p> <p>2. The proposed 27 bays is in excess of what is required in accordance with LPS6. The applicant has confirmed that the proposed 'Place of Worship' patronage is eight families, some of which can walk to the site from their homes.</p> <p>3. It is considered that the noise created from this proposal is not any more than is normally experienced in a residential zone. In addition to this, the proposal was assessed against the Environmental Protection Noise Regulations 1997 and it is considered to comply.</p> <p>4. Should Council grant approval, a condition is recommended to be imposed requiring all stormwater to be contained on site.</p> <p>5. Effluent disposal is assessed through a separate application process, however, the</p>
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				<p>the street and increase value of nearby properties as it will look like a good quality modern home.</p> <p>There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only 24 vehicle 'movements'.</p> <p>It is interesting to note that a next door neighbour to our other Hall on Goomalling Road commented 3 weeks after we had started using the hall "when are you guys going to start using the hall?" He had no idea that we had even started using the hall!</p>	<p>applicant has advised of its intention to connect to the local reticulated sewer system, alternatively the applicant has been advised that it will need to install an ATU.</p>
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				<p>Traffic is not an issue as stated by MRWA. This development does not replace our main Duke Street Hall - it is just what we call a local hall. On the odd occasion (estimated once or twice per month on a Sunday afternoon or Friday evening) there will be approx. 10 - 12 additional vehicles and these will predominantly use Gillet Dve instead of Wood Dve. The car numbers at these times would be significantly less than those that attend the Country Club on a Friday afternoon or Sunday afternoon. (we understand that up to 45 cars utilise the Country Club at these times).</p>	
3	Surrounding Landowner	Inappropriate facility for residential area, safety &	We purchased our block of land and built our family home in Fairway Bend as this is a residential area. This facility that is proposed to	We believe that the quality and appearance of this building will actually enhance	That this submission and attached petition is noted. The subject application is considered to be an

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		<p>lifestyle interruptions</p>	<p>be built is not residential and does not belong in this area. It will impact greatly on the homes within the area. There is also the possibility of this affecting property values in the future. This is a family friendly area with many children around. The number of vehicles that would utilise this facility will make our quite, safe street into an unsafe and noisy street from all the additional vehicles. The increase of traffic and speed of some drivers will impede on our children being able to play safely out the front of our houses. There is more appropriate land around the Shire of Northam that is more suitable for this type of facility! The number of car bays that are proposed for the facility is quite a lot and what will happen if more cars come to the facility than what it can hold?? Are they going to park up and down the street imposing on other properties around? From the flyer that was dropped off by the Plymouth Brethren which informed us of how often this facility would be used, how can you ensure that this would not be increased to more times during the week in the future? They have advised it will be used Sunday mornings between 6am-</p>	<p>the street and increase value of nearby properties as it will look like a good quality modern home.</p> <p>There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only 24 vehicle 'movements'.</p> <p>Its important to note that there is currently 2 vehicles that go past this property for our 6am service in a different location - once this hall is built this will become one only.</p> <p>We are very conscious of residents concern regarding noise</p>	<p>appropriate use within the residential zone. Proposed hours of operation will be managed through a condition on planning approval.</p>
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			<p>7am - this time is inappropriate for additional traffic in a quite residential area, Monday and Friday nights - what lighting would be used in the car park area? How can you guarantee that it won't go longer and there be excessive noise? It doesn't matter what type of facility that would have been proposed for this area. Whether it is for another church group, a scout hall or whatever this is not an appropriate area for this facility. This is RESIDENTIAL and we want to keep it that way!</p>	<p>on Sunday am, however we make a special effort to be as quite as possible at these times, and it is interesting to note that a next door neighbour to our other Hall on Goomalling Road commented 3 weeks after we had started using the hall "when are you guys going to start using the hall?" He had no idea that we had even started using the hall!</p> <p>We won't be utilising all available car park spaces - there is certain council requirements for a building this size. There is plenty of onsite parking available - we won't need to park on the street.</p> <p>Traffic is not an issue as stated by MRWA. This development does not replace our main Duke Street Hall - it is just what we call a local hall. On the</p>	
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				<p>odd occasion (estimated once or twice per month on a Sunday afternoon or Friday evening) there will be approx. 10 - 12 additional vehicles and these will predominantly use Gillet Dve instead of Wood Dve. The car numbers at these times would be significantly less than those that attend the Country Club on a Friday afternoon or Sunday afternoon (we understand that up to 45 cars utilise the Country Club at these times).</p> <p>Any yard lighting would be similar to what would be used in a normal back yard. No flood lights on poles will be used.</p>	
4	Surrounding Landowner	Petition received signed by 53 people, covering letter specifies	We the undersigned (see petition) object for the following reasons: 1) The proposed development will impact on the safety and amenity of the residents in the area due to the high volume of traffic generated by the	1) There is 8 households that will be attending the Fairway Bend Hall each Monday night and Sunday am, and 2 of these would always walk as they	That the submission is noted. 1. The applicant has detailed that the facility will be predominately used by 8 families at a time, some of which live in walking distance to

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	<p>concerns in relation to safety, amenity, parking, stormwater run-off from car park, noise and sewerage.</p>	<p>proposal. The information accompanying the proposal states that up to 50 people will visit the development, which will dramatically increase the volume of traffic on otherwise quiet residential access roads. 2) The parking provided on-site, being only 27 bays is considered to be inadequate to service the number of anticipated visitors and is likely to result in on street and verge parking. This will decrease the safety of road users and inconvenience local residents. 3) The noise associated with the cars parking (engines revving, doors closing etc.) directly adjacent to residential dwellings will adversely impact on the residential amenity of the area, especially as it is proposed for one of the regular meetings to take place at 6am on a Sunday morning. 4) The substantial amount of hard surfacing required for the car parking will result in a high amount of storm water run-off. As it is proposed to direct this run-off into the road reserve nearby properties may be impacted by flooding. 5) The proposed location of the development is not connected to Shire sewer. The proposal states that up to 50 people will visit the development, requiring all sewer and wastewater to be disposed on the property. The information accompanying the proposal does not indicate how this will be addressed. In summary, the proposed location, being a quiet residential street, is not suitable for a house of worship due to the high volume of</p>	<p>are within 50m of the property. This means there will only be 6 car bays used out of the 27 at these times. In summer time there would be more like 4 households walking, and only 4 driving.</p> <p>There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only 24 vehicle 'movements'.</p> <p>2) We won't be utilising all available car park spaces - there is certain council requirements for a building this size. There is plenty of onsite parking available - we won't need to park on the street.</p> <p>3) There will be no more car door slamming or engine</p>	<p>the proposed 'Place of Worship' therefore, it is considered any traffic generated by this proposal would not be greater than what is normally experienced in a residential area. 2. The proposed 27 bays is in excess of what is required in accordance with LPS6. The applicant has confirmed that the proposed 'Place of Worship' patronage is eight families, some of which can walk to the site from their homes. 3. It is considered that the noise created from this proposal is not any more than is normally experienced in a residential zone. In addition to this, the proposal was assessed against the Environmental Protection Noise Regulations 1997 and it is considered to comply. 4. Should Council grant approval, a condition is recommended to be imposed requiring all stormwater to be contained on site. 5. Effluent disposal is assessed through a separate application process, however, the applicant has advised of its intention to connect to the local reticulated sewer system, alternatively the applicant has been advised that it will need to install an ATU.</p>
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			<p>anticipated visitors and associated negative impacts of noise, decreased road safety and general loss of residential amenity. It is requested that the Shire refuses the application for planning approval and directs the proponents to find a location more suited to a house of worship.</p>	<p>revving than what would normally be experienced at an average house.</p> <p>It's important to note that there is currently 1 vehicle that goes past this property for our 6am service in a different location - once this hall is built this will not change at all.</p> <p>We are very conscious of residents concern regarding noise on Sunday am, however we make a special effort to be as quiet as possible at these times, and it is interesting to note that a next door neighbour to our other Hall on Goomalling Road commented 3 weeks after we had started using the hall "when are you guys going to start using the hall?" He had no idea that we had even started using the hall!</p> <p>4) All storm water handling and discharge will comply with council requirements.</p> <p>5) We will be utilising the deep sewer - we won't</p>	
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				need a septic system.	
5	Surrounding Landowner	<p>1) This is a quiet location 2) There's already two meeting halls in Northam that I know of 3) Increased traffic</p>	<p>1) The reason we purchased the land at Fairway Bend was that we were chasing a quieter location from where we were at Gordon St. If we wanted more noise/vehicle movements etc. we would have bought on Fitzgerald St. 2) There's already two Brethren meeting halls in Northam that we know of, why do we need a third one in a quiet area of town? 3) The increased traffic movements on meeting days/nights is not warranted for the area. If you check how many vehicles are parked on the side of the road and behind the Town Hall during meetings you will find there's a lot of traffic movement. That's not warranted in a residential area with a rural outlook.</p>	<p>There are 8 households that will be attending the Fairway Bend Hall each Monday night and Sunday am, and 2 of these would always walk as they are within 50m of the property. In summer time there would be more like 4 households walking, and only 4 driving.</p> <p>There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only 24 vehicle 'movements'.</p> <p>We are aware of the parking issues at our main Duke</p>	<p>That the submission is noted.</p> <p>The proposal is for an ancillary facility to the primary 'Place of Worship' facility located on Duke street, to cater for the local community located around Fairways Green estate. Please refer to Officers comments above.</p>

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				Street hall, and that's why we have made sure that we have plenty of parking for this small local 'satellite' hall. This Fairway Bend Hall is not a replacement for our Duke Street hall, and will not have the same numbers. Out of 27 car parking bays we will normally only be utilising 6 of them.	
6	Surrounding Landowner	Owner of property	Against building of new religious meeting hall in new residential areas. This was also rejected a few years ago also, no changes to my decision.	No response necessary	That the submission is noted.
7	Surrounding Landowner	Increased traffic in Wood Drive and Fairway Bend	We chose to build in this area as a quiet residential area for families. Building a Church Hall in Fairway Bend will increase traffic in Wood Drive & Fairway Bend. The streets are not very wide here so when they have busloads of people come in to their church, parking will be limited. There are many areas in Northam where a Church would not be out of place but in this area it is not ideal. I hope the Shire will look at this seriously.	There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only	That the submission is noted. Please refer to Officers comments above.

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				<p>24 vehicle 'movements'.</p> <p>Its important to note that there is currently 1 vehicle that goes past this property (on Wood Drive) for our 6am service in a different location - once this hall is built nothing will change. (will still be one car).</p> <p>We are very conscious of residents concern regarding noise on Sunday am, however we make a special effort to be as quite as possible at these times, and it is interesting to note that a next door neighbour to our other Hall on Goomalling Road commented 3 weeks after we had started using the hall "when are you guys going to start using the hall?" He had no idea that we had even started using the hall!</p> <p>Traffic is not an</p>	
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				<p>issue as stated by MRWA. This development does not replace our main Duke Street Hall - it is just what we call a local hall. On the odd occasion (estimated once or twice per month on a Sunday afternoon or Friday evening) there will be approx. 10 - 12 additional vehicles and these will predominantly use Gillet Dve instead of Wood Dve. The car numbers at these times would be significantly less than those that attend the Country Club on a Friday afternoon or Sunday afternoon (we understand that up to 45 cars utilise the Country Club at these times).</p> <p>There will never be large buses or coaches utilised.</p> <p>The 27 car par bays are more than adequate.</p>	
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8	Main Roads, PO Box 333, Northam	No objection	Main Roads Western Australia (MRWA) has determined from the information provided that the proposed new religious meeting hall will not have an adverse impact on the MRWA network and therefore advise no objection to the proposal.	No response necessary	That the submission is noted.
9	Surrounding Landowner	Strongly concerned about re-sale of house. Proposal doesn't belong in residential area.	We strongly believe that it would affect re-sale of our house in the future. We have spoken to people around town who have said they would be hesitant to buy here with a big hall in the area. This is a residential area and therefore a big hall we believe doesn't belong here! We have been advised that this hall is not for everyone to use, just the 1 group of people. With a hall in the area it would increase traffic movement, which can then become more unsafe for children in the area and makes our quiet area too busy. With a big 27 bay car park they would need to adequately light up the area and so therefore they would probably have big flood lights which are extremely bright through windows. (There are already couple of flood lights being used in the area which are really bright and annoying!) We also didn't appreciate one of their members knocking on our front door	We believe that the quality and appearance of this building will actually enhance the street and increase value of nearby properties. There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only 24 vehicle 'movements'. Once this hall is	That the submission is noted. LPS6 section 10.2 details matters to be considered by Council when determining a planning application, property value of which is not a listed consideration. Please refer to Officers comments listed above.

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			<p>and asking us to sign with approval their own different proposal. We felt extremely pressured to approve this proposal! However we did not sign this as we disapprove!! We are also concerned that this hall will be used for other functions/parties/gatherings and not just meetings as specified! I doubt that the council or the religious group could guarantee that this would not happen!! Residential areas are for Residential living!!</p>	<p>built there will be 2 cars going past this property to attend the hall.</p> <p>We are very conscious of residents concern regarding noise on Sunday am, however we make a special effort to be as quiet as possible at these times, and it is interesting to note that a next door neighbour to our other Hall on Goomalling Road commented 3 weeks after we had started using the hall "when are you guys going to start using the hall?" He had no idea that we had even started using the hall!</p> <p>Traffic is not an issue as stated by MRWA. This development does not replace our main Duke Street Hall - it is just what we call a local hall. On the odd occasion (estimated once or twice per month on a Sunday afternoon</p>	
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				<p>or Friday evening) there will be approx. 10 - 12 additional vehicles and these will predominantly use Gillet Dve instead of Wood Dve. The car numbers at these times would be significantly less than those that attend the Country Club on a Friday afternoon or Sunday afternoon (we understand that up to 45 cars utilise the Country Club at these times).</p> <p>Any yard lighting would be similar to what would be used in a normal back yard. No flood lights on poles will be used.</p> <p>This hall will only be attended by whole families & used for the purpose as stated on our submission brochure - there will be no parties / disco's etc of any description at any time.</p>	
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10	Surrounding Landowner	<p>My wife and I are currently building a new home at Lot 358 - 23 Putting Rise. We purchased this block and are building in this location as it was deemed residential. It is a nice quite place with nice views. If this building goes ahead it will become a non-residential area which is noisy and busy; which is the exact opposite of why we chose this area.</p>	<p>This area is residential and should not be changed just to suit a certain group of Religious people. This meeting hall is not a home and should be built elsewhere. I believe if the meeting hall is allowed to go ahead this area will become a very noisy and busy place. As a meeting place it will also attract a larger number of people to this building at all times of the day or night. Are there going to be more floodlights in the parking area to bother people at night time? eg. One would have to question the timing of this application as very little time has been given to neighbours/objectors to put in their submissions. It all seems very rushed as though this proposal is being pushed through rather quickly. I ask the question as to why this group requires another Meeting Hall in Northam as they already have 2 such venues. Is the Meeting Hall in Duke St. closing? There are no existing fences to the left and rear of the property as stated on the plans. If this proposal does go ahead my wife and I will be very disappointed with the Council's decision.</p>	<p>There is no change to the zoning at all - nothing 'special' is being done for the Brethren.</p> <p>There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only 24 vehicle 'movements'.</p> <p>We are very conscious of residents concern regarding noise on Sunday am, however we make a special effort to be as quiet as possible at these times, and it is interesting to note that a next door neighbour to our other Hall on Goomalling Road commented 3</p>	<p>That the submission is noted.</p> <p>The proposed 'Place of Worship' is an 'A' use within the Residential zone, advertising for public consultation was undertaken in accordance with section 9.4 of LPS6. In addition to satisfying the required advertising period as specified in LPS6, the Shire of Northam extended public advertising by a week and advertised the proposal on the website. Please refer to Officers responses above in relation to other comments.</p>
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				<p>weeks after we had started using the hall <i>"when are you guys going to start using the hall?"</i></p> <p>He had no idea that we had even started using the hall!</p> <p>Traffic is not an issue as stated by MRWA. This is just what we call a local hall that will normally be used just twice per week (Monday evening & Sunday am).</p> <p>This hall does not replace Duke Street hall.</p> <p>On the odd occasion (estimated once or twice per month on a Sunday afternoon or Friday evening) there will be approx. 10 - 12 additional vehicles and these will predominantly use Gillet Dve instead of Wood Dve. The car numbers at these times would be significantly less</p>	
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				<p>than those that attend the Country Club on a Friday afternoon or Sunday afternoon (we understand that up to 45 cars utilise the Country Club at these times).</p> <p>Any yard lighting would be similar to what would be used in a normal back yard. No flood lights on poles will be used.</p> <p>We will do the fences once the hall is built.</p>	
11	Surrounding Landowner	Owner occupier of 26 Fairway Bend - Not suitable for residential zoning and issues with traffic, parking, lighting and noise	Proposed Religious meeting hall is not suitable for the present residential zoning. 1) Increased traffic, increased on road overflow parking will reduce the quality of peace and quite to the surrounding homes. 2) Lighting - concerns of security lighting & spotlighting etc. that will impact on neighbouring properties. 3) Increase of noise to the Residential area.	There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only 24 vehicle 'movements'.	That the submission is noted.

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				<p>We are very conscious of residents concern regarding noise on Sunday am, however we make a special effort to be as quiet as possible at these times, and it is interesting to note that a next door neighbour to our other Hall on Goomalling Road commented 3 weeks after we had started using the hall <i>"when are you guys going to start using the hall?"</i> He had no idea that we had even started using the hall!</p> <p>Traffic is not an issue as stated by MRWA. This is just what we call a local hall that will normally be used just twice per week (Monday evening & Sunday am).</p> <p>Its important to note that there is currently 1 vehicle that goes past this property (on Fairway Bend) for</p>	
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				<p>a Church service in a different location - once this hall is built nothing will change. (will still be one car).</p> <p>Any yard lighting would be similar to what would be used in a normal back yard. No flood lights on poles will be used.</p>	
12	Surrounding Landowner	Private citizen & property owner - noise & traffic concerns	<p>I purchased a block in the estate to build a home for my family. I was led to believe it would continue to be a quiet estate. I already live in the area and have witnessed members from the same religious group driving rather fast in groups of three and four to each other's house. Its seems to be the same time each night. I am concerned that the same behaviour will become larger with more people and vehicles involved, if a meeting hall was allowed to be built on the estate. I am concerned this will increase the danger to other occupiers. Is the meeting hall going to be used daily? I am lead to believe there is already a meeting building/hall at the entrance to the estate.</p>	<p>We believe it will continue to be very quiet as we will only be having little gatherings at this hall.</p> <p>There will be no impact on the peace & quiet of the area. If a normal household dwelling was built instead of this hall you would have approx. 2 vehicles going in & out of the property three times every day - this would be 42 vehicle 'movements' every week. With 6 vehicles coming & going twice a week this is only 24 vehicle 'movements'.</p>	<p>That this submission is noted.</p> <p>The subject site is zoned residential, the proposed 'Place of Worship' if approved by Council would be an approved land use of the site that is deemed consistent with the residential intent of the area.</p>

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				<p>Traffic is not an issue as stated by MRWA. This is just what we call a local hall that will normally be used just twice per week (Monday evening & Sunday am). It will definitely not be used every day.</p>	
13	Surrounding Landowner	<p>Property owner - 9 Fairway Bend. Excessive noise due to larger than normal traffic both foot & vehicles. Main concern is the lack of privacy and security of large amounts of people coming and going. A church is a misfit for the concept of this estate.</p>	<p>Parking will become a problem up and down the street, hence safety of children is a consideration. This is a small street, people have moved into this estate for the peace & tranquillity that is offered, the coming & going of people consistently puts a stop to quiet enjoyment of our property.</p>	<p>We won't be utilising all available car park spaces - there is certain council requirements for a building this size. There is plenty of onsite parking available - we won't need to park on the street.</p> <p>There will be fences erected that will afford the same level of privacy as a normal house - it won't look or be any different.</p> <p>This is just what we call a local hall that will normally be used just twice per week (Monday evening & Sunday am). There will not be constant 'coming & going' as the hall will not be used every day.</p>	<p>That this submission be noted. Should Council approve this application it is recommended that the approval be conditioned to require all vehicles to park at the rear of the site to avoid any additional street congestion.</p>

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DEVELOPMENT PROPOSAL
PLYMOUTH BRETHREN MEETING HALL



Dear Resident,

A Development Application is soon to be lodged with the Northam Shire Council proposing a new place of worship for the Brethren Community at **11 Fairway Bend, Northam**.

This leaflet is to inform nearby residents of what is proposed, show what the Hall will look like, and provide answers to some questions that residents may have.

Q: HOW OFTEN WILL IT BE USED AND AT WHAT TIMES OF THE DAY?

A: The Meeting Hall will be primarily used on Monday nights between 6pm – 6:45pm and Sunday mornings between 6am – 7am. There may also be the occasional meeting on a Friday night from 7:30pm – 8:30pm and an occasional gospel sermon on a Sunday afternoon. There will be ample on-site parking for all of our meetings

Q: HOW MANY PEOPLE WILL USE IT AND WHAT WILL THEY USE IT FOR?

A: The Meeting Hall is only small (main room inside is approx. 100 sq metres) and will normally be used by less than 50 people at a time. It will be used primarily for Holy Communion & Prayer, and for Bible discussion with Church members – both young & old. Our meetings are very quiet occasions attended by whole families, and no business activities, parties or functions involving loud music or disco's will be held on the premises

Q: WHAT WILL IT LOOK LIKE?

A: Architecture will be consistent with the quality & appearance of the nearby houses, and landscaping will be well maintained at all times. The picture at the top of this page shows the design and what it will look like.

Q: HOW LONG WILL IT TAKE TO BUILD AND WHO DO WE CONTACT IF WE HAVE A QUESTION AT ANY STAGE?

A: We aim to get Council approval and start building by 30th June 2014, and complete by end 2014. Local Suppliers will be used in the construction and maintenance wherever possible. We welcome constructive feedback – if you have any concerns or questions please contact one of our Community members listed below.

FOR MORE
INFORMATION
ON OUR BELIEFS,
PLEASE VISIT



www.plymouthbrethrenchristianchurch.org

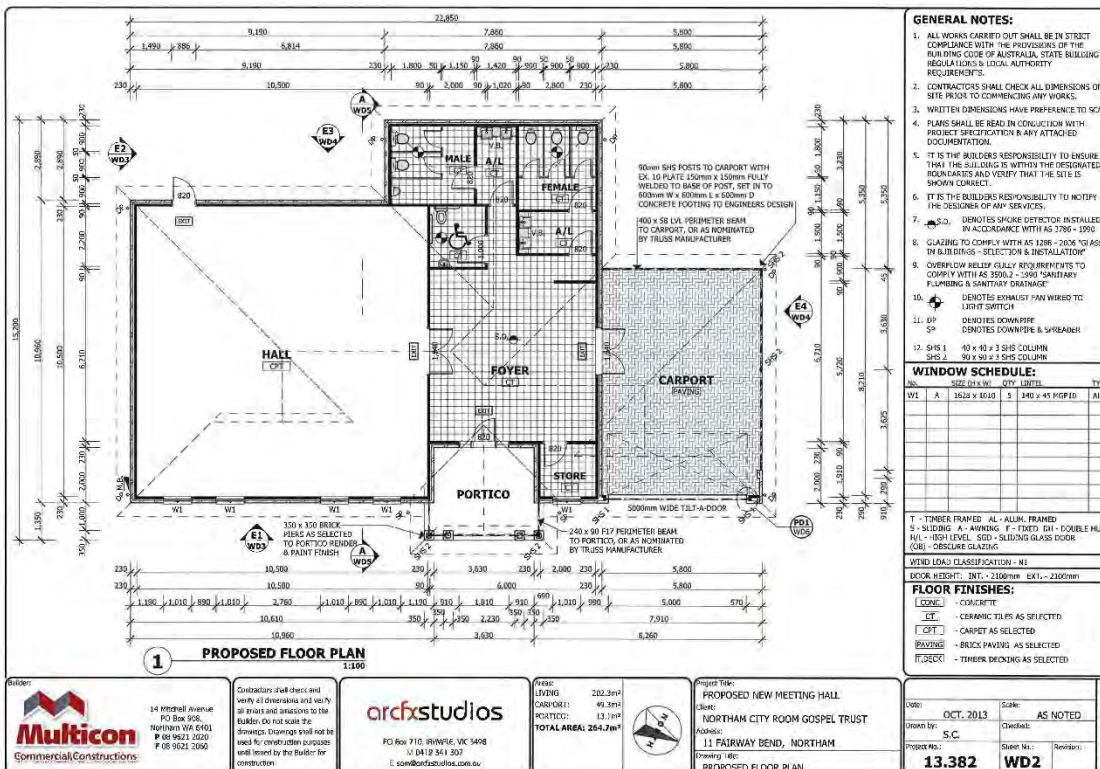
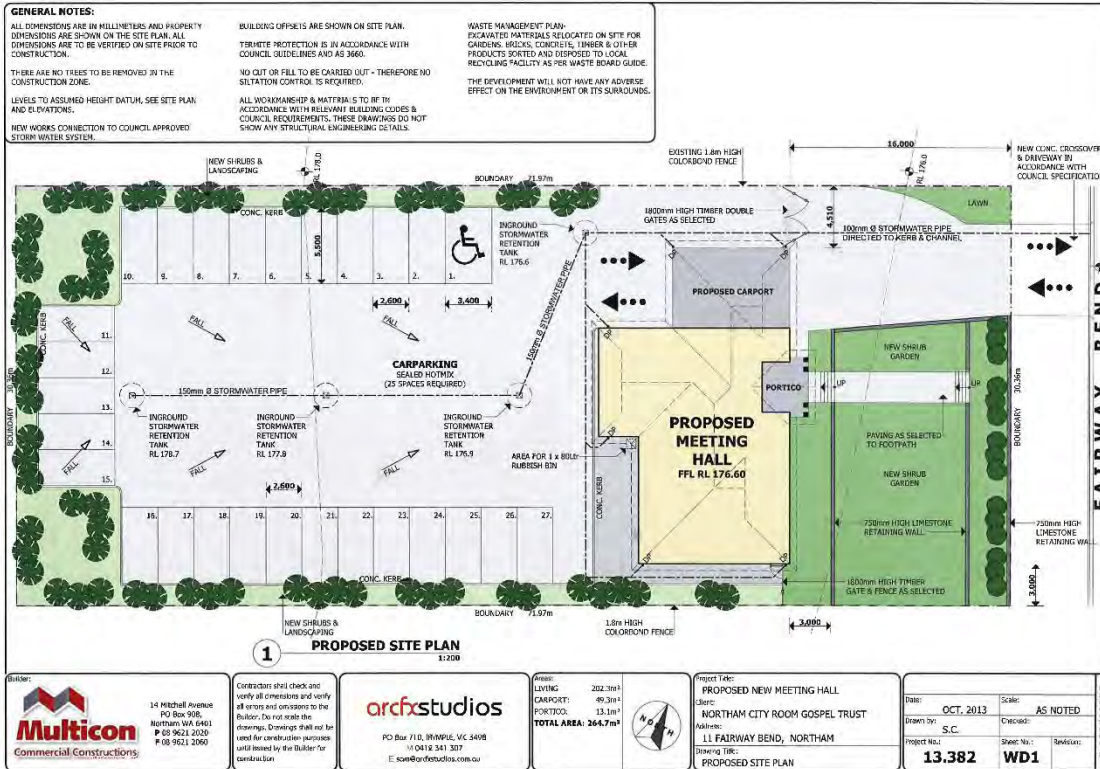
Richard Bagshaw
t. 0488 034 050
e. richard.bagshaw@abcpro.com.au

Jerry Davies
t. 0458 220 897
e. jerry@multicon.net.au

Geoff Fawkes
t. 0448 839 674
e. geoff.fawkes@awpgroup.com.au

Bill Draffin
t. 0458 218 411
e. bill.draffin@wbsgroup.com.au

SHIRE OF NORTHAM MINUTES COUNCIL MEETING HELD ON 16 JULY 2014



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13.4.2 RSL FUNDING FOR ANZAC CENTENARY PROJECTS

Name of Applicant:	RSL
Name of Owner:	N/A
File Ref:	2.1.3.2
Officer:	Jean M ^c Gready/Annique Gray
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	26 June 2014

PURPOSE

For Council to consider the allocation of funds from the Anzac 100 Year Commemoration Budget allocation for additional projects proposed to be carried out by the Northam Returned Services League (RSL); namely the purchase of a military themed art collection, upgrading of the rear courtyard into a Memorial /Peace garden and the hosting of a military event to commemorate the 100th anniversary of the raising of the 10th Light Horse Regiment in Western Australia.

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 2013/14 Budget for the Anzac 100 Year Commemoration, and an additional \$68,500 has been recommended for inclusion in the 2014/15 Budget. To date, just over \$11,000 has been approved by Council for expenditure by the RSL for the erection of the War Memorial (to be funded by Federal Government Grant), the upgrading of the Northam WW1 Roll of Honour and the inscriptions/name plates for the RSL Honour Boards.

Council has also determined to allocate up to \$120,000 for the commissioning of a statue of Hugo Throssell. Hugo Throssell, son of George Throssell, was born in Northam and was awarded a Victoria Cross after the battle at Hill 60 during the Gallipoli campaign. Quotes received for the commissioning of a bronze life size statue range from \$75,000 to \$200,000.

The RSL has subsequently progressed the planning for a number of additional Anzac Centenary Commemorative Projects as follows:

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Purchase of Military Art Collection for Public Display

The Northam RSL has been offered the opportunity to purchase 80 oil paintings depicting war scenes from the Boer War (1899 – 1902) to the Vietnam War (1962 – 1975). The paintings are by well-known local artist Anne Ashman and are framed over timber ready for hanging, with each depicting a story. The purchase price of \$5,000 includes all copyright.

The RSL intend to display the collection as part of their Anzac Centenary commemoration events, including the Military event proposed in October 2014, as well as making them available for display at other locations during the official commemoration period (to 2018). Other proposals include the development of a publication depicting the art work and displaying the images on street banners during the Anzac Centenary.

Upgrading of War Memorial & Garden

The RSL has gradually been upgrading the rear courtyard of the Remembrance Wall, with the intent to make it a peaceful place for reflection. To date a fence and gazebo have been installed, and work on the garden has commenced.

The RSL propose to create a gated opening in the rear wall of the memorial to provide access and linkage to the garden at the rear. This will also require the relocation of some of the plaques, and whilst quotes are still being requested from builders, the estimated cost for this project is \$5,500.

100 Year 10th Light Horse Commemoration

The RSL is proposing to commemorate the 100th anniversary of the raising of the 10th Light Horse Regiment in Western Australia during October 12 2014.

From Monday 6th to Saturday 10th October the RSL will host a display of photographs and memorabilia of the Avon Valley 10th Light Horse Regiment, as well as the original 10th Light Horse Regiment guidon (on loan from the Fremantle Army Museum). Also on display would be the Anne Ashman art collection.

The RSL propose to host a major military display in Bernard Park on Sunday 12 October between 9am and 4pm. The display will include military vehicles and equipment as well as actors in period military uniforms and mounted riders. The Combined Districts Concert Band and the Army Band (to be confirmed) will perform, and there will be food and drink available, as well as free entertainment for children.

At 12:30 pm there will be a re-enactment of the A Squadron 10th Light Horse Regiment receiving the Freedom of Entry to Northam in 1979. The parade of vehicles, bands and military personnel will commence at the western end of Fitzgerald Street and proceed to Grey Street and into Bernard Park.

Organisations involved in the event include:

- Northam RSL

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- 10th Light Horse Regiment (currently serving)
- 13 Brigade Australian Army - consisting of
 - Headquarters 13th Brigade
 - 'A' Squadron, 10th Light Horse Regiment
 - 7th Field Battery, Royal Australian Artillery
 - 13th Field Squadron
 - 109th Signals Squadron
 - 11th/28th Battalion, Royal Western Australia Regiment
 - 16th Battalion, Royal Western Australia Regiment
 - 13th Combat Services Support Battalion
- Royal Australian Air Force
- Australian Army Band
- Combined District Concert Band
- Fremantle Army Museum
- Avon Valley 10th Light Horse display
- Bunbury 10th Light Horse Memorial Troop
- Military section of WA Vintage Vehicle Association
- Military re-enactors and associated equipment
- Restored military jeep group
- Northam Girl Guide Association
- Royal Australian Armoured Corp Association
- Lions Club of Northam
- Northam Theatre Group

Estimated cost for the hosting of the event are as follows:

Transport of M113 Armoured Personnel Carrier and Bren Gun Carrier	\$3300.00
Travel for performance fee Combined District Concert Band	\$1900.00
PA hire	\$700.00
Professional photographer	\$850.00
Road closure	\$1200.00
Avon Valley 10th Light Horse Regiment display	\$500.00
Marketing & Promotion	\$10,000.00
Venue Hire	\$500.00
Children's activities	\$1800.00
TOTAL	\$20,750.00

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STATUTORY REQUIREMENTS

Nil

BUDGET IMPLICATIONS

The Shire of Northam 2013/14 Budget has an allocation of \$68,500 toward the Anzac Centenary commemorations, of which \$11,141.80 has to date been approved for expenditure by the RSL with unspent monies being carried forward.

The 2014/15 Budget has yet to be finalised, but previous indications have been that the total allocation for the Anzac Centenary commemorations is to be \$137,000. Of this, council has allocated up to \$120,000 for the commissioning of a statue of Hugo Throssell

The requests by the Northam RSL for the purchase of the art collection, upgrading of the War Memorial site and 100 Year commemoration of the 10th Light Horse Brigade total \$31,250.00.

Quotes received for the commissioning of the Hugo Throssell statue vary from \$75,000 to \$200,000 plus installation, with the total cost of a quality statue, including installation, achievable for \$85 – 90,000 therefore this request will have no budget implications.

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

Whilst the purchase of the art collection was not included in the original projects proposed to be undertaken by the RSL, it is a unique opportunity to enhance the Northam Anzac Centenary commemorations; as well as providing a resource for further exhibitions and sharing of stories.

The recognition of the raising of the 10th Light Horse in Western Australia is the premier event of the Northam Centenary commemorations, and the RSL has invested significant resources and effort into the planning of the event. Whilst a relatively low cost event due to the significant volunteer resources, it has potential to be a major event on the Northam and Western Australian calendar of events. Its success however will be reliant on an effective promotional campaign, and hence the significant financial allocation to marketing and promotion.

The proposal for the modifications and upgrading of the memorial site through the creation of an accessible memorial/peace garden will significantly enhance the memorial precinct, providing a place for reflection by family and the wider community. It is recommended that

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works be subject to final approval by the Chief Executive Officer to ensure all building approvals and safety considerations are addressed.

The quotes obtained for the Hugo Throssell statue are all from well-known artists who have work installed throughout Western Australia and the Eastern States. Discussions with the artists give confidence that the statue can be created and installed prior to the Anzac Day 2015 for a cost of no more than \$85 – 90,000.

Subject to availability of Council funds and the final cost of the statue, this would make \$5,000 to \$15,000 available for additional Anzac Centenary projects. Further, the RSL has indicated that they may be able to achieve the promotional campaign for the 10th Light Horse Commemoration at a reduced cost, which would further free funds for other Centenary projects.

OFFICER RECOMMENDATION

That Council provide the following funds (subject to availability of funds) to the Northam RSL from the Anzac Centenary Commemoration allocation:

- \$5,000 for the purchase of the Anne Ashman art collection
- \$5,500 toward the upgrading of the war memorial and garden, subject to approval by the Chief Executive Officer
- Up to \$20,000 for the commemoration of the raising of the 10th Light Horse, for the purposed of provision of transport, entertainment, equipment and venue hire, photographer, road closures and marketing.

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The Executive Manager of Corporate Services left the chambers at 6.14pm

COUNCIL DECISION

Minute No. C2241

Moved: Cr Beresford

Seconded: Cr Head

That Council provide the following funds (Subject to availability) from the ANZAC commemorative allocation.

1 To the Northam RSL

- a. \$5,500 towards the upgrading of the war memorial garden, subject to the design being approved by the Chief Executive Officer.**
- b. Up to \$20,000 for the commemoration of the raising of the 10th Light Horse Regiment for the provision of transport, entertainment, equipment and venue hire, photographer, road closure and marketing.**

2

- a. \$5,000 for Council to purchase the Anne Ashman art collection for the Shire of Northam art collection.**
- b. That the Ashman collection be loaned to the Northam RSL until further notice.**

CARRIED 9/0

Reason for alteration in Officer Recommendation

The Council formed the view that the paintings in question should be in the ownership of the Council/Community as the Council was providing the funds to purchase them.

The Executive Manager of Corporate Services returned to Chambers at 6.16pm

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13.1 ADMINISTRATION

13.1.1 DELEGATED AUTHORITY REGISTER REVIEW (APPENDIX 1)

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

PURPOSE

For the Council to make a determination on the delegations it makes to the Chief Executive Officer and other Officers.

BACKGROUND

The Chief Executive Officer is presenting this report in accordance with the requirements of section 5.46 of the Local Government Act 1995 every Council is to register and review its delegations to the Chief Executive Officer, at least once every financial year. The delegations were last reviewed in 19 June 2013 and have been amended to reflect statutory requirements.

STATUTORY REQUIREMENTS

Local Government Act 1995

5.46. Register of, and records relevant to, delegations to CEO and employees

(1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.

(2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.

(3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

5.16. Delegation of some powers and duties to certain committees

(1) Under and subject to section 5.17, a local government may delegate* to a committee any of its powers and duties other than this power of delegation.

* *Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) Without limiting the application of sections 58 and 59 of the *Interpretation Act 1984*

-
- (a) a delegation made under this section has effect for the period of time specified in the delegation or if no period has been specified, indefinitely; and

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(b) any decision to amend or revoke a delegation under this section is to be by an absolute majority.

(4) Nothing in this section is to be read as preventing a local government from performing any of its functions by acting through another person.

5.42. Delegation of some powers and duties to CEO

(1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under —

(a) this Act other than those referred to in section 5.43; or

(b) the *Planning and Development Act 2005* section 214(2), (3) or (5).

* *Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

[Section 5.42 amended by No. 1 of 1998 s. 13; No. 28 of 2010 s. 70.]

5.43. Limits on delegations to CEO

A local government cannot delegate to a CEO any of the following powers or duties —

(a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;

(b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;

(c) appointing an auditor;

(d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;

(e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;

(f) borrowing money on behalf of the local government;

(g) hearing or determining an objection of a kind referred to in section 9.5;

(ha) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;

(h) any power or duty that requires the approval of the Minister or the Governor;

(i) such other powers or duties as may be prescribed.

[Section 5.43 amended by No. 49 of 2004 s. 16(3) and 47; No. 17 of 2009 s. 23.]

5.44. CEO may delegate powers and duties to other employees

(1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty —

(a) the CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and

(b) the exercise of that power or the discharge of that duty by the CEO's delegate, are subject to any conditions imposed by the local government on its delegation to the CEO.

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(4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.

(5) In subsections (3) and (4) — *conditions* includes qualifications, limitations or exceptions. [Section 5.44 amended by No. 1 of 1998 s. 14(1).]

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

N/A

BUDGET IMPLICATIONS

N/A

OFFICER'S COMMENT

The existing delegations register has been reviewed to ensure it is in compliance with the local government act requirements. There were a number of areas which were addressed specifically, being;

1. Legislative Powers to Delegate Relate Only to the Act in which they are Contained

Some local governments have mistakenly attempted to use the legislative powers of delegation contained in one Act to delegate a power or duty contained in another Act. Unless expressly stated to the contrary, a legislative power to delegate only relates to the powers or duties under the Act in which the delegation power is located. It is not possible to, for example, rely on section 5.42(1) of the *Local Government Act 1995* to delegate any of a local government's powers under the *Bush Fires Act 1954* to a CEO. Any delegation by a local government of its powers under the *Bush Fires Act 1954* can only be delegated by the delegation provisions of that Act. (*Department of Local Government Guideline 17 Delegations p.05*)

2. The Concept of "Acting Through"

In addition to covering delegations, the *Local Government Act 1995* introduces the concept of "acting through". Section 5.45 of the Act states that in relation to delegations, nothing prevents a "local government from performing any of its functions by acting through a person other than the CEO" or "a CEO from performing any of his or her functions by acting through another person". The Act does not specifically define the meaning of the term "acting through". However, the key difference between a delegation and "acting through" is that a delegate exercises the delegated decision making function in his or her own right. The principal issue is that where a person has no discretion in carrying out a function, then that function may be undertaken through the "acting through" concept. Alternatively, where the decision allows for discretion on the part of the decision maker, then that function needs to be delegated for another person to have that authority. (*Department of Local Government Guideline 17 Delegations p.03*)

These have been included specifically in some instances in the past, which has caused confusion around what is actually being delegated. As such the notion of acting through is being proposed to be endorsed as a general acceptance rather than on an individual basis.

3. CEO May on delegate

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Section 5.44(1) of the *Local Government Act 1995* provides for the CEO to make delegations to other employees. The obvious main limitation of section 5.44(1) is that it expressly prohibits any sub-delegation of the power to delegate. This means that once the CEO has delegated a power or duty to an employee or employees, that power or duty cannot be on-delegated to other employees. Just as a delegation to a CEO by a council may be done with conditions attached, when delegating to another employee a CEO may attach conditions to the delegation, provided that the CEO does not purport to delegate more powers or duties to the other employee than were delegated to the CEO. (*Department of Local Government Guideline 17 Delegations p.07*).

In the past the CEO delegations to other staff have formed part of the Council endorsed delegations register. These have now been removed, to provide flexibility in terms of altering them from time to time at the discretion of the CEO.

While there have been a range of adjustments the only significant addition to the proposed delegations relates to the advertising of Tenders. Currently the requirement is for staff to prepare a report to Council to obtain approval to go to tender, and the Council must also set a selection criteria. This creates challenges from time to time in relation to timeframes, it is therefore being recommended that this function be delegated to the CEO. The Council would still make the decision in relation to awarding the tenders (except when they are under \$100,000 – which technical don't require to be tendered, but staff may wish to apply the tender requirements on some rare occasions). It is the view of the CEO that such a delegation will assist in the administrative process of tendering and result in a saving in time.

Council should also note that the Tender Regulations provide an exemption from the tender process in the case where the WA Local Government Association preferred supplier process is utilised. As a consequence this obviates the requirement for Council to endorse the acceptance of 'tenders'. This is most likely to occur in circumstances such as major plant purchases and is a matter the Council needs to ensure it is aware of and comfortable with.

OFFICER RECOMMENDATION/COUNCIL DECISION		
Minute No. C2242		
Moved: Cr Rumjantsev		
Seconded: Cr Hughes		
That Council adopt the following delegations of authority:		
A01	Power to Remove & Impound Goods	Chief Executive Officer
A02	Disposing of Confiscated or Uncollected Goods	Chief Executive Officer
A03	Approval of Camping Other than at a Caravan Park or Camping Ground	Chief Executive Officer
A04	Authorised Officers – Appointment	Chief Executive Officer
B01	Buildings – Grant or Refusal of Building Permits	Executive Manager Development Services Building Surveyor/s

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B02	Buildings – Grant or Refusal of Demolition Permits	Executive Manager Development Services Building Surveyor/s
B03	Buildings – Further Grounds for Not Granting an Application	Executive Manager Development Services Building Surveyor/s
B04	Buildings – Grant of Occupancy Permit, Building Approval Certificate	Executive Manager Development Services Building Surveyor/s
B05	Buildings – Authorised Persons	Executive Manager Development Services Building Surveyor/s
B06	Buildings – Building Orders	Executive Manager Development Services
B07	Buildings – Prosecutions	Chief Executive Officer
B08	Recover the Charge Imposed for Private Swimming Pool Inspections	Chief Executive Officer
B09	Issue Permit to Deposit Material on or Excavate on or Adjacent Street	Chief Executive Officer
B10	Buildings - Extending the period of duration an Occupancy permit or a Building Approval Certificate	Executive Manager Development Services and Building Surveyor/s
B11	Buildings – Revoke Building Orders	Executive Manager Development Services and Building Surveyor/s
E01	Temporary Closure of Thoroughfares to Vehicles	Chief Executive Officer
E02	Events on Roads	Chief Executive Officer
E03	Gates Across Public Thoroughfare	Chief Executive Officer
E04	Crossovers	Chief Executive Officer
E05	Public Thoroughfares – Fixing or Altering Levels or Alignments or Drainage onto Adjoining Land	Chief Executive Officer
E06	Public Thoroughfares – Public Access & Plans – s3.52 (within designated Townsites)	Chief Executive Officer
F01	Creditors, Payment of	Chief Executive Officer
F02	Disposal of Council Property	Chief Executive Officer
F03	Recovery of Unpaid Debtors	Chief Executive Officer
F04	Inviting and awarding tenders	Chief Executive Officer
H01	Health Act & Health Local Law 2008 – (Deputy) – (Including Itinerant Food Vendors, Stallholders, Traders and Street Entertainers)	Executive Manager Development Services Environmental Health Officer/s
H02	Food – Authorised Officers	Executive Manager Development Services Environmental Health Officer/s
H03	Food – Designated Officers, Infringement Issue	Environmental Health Officer/s
H04	Food – Designated Officers, Infringement Extensions, Cancellations & Receipting of Payments	Executive Manager Development Services
P01	Planning and Development Act 2005, gazetted Town Planning Schemes, the Local Government (Miscellaneous Provisions) Act 1960	Chief Executive Officer

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P02	Development Applications - Advertising	Chief Executive Officer
P03	Authority to Approve Requests for Short Term Parking – Schedule 9.1	Chief Executive Officer
P04	Planning Determinations	Chief Executive Officer
P05	Strata Titles – Certificate of Local Government	Chief Executive Officer Executive Manager Development Services
P06	Consent to the Lease of Common Property	Chief Executive Officer Executive Manager Development Services
P07	Advertising Signs	Chief Executive Officer
P08	Approve Reduced Setbacks for Special Residential Zone Comprised Within 'Fairways Green' Estate	Chief Executive Officer
P09	Approve Reduced Setbacks for Rural Residential Zone Incorporating Part of Mace Street, All of Tankard, Knight, Williams, Erica, Delmage, Piesse & Jellings Streets & Part of Burlong Road, Northam	Chief Executive Officer
P10	Use of Sea Containers & Setbacks for Lots Less than one Hectare in the Agriculture – Local & Agriculture-Regional Zones	Chief Executive Officer
P11	Approve Development Applications within the 'Jacamar Heights' Estate	Chief Executive Officer
P12	Illegal Development, Giving Written Direction	Chief Executive Officer
PR01	Notice Requiring Certain Things to be Done by the Owner or Occupier of Land	Chief Executive Officer
PR02	Authority to Issue s39 & s40 Certificates Liquor Licensing Act 1988	Chief Executive Officer
O01	Firebreak Order - Variation	Chief Executive Officer
O02	Burning, Prohibited (Variations)	Shire President Chief Bush Fire Control Officer
O03	Offences - Bush Fires Act	Chief Executive Officer Executive Manager Development Services Executive Manager Community Services
O04	Issuing of Licences, Approvals & Permits – Local Laws	Chief Executive Officer
CARRIED BY ABSOLUTE MAJORITY 9/0		

13.1.2 WALGA ANNUAL GENERAL MEETING

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam

SHIRE OF NORTHAM
MINUTES
COUNCIL MEETING HELD ON 16 JULY 2014

File Ref:	1.6.5.5
Officer:	Chief Executive Officer - Jason Whiteaker
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	June 12, 2014

PURPOSE

For the Council to provide direction to the Shire President and Deputy Shire President (as Councils nominated voting delegates) in relation to matters for consideration at the WALGA AGM

BACKGROUND

The following items are for consideration at the upcoming WALGA Annual General Meeting;

4.1 WALGA State Conference – ESL Administration Fees Paid to Local Governments (05-024-02-0059 AH)

Shire of Dardanup Delegate to move:

MOTION

That WALGA negotiate with the Department of Fire & Emergency Services to;

- 1. Annually increase the ESL Administration Fee paid to Local Governments by price and property growth indexation.**
- 2. Make a once off increase to the total funds allocated for the ESL Administration Fee funds paid to Local Governments in 2015/16. This increase is recommended to be a compounded on annual property growth and price (CPI) since the introduction of the ESL.**

MEMBER COMMENT

The Emergency Services Levy (ESL) was introduced by the WA State Government in 2003 to fund career and volunteer fire brigades, volunteer State Emergency Service (SES) units and volunteer emergency service units throughout the State.

The ESL also funds Department of Fire & Emergency Services' (DFES) corporate support costs.

The ESL is a State Government charge which is levied on rates notices issued by Local Governments. All ESL money collected by each Local Government is paid directly to DFES.

Local Governments are paid an annual administration fee to cover the cost of managing the billing and collection of the levy.

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DFES allocates a fixed amount per year towards the ESL administration fee paid to Local Government. This total pool of funds has remained unchanged at \$2,250,000 since 2004/05

Over the same 10 year time period, the total amount of ESL levied state wide has increased approximately 115% from \$116.16m \$249.70m (Appendix 2).

Budget Implications -

The Shire of Dardanup has experienced an ongoing decline in the actual ESL administration fee it receives. Cost increases in terms of price and wage indexation together with the cost of administering greater numbers of properties has left the Shire with an increased burden of the cost of administering the ESL.

Officer Comment

Table A details the ESL administration fee paid to the Shire of Dardanup since 2004/05.

The annual administration fee paid to Council has seen an actual decline. In 2004/05 Shire of Dardanup was receiving approximately \$1.99 per rateable assessment for the ESL administration fee. This has seen an ongoing decline each year and as at 2013/14 the ESL administration fee paid to the Shire of Dardanup equated to approximately \$1.22 per rateable assessment. Since 2004/05 the number of properties has increased in the Shire by 42.51% with a corresponding 138.64% increase in the amount of ESL levied on Shire of Dardanup properties and paid to the State.

It is evident that the ESL administration fee paid to Local Government has no population growth and price indexation mechanism.

Costs for administering the ESL on behalf of the State include:

- Staff costs for managing the rating system.
- Stationery (envelopes, rate notice printing).
- Postage.

Software support costs.

- Associated support overheads.
- Debt recovery action.
- Ratepayers may elect to pay their rates in 4 instalments. For many ratepayers Council is therefore required to send 4 rate notices per financial year with associated incurred costs.

The declining amounts paid to the Shire for administering the ESL on behalf of DFES are grossly inadequate.

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WALGA SECRETARIAT COMMENT

The aggregate annual ESL Administration Fee amount that DFES pays to Local Governments is approved by the Minister for Emergency Services (in accordance with the State Budget) and published annually in the *Government Gazette*.

It is correct that the fee has remained constant at \$2.25 million since the introduction of the ESL in 2003/04. A “once off” additional “Commencement Fee” of \$0.25 million was also paid in 2003/04 to assist Councils during the ESL implementation period.

The annual fee is distributed to Local Governments in accordance with a formula (originally approved by the ESL Executive Steering Committee) which is outlined in section 6 of the ‘ESL Manual of Operating Procedures’. The distribution formula takes into account the amount of ESL funds each Local Government raises and the number of ESL assessments each issue’s. The fee distribution formula has been the subject of two reviews to-date. Review participants (including WALGA and Local Government representatives) supported the retention of the original formulae. Importantly however, the \$2.25m pool that is allocated to Local Governments under the formula was not reviewed.

The established State Government policy reflects the view of the then Minister and FESA that the \$2.25 million fee amount was reasonable and more than adequate to cover all of Local Government’s ‘out of pocket’ ESL related expenses. The \$2.25m pool was determined on the basis of an investigation, on FESA’s behalf, by Ron Back in August 1998 into the additional cost/workload that a sample group of Local Governments would incur as administrators of the originally proposed property-based Fire Services Levy. Mr Back concluded that: *“On the basis of the evidence obtained from this review, and having regard to my own understanding of operating practices at other Councils, I was unable to identify any significant additional recurrent costs of the proposed new levy system arrangements to the participating Councils.”* Mr Back presented his findings to a meeting of Local Government finance managers (principally metropolitan) held during that period.

WALGA has been advised by DFES that any request to increase the ESL Administration Fee pool would need to be justified by the sector and would require a business case that demonstrates that fee payments no longer cover all of the ESL related costs incurred by Local Governments.

4.2 WALGA State Conference – Implications of Structural Reform (05-034-01-0103 TB)

Shire of Dardanup Delegate to move:

MOTION

That WALGA facilitate a meeting between country Local Government Elected Members with Professor Brian Dollery making a presentation on the implications of structural reform, by December 2014.

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MEMBER COMMENT

The current Minister for Local Government the Hon Tony Simpson embarked upon the reform of Local Government boundaries in the Perth metropolitan area in 2013 by submitting proposals to the Local Government Advisory Board. Local Government also submitted their proposals, each have been assessed by the LGAB. It is expected that once the process has been completed in the metropolitan area the Minister will turn his attention to regional Western Australia, starting with regional centres and moving outward to all rural Local Governments.

During the metropolitan reform there has been a lot of debate about the benefits of reform and the implications to Local Governments and their communities in terms of the cost associated with the reform, the delivery of services and impacts on rates.

For over twenty years there have been boundary changes across Local Government in all states of Australia with the exception of WA. Even with the widespread reform experience there appears to be little evidence of reduced cost to the ratepayer, only increase costs, and in some cases in Queensland, the push to reverse amalgamations. Since reform in Western Australia was officially announced in February 2009 there has been little or no effort by government to present a case for convincing the community that less Local Governments equates to better and more cost effective Local Government. Research shows that there is a lot of literature on the negatives relating to amalgamating Local Governments, but very little highlighting the benefits.

It is acknowledged by WA Local Government Association that reform is likely to be pushed out to the rural Local Governments, this is evidenced in that has initiated the Country Reform Policy Forum, set up to allow Local Governments in the country areas to discuss and develop an understanding of the impacts of reform on Local Government and to explore options and opportunities that may influence government on what reform might look like.

The Shire of Dardanup and many Local Governments are aware of the work done by Professor Brian Dollery, Graduate School of Business, University of New England. Professor Dollery has many research papers and published on Local Government and seems to be the obvious person to invite to the west to do a presentation and participate in a debate about Local Government reform and the options that may be alternatives to boundary changes.

The Shire of Dardanup recommends that WALGA facilitate a meeting between country Local Government councillors with Professor Dollery making a presentation on the implications of structural reform, by December 2014.

Some of Professor Dollery's work include:-

To date, Brian has published 357 refereed journal articles, 35 book chapters and 15 books. Recent books include Councils in Cooperation: Shares Services and Australian Local Government (2012), Local Government Reform: A Comparative Analysis of Advanced Anglo-American Countries (2008), The Theory and Practice of Local Government Reform (2008), Reform and Leadership in the Public Sector (2007) and Australian Local Government Economics (2006). Over the past two decades, Brian has worked with Local Government across all Australian states, largely in the area of structural change, financial sustainability and urban water

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problems. Brian is presently working on a book on Local Government finance and he is involved in the debate on structural reform in Tasmanian Local Government.

SECRETARIAT COMMENT

The Association is preparing for the possibility of Non-Metropolitan structural reform through the formation of the Country Reform Policy Forum. The Policy Forum has been established to undertake research into appropriate governance models for country Local Governments. There is no pre-determined outcome and all models are being reviewed.

Since the formation of the Systemic Sustainability Study (SSS) process, the Association has convened a number of forums and meetings where eminent structural reform experts have been showcased including Professor Dollery.

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4.3 Bushfire Management – Support Vehicles (05-024-03-0010 AH)

Shire of Bridgetown-Greenbushes Delegate to move:

MOTION

That WALGA lobby the Minister for Emergency Services seeking the inclusion of fire support vehicles as eligible items for capital and operational funding under the Emergency Services Levy.

MEMBER COMMENT

A number of Local Governments (including the Shire of Bridgetown-Greenbushes) provide "Fire Support" vehicles for use by their Bush Fire Brigades. Such vehicles are very versatile, and perform a range of functions from incident control, sector and divisional command, to logistics and crew support at incidents. The benefit of having support vehicles is that it frees up dedicated fire appliances to carry out the task they are designed for - which is fire suppression. Current practice for Local Governments that do not provide Fire Support Vehicles is that either a Fire Fighting Appliance or a private vehicle is used for these roles.

The current position of the Department of Fire and Emergency Services (DFES) is that both capital and operational funding of these vehicles is ineligible under the Emergency Services Levy (ESL) Local Government Grants Scheme. As the Minister for Emergency Services is responsible for approving the LGGS manual and criterion, it is recommended that WALGA lobby the Minister for inclusion in the ESL grants system.

There are numerous fire support vehicles in the Western Australian Local Government brigade structures, either via a dedicated support brigade or as a component of a combatant brigade.

Fire support vehicles are used to assist combatant brigades involved in fire suppression activities with incident management, logistical and welfare support. This is in line with the expectations of DFES that Local Governments improve their local Incident Management capacity.

The rise of dedicated support brigades or provision of support services in a combatant brigade has a twofold effect within volunteer ranks. Firstly, it allows fire fighters to remain at the end of the hose and fighting the fire, rather than being taken off the fire ground to undertake non-combatant roles. Secondly it allows for people who want to assist during an emergency, but can't be a front line fire fighter, to utilise skills that they have, such as communications operators, scribes, plotters and aircraft controllers, to assist in the Incident Management Team.

The activities of a support brigade or support services within a combatant brigade are "normal brigade activities" as prescribed under section 35A of that Act:

41. Bush fire brigades

(1) For the purpose of carrying out normal brigade activities a Local Government may, in accordance with its local laws made for the purpose, establish and maintain one or more bush fire brigades and may, in accordance with those local laws, equip each bush fire brigade so established with appliances, equipment and apparatus.

35A. Terms used

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Normal brigade activities means the following activities when carried out by a volunteer fire fighter —

(a) the prevention, control or extinguishment of bush fires;

(b) any act or operation at or about the scene of a bush fire, or in connection with a bush fire, which is necessary for, directed towards, or incidental to, the control or suppression of the fire or the prevention of spread of the fire, **or in any other way necessarily associated with the fire including travelling and support services such as meals and communication systems;**

Whilst personnel in fire support vehicles don't carry out a combatant role during incidents, the operation of these vehicles is in compliance with the *Bush Fires Act 1954* and should therefore their capital and operating costs should be covered under ESL funding.

DFES should properly recognise and appropriately resource and fund support services where they have been established under a needs analysis to ensure support to front line firefighting crews is given and ultimately the protection of the community is increased through a more organised firefighting response.

The purpose of the ESL is to fund the State's fire and emergency capability. Support services are an integral component of emergency capability.

Under Section 36Y of the *Fire and Emergency Services Act* the Minister for Emergency Services can issue guidelines for the collection and distribution of ESL funds, hence the essence of the Motion is to lobby the Minister to seek a change to the current interpretation by DFES that funding of fire support vehicle capital and operational costs is not eligible expenditure under the ESL.

SECRETARIAT COMMENT

The Department of Fire and Emergency Services (DFES) is intending to repeal the Fire Brigades Act 1942, the Bush Fires Act 1954, and the Fire and Emergency Services Act 1998 and develop a single Emergency Services Act to better deliver emergency services to Western Australians. The new legislation proposes to introduce a focus on shared responsibility for risk prevention, while also coordinating emergency preparedness and response delivery across government agencies, Local Government, volunteers and private landowners. The new legislation will include increased local government responsibility for risk management on its own land, as well as a stronger compliance role for risk mitigation on private land.

Consideration of funding support for such vehicles and equipment is likely to become more pressing in the next couple of years as the need for additional support vehicles will be increased when the State introduces the Emergency Services Act and policy requiring Local Governments to prepare tenure blind bushfire risk management plans (BRMP) for all lands within their district. The Office of Bushfire Risk Management is currently piloting BRMP's with four Shires (Augusta Margaret River, Collie, Nannup and Boyup Brook). The project is expected to be completed by the end of 2014. The intention is for Local Government's with identified bushfire prone areas to have a BRMP in place. It is reasonable to expect Local Governments identified within bushfire prone areas will need the equipment and resources to undertake additional risk assessments, compliance inspections and mitigation works

The Association is currently advocating for a broad scale review and expansion of the Emergency Services Levy to provide the additional funding needed for the additional planning and mitigation works.

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In the short term however, as the Minister can currently issue guidelines for the collection and distribution of ESL funds, it would be prudent to pursue appropriate changes to ensure that support vehicles, particularly in high risk areas, are eligible under the Emergency Services Levy (ESL) Local Government Grants Scheme.

4.4 Contaminated Sites – Auditing Requirements (05-020-01-0001 MB)

City of Bunbury Delegate to move:

MOTION

That WALGA:

- a) Requests the State Government to transfer the responsibility for auditing of contaminated sites reports to the Department of Environment Regulation as either a statutory requirement or on a fee for service basis; and**
- b) Investigates and implements measures to reduce the cost of resolving contaminated site issues on Local Government (e.g. discounted consultant fees under WALGA preferred supplier panel contracts)."**

MEMBER COMMENT

The *WA Contaminated Sites Act 2003* (the Act), was introduced by the State Government in 2007, in order to minimise the risk posed by contaminated sites to public and environmental health. The Act requires responsible parties to report known and suspected contaminated sites to the Department of Environment Regulation, which in turn assigns each site a particular classification depending upon the risks involved and level of investigation and management required. Both the investigation and management works are typically highly technical in nature, expensive and time consuming, and require the engagement of consultants. For example, the investigations associated with a moderately complex contaminated site may cost in excess of \$100,000, and require between six (6) and twelve months to complete. Management works, where required, can be considerably more expensive and time consuming.

In certain circumstances, particularly where contamination issues are complex, proponents may be required to appoint a private consultant contaminated sites auditor to review investigations and management works, prior to the information being supplied to the Department of Environment Regulation. Contaminated sites auditors are not employees of the department, but rather external consultants. In this manner, proponents at times need to appoint one consultant to undertake the investigations and management works, and a second consultant to review the work of the first consultant.

The appointment of contaminated sites auditors can be expensive with auditors, as private consultants, having an hourly rate in the order of \$300 per hour. It is understood that the resolution of a simple land fill site may attract an auditor fee in excess of \$50,000.

The current approach involving the use of contaminated sites auditors may also introduce inefficiencies to the State Government process as the work of an auditor,

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being the review of the first consultants work, must in turn be reviewed by the Department of Environment Regulation in determining whether the relevant contamination issue has been sufficiently resolved.

Arguably, it would be less financially burdensome on proponents and more efficient, if the auditing review of contaminated site investigations and management works were to be completed by the Department of Environment Regulation, rather than consultants.

The contaminated sites auditor fees associated with the resolution of the contamination issues may result in a combined cost to Council in the order of hundreds of thousands of dollars.

If endorsed, the recommendation may achieve a change in the State Government's contaminated site process and cost savings for Council.

It is anticipated that various stakeholders may have concerns with the proposal as it represents a fundamental shift in the State Governments approach.

SECRETARIAT COMMENT

The State Government commenced a review of the Contaminated Sites Act in October 2012. The review has been through two rounds of public comment, and the Association developed submissions for each round. Table 1 outlines the policy review process to date.

<i>Table 1: Review schedule of Contaminated Sites Act 2007 Stage 1</i>	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6	Stage 7
Release 1st consultation document	1st round of public consultation (12 weeks)	Review, analyse public comments	Release 2nd discussion document	Further public consultation (12 weeks)	Review, analyse public comments	Forward review report (recommending changes) to Minister
Jun 12 Complete	Jun - Sep 12 Complete	Oct 12 - Oct13 Complete	Nov 2013 Complete	Nov - Feb 14 Complete	Mar - Jun 14 Current	July 14

The Association therefore proposes to advocate to the Office of the Auditor General to undertake an economic analysis of the core theme of the motion, to examine the effectiveness and efficiencies that could be achieved through the Department of Environment Regulation undertaking the contaminated site audit requirements, as defined in the Act.

4.5 Review of Section 6.28 of the Local Government Act 1995 - Valuation of Land (05-034-01-0007 JMc)

City of Bunbury Delegate to move:

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MOTION

That WALGA requests the Minister for Local Government to review Section 6.28 of the Local Government Act that limits the methods of valuation of land to Gross Rental Value or Unimproved Value, and explores other alternatives.

MEMBER COMMENT

The method of valuation of land to be used as the basis of rating in Western Australia is either: Gross Rental Value for predominantly non-rural purpose; or unimproved value of land for rural purposes. These are the only two methods available under the Section 6.28 of the Local Government Act in Western Australia.

Eastern State Local Governments can elect to rate on one of the following options:

- Site Value - levy on the unimproved value of land only and disregards the value of buildings, personal property and other improvements.
- Capital Value - value of the land including improvements
- Annual Value - rental value of a property (same as GRV).

It is suggested that a review of the options for the valuation of land for the basis of rating be conducted.

SECRETARIAT COMMENT

Alternative land valuation methods came under the scope of the WALGA Systemic Sustainability Study, particularly Capital Improved Valuations which is in operation in Victoria and South Australia.

Whilst the SSS did not land on a particular recommendation for action, it may be opportune to commence a discussion on the inherent advantages and disadvantages of the present and alternative land valuation methods, given the nexus to the Valuation of Land Act 1978 and its review anticipated in 2015/2016.

STATUTORY REQUIREMENTS

N/A

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

N/A

BUDGET IMPLICATIONS

N/A

OFFICER'S COMMENT

On reviewing the comments of the proponent local authority's and the WALGA secretariat staff are of the view that the issues have been clearly explained and covered. As a consequence no further comment on these matters is provided.

The staff are recommending that the Council support all proposed motions being put to the WALGA AGM

OFFICER RECOMMENDATION/COUNCIL DECISION
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Minute No. C2243

Moved: Cr Head

Seconded: Cr Beresford

That Council;

- 1. Supports items 4.1 – 4.5 as presented in the WALGA Annual General Meeting Agenda;**
- 2. Authorises the Council voting delegates to vote in accordance with the Council position on these matters, unless additional information is presented at the AGM which the voting delegates consider warrants a change in the position of Council;**
- 3. In the event the voting delegates do not vote in accordance with the stated Council position this is to be reported back to the next meeting of Council, along with the reasons for altering the Council position.**

CARRIED 9/0

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13.2. DEVELOPMENT SERVICES

13.2.1 APPLICATION TO KEEP FOUR DOGS (NOT A KENNEL)

Cr Tinetti declared an interest in the item and departed the Chambers at 6.27pm

Name of Applicant:	Pat Ryan
Name of Owner:	Pat Ryan
File Ref:	5.2.1.6
Officer:	Phil Steven/David Valcic
Officer Interest:	Nil
Policy:	Shire of Northam Dogs Local Law 2008 Part 3
Voting:	Simple Majority
Date:	July 2014

PURPOSE

For the Council to make a determination on an application for a permit to keep four dogs (not a kennel) for which an objection has been received.

BACKGROUND

On 31 January 2014 the Shire of Northam received a four dog application from the owner of 6 Lance Street, Northam. The applicant is seeking to keep a total of four (4) dogs on a 0.1539 Hectare property zoned Residential R30. Council's Local laws require the immediate adjoining neighbours to be advised of the application to establish if they have any objections.

The dogs in the application comprise of:

- Chihuahua (F) – 14 years old - Entire
- Pomeranian X (F) – 13 years old - Sterilised
- Jack Russell X (M) – 6 years old - Sterilised
- Japanese Spitz X (F) – 6 years old - Sterilised

The applicant originally had two dogs and recently married. His partner also has two dogs and they now reside together. The dogs have been at the applicant's property for five months.

A total of four notification letters were sent with one response received objecting to the application as follows:

"I definitely do object to anyone in this area having any more dogs. There are quite enough in this vicinity already. There can be no good reason for their wanting four dogs."

STATUTORY REQUIREMENTS

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Dog Act 1976 Part V — The keeping of dogs

26. Limitation as to numbers

(1) A local government may, by a local law under this Act —

(a) limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or

(b) limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.

(2) A local law mentioned in subsection (1) —

(a) may limit the number of dogs that can be kept in or at premises to 2, 3, 4, 5 or 6 only

(3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —

(a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and

(b) cannot authorise the keeping in or at those premises of —

(i) more than 6 dogs that have reached 3 months of age;

Shire of Northam – Dogs Local Law 2008

3.2 Limitation on the number of dogs

(1) This clause does not apply to premises which have been -

(a) licensed under Part 4 as an approved kennel establishment; or

(b) granted an exemption under section 26(3) of the Act.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

Objective S1 - Create an environment that provides for a caring and healthy community.

Objective S1.4 - Provide quality regulatory services.

BUDGET IMPLICATIONS

Nil

OFFICER'S COMMENT

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Apart from the one general objection as listed, there have been no registered complaints regarding the dogs to this date.

On the 31 May 2014, the Shire's Ranger visited the applicant's property to conduct an inspection and was satisfied that the property had adequate:

- fencing
- shelter
- water and food.

The applicant advised that the dogs were mainly kept indoors and only ventured outdoors under supervision. The dogs are well cared for and are of a small breed.

On the 31 May 2014, the Shire's Ranger also visited the person who submitted an objection to the application, to seek clarification of any specific concerns regarding the dogs that may assist to clarify the reasons for objection. The owner did not have any specific concerns with the particular application apart from as mentioned above.

Taking into account the prior dog ownership circumstances of the applicant, the breed and age of the dogs, the grounds for objection and the condition of the property, it is recommended that Council grant approval to the application.

OFFICER RECOMMENDATION/COUNCIL DECISION

Minute No. C2244

Moved: Cr Hughes
Seconded: Cr Saunders

That Council approve the application for a 3-6 Dog permit for Pat Ryan of 6 Lance Street, Northam to keep the four (4) dogs listed on the application with the following conditions:

- a. **Any proven complaints from neighbours regarding the dogs offending against the Dog Act 1976, could see the permit being revoked and the numbers having to be reduced to a maximum of two within 14 days.**
- b. **The applicant must hold and maintain valid registrations for each dog kept on the premises.**
- c. **The permit is only valid for the life of the dogs and cannot be transferable to any other dog or person.**

CARRIED 8/0

Cr Tinetti returned to the Chambers at 6.28pm

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Four dog application - 6 Lance Street, Northam

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13.3. CORPORATE SERVICES

13.3.1 ACCOUNTS AND STATEMENTS OF ACCOUNTS

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Leasa Osborne / Denise Gobbart
Officer Interest:	Nil
Policy	Nil
Voting	Simple Majority
Date:	1 July 2014

PURPOSE

The Accounts due and submitted to the Ordinary Council Meeting on 16 July 2014 are attached.

OFFICER RECOMMENDATION/COUNCIL DECISION

Minute No. C2245

Moved: Cr Saunders

Seconded: Cr Llewellyn

That Council endorse the payments for the period 1 June 2014 to 30 June 2014, as listed, which have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

Municipal Fund Bank Vouchers 33375 to 33429	\$ 164,345.74
Trust Bank Vouchers 1828 to 1832	\$ 9,044.84
Municipal Fund Bank Electronic Fund Transfer EFT16944 to EFT17253	\$ 1,187,971.67
Direct Debit Fund Transfer 7195.1 and 7207.1	\$ 3,218.20
Municipal Fund Bank Electronic Fund Transfer Payroll 03/06/2014	\$ 173,979.84
Municipal Fund Bank Electronic Fund Transfer Payroll 17/06/2014	\$174,474.10
TOTAL	\$ 1,713,034.39

CARRIED 9/0

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LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JUNE 2014				
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
1828	25/06/2014	SHIRE OF NORTHAM	MONTHLY BUILDING COMMISSION (BSL) FOR MAY 2014	- 235.50
1829	25/06/2014	STALLION HOMES	PERMIT 13135 - A15238 LOT 228, 29 FAIRWAY BEND - KERB BOND	- 1,000.00
1830	25/06/2014	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BUILDING FEES COLLECTED FOR BSL FOR MAY 2014	- 2,499.96
1831	25/06/2014	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BUILDING FEES COLLECTED FOR BCITF FOR MAY 2014	- 4,309.38
1832	25/06/2014	HEATHER BOTT	RETURN FOOTPATH / KERBING BOND.	- 1,000.00
			TOTAL TRUST CHEQUE	- 9,044.84
EFT16944	03/06/2014	AUSTRALIAN TAXATION OFFICE	FBT BALANCE APRIL 2013 TO MARCH 2014.	- 24,385.08
EFT16945	05/06/2014	DENIS GRAHAM BERESFORD	COUNCILLOR PAYMENTS FOR MAY 2014	- 1,726.55
EFT16946	05/06/2014	DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENTS FOR MAY 2014	- 1,726.55
EFT16947	05/06/2014	JULIE ELLEN WILLIAMS	COUNCILLOR PAYMENTS FOR MAY 2014.	- 1,726.55
EFT16948	05/06/2014	KATHLEEN DAWN SAUNDERS	COUNCILLOR PAYMENTS FOR MAY 2014	- 1,726.55
EFT16949	05/06/2014	LLEWELLYN A W	COUNCILLOR PAYMENTS FOR MAY 2014	- 1,918.16
EFT16950	05/06/2014	RAYMOND MILNE HEAD	COUNCILLOR PAYMENTS FOR MAY 2014	- 1,726.55
EFT16951	05/06/2014	ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS FOR MAY 2014	- 1,726.55
EFT16952	05/06/2014	STEVEN BRUCE POLLARD	COUNCILLOR PAYMENTS FOR MAY 2014	- 6,226.55
EFT16953	05/06/2014	TERRY MATTHEW LITTLE	COUNCILLOR PAYMENTS FOR MAY 2014	- 2,939.67
EFT16954	05/06/2014	ULO RUMJANTSEV	COUNCILLOR PAYMENTS FOR MAY 2014	- 1,970.75
EFT16955	06/06/2014	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	- 168.28
EFT16956	06/06/2014	AVON COMPUTECH	PURCHASE OF X20 ACT CUSTOMISED I7 WORKSTATION -W/O SCREENS AND X6 E2411PUBN LG LED.	- 24,556.00
EFT16957	06/06/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	- 462.50
EFT16958	06/06/2014	PARAGON SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	- 177.25
EFT16959	06/06/2014	SUBARU OSBORNE PARK	PURCHASE OF OUTBACK MY14 2.5I PREMIUM AWD CVT WAGON (REGO - 1END730) AND TRADE IN N1052 FOR DENISE GOBBART.	- 16,104.10
EFT16960	06/06/2014	SWAN CONCRETE PRODUCTS PTY. LTD.	CUSTOM MANUFACTURE CEMETERY NICHE WALL, DELIVER & LIFT INTO PLACE.	- 33,214.50
EFT16961 To EFT17047	10/06/2014	CANCELLED PAYMENT		
EFT17048	10/06/2014	RETAIL DECISIONS (COLES)	COLES ACCOUNT FOR APRIL 2014.	- 3,171.29
EFT17049	16/06/2014	BRAYCO GLOBAL PTY LTD	PURCHASE OF X2 CABINETS (3 VERTICAL DRAWER) FOR THE NORTHAM HALL.	- 4,590.00

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EFT17050	16/06/2014	LANDGATE	ANNUAL ACCESS LICENSE SERVICE, LICENCE DATA (SHAPEFILE) X4 AND LICENSE PREPARATION.	- 1,210.00
EFT17051	16/06/2014	MCDOWALL AFFLECK PTY LTD	ENGINEER CONSULTING FOR TOWN CENTRE DRAINAGE DESIGN AND WUNDOWIE AND BAKERS HILL PIPELINE.	- 15,399.45
EFT17052	16/06/2014	MCLEODS BARRISTERS & SOLICITORS	LEGAL COSTS FOR MATTERS 35048 MEDICAL PROCEDURE RESEARCH, 34825 MOSIEJCYK, J.D. AND 34721 LOTHKOL PTY LTD.	- 3,073.20
EFT17053	16/06/2014	MIDALIA STEEL	SUPPLY OF X1 80NB MED GAL PIPE PE (88.9 X 4.0), X2 PROCESSING SERVICE CHARGE AND X3 PC080GB ELGATE POST CAP G/BOND 80NB FOR ENGINEERING SERVICES.	- 165.99
EFT17054	16/06/2014	OXTERS CEMETERY SERVICES	CEMETERY INVOICING FOR FORTNIGHT ENDING 30/05/2014. CHARGES FOR NEW GRAVE AND GRAVE CERTIFICATION FOR FAWKES AND PURCHASE OF PAPER BAGS FOR THE VISITOR CENTRE.	- 1,956.96
EFT17055	16/06/2014	PLANNING INSTITUTE AUSTRALIA	MEMBERSHIP FEES FOR ROY DJANEGARA.	- 590.00
EFT17056	16/06/2014	SLAV'S CLEANING SERVICE	CLEANING SERVICES FOR ASSORTED SHIRE OWNED PROPERTIES FOR MAY 2014	- 8,829.01
EFT17057	16/06/2014	STATE LIBRARY OF WESTERN AUSTRALIA	DDS FREIGHT RECOUP FOR 2013/14 FINANCIAL YEAR FOR THE NORTHAM AND WUNDOWIE LIBRARYS.	- 1,655.37
EFT17058	16/06/2014	ABBOTT & CO PRINTERS	PURCHASE OF X5000 SHIRE OF NORTHAM WITH COMPLIMENT SLIPS.	- 587.40
EFT17059	16/06/2014	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	SUPPLY OF X5 TRAFFIC CONTROLLERS WITH SIGNS & CONES (X4 VEHICLES) FOR WORKS ON DUMBARTON RD IRISH TOWN 14/05/2014 & 15/05/2014.	- 2,392.50
EFT17060	16/06/2014	AG IMPLEMENTS NORTHAM PTY LTD	REPAIRS TO ENGINEERING SERVICES ROLLAMOWER.	- 1,252.97
EFT17061	16/06/2014	ALERT VISUAL CONCEPTS	ANNUAL SUBSCRIPTION TO 'I'M ALERT RESPONSIBLE DOG OWNERSHIP' FOR JULY 2014 TO JUNE 2015."	- 500.00
EFT17062	16/06/2014	CANCELLED PAYMENT		
EFT17063	16/06/2014	CANCELLED PAYMENT		
EFT17064	16/06/2014	ANDREW ROLAND VALLANCE	HIRE OF BUS FOR AFTER SCHOOL AND VACATION CHILD CARE (X19 TRIPS FROM 30/04/2014 TO 30/05/2014).	- 1,140.00
EFT17065	16/06/2014	AUS RECORD	PURCHASE OF X500 TRADITIONAL TUBE CLIPS FOR CORPORATE SERVICES.	- 163.35
EFT17066	16/06/2014	CANCELLED PAYMENT		
EFT17067	16/06/2014	AUSTRALIAN OFFICE	PURCHASE OF C4 324 X 229 GOLD PNS PREPAID SHIRE OF NORTHAM ENVELOPES.	- 146.86
EFT17068	16/06/2014	AUTOPRO NORTHAM	SUPPLY OF X10 METAL RAIL REFILL BOXES (28 PER BOX) AND W/WIPER P/BLACK REFILL FOR ENGINEERING SERVICES. AND FLOOR MATS FOR	- 124.60

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			COMMUNITY SERVICES VEHICLE.	
EFT17069	16/06/2014	AV-SEC SECURITY SERVICES	ALARM ATTENDANCE AT THE NORTHAM VISITORS CENTRE (15/03/2014), OLD QUARRY LANDFILL SITE (04/05/2014) AND KILLARA DAY CENTRE (23/04/2014).	- 165.00
EFT17070	16/06/2014	AVON DEMOLITION & EARTHMOVING	INKPEN LANDFILL SITE MANAGEMENT (56 HOURS) AND LOADER FUEL CHARGES FROM 13/05/2014 TO 25/05/2014.	- 1,568.00
EFT17071	16/06/2014	AVON PAPER SHRED	CHARGES FOR SHREDDING OF 77 X ARCHIVE BOXES AND 1X 240LT BIN OF CONFIDENTIAL PAPER	- 721.60
EFT17072	16/06/2014	AVON TELECOMS PTY LTD	CHARGES FOR SECURITY MONITORING OF AVON VALLEY ARTS BUILDING, NORTHAM VISITOR CENTRE, NORTHAM SES BUILDING, BERT HAWKE OVAL, WUNDOWIE LIBRARY/TELECENTRE AND NORTHAM RECREATION CENTRE. CHARGES TO RELOCATE AND TEST RANGER RADIOS. CHARGES TO SUPPLY AND INSTALL SECURITY SYSTEM AT THE NORTHAM TOWN HALL AND CHARGES TO INSTALL LG ARIA KEYSTATION ON PABX SYSTEM AT SHIRE DEPOT.	- 3,807.86
EFT17073	16/06/2014	AVON VALLEY BAKERY	PURCHASE OF ASSORTED FOODS FOR VARIOUS OCCASIONS AT SHIRE ADMIN BUILDING.	- 307.20
EFT17074	16/06/2014	AVON VALLEY CONTRACTORS	22/05 SUPPLY AND DELIVER LOCAL YELLOW SAND TO SHIRE DEPOT.	- 528.00
EFT17075	16/06/2014	AVON VALLEY MOWER & CHAINSAW CENTRE	SUPPLY OF X4 40KG DRY CHLORINE FOR THE WUNDOWIE SWIMMING POOL. CHARGES TO SERVICE AND SHARPEN DOLMAR CHAINSAW AND SERVICE AND REPAIR HONDA LAWN MOWER.	- 1,536.30
EFT17076	16/06/2014	AVON VALLEY STOCK FEED & GARDEN SUPPLIES	SUPPLY OF X7 CUBIC METRE'S OF WHITE SAND FOR MORRELL PARK. AND PURCHASE OF AVAIRY MIX, LAYING MASH AND SECONDS WHEAT FOR ENGINEERING SERVICES.	- 672.80
EFT17077	16/06/2014	AVON WASTE	RUBBISH PICK UP FOR THE FORTNIGHT COMMENCING 05/05/2014.	- 32,228.92
EFT17078	16/06/2014	BALKULING HORSE & PONY CLUB INC	KIDSPORT FUNDING.	- 400.00
EFT17079	16/06/2014	CANCELLED PAYMENT		
EFT17080	16/06/2014	BROOKS HIRE SERVICE	HIRE OF 14T EXCAVATOR AND ROCKBREAKER FOR 30/04/2014.	- 9,159.82
EFT17081	16/06/2014	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 13/03/2014 TO 12/05/2014 & WATER & SEWAGE RATES 01/05/2014 TO 30/06/14	- 40.31
EFT17082	16/06/2014	BUSH CONTRACTING	SUPPLY OF X2 H20 TRUCKS & OPERATORS FOR ROAD WORKS ON SPENCERS BROOK RD FROM 14/04/2014 TO 02/05/2014.	- 12,870.00

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EFT17083	16/06/2014	C.Y.O'CONNOR INSTITUTE	COURSE FEES FOR SENIOR RANGERS (JOHN HANSEN) REFRESHER COURSE.	- 812.55
EFT17084	16/06/2014	CANNON HYGIENE AUSTRALIA PTY LTD	MONTHLY SANITARY SERVICES (SANITARY UNIT AND MEDI UNIT) FOR THE VISITOR CENTRE, BI ANNUAL INVOICE FROM 14/05/2014.	- 234.31
EFT17085	16/06/2014	CARLY PIDCO T/A ENGAGE URBAN PLANNING	CHARGES FOR CONTRACTING PLANNING OFFICER FOR 97.85 HOURS AND ADDITIONAL HOURS FOR DRAFT SIGNAGE AND ADVERTISING LOCAL PLANNING POLICY (3 HOURS).	- 11,093.50
EFT17086	16/06/2014	CATERLINK	PURCHASE AND SUPPLY OF KITCHEN FITTINGS TO THE NORTHAM TOWN HALL AND STOVE CANOPY AND ACCESSORIES FOR MEMORIAL HALL.	- 21,217.90
EFT17087	16/06/2014	CAVALIER PORTABLES AND HOMES	PURCHASE OF X6 FISH PLATES BOLTS & X6 U BOLTS FOR SEPTAGE POND MAINTENANCE.	- 165.00
EFT17088	16/06/2014	CHEMCENTRE	ANALYSIS OF SAMPLES FROM SWAN ENCLOSURE (X3 SAMPLES OF WATER AND X2 SAMPLES OF SOIL).	- 1,372.80
EFT17089	16/06/2014	CJD EQUIPMENT PTY LTD	PURCHASE OF ASSORTED GRADER PARTS FOR ENGINEERING SERVICES.	- 1,887.82
EFT17090	16/06/2014	CLACKLINE FENCING CONTRACTORS	CHARGES FOR REPAIRS DONE TO CAR IMPOUND FENCE.	- 100.00
EFT17091	16/06/2014	CLACKLINE/TOODYAY KARATE CLUB INC	KIDSPORT FUNDING.	- 200.00
EFT17092	16/06/2014	COFFEY ENVIRONMENTS	CHARGES FOR PROJECT MANAGEMENT, FEILD WORK AND LABORATORY ANALYSIS FOR GME, FORMER CALTEX SERVICE STATION.	- 6,354.70
EFT17093	16/06/2014	CONCRETE BY ROSSI	CHARGES TO SUPPLY AND LAY CONCRETE AT OLD QUARRY ROAD LANDFILL SITE GATE HOUSE.	- 2,860.00
EFT17094	16/06/2014	COUNTRY COPIERS NORTHAM	PURCHASE OF ASSORTED STATIONERY FOR ENGINEERING, DEVELOPMENT AND CORPORATE SERVICES.	- 307.00
EFT17095	16/06/2014	COURIER AUSTRALIA	COURIER CHARGES FOR SHIRE ADMIN (THE PAPER COMPANY - 21/05/2014, STAPLES - 14/05/2014, AUSRECORD - 14/05/2014, AND DEPT OF TRANSPORT - 13/05/2014) AND THE DEPOT (NUTRIAN - 15/05/2014).	- 344.26
EFT17096	16/06/2014	CANCELLED PAYMENT		
EFT17097	16/06/2014	COVS PARTS PTY LTD	PURCHASE OF X1 ADBLUE DIESEL ADDITIVE 20L FOR KILLARA BUS (KILLARA2).	- 62.90
EFT17098	16/06/2014	CUTLINE ENGRAVING	SUPPLY NAME BADGE FOR DOT (LICENSING OFFICER).	- 24.75
EFT17099	16/06/2014	DALLIMORE CARPETS	SUPPLY AND LAY OF CARPET FOR THE COUNCIL CHAMBERS.	- 5,750.00
EFT17100	16/06/2014	DAVID GRAY & CO PTY LTD	PURCHASE OF X181 240LT NATURE GREEN (YELLOW LIDS) RECYCLING BINS WITH SHIRE LOGO.	- 10,492.57

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EFT17101	16/06/2014	DEMOLITION WORKS	CHARGES FOR PHEONIX CONTRACTING WAS PUT THROUGH TO DEMOLITION WORKS BY MISTAKE, CHARGES HAVE BEEN CORRECTED, REIMBURSEMENT ISSUED TO DEMOLITION WORKS.	- 630.20
EFT17102	16/06/2014	DORMA AUSTRALIA PTY LTD	CHARGES FOR CALL OUT AND REPAIR OF FAULTY AUTOMATIC DOOR AT NORTHAM LIBRARY.	- 379.07
EFT17103	16/06/2014	DOWNER EDI WORKS	RESURFACING OF TAXIWAY AT THE NORTHAM AIRFIELD. AND PURCHASE OF 1000LT CATIONIC RAPID SET.	- 102,626.88
EFT17104	16/06/2014	DUN & BRADSTREET AUSTRALIA	COURT FEE, SERVICE FEE & SOLICITORS FEE FOR A15310. SOLICITORS COSTS FOR A11210, A11671, A12491, AND A1296 AND COMMISSION ON D&B COLLECTION FOR H72.	- 747.23
EFT17105	16/06/2014	DUNLOP G D	LOCATE CABLES AT CORNER OF GOOMALLING & QUELQUELLING ROADS FOR NEW LARGE WATER DRAIN.	- 297.00
EFT17106	16/06/2014	DUNNING INVESTMENTS PTY LTD	FUEL ACCOUNT MAY 2014.	- 27,695.34
EFT17107	16/06/2014	ENVIRONMENTAL HEALTH AUSTRALIA	SUBSCRIPTION FOR ENVIRONMENTAL HEALTH AUSTRALIA FOR PHIL STEVEN, CORPORATE MEMBERS LEVEL 2 FROM 04/06/2014 TO 30/06/2014.	- 1,332.50
EFT17108	16/06/2014	EP PROPERTY CARE SERVICES	BBQ CLEANING AT APEX PARK, BROOME TCE (INCLUDING SEATS OUTSIDE OF LIBRARY) & BERNARD PARK FROM 04/04/2014 TO 24/04/2014 & FITZGERALD ST CLEANING 11/04/2014 & 24/04/2014.	- 805.20
EFT17109	16/06/2014	CANCELLED PAYMENT		
EFT17110	16/06/2014	FREINDS GARAGE	COMPLETE SERVICE, REPAIR LEAKING BREAKS, REPLACE WEAR PLATES AND INNER BRAKE LEAKING FOR GRADER 001 & X2 NEW BATTERIES SUPPLIED AND INSTALLED TO TRUCK N.3651.	- 9,697.50
EFT17111	16/06/2014	FREMANTLE CITY DOCKERS JUNIOR FOOTBALL CLUB INC.	KIDSPORT FUNDING.	- 195.00
EFT17112	16/06/2014	FULTON HOGAN INDUSTRIES PTY LTD	PURCHASE OF X24.96 TN OF CM07 170 GR FOR ENGINEERING SERVICES.	- 5,386.87
EFT17113	16/06/2014	GILLIAN PATRICIA MANSFIELD	STUDY ASSISTANCE - URP500 REIMBURSEMENT OF COURSE FEES FOR PLANNING LAW (URP500).	- 2,550.00
EFT17114	16/06/2014	GLENN STUART BEVERIDGE	CHARGES FOR REPAIRING SUSPENSION BRIDGE RAILING. REPAIRING LOCK AT BERNARD PARK TOILETS AND PAINTING SWINGS AT MORRELL PARK. REPAIRING KITCHEN DRAWERS, SHOWER HEAD AND INSTALL HAND RAILS AT KURINGAL UNITS. CHARGES TO REMOVE SHELVES AT NORTHAM LIBRARY AND INSTALL X2 TOILET LOCKS AT DEPOT BUILDING.	- 1,199.00

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EFT17115	16/06/2014	GRAFTON ELECTRICS	SUPPLY/INSTALL POWER TO BERNARD PARK WATER FEATURE, SUPPLY/REPLACE UNDERGROUND CABLES TO LIGHT TOWER AND REPAIR FAULT TO LIGHTS AT BERNARD PARK. CHECK LIGHTS AT SOUND SHELL, REPAIR FAULT TO POWERPOINTS IN REC CENTRE CHANGE ROOMS AND WIRE RANGE HOOD AT MEMORIAL HALL KITCHEN. REPLACE WINDOW TO SWITCH BOARD AT OLD COUNCIL CHAMBERS. CONNECT LIGHT SWITCHES AND POWER POINTS, INSTALL SUSPENDED POWER POINT AND REPLACE TUBES IN EXIT SIGN AT NORTHAM TOWN HALL.	- 6,046.96
EFT17116	16/06/2014	GWY PAINTING SERVICE	REPAINT INTERIOR AND EXTERIOR OF GRASS VALLEY TOWN HALL, WUNDOWIE TOILETS, TOWN HALL KITCHEN AND DRIVE THROUGH AREA AND WALLS AT MEMORIAL HALL.	- 11,428.00
EFT17117	16/06/2014	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	CHARGES FOR MILEAGE ALLOWANCE AND 58.50 NORMAL HOURS FOR ROBERT POWELL (RELIEVING EHO).	- 4,323.59
EFT17118	16/06/2014	IMMACU SWEEP	FOOTPATHS SWEEPING IN THE TOWN CBD AND SWEEPING IN THE SHIRE OF NORTHAM FROM 31/03/2014 TO 05/04/2014, 10/03/2014 TO 15/03/2014, 17/03/2014 TO 22/03/2014, 24/03/2014 TO 29/03/2014 AND 07/04/2014 TO 12/04/2014 AND 12/05/2014 TO 17/05/2014.	- 21,384.00
EFT17119	16/06/2014	JEF SALES & SERVICE	REPAIRS TO ENGINEERING SERVICE BRUSH CUTTER.	- 59.95
EFT17120	16/06/2014	KELLERBERRIN QUALITY MEATS	PURCHASE OF ASSORTED MEATS FOR KILLARA.	- 269.52
EFT17121	16/06/2014	CANCELLED PAYMENT		
EFT17122	16/06/2014	KIM MARIE MURCUTT	REIMBURSEMENT FOR PRE-EMPLOYMENT POLICE CLEARANCE.	- 63.50
EFT17123	16/06/2014	KLEENWEST DISTRIBUTORS	SUPPLY OF X4 ROSCHE 2PLY TOILET ROLLS AND X2 SLIMLINE HAND TOWEL FOR THE RECREATION CENTRE.	- 301.40
EFT17124	16/06/2014	MAJOR MOTORS PTY LTD	PURCHASE OF NEW 2014 ISUZU MLR 200 TIPPER MANUAL AND TRADE IN OF 2004 ISUZU (N4963) FOR ENGINEERING SERVICES.	- 32,779.80
EFT17125	16/06/2014	METRO BEVERAGE CO PTY LTD	PURCHASE OF ASSORTED DRINKS FOR THE REC CENTRE.	- 97.75
EFT17126	16/06/2014	METTLER-TOLEDO LIMITED	ANNUAL CALABRATION OF THE OLD QUARRY ROAD LANDFILL WEIGHBRIDGE.	- 1,980.00
EFT17127	16/06/2014	NORTHAM & DISTRICTS GLASS SERVICE	MEASURE & REGLAZE ALUMINIUM WINDOW AT THE LIBRARY.	- 364.10
EFT17128	16/06/2014	NORTHAM BEARING SALES	PURCHASE OF ASSORTED PARTS FOR ENGINEERING SERVICES.	- 495.55
EFT17129	16/06/2014	NORTHAM CENTRAL NEWSAGENCY	PURCHASE AND SUPPLY OF THE WEST AUSTRALIAN PAPER FOR THE PERIOD 01/05/14 TO 02/06/14 FOR ADMIN.	- 47.00

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EFT17130	16/06/2014	NORTHAM COURIER SERVICE	PARCEL DELIVERY FOR APRIL 2014 FOR ENGINEERING (COMPLANT - 14/04/2014).	-	22.00
EFT17131	16/06/2014	NORTHAM FEED & HIRE	PURCHASE OF X 2 LAYING MASH, X 2 WHEAT SECOND, X 2 AVIARY MIX.	-	142.20
EFT17132	16/06/2014	NORTHAM GARDEN CENTRE	PURCHASE OF X1 RAPHLIOESPIS, X2 LAVENDERS, X8 SEEDLING PUNNETS, X10 BAGS OF CHICKEN MANURE AND X1 SHEILD ROSE SPRAY FOR ENGINEERING SERVICES AND PURCHASE OF CITIZENSHIP GIFTS.	-	299.30
EFT17133	16/06/2014	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF ASSORTED TOOLS AND PARTS FOR KILLARA, DEVELOPMENT SERVICES, REC CENTRE AND ENGINEERING SERVICES.	-	1,570.06
EFT17134	16/06/2014	NORTHAM PHARMACY	PURCHASE OF FIRST AID BOX WALL MOUNT.	-	50.00
EFT17135	16/06/2014	NORTHAM TOYOTA	PURCHASE OF X2 TOYOTA HILUX, N.4098 AND N.4099 WITH TRADE IN OF X1 TOYOTA HILUX, N4959 AND N9324.	-	34,576.00
EFT17136	16/06/2014	NORTHAM TYREPOWER	REPAIR OF X1 PUNCTURED TYRE FOR COMMUNITY SERVICES.	-	30.00
EFT17137	16/06/2014	NORTHAM VETERINARY CENTRE	VET CHARGES FOR INJURED SWAN.	-	298.84
EFT17138	16/06/2014	NORTHAM WADO RYU KARATE CLUB	KIDSPORT FUNDING.	-	800.00
EFT17139	16/06/2014	OFFICEWORKS SUPERSTORES PTY LTD	PURCHASE OF ASSORTED STATIONARY FOR KILLARA.	-	321.09
EFT17140	16/06/2014	ORICA AUSTRALIA PTY LTD	SUPPLY OF CHLORINE (1840KG) FOR ENGINEERING SERVICES.	-	2,947.89
EFT17141	16/06/2014	PHILLIP BRUCE STEVEN	COURSE FEES - PLANNING FOR SUSTAINABILITY URP590.	-	2,550.00
EFT17142	16/06/2014	PRINCES GARDEN CENTRE	PURCHASE OF ASSORTED PLANTS FOR ENGINEERING SERVICES.	-	960.00
EFT17143	16/06/2014	PROFESSIONAL LOCKSERVICE	PURCHASE OF X11 GEN 6 B34 CUT KEY FOR KILLARA & JUBILEE PAVILION MAINTENANCE.	-	181.50
EFT17144	16/06/2014	QK TECHNOLOGIES	QIKKIDS TECHNOLOGIES FOR NORTHAM VACATION CARE 01/07/2014 TO 30/06/2015 AND 01/12/2014.	-	540.00
EFT17145	16/06/2014	QUBE LOGISTICS	SUPPLY OF 1840KG CHLORINE & FUEL LEVY FOR THE TREATED WASTE WATER RETICULATION.	-	1,648.58
EFT17146	16/06/2014	RADIOWEST BROADCASTERS PTY LTD	RADIO ADVERTISEMENT FOR THE TRIATHLON 2014 FOR THE PERIOD 01/04/14 TO 30/04/14.	-	370.70
EFT17147	16/06/2014	RAMPAGE DESIGN	SUPPLY & FIT NOSE SECTIONS AT THE NORTHAM SKATE PARK.	-	4,977.50
EFT17148	16/06/2014	ROBYN LOUISE CRAGAN	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL	-	137.50
EFT17149	16/06/2014	ROCLA PIPELINE PRODUCTS	PURCHASE OF X4 1200 X 600 CULVERTS TO BE DELIVERED TO HATTON/MACE STREET.	-	2,459.58
EFT17150	16/06/2014	ROSS SQUIRE HOMES	REFUND FOR SEPTIC APPLICATION FOR LOT 250 ALMOND AVE, BAKERS HILL DUE TO ALREADY HAVING SYSTEM INSTALLED & APPROVED.	-	407.50

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EFT17151	16/06/2014	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	SUPPLY OF X5 COPIES OF THE AVON ADVOCATE FOR THE VISITORS CENTRE DURING THE PERIOD 05/05/2014 TO 25/05/2014.	-	15.75
EFT17152	16/06/2014	SAFETYQUIP	PURCHASE OF X 28 POLYESTER JACKETS IN ORANGE WITH SHIRE OF NORTHAM LOGO EMBROIDED ON FOR DEPOT STAFF.	-	3,342.58
EFT17153	16/06/2014	SGS AUSTRALIA PTY LTD	SUPPLY OF LAB ANALYSIS FOR THE OLD QUARRY ROAD MONITORING BORES.	-	1,058.20
EFT17154	16/06/2014	SKYHIGH TRAFFIC DATA AUSTRALIA PTY LTD	NORTHAM TRAFFIC SURVEY FOR NEWCASTLE MITCHELL AVE ROUNDABOUT - STATE FUNDING.	-	440.00
EFT17155	16/06/2014	STAPLES AUSTRALIA PTY LIMITED	PURCHASE OF ASSORTED STATIONARY ITEMS FOR ASSORTED DEPARTMENTS FOR MAY 2014.	-	1,058.19
EFT17156	16/06/2014	SWAIN PHILIP	CONTRACT SERVICES FROM 01/05/2014 TO 31/05/2014 FOR ENVIRONMENTAL HEALTH DUTIES.	-	5,952.70
EFT17157	16/06/2014	TELSTRA DAMAGE COST RECOVERY & MANAGEMENT	CHARGES FOR TELSTRA CONNECTIONS AT NEW DEVELOPMENT AT LOT 64, CORNER OF HOLTFRETER AVE AND FERNIE ST NORTHAM (AVON HEALTH PRECINCT).	-	19,539.19
EFT17158	16/06/2014	CANCELLED PAYMENT			
EFT17159	16/06/2014	THE LIMES ORCHARD STAY - PT & JA PERKINS	PURCHASE OF X12 NATURAL LIME CORDIAL 750ML BOTTLES FOR THE VISITORS CENTRE STOCK.	-	67.20
EFT17160	16/06/2014	THE RIVERSIDE HOTEL	CATERING FOR COUNCIL MEETING ON 21/05/2014 & STRATEGIC MEETING ON 28/05/2014.	-	720.00
EFT17161	16/06/2014	TODAY'S BUILDING SERVICES	FIRST PAYMENT OF FEE PROPOSAL DATED 19/05/2014 FOR CERTIFICATION SERVICES FOR THE NORTHAM RECREATIONAL CENTRE.	-	814.00
EFT17162	16/06/2014	TYRECYCLE PTY LTD	TYRE SERVICE/REPLACEMENT FOR 32X PASSENGER TYRES, 24X LIGHT TRUCK, 34X TRUCK, TRACTOR (12X SMALL AND 5X LARGE), 12X GRADER, 1X EARTH MOVER MEDIUM AND 6X BOBCAT FOR ENGINEERING SERVICES.	-	2,137.18
EFT17163	16/06/2014	WAY SIGNS	FIT ACRYLIC SHIRE LOGO ON ONE WAY WINDOW AT SHIRE ADMIN OFFICE.	-	1,320.00
EFT17164	16/06/2014	WEST END CONVENIENCE STORE	PREPARE & SUPPLY FOOD FOR X18 PEOPLE FOR FORUM MEETING ON 21/05/2014.	-	396.00
EFT17165	16/06/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	RATES COURSE BOOKING FOR CODEY REDMOND, ADVERTISEMENT FOR ROAD CLOSURE ANZAC DAY, ADVERTISEMENT FOR MODIFICATIONS TO THE COMMUNITY STRATEGIC PLAN, ADVERTISEMENT FOR EMPLOYMENT OPPURTUNITIES AT THE LIBRARY & DEPOT & ADVERTISEMENT OF RFT	-	2,633.40

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			WUNDOWIE STORAGE DAM COVER.	
EFT17166	16/06/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 221 INTEREST PAYMENT - AIRSTRIP UPGRADE.	- 6,987.66
EFT17167	16/06/2014	WHEATBELT GP NETWORK (GENERAL PRACTICE)	PRE-EMPLOYMENT MEDICAL FOR GARY DAVIES & STACEY CONNOR-BROWN.	- 198.17
EFT17168	16/06/2014	WHEATBELT SAFETYWEAR	PURCHASE OF X4 PAIRS OF SAFETY BOOTS FOR GLEN FRANKS, HAROLD GODDARD, GARY DAVIS & COLIN MCPHERSON, X4 WORK JEANS FOR DAVID GOLDSMITH & X1 WATERPROOF JACKET FOR RANGER SERVICES.	- 655.00
EFT17169	16/06/2014	WORMALD FIRE (WA)	ROUTINE INSPECTION & MAINTENANCE FROM 01/05/2014 TO 31/05/2014 AT THE TOWN HALL.	- 137.04
EFT17170	16/06/2014	YORK HOCKEY CLUB INC	KIDSPORT FUNDING.	- 1,040.00
EFT17171	18/06/2014	FE TECHNOLOGIES PTY LTD	SUPPLY OF X20000 RACETRACK TAGS AND X3 57MMX74M WAX RIBBON (LESS PREPAYMENTS - \$2838.00).	- 4,567.20
EFT17172	20/06/2014	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	- 212.04
EFT17173	20/06/2014	MCLEODS BARRISTERS & SOLICITORS	LEGAL COSTS FOR MATTERS 34941 DUKE STREET NORTHAM, 35051 FORREST STREET NORTHAM & 35048 OLD HOSPITAL SITE.	- 1,018.86
EFT17174	20/06/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	- 462.50
EFT17175	20/06/2014	PARAGON SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	- 177.25
EFT17176	20/06/2014	AUSTRALIAN TAXATION OFFICE	MAY BAS 2014.	- 21,118.00
EFT17177	25/06/2014	DEPARTMENT OF FIRE AND EMERGENCY SERVICE(DFES) OF WESTERN AUSTRALIA	CHARGES FOR ESLB 4TH QUARTER CONTRIBUTION FOR 2013/2014.	- 40,309.15
EFT17178	25/06/2014	LANDGATE	CHARGES FOR UV GENERAL VALUES RES C/TOWNS SHARED AND N/R COUNTRY SHARED. CHARGES FOR GRV INT VALUES CTRY AND FESA 12,001-100,000 AND CTRY SHARED AND FESA 12,001-100,000 AND MINIMUM CHARGES FOR MINING TENEMENTS.	- 536.59
EFT17179	25/06/2014	OXTERS CEMETERY SERVICES	PURCHASE OF TOILET TISSUE, BLEACH, DISINFECTANT AND TOILET PAPER FOR WUNDOWIE TOWN HALL AND PUBLIC TOILETS AND CEMETERY INVOICING FOR FORTNIGHT ENDING 13 JUNE 2014.	- 1,573.41
EFT17180	25/06/2014	SWS PAINTING CONTRACTORS	PAINTING BAKERS HILL REC CENTRE & COUNCIL CHAMBERS.	- 2,900.00
EFT17181	25/06/2014	ALAN'S AUTO ELECTRICS	REPLACEMENT BOSCH BATTERY FOR BRIGADES CLACKLINE LT.	- 220.00

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EFT17182	25/06/2014	ALLCOM COMMUNICATIONS WA PTY LTD	FIT NEW RADIOS IN DEPOT VEHICLES N1307, N4959 & N5040.	- 1,438.10
EFT17183	25/06/2014	AMGROW AUSTRALIA PTY LTD	PURCHASE OF X125 SEED STRIKER GOLD BLEND FOR HENRY ST OVAL.	- 715.00
EFT17184	25/06/2014	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	COMMISSIONS AND CHARGES FOR THE PERIOD ENDING 28/05/2014.	- 484.00
EFT17185	25/06/2014	AUSTRALIA POST	AUSTRALIA POST ACCOUNT FOR ADMIN, KILLARA AND THE LIBRARY FOR MAY 2014.	- 1,064.72
EFT17186	25/06/2014	AVON HOME IMPROVEMENT CENTRE	CHARGES FOR PLASTERBOARDING AND TILING KITCHEN WALLS AND TILING FLOOR AT TOWN HALL.	- 16,647.40
EFT17187	25/06/2014	AVON VALLEY ARTS SOCIETY (INC)	AVAS SALES TO 06 JUNE 2014.	- 101.70
EFT17188	25/06/2014	AVON VALLEY CONTRACTORS	HIRE OF SIX WHEELER AND DOG TRAILER FOR WEIGHBRIDGE JOB AT SHIRE TIP ON 13/05/2014).	- 352.00
EFT17189	25/06/2014	AVON VALLEY GLASS	CHARGES TO REPAIR WINDSCREEN STONE CHIP ON RANGERS VEHICLE.	- 110.00
EFT17190	25/06/2014	AVON VALLEY NISSAN	VEHICLE SERVICE FOR NISSAN NAVARA N4057.	- 422.99
EFT17191	25/06/2014	AVON VALLEY STOCK FEED & GARDEN SUPPLIES	X 2 AVIARY MIX, X 1 LAYING MASH 25KG, X 1 SECONDS WHEAT 30KG AND CHARGES FOR MOWING AND MAINTENANCE OF KILLARA LAWN.	- 196.85
EFT17192	25/06/2014	AVON WASTE	CHARGES FOR RUBBISH PICK UP FOR FORTNIGHT ENDING 31/05/14 AND REGIONAL BULK COLLECTION.	- 82,444.07
EFT17193	25/06/2014	AVW ELECTRICAL	CHARGES FOR CCTV POLE INCLUDING POWDER COATING	- 3,058.00
EFT17194	25/06/2014	BAKERS HILL BOARDING CATTERY	TEMPORARY CARE FOR X5 STRAY OR SURRENDERED CATS FOR 15 DAYS.	- 150.00
EFT17195	25/06/2014	BAKERS HILL RURAL SUPPLIES & HARDWARE	PURCHASE OF X2 PERMAROD POST DOUBLE RAIL & X2 PERMAROD RAIL FOR STORM DAMAGE REPAIR ON ODRISCOL ROAD.	- 87.00
EFT17196	25/06/2014	BEAUREPAIRES	PURCHASE OF ASSORTED PLANT PARTS FOR ENGINEERING AND DEVELOPMENT SERVICES.	- 6,254.40
EFT17197	25/06/2014	BLACKWELL PLUMBING PTY LTD	CHARGES TO REPLACE GATE VALVE FOR A BALLVALVE AT DEPOT AND SERVICE TOILETS, URINALS AND OUTSIDE TAP AT ADMIN BILDING.	- 817.40
EFT17198	25/06/2014	CHIDLOW JUNIOR FOOTBALL CLUB INC	KIDSPORT FUNDING.	- 195.00
EFT17199	25/06/2014	CJD EQUIPMENT PTY LTD	PURCHASE OF X1 WATER PUMP KIT, X2 CORE-WATER PUMP KIT, X3 GASKET & X4 SEALING RING FOR VOLVO, N.002.	- 644.37
EFT17200	25/06/2014	CLACKLINE FENCING CONTRACTORS	URGENT REPAIRS TO FENCING AT SWIMMING POOL.	- 250.00
EFT17201	25/06/2014	COLIN JON LEWIS	REIMBURSMENT FOR POLICE CLEARANCE.	- 63.50
EFT17202	25/06/2014	COLLEAGUES PRINT SOLUTIONS	PURCHASE OF X20 SHIRE OF NORTHAM DOG INFRINGEMENT BOOKS.	- 561.00
EFT17203	25/06/2014	COUNTRY COPIERS NORTHAM	PURCHASE OF ASSORTED STATIONERY FOR KILLARA.	- 91.50

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EFT17204	25/06/2014	COURTNEY WYNN	REIMBURSEMENT FOR REMOVAL CHARGES (ALLIED PICKFORDS) AND REIMBURSEMENT FOR POLICE CLEARANCE AND PRE-EMPLOYMENT MEDICAL.	- 3,562.00
EFT17205	25/06/2014	COVS PARTS PTY LTD	PURCHASE OF X2 250L CABINETS FOR THE DEPOT.	- 2,310.00
EFT17206	25/06/2014	CUTLINE ENGRAVING	SUPPLY OF X5 NAME BADGES FOR SHIRE STAFF.	- 123.75
EFT17207	25/06/2014	DAVID HOWARD GOLDSMITH	REIMBURSEMENT FOR POLICE CLEARANCE.	- 63.50
EFT17208	25/06/2014	DOWNER EDI WORKS	CHARGES TO SUPPLY AND LAY SEALING WORKS AT THROSSELL ST, SPENCERS BROOK RD AND SPENCERS BROOK-YORK RD.	- 148,068.25
EFT17209	25/06/2014	DUN & BRAD STREET AUSTRALIA	EXTERNAL SOLICITORS COST FOR X19 DEBTORS (A15894, A45, A913, A44, A12463, A11631, A10775, A394, A13174, A14551, A14534, A10706, A11619, A11456, A11495, A2057, A2010, A15310 AND A655) DATED 30/05/2014. DEFERRED SERVICE FEE CHARGED TO A2427.	- 1,513.49
EFT17210	25/06/2014	EP PROPERTY CARE SERVICES	GARDEN MAINTENANCE AT NORTHAM SWIMMING POOL.	- 243.00
EFT17211	25/06/2014	FM SURVEYS	DEPOSITED PLAN FOR SEWAGE AND DRAINAGE & SEARCH AND LODGEMENT FEES FOR LANEWAY LAND ACQUISITION.	- 992.00
EFT17212	25/06/2014	FREINDS GARAGE	PURCHASE OF X 1 CARTON IN LINE FUEL FILTERS FOR NORTHAM DEPOT.	- 67.10
EFT17213	25/06/2014	FULTON HOGAN INDUSTRIES PTY LTD	2 TONNES HOT MIX FOR ROAD MAINTENANCE.	- 406.08
EFT17214	25/06/2014	GARY DAVIS	X2 PARKING TICKET REFUNDS FOR PARKING AT CONFERENCE AND REFUND FOR PURCHASE OF PHONE COVER FOR WORK PHONE.	- 56.40
EFT17215	25/06/2014	GLENN STUART BEVERIDGE	INSTALL RETAINING WALL & STEPS AT WUNDOWIE DEPOT, ASSEMBLE STAINLESS STEEL KITCHEN AT THE LESSER HALL, REPAIR SIDE DOOR AT TOWN HALL, CLEAN & REPAIR GUTTERS AT KURINGAL UNITS & QUELLINGTON HALL, REPLACE STAINLESS STEEL CABLE AT SOUND SHELL, REPLACE DAMAGED WALL AT FLUFFY DUCKS DAY CARE, REPAIR DOORS & CEILING AT WUNDOWIE HALL, PATCH HOLE IN WALL & REPLACE SLIDING DOOR ROLLER AT FOOTBALL PAVILLION, REMOVE CURTAIN RODS AT KILLARA, ASSEMBLE TABLE IN OFFICE AT LIBRARY & REPLACE ROOF SHEETS WITH CORRIGATED IRON AT DEPOT SHED.	- 10,381.00
EFT17216	25/06/2014	GLORIA ROSE ROBINSON	REIMBURSEMENT FOR X18 CAT CARRY CAGES FOR POUND/ CATTERY.	- 180.00
EFT17217	25/06/2014	GSO STAINLESS ENGINEERING	CHARGES FOR REPLACEMENT WIRES AT THE SOUNDSHELL.	- 493.90
EFT17218	25/06/2014	CANCELLED PAYMENT		
EFT17219	25/06/2014	INVISION SIGNS AND DESIGNS	BUSINESS CARDS FOR COURTNEY & HAYLEY AND	- 109.80

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			OVER PAYMENT FOR BUSINESS CARDS FOR VICTORIA.	
EFT17220	25/06/2014	IT VISION	MODIFICATION OF DEBTOR INVOICE TEMPLATES TO ACCOMMODATE NEW BPAY OPTION.	- 440.00
EFT17221	25/06/2014	IW PROJECTS	CHARGES FOR POND 5 WORKS APPROVAL - SITE VISIT, DISCUSSION WITH LINING MANUFACTURER, COMPILE WORKS APPROVAL SUPPORTING DOCUMENTATION, POND LINER SIZING AND AVAILABILITY, POND DRAWINGS, FINALISED DOCUMENTATION, SITE VISITS AND SUBMIT TO THE DER. CHARGES FOR DRAFT MANAGEMENT CONTRACT FOR LANDFILL OPERATIONS.	- 7,796.25
EFT17222	25/06/2014	JODIE PATRICIA TAYLOR	REIMBURSMENT FOR POLICE CLEARANCE.	- 63.50
EFT17223	25/06/2014	KERBTECH P/L T/A GDR CIVIL CONTRACTING	CHARGES TO REMOVE TOPSOIL AND FILL FROM SUPERCLINIC SITE AND SHIFT TO REAR OF HOSPITAL AND HIRE OF MINI EXCAVATOR.	- 10,757.12
EFT17224	25/06/2014	LACHLAN SCOTT	REIMBURSMENT FOR POLICE CLEARANCE.	- 63.50
EFT17225	25/06/2014	LANDMARK	PURCHASE OF X1 NUFA KAMBA M 5L FOR THE DEPOT	- 86.90
EFT17226	25/06/2014	LLOYDS EARTHMOVING	PURCHASE OF X6 PACKS OF MAXI BRICKS FOR CEMETERY NICHE WALL.	- 1,380.00
EFT17227	25/06/2014	NORTHAM BEARING SALES	PURCHASE OF VICON SPREADER BAND AND CHARGES FOR OVERNIGHT FREIGHT.	- 49.92
EFT17228	25/06/2014	CANCELLED PAYMENT		
EFT17229	25/06/2014	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X1 ELECTRODE S/CRAFT 2.5MMX2.5K, X1 GARDEN RAKE, X1 RAKE HANDLE AND X3 PAINT BRUSHES FOR ENGINEERING SERVICES.	- 86.44
EFT17230	25/06/2014	NORTHAM WADO RYU KARATE CLUB	KIDSPORT FUNDING.	- 200.00
EFT17231	25/06/2014	ORICA AUSTRALIA PTY LTD	SUPPLY OF CHLORINE GAS (920KG DRUM) FOR THE NORTHAM SWIMMING POOL.	- 2,442.00
EFT17232	25/06/2014	PORTNER PRESS PTY LTD	EMPLOYMENT LAW UPDATE 2 2014.	- 97.00
EFT17233	25/06/2014	RC SODABLAST	CHARGES TO CLEAN DOG MANURE AND GRAFFITI OFF PLAYGROUND AT MORRELL ST PARK.	- 330.00
EFT17234	25/06/2014	RETAIL DECISIONS (COLES)	ASSORTED PURCHASES FOR MAY 2014.	- 2,987.09
EFT17235	25/06/2014	ROAD AND TRAFFIC SERVICES	SUPPLY & INSTALL PAVEMENT MARKINGS IN VARIOUS LOCATIONS THROUGHOUT THE NORTHAM TOWNSITE.	- 10,150.36
EFT17236	25/06/2014	ROBERT LESLIE HITCHCOCK	GRAVEL PURCHASED (2176M3) FOR DUMBARTON ROAD.	- 8,616.96
EFT17237	25/06/2014	ROYAL LIFE SAVING SOCIETY WA	PURCHASE OF X1 ADULT SMART DEFIB PADS HS1 (M5071A) AND CHARGES FOR FREIGHT.	- 123.25
EFT17238	25/06/2014	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	CHARGES FOR THE AVON DIRECTORY 2014 AND PURCHASE OF AVON VALLEY	- 820.65

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			ADVOCTES FOR THE VISITOR CENTRE.	
EFT17239	25/06/2014	SPORTS PERFORMANCE & MANAGEMENT	TRAFFIC MANAGEMENT PLAN AND PRELIMINARY WORK FOR NORTHAM TRIATHLON.	- 1,430.00
EFT17240	25/06/2014	SPORTS POWER NORTHAM	PURCHASE OF X2 QUILTS FOR THE NORTHAM RECREATION CENTRE.	- 59.98
EFT17241	25/06/2014	TENNANT AUSTRALIA	SERVICE OF MODEL 5700 SCRUBBER WALK-BEHIND.	- 389.95
EFT17242	25/06/2014	THE PAPER COMPANY OF AUSTRALIA	PURCHASE OF X250 48CMT A480 COPYMATE TRUTONE AND X5 38CMT A380 COPYMATE TRUTONE.	- 1,185.25
EFT17243	25/06/2014	THE RIVERSIDE HOTEL	CHARGES FOR OUTSIDE CATERING FOR X20 PEOPLE FOR THE FORUM MEETING.	- 420.00
EFT17244	25/06/2014	THE WEST AUSTRALIAN	WINTER ESCAPES ADVERTISEMENT.	- 250.00
EFT17245	25/06/2014	THEA COMMINS	PURCHASE OF ASSORTED BOOKMARKS FOR THE VISITOR CENTRE.	- 180.40
EFT17246	25/06/2014	THELMA FRAYNE	PURCHASE OF OLD BLUES PRESERVES FOR THE VISITOR CENTRE.	- 97.50
EFT17247	25/06/2014	CANCELLED PAYMENT		
EFT17248	25/06/2014	WESTRAC EQUIPMENT PTY LTD	PURCHASE OF ASSOORTED EQUIPMENT FOR ENGINEERING SERVICES.	- 372.61
EFT17249	25/06/2014	WHEATBELT SAFETYWEAR	PURCHASE OF ASSORTED WORKWEAR FOR ENGINEERING SERVICES.	- 658.00
EFT17250	25/06/2014	NORTHAM HYUNDAI	15,000KM SERVICE ON HYUNDAI VELOSTER COUPE N10734, PURCHASE OF X2 2014 HYUNDAI VF2 I40 FOR COMMUNITY SERVICES AND TRADE IN OF 2010 HOLDEN 1ELZ858.	- 41,394.00
EFT17251	25/06/2014	VALLEY FORD	PURCHASE OF X1 FORD RANGER N.4100 TO REPLACE STOLEN VEHICLE N9323 (ENGINEERING SERVICES).	- 26,796.10
EFT17252	25/06/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 206 INTEREST PAYMENT - NORTHAM COUNTRY CLUB.	- 40,562.30
EFT17253	26/06/2014	DAIMLER TRUCKS PERTH	PURCHASE OF X1 FUSO 2014 TRUCK AND TRADE IN OF FUSO CANTER N265.	- 36,168.00
			TOTAL EFT MUNICIPAL	- 1,187,971.67
33375	06/06/2014	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	- 153.97
33376	06/06/2014	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	- 1,050.00
33377	06/06/2014	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 177.25
33378	06/06/2014	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	- 249.04
33379	06/06/2014	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 224.13
33380	06/06/2014	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	- 73.32
33381	06/06/2014	AUSTSAFE SUPER	SUPERANNUATION CONTRIBUTIONS.	- 178.32
33382	06/06/2014	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	- 302.40
33383	06/06/2014	EWRAF SUPER	SUPERANNUATION CONTRIBUTIONS.	- 47.71
33384	06/06/2014	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS.	- 183.03

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33385	06/06/2014	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	- 19.40
33386	06/06/2014	MLC NAVIGATOR ACCESS SUPER AND PENSION	SUPERANNUATION CONTRIBUTIONS.	- 180.75
33387	06/06/2014	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	- 24,774.84
33388	06/06/2014	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS.	- 455.05
33389	06/06/2014	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	- 208.94
33390	16/06/2014	SYNERGY	ELECTRICITY CHARGES FOR STREETLIGHTS AND ASSORTED SHIRE PROPERTIES FOR THE PERIOD 05/03/14 TO 27/05/14.	- 25,662.45
33391	16/06/2014	A COUNTRY PRACTICE	CAT STERILISATION FEE FOR X8 CATS FOR GRANT PROGRAM.	- 950.00
33392	16/06/2014	ANGLICAN PARISH OF NORTHAM	HIRE OF THE ST JOHNS HALL ON 09/04/2014 & 23/04/2014 FOR KILLARA.	- 200.00
33393	16/06/2014	BAUER MEDIA LTD	SUBSCRIPTION TO CLEO, DONNA HAY, WOMENS FITNESS, GARDENING AUSTRALIA, SHOP 'TIL YOU DROP, TASTE.COM.AU, TOP GEAR, WEIGHT WATCHERS & YOURS 13 MAGAZINES FOR THE LIBRARY.	- 483.75
33394	16/06/2014	DEPARTMENT OF LOCAL GOVERNMENT AND COMMUNITIES	ANNUAL FEE FOR NORTHAM VACATION CARE SERVICES 2014-2015.	- 192.00
33395	16/06/2014	FINES ENFORCEMENT REGISTRY	INFRINGEMENTS PROSECUTING FEE.	- 1,175.00
33396	16/06/2014	HILLS WARRIORS NETBALL CLUB INC	KIDSPORT FUNDING.	- 1,116.00
33397	16/06/2014	LUDGATE R	WATER CARTING FROM 05/03/2014 TO 01/04/2014.	- 20,320.30
33398	16/06/2014	MERVYN JOHN ASHMAN	LEASE OF FIRE SHED FROM MARCH 2013 TO MARCH 2014.	- 150.00
33399	16/06/2014	PETTY CASH	KILLARA PETTY CASH RECOUP FROM 23/04/2014 TO 29/05/2014.	- 657.10
33400	16/06/2014	STASS ENVIRONMENTAL	SEPTEMBER 2013 & APRIL 2014 GROUND WATER REPORTS FOR OLD QUARRY TIP (BI-ANNUAL GROUND WATER REPORT).	- 902.00
33401	16/06/2014	TELSTRA CORPORATION	TELSTRA MOBILE ACCOUNT FOR THE PERIOD 26/04/2014 TO 24/05/2014.	- 3,115.12
33402	16/06/2014	TOODYAY GROWERS MARKET	PURCHASE OF ASSORTED VEGETABLES FOR KILLARA.	- 372.80
33403	16/06/2014	VODAFONE	PHONE CHARGES FOR THE BRIGADES AND SES FROM 23/05/2014 TO 22/06/2014.	- 980.65
33404	16/06/2014	WATER CORPORATION	WATER USE AND SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES TO 20TH MAY 2014	- 5,494.50
33405	16/06/2014	YORK JUNIOR FOOTBALL CLUB INC	KIDSPORT FUNDING.	- 1,800.00
33406	20/06/2014	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	- 154.50
33407	20/06/2014	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	- 239.97
33408	20/06/2014	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	- 1,000.00
33409	20/06/2014	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 177.25
33410	20/06/2014	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	- 249.04
33411	20/06/2014	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 224.13

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33412	20/06/2014	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	-	73.32
33413	20/06/2014	AUSTSAFE SUPER	SUPERANNUATION CONTRIBUTIONS.	-	180.24
33414	20/06/2014	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	-	302.40
33415	20/06/2014	EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS.	-	115.77
33416	20/06/2014	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS.	-	183.03
33417	20/06/2014	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	-	19.40
33418	20/06/2014	MLC NAVIGATOR ACCESS SUPER AND PENSION	SUPERANNUATION CONTRIBUTIONS.	-	102.04
33419	20/06/2014	SUNSUPER	SUPERANNUATION CONTRIBUTIONS.	-	191.12
33420	20/06/2014	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	-	24,833.23
33421	20/06/2014	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS.	-	460.28
33422	25/06/2014	SHIRE OF NORTHAM	LICENCE AND THIRD PARTY INSURANCE POLICY FOR ASSORTED SHIRE VEHICLES. MONEY FOR KILLARA ADVISORY GROUP.	-	11,440.30
33423	25/06/2014	NORTHAM NETBALL ASSOCIATION	KIDSPORT FUNDING.	-	3,700.00
33424	25/06/2014	PERFECT COMPUTER SOLUTIONS PTY LTD	CHARGES FOR TRAVEL DATED 05/06/2014, 06/06/2014 (ADMIN) AND 10/06/2014 (DEPOT).	-	837.00
33425	25/06/2014	SYNERGY	ELECTRICITY CHARGES FOR ASSORTED SHIRE OWNED PROPERTIES FROM 27/02/2014 TO 27/05/2014.	-	21,361.95
33426	25/06/2014	TELSTRA CORPORATION	LANDLINE CHARGES FOR ASSORTED SHIRE BUILDINGS TO 04/06/2014.	-	5,038.25
33427	25/06/2014	WATER CORPORATION	WATER USAGE & SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES TO 11TH JUNE 2014.	-	1,459.28
33428	25/06/2014	CANCELLED PAYMENT			
33429	25/06/2014	WILLIAM JOSEPH TURLEY	RATES REFUND FOR ASSESSMENT A16061.	-	153.42
			TOTAL CHEQUE MUNICIPAL	-	164,345.74
DD7195.1	03/06/2014	TENNANT AUSTRALIA	LEASE FEE CLEANING EQUIPMENT JUNE 2014.	-	1,067.00
DD7207.1	11/06/2014	BANKWEST	MASTERCARD P STEVEN 23/4/14 TO 22/5/14, SUBWAY NORTHAM, PETALS FLOWER - CONDOLANCE RANGER, SHIRE OF NORTHAM- PLATE 1EFJ949, PERSONAL PROPERTY SECURITIES REGISTER-ABANDONED VEHICLES, PERSONAL PROPERTY SECURITIES REGISTER-ABANDONED VEHICLES, PERSONAL PROPERTY SECURITIES REGISTER-ABANDONED VEHICLES, SKIDDAW VIEW PTY LTD - LUNCHEON MEETING, GST.	-	294.95

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DD7207.1	11/06/2014	BANKWEST	MASTERCARD D GOBBART 23/4/14 TO 22/5/14, GULL GINGERS ROADHOUSE-FUEL, VICTORIA PARK ON STREET - PARKING, WOOLWORTHS, SHIRE OF NORTHAM - PN1305 LICENCE, SHIRE OF NORTHAM - PN1305 LICENCE, LIQUOR BARRON - COUNCIL CHAMBERS, AVON COMPUTECH - NEW CABLE, GST.	- 383.79
DD7207.1	11/06/2014	BANKWEST	MASTERCARD CHADD HUNT 23/4/14 TO 22/5/14, BRAVOFLY.COM LST/PER 2- STAFF FLIGHT FROM TASMANIA RETURN, GST.	- 1,372.57
DD7207.1	11/06/2014	BANKWEST	MASTERCARD J MCGREADY 23/4/14 TO 22/5/14, ADOBE SYSTEMS SOFTWARE, EVERLASTINGS -FAREWELL GIFT STAFF J CHARLES, GST.	- 99.89
			TOTAL DIRECT DEPOSIT	- 3,218.20
PAYROLL	03/06/2014	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	- 173,979.84
PAYROLL	17/06/2014	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	- 174,474.10
			TOTAL PAYROLL	- 348,453.94
			TOTAL EFT MUNICIPAL	-\$ 1,187,971.67
			TOTAL CHEQUE MUNICIPAL	-\$ 164,345.74
			TOTAL CHEQUE TRUST	-\$ 9,044.84
			TOTAL DIRECT DEPOSIT	-\$ 3,218.20
			TOTAL PAYROLL	-\$ 348,453.94
			TOTAL	-\$ 1,713,034.39

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The payment of cheque numbers 33375 to 33429 from Municipal Fund (dated 1st June 2014 to 30th June 2014), the payment of trust cheque numbers 1828 to 1832 from the Trust Fund and the payment of Electronic Funds Transfer numbers EFT16944 to EFT17253 (dated 1st June 2014 to 30th June 2014). Direct Debits 7195.1 and 7207.1 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Fund Bank Vouchers 33375 to 33429	\$ 164,345.74
Trust Bank Vouchers 1828 to 1832	\$ 9,044.84
Municipal Fund Bank Electronic Fund Transfer EFT16944 to EFT17253	\$ 1,187,971.67
Direct Debit Fund Transfer 7195.1 and 7207.1	\$ 3,218.20
Municipal Fund Bank Electronic Fund Transfer Payroll 03/06/2014	\$ 173,979.84
Municipal Fund Bank Electronic Fund Transfer Payroll 17/06/2014	\$ 174,474.10

TOTAL \$1,713,034.39

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$1,713,034.39 was submitted to the ordinary Meeting of Council on Wednesday 09th July 2014.

_____ CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$1,713,034.39 was submitted to each member of the Council Wednesday 09th July 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

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13.3.2 FINANCIAL STATEMENTS TO 31 MAY 2014 (Appendix 3)

Name of Applicant:	Internal Report
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Zoe MacDonald
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	1 July 2014

PURPOSE

The Statement of Financial Activity for the period ending 31 May 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

OFFICER RECOMMENDATION/COUNCIL DECISION

Minute No. C2246

Moved: Cr Rumjantsev

Seconded: Cr Hughes

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 31 May 2014.

CARRIED 9/0

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13.4. COMMUNITY SERVICES

13.4.1 REQUEST FOR FEE WAIVER/REDUCTION

Name of Applicant:	Northam & Districts Little Athletics Club
Name of Owner:	N/A
File Ref:	8.2.8.4
Officer:	Jean McGready/Colin Hassell
Officer Interest:	Nil
Policy:	Nil
Voting:	Absolute Majority required
Date:	25/06/2014

PURPOSE

The Northam & Districts Little Athletics Club (NDLAC) have written requesting that Council waive their fees for the 2012/13 season and endorse a reduction in fees for their 2013/14 athletics season due to Henry oval not meeting the requirements to fully accommodate all sporting disciplines associated with athletics

BACKGROUND

The Little Athletics committee are made up of a group of parents who volunteer their time to ensure the Club remains sustainable while keeping membership fees low and affordable for families. They have however spent a reasonable amount of money on constructing their long-jumps, line markings etc. and they experienced problems for the last two season as Henry Oval has not always been available as remedial work continued to present problems and they had to be accommodated on both Henry and Jubilee ovals.

They received 2 invoices for the use of the ovals for the past two seasons totalling \$7,185.50 and these costs as well as additional ones associated with having to use both Ovals have resulted in them struggling to continue operating.

The Club President has recently vacated his position along with the majority of members and whilst there is a new Committee with someone willing to Preside, they are unprepared to continue with the Club with this debt hanging over them so unless Council agrees to forgive the debt, they will close.

STATUTORY REQUIREMENTS

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

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

- (1) *Subject to subsection (2) and any other written law, 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) *Waiver or grant concessions in relationship to any amount of money; or*
 - (c) *Write off any amount of money, which is owed to the local government.*

**Absolute majority required*

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

Objective: S3 Provide active and passive recreation facilities and services

Strategy: S3.2 Develop maintain and support appropriate facilities throughout the Shire

BUDGET IMPLICATIONS

The total fees for both seasons is \$7,185.50. The Club also want Council to reimburse the construction of the second long-jump pit which cost them \$1,680.00 however since there was no agreement for a second long-jump pit this is not recommended.

OFFICER'S COMMENT

NDLAC were invoiced for the 2012/13 season on 2 December 2013 for the sum of \$2552.00. This invoice was sent eight (8) months after the season finished once the error had been realised by the new administrator. The Club state in their correspondence (attached to this report) they assumed the fees for the season had been waived since they did not receive the invoice until the end of the second season.

They were then invoiced on 12 January 2014 for the 2013/14 season for the sum of \$4,633.50

After meeting with the potential new Committee and thorough analysis of their documentation and financial status, it is clear that an error was made in not sending the 1st invoice to NDLAC as soon as the first season ended so they could deal with that sooner.

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The second invoice is for the use of two ovals however this was a matter of necessity not choice on their part therefore it is the Officers considered opinion they should only be charged for the use of one oval which would be 50% of the invoice

Little athletics is very popular with a membership of 137 children aged from six to sixteen with a high number of younger indigenous children as it's a very affordable sport and until recently they have been a very sustainable Club. It should be noted that there has been a complete change in the committee and the Manager of Recreation Services is confident the new committee and the Shire will be able to develop a far more cohesive partnership that will benefit all concerned.

OFFICER RECOMMENDATION/COUNCIL DECISION

Minute No. C2247

Moved: Cr Head

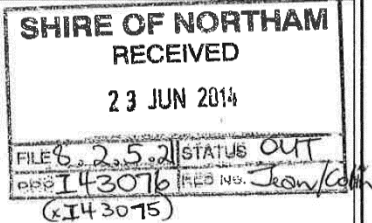
Seconded: Cr Rumjantsev

That;

- 1) Council, waive the 2012/13 season fee of \$2,552.00 (GST inclusive).**
- 2) Waive 50% of the 2013/14 season fee of \$4,633.50 (\$2,316.75 GST inclusive).**

CARRIED BY ABSOLUTE MAJORITY 8/1

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Northam & Districts Little Athletics Centre
P O Box 180
Northam WA 6401

- Debt outstanding to Shire from NDLAC
- Who we are
- Background
- Problems incurred with use of oval
- Amounts owing to Shire and discrepancy
- Additional costs incurred by NDLAC due to Henry St. oval not being ready for NDLAC.
- Future of our club
- Summary

Debt outstanding to Shire

The total debt currently outstanding to the Shire of Northam from NDLAC for use of Oval and Recreation Centre facilities is as follows:

2012/13 \$2,552.00 (Attachment 1)
2013/14 \$4,633.50 (Attachment 2)

With the problems incurred by NDLAC as detailed below with the use of the oval and the absence of any invoice or statement being sent to the Club until the end of our 2013/14 season, it was the Club's understanding that we were not to be charged for the 2012/13 season. Most Clubs using the Recreation Centre facilities pay their outstanding amount at the end of their season. We received no invoices at the end of our 2012/13 season and we certainly did not receive any further requests for payment during the next 12 months, hence furthering our assumption that the debt had been waived.

Who We Are

We are a group of parents endeavouring to provide recreational activity for boys and girls of primary and secondary school ages. NDLAC presents its philosophy as Family, Fun and Fitness. All children are encouraged to participate for their own personal improvements and satisfaction. The emphasis is always to IMPROVE rather than WIN.

Background

The Northam & Districts Little Athletics Centre (NDLAC) comprised of 108 members in our 2013/14 season (137 in 2012/13). The ages range from Under 6's to Under 17's. We attract many Indigenous children in the lower years as they love their Athletics and it was a relatively cheap sport for them to undertake (prior to Kidsport).

Prior to our 2012/13 season we ran our program from the Northam Senior High School oval. In exchange for mowing their oval and marking it (which they also used for their school sports), we did not incur an expense for the use of their oval. With this saving we were able to keep our fees at a very low level (\$75 for 1st child, \$70 for 2nd child, \$65 for 3rd child) to enable every family to participate. This was a very affordable sport for the families of Northam as most other sports in Northam are twice as much (Soccer \$140, Netball from \$100 - \$140 depending on age, Swimming \$300, Tennis \$120).

With the building of the High School's new Performing Arts Centre, we could no longer use their oval for Little Athletics. Upon approaching the Shire, we were told by no means did they want Little Athletics to leave Northam and that we could use Henry St. oval. Whilst Henry St was being finished, we were to use Jubilee Oval and to later move to Henry St upon the completion. An inconvenience to us but we needed somewhere to run our program.

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Problems incurred with Oval

At the beginning of the 2013/14 season our President (Tony Whent) had a phone call with Jason from the Northam Shire Council. Jason called him at home as he had been hard to contact through the Shire Offices. The President had been undertaking the construction of the long jump pits and conducting the initial measuring and marking of both Jubilee and Henry Street Ovals. It was a lengthy conversation and covered many topics.

Jason rang to enquire about the issues Northam and Districts Little Athletics were having with our second relocation in as many years as the President had made comment to the staff at the Recreation Centre that we were not happy with the events that were continuing to occur prior to the start of the season.

Our President explained the issues of the previous season, our first relocation and the problems we had encountered. He apologised for any inconvenience we may have had but explained that it really was out of his control as he had only just accepted the position with Northam. He asked the President to then explain the current issues that had caused the clubs anxiety and frustration.

The President said that we had accepted the opportunity to utilise Henry Street Oval and had plans drawn to accommodate a new athletics arena during season 2012/13. We had been told that it was all go and to go ahead and put in what we needed to do.

The plans finally, after a lengthy period, ended up with Tom, the person in charge of the Depot. No less than 4 weeks prior to the new season, we were informed that we could not fit the complete athletics track on Henry Street Oval, as it didn't fit. We were confused and quite angry as these plans had been submitted and had been approved, including the locations of our permanent field event fixtures. Tom and Colin met with our President and Mark Smith (VP) to show us the problems. We were looking at holding the Country Championships in Northam in season 2014/15 and Henry Street and its facilities were an essential component in the process of attaining that event, so we didn't want to give them up. It was decided that we could split the arena between the two ovals and that we would not be charged for the use of Jubilee Oval. Then came the positioning of the permanent long jump and triple jump pits. Colin, our President and Chad from the council walked the oval and made a decision on their placement.

The President told Jason that he was informed, by Tom, that public works were happening at one end of the oval and it also needed aerating so we could not get on to construct our pits. These works never occurred and as such we did not get on in time to have the pits ready for our first day of competition. As it was, the oval was aerated the day after we marked the oval for the first time and the day before competition. The President explained to Jason that the club had suffered due to these events. He asked what he could do to help us out as he understood the trouble we had gone through. The President mentioned the costs we, as a club, had incurred due to the two moves in consecutive years. He told me to gather up our invoices for the works conducted and materials and present them to him and he would endeavour to return the funds by putting them through as infrastructure (Attachment 6). The President also mentioned the unexpected charge of the second oval. He promised he would look into it for us. The phone call ended with both parties on the same page.

Amounts Owing to Shire

Attachments 1 & 2 show the breakup of costs for seasons 2012/13 and 2013/14.

In addition to the request for the forgiveness of debt of our 2012/13 season, we dispute some of these amounts charged to us as detailed in Appendix 1 below. This discrepancy involves being charged for tea and coffee facilities, the use of a meeting room, and the use of a 2nd oval due to the 1st oval not being suitable for our program. Please refer to Appendix 1 below for further details.

Additional costs incurred by NDLC due to Henry St. oval not being ready for our 2012/13 season

At the commencement of our 2012/13 season (October 2012) we were told that Henry St. would not be ready for us to use. Whilst we could accept this fact, we could not accept that we would have the expense of 2 long jump pits that had to be constructed. We were told that the expense of the 2nd long jump pit construction would be met with the council as it was not our fault that the oval was not ready. We attach the invoices for this expense (Attachment 3).

Future of NDLC

Unfortunately, our Club President will soon be leaving Northam for work commitments and has vacated his position at our last AGM (March 2014). Due to the problems that we have had over the last 2 years in cementing a permanent place for our Club and ongoing oval issues, we are having great difficulty in finding another

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President. Most candidates have full-time jobs and do not have the time to handle any unforeseen circumstances that arise with the oval. Without a President, the Club cannot continue. Whilst someone has indicated that he could take on the role of President, he doesn't have the time or the inclination to inherit the above problems. He also does not wish to commence his position with very little funds in the bank account. (See Attachment 6 for copy of our Financial Statements for year ending 31st January 2014 along with Audit Report). (Total Cash as today stands at \$7,800).

During the year we purchased electronic Timing Gates for our club at a cost of \$16,000. We were confident that this money would be found mainly with the undertaking of holding Country Championships in Northam (from Grants and Sponsorships). Due to the uncertainty with the ovals and several changes with our committee (6 committee members have resigned as work has taken them out of Northam), we no longer are holding Country Championships here. Whilst a payment plan has been agreed upon to purchase these Timing Gates, we are weary of forwarding any more money whilst the debt of the above lingers over our heads.

With the forgiveness of debt as outlined above it would ensure the future of our Club – the appointment of a President, and the acquisition of necessary equipment to attract and retain athletes to our Club. In addition, it would be extremely unfortunate to see a Club fold which has been operating for the last 35 years, and has many record holders and several life members which are still current members of our community.

Summary

Season	Original Invoice	Corrections to Invoice	Invoiced Waived	New Invoice
2012/13	\$2,552.00	\$302.00	\$2,250.00	\$0.00
2013/14	\$4,633.50	\$2,158.50		\$2,475.00

Reimburse costs to Club of construction of 2nd long jump pit for \$1,680.00.

We thank you for your time in considering the above and we look forward to a long and prosperous relationship between the Council and Northam & Districts Little Athletics Centre.

Kiara Willmott
Treasurer.

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Appendix 1

2012/13

- 1) We were charged for 16 meets but we only had 15 meets (Attachment 4 – Copy of our 2012/13 program). The meeting on 23/3/13 did not occur as this was the weekend for State Championships;
- 2) We were charged for Hire of the meeting room (\$104) and tea and coffee facilities (\$48). We were never made aware of a hire charge for the use of the meeting room (as per our meeting minutes (dated 2/10/13 – Attachment 5). We previously had use of a free meeting room at the Northam Commercial Hotel so we would never have had agreed to this if we were made aware of the charge as we are not a Club flushed with funds. And we never once used the tea and coffee facilities (there was no hot water provided along with no provision of milk either.)

2013/14

- 1) For the 2013/14 year, we have been charged for the use of 2 ovals (Attachment 2). We did in fact use 2 ovals - only because Jubilee oval could not accommodate a 400m running track! Pretty essential when running a Little Athletics program to fit a running track in, you would think. But unfortunately, Henry St oval is unable to fit a proper running track in that met the West Australian Little Athletics (WALA's) guidelines. This then meant that we were to still use Jubilee oval for our Long Distance events. The inconvenience of this to our Club was enormous (Appendix 2). Included in this invoice was also a charge for a meeting held on 23/11/13. We did not hold any meeting at the oval as it was Country Championships.
- 2) Hire of meeting room and tea and coffee facilities (Attachment 3 - \$71.50 and \$48 respectively. Totalling \$748.50). As per above, we were unaware that there would be any charge for the use of a meeting room and tea and coffee facilities. Perhaps for the future, contracts should be issued to all Clubs to have signed and agreed upon by the Committee members so that no misunderstanding occurs like this for the future. We are disappointed that the Recreation Centre representatives did not approach us and say, "We have noticed that you are not using the tea and coffee facilities, do you want us to stop providing this facility so that you are no longer charged for it." In addition, at no time was milk provided or hot water from the urn for this tea and coffee facility that we were being charged for.

Amounts to be written off from current invoice as a result of the above:

2012/13

1) Extra meet (Attachment 1.6)	\$ 150.00	
2) Hire of meeting room and tea and coffee (Attachment 2)	<u>\$ 152.00</u>	\$302.00

2013/14

1) 2 Ovals (Attachment 3)	\$1,410.00	
2) Hire of meeting room and tea and coffee facilities	<u>748.50</u>	\$2,158.50

Appendix 2

Inconvenience of 2 ovals:

- 1) The marking of 2 ovals which took time and manpower – approximately 2 ½ hours *each week* to mark the ovals which was kindly done by one of our parents (who works full time) – and the President when required. This is a huge ask from a Club member every week. This is a job that cannot be shared around amongst members as the marking of the oval requires accuracy and knowledge of the line marker machine involved whilst protecting the oval.
- 2) The cost of paint – there was a doubling up of paint required this year as 2 ovals needed marking. The Shire helped us out at times with the paint when they could but we often found that they had run out of paint which required us to do a flying trip to Perth to purchase the necessary paint. (A huge inconvenience as you could imagine to volunteers who also had their own jobs and/or family to manage but the oval needed to be ready by Saturday morning). This paint is costly and not an extra expense that we budgeted for (the doubling of paint required).

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- 3) Safety issues – the crossing of the road by young children was a nightmare that we had to endure during the season. Whilst a position was appointed for an "Arena Manager" to control this, this wasn't necessarily able to be done every time (a child might have been in the toilet, or getting a drink; a child might have still been competing in high jump, for instance, when the other kids in his age group would be called upon to start another event; or a child may just be slow to get to the next event).
- 4) Comraderie of Club - This was mentioned several times by parents as they were helping on site on one oval whilst their child was competing on the other oval – the parent could not see their child at all. This is a great disappointment to the child, as well as the parent.

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13.5. ENGINEERING SERVICES

Nil

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

Nil

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

15.1. Elected Members

Nil

15.2. Officers

Nil

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Cr Williams and Cr Hughes moved behind closed doors.

16. CONFIDENTIAL ITEMS

COUNCIL DECISION

Minute No. C2248

Moved: Cr Williams

Seconded: Cr Hughes

That the Council move 'behind closed doors' to discuss a matter of a commercial nature

CARRIED 9/0

16.1 CONFIDENTIAL – IMPLEMENTATION OF SHIRE OF NORTHAM LAND RATIONALISATION STRATEGY – SALE OF LAND BY TENDER

Name of Applicant:	Internal Report
Name of Owner:	NA
File Ref:	3.1.8.12
Officer:	Phil Steven / Roy Djanegara
Officer Interest	Nil
Policy:	None
Voting:	Simple Majority
Date:	9 th June 2014

PURPOSE

For Council to consider the outcome of sale of land by tender as part of the implementation of Land Rationalisation Strategy.

COUNCIL DECISION

Minute No. C2249

Moved: Cr Head

Seconded: Cr Rumjantsev

That Council resolve to:

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- 1) Not accept the submitted tenders for the sale of land as advertised in the West Australian on 3 May 2014, and write to each tenderer advising that no tender was accepted.
- 2) Auction the properties advertised in the West Australian on 3 May 2014 at the same time as Lot 400 Byfield Street and Lot 402 East Street, Northam, with the following conditions of sale imposed;
 - a) Kingia Road & Balga Terrace, Wundowie
Condition of sale: residential development completed within 2 years of sale.
 - b) Lot 17 & 18 Chidlow Street, Northam
Condition of Sale: development completed within 2 years of sale.
 - c) Lot 400 Byfield Street, Northam
Condition of sale: development completed within 2 years of sale.
 - d) Lot 402 East Street, Northam
Condition of sale: development completed within 2 years of sale and agreement to proposed drainage easement.
- 3) Withheld due to commercially sensitive nature of the decision. Will be released when land transaction complete..
- 4) Withheld due to commercially sensitive nature of the decision. Will be released when land transaction complete..

CARRIED 9/0

COUNCIL DECISION

Minute No. C2250

Moved: Cr Rumjantsev

Seconded: Cr Williams

That the Council re-open the meeting to the public.

CARRIED 9/0

17 DECLARATION OF CLOSURE

There being no further business the Presiding Member declared the meeting closed at 6.44pm

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Appendix 1



SHIRE OF NORTHAM
DELEGATED AUTHORITY REGISTER

Amendments			
File Reference 2.3.1.6			
Meeting/Review Date	Resolution No	Delegation No	Revision No
20/10/2010	C.1313	Complete	4.0
20/07/2011	C.1543	Complete/Minor	4.1
21/12/2011	C.1665	Complete	4.2
19/04/2012	CEO	Minor	4.3
25/07/2012	CEO	Minor	4.4
08/08/2012	C.1754	Minor	4.5
18/01/2013	CEO	Minor	4.6
19/06/2013		Complete	4.7
16/07/2014		Complete	4.8

Revision: 4.7
Amended: 19/06/2013

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Revision: 4.7
Amended: 19/06/2013

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Delegated Authority Register

A

Delegations from
Council to Chief Executive Officer
(Other Officers, where appropriate)

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ADMINISTRATION

- DELEGATION NUMBER** - **A01**
- LEGISLATIVE POWER** - **Local Government Act 1995, s5.42**
- DELEGATION SUBJECT** - **Native Title**
- DELEGATE** - **Chief Executive Officer**

The Chief Executive Officer is delegated authority to register an interest in any Native Title Claim affecting the Shire in order for the Shire to have sufficient interest to become a party to the Native Title Application.

NOT APPROPRIATE AS DELEGATED AUTHORITY UNDER LOCAL GOVERNMENT ACT.

Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
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DELEGATION NUMBER	- <u>A02A01</u>
LEGISLATIVE POWER	- Local Government Act 1995, s5.42, s2.5, s9.49A <u>(2)</u> , s9.49A <u>(4)</u>
DELEGATION SUBJECT	- Common Seal
DELEGATE	- President and Chief Executive Officer

The Chief Executive Officer is delegated authority to:

- Affix the common seal of the Shire of Northam to any document which has been authorised by Council either specifically or generally.
- Sign documents on behalf of the local government

~~s9.49A (2) provides that the common seal is not to be affixed to any document except as authorised by the local government.~~

~~The common seal of the local government is to be affixed to a document in the presence of—~~

~~—The president; and~~

~~(a) The chief executive officer or a senior employee authorised by the chief executive officer;~~

~~Each of whom is to sign the document to attest that the common seal was so affixed.~~

~~It is further noted that in accordance with s9.49 a document is, unless the Act requires otherwise, sufficiently authenticated by a local government without its Common Seal if signed by the CEO or an employee who purports to be authorised by the CEO to so sign.~~

SEPARATE USAGE REGISTER KEPT BY CEO PA

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- DELEGATION NUMBER** - **A03**
- LEGISLATIVE POWER** - **Local Government Act 1995, s5.42**
- DELEGATION SUBJECT** - **Electoral Signs – Initiate Prosecutions**
- DELEGATE** - **Chief Executive Officer**

Authority to initiate prosecutions in respect to electoral signs for Council elections.

NOT APPROPRIATE AS DELEGATED AUTHORITY UNDER LOCAL GOVERNMENT ACT.

A03 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

DELEGATION NUMBER	- A04A02
LEGISLATIVE POWER	- Local Government Act 1995, s3.39, s3.40A , s3.42 , s3.44 , s3.46 , 3.48
DELEGATION SUBJECT	- Power to Remove & Impound Goods
DELEGATE	- Chief Executive Officer

The Chief Executive Officer is delegated authority to:

1. Authorise an employee in accordance with s3.39 [and 3.40A](#) to remove and impound any goods that are involved in a contravention that can lead to impounding.
2. Take appropriate action in respect to impounded non-perishable goods in accordance with s3.42.
3. Give notice in accordance with s3.44 to collect goods.
4. Refuse to allow goods to be collected until all costs have been paid in accordance with s3.46.
5. Take action to recover expenses in accordance with s3.48.

The Chief Executive Officer has [delegated this function to](#) the following officers for this purpose:

- Executive Manager Development Services
- Executive Manager Community Services
- Executive Manager Engineering Services

~~For the purposes of 'Acting Through' the following officers are authorised to Remove & Impound Goods:~~

- ~~• Environmental Health Officer/s~~
- ~~• Building Surveyor/s~~
- ~~• Ranger/s~~

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Delegated Authority Register

A04 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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DELEGATION NUMBER	- A05A03
LEGISLATIVE POWER	- Local Government Act 1995, s3.47 & s3.58
DELEGATION SUBJECT	- Disposing of Confiscated or Uncollected Goods
DELEGATE	- Chief Executive Officer

The Chief Executive Officer is delegated authority to dispose of, in accordance with s3.58, any vehicles, animals or goods that have been impounded/seized/confiscated under the provisions of s3.47.

In disposing said goods by way of auction or after calling public tenders in accordance with Part 4 of the Local Government (Functions and General) Regulations, the Chief Executive Officer is authorised pursuant to s5.43 (b) to accept any tender up to the value of \$20,000. Tenders for amounts exceeding \$20,000 shall be referred to the Council for consideration.

The Chief Executive Officer in accordance with s5.44, Division 4 of Part 5 of the Local Government Act has further delegated this task to:

- Executive Manager Corporate Services
- Executive Manager Development Services
- Executive Manager Community Services
- Executive Manager Engineering Services

A05 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

DELEGATION NUMBER	-	A06
LEGISLATIVE POWER	-	Department of Environment & Conservation
DELEGATION SUBJECT	-	Seed Collection
DELEGATE	-	Chief Executive Officer

~~That Council give delegated authority to the Chief Executive Officer to approve future applications to collect seed on road verges and reserves under the control and management of the Shire of Northam in accordance with the following conditions:~~

- ~~▪ To Government agency/s for the rehabilitation of denuded reserves. Such Reserves may be outside the Shire of Northam.~~
- ~~▪ No more than 20% of seed can be collected of a native plant in accordance with the guidelines set out by the Department of Conservation. This will protect the parent plant.~~
- ~~▪ Collectors must only collect seed during the time when seed stock is ripe for collection and not detrimental to the native flora.~~
- ~~▪ Collectors must adhere to the guidelines laid down by the Department of Conservation (Seed Notes for WA - No.2 Seed Collection) and the Department of Agriculture and Food (Farm Note 44/1992 reviewed July 2005 - Collecting Native Seed).~~
- ~~▪ Permission is for a twelve month period only and application needs to be made each year.~~
- ~~▪ Permission will not be given to commercial seed collectors who collect seed for retail purposes unless Council specifically agrees to grant such approval.~~

~~The Chief Executive Officer in accordance with s5.44, Division 4 of Part 5 of the Local Government Act has further delegated this task to:~~

- ~~▪ Executive Manager Community Services~~
- ~~▪ Executive Manager Engineering Services~~

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Delegated Authority Register

A06 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

- DELEGATION NUMBER** - [A07A04](#)
- LEGISLATIVE POWER** - Caravan Parks And Camping Grounds Regulations 1997, (Reg 11)
- DELEGATION SUBJECT** - **Approval of Camping Other than at a Caravan Park or Camping Ground**
- DELEGATE** - [Executive Manager Development Services](#) [Chief Executive Officer](#)

[The Chief Executive Officer is delegated authority to provide a written approval for a person to camp on land in accordance with regulation 11 \(1\) \(a\) for longer than 3 nights in any period of 28 consecutive days on land which he or she owns or has a legal right to occupy, however not exceeding longer than 3 months in any period of 12 months.](#)

~~Regulation 11 allows the Local Government to grant approval for a person to camp on land he or she has a legal right to occupy, for up to 3 months per 12 month period, or up to 12 consecutive months while a building licence is in force to that person in respect of the land.~~

~~The Caravan Parks and Camping Grounds Regulations 1997 (Reg 6) allow Council to delegate this function to any person authorised by the Local Government.~~

A07 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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DELEGATION NUMBER	-	A08A05
LEGISLATIVE POWER	-	Local Government Act 1995, s5.42 & s9.10
DELEGATION SUBJECT	-	Authorised Officers – Appointment
DELEGATE	-	Chief Executive Officer

The Chief Executive Officer is delegated authority to appoint “authorised persons” to perform functions under the Local Government Act, Regulations and Local Laws and other regulations and acts including but not limited to the following:

Local Government Act 1995;
Local Government (Miscellaneous Provisions) Act 1960;
Dog Act 1976 and Regulations there under;
Control of Vehicles (Off Road Areas) Act and Regulations there under;
Litter Act 1979 and Regulations there under;
Planning & Development Act 2005.

~~The Chief Executive Officer in accordance with Section 5.44, Division 4 of Part 5 of the Local Government Act has further delegated this task to:~~

- ~~• Executive Manager Corporate Services~~
- ~~• Executive Manager Development Services~~
- ~~• Executive Manager Engineering Services~~
- ~~• Executive Manager Community Services~~
- ~~• Project Manager Community Infrastructure~~

The following is a list of Authorised Officers to Date for the purposes of ‘Acting Through’:

Planning & Development Act 2005:

Executive Manager Development Services; Senior Planning Officer; Planning Officer/s

Litter Officers:

Chief Executive Officer; Executive Manager Corporate Services; Executive Manager Community Services; Executive Manager Development Services; Executive Manager Engineering Services; Environmental Health Officer/s; Ranger/s

Dog Act Officers:

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Delegated Authority Register

Chief Executive Officer; Executive Manager Corporate Services; Executive Manager Engineering Services; Executive Manager Development Services; Executive Manager Community Services; Environmental Health Officer/s, Ranger/s, Building Surveyor/s

Cat Act Officers:

Chief Executive Officer; Executive Manager Development Services; Ranger/s

Swimming Pool Inspections:

Executive Manager Development Services; Building Surveyor/s; Ranger/s.

Building Act 2011

Council has authorised the Chief Executive Officer to perform functions of the Local Government under sections 100, 101, 102, 103 and 106 of the Building Act 2011.

A08 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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- DELEGATION NUMBER** - **A09**
- LEGISLATIVE POWER** - Local Government Act 1995, s5-36
- DELEGATION SUBJECT** - **Acting Chief Executive Officer**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to appoint an Acting Chief Executive Officer in accordance with Council Policy G 1-8.

A FUNCTION WHICH IS NOT ABLE TO BE DELEGATED. IS ADDRESSED VIA POLICY

A09 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

BUILDING

DELEGATION NUMBER	-	B01
LEGISLATIVE POWER	-	Building Act 2011, s20 Local Government (Building Surveyors) Regulations 2008, Reg 5 & 6 Limitation on Delegations
DELEGATION SUBJECT	-	Buildings – Grant or Refusal of Building Permits
DELEGATE	-	Executive Manager Development Services Senior Building Surveyor/s Trainee Building Surveyor

The Executive Manager Development Services and Building Surveyors of the Shire are delegated authority to grant or refuse building permits, subject to the provisions of s20 Building Act 2011.

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Local Government (Building Surveyors) Regulations 2008, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

SEPARATE USAGE REGISTER KEPT BY SENIOR BUILDING SURVEYOR

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Delegated Authority Register

- DELEGATION NUMBER** - **B02**
- LEGISLATIVE POWER** - Building Act 2011, s21
 - Local Government (Building Surveyors) Regulations 2008, Reg 5 & 6 Limitation on Delegations
- DELEGATION SUBJECT** - **Buildings – Grant or Refusal of Demolition Permits**
- DELEGATE** - Executive Manager Development Services
 - [Senior Building Surveyor/s](#)
 - [Trainee Building Surveyor](#)

The Executive Manager Development Services and Building Surveyors of the Shire are delegated authority to grant or refuse demolition permits, subject to the provisions of s21 Building Act 2011.

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Local Government (Building Surveyors) Regulations 2008, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

B02 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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- DELEGATION NUMBER** - **B03**
- LEGISLATIVE POWER** - Building Act 2011, s22
- Local Government (Building Surveyors) Regulations 2008, Reg 5 & 6 Limitation on Delegations
- DELEGATION SUBJECT** - **Buildings – Further Grounds for Not Granting an Application**
- DELEGATE** - Executive Manager Development Services
- [Senior Building Surveyor/s](#)
- [Trainee Building Surveyor](#)

The Executive Manager Development Services and Building Surveyors of the Shire are delegated authority refuse building or demolition permits due to errors in information or documentation submitted, subject to the provisions of s22 Building Act 2011.

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Local Government (Building Surveyors) Regulations 2008, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

B02 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

- DELEGATION NUMBER** - **B04**
- LEGISLATIVE POWER** - Building Act 2011, s58
- Local Government (Building Surveyors) Regulations 2008, Reg 5 & 6 Limitation on Delegations
- DELEGATION SUBJECT** - **Buildings – Grant of Occupancy Permit, Building Approval Certificate**
- DELEGATE** - Executive Manager Development Services
- [Senior Building Surveyor/s](#)
- [Trainee Building Surveyor](#)

The Executive Manager Development Services and Building Surveyors of the Shire are delegated authority to grant, modify or refuse Occupancy Permits or Building Approval Certificates, subject to the provisions of s58 Building Act 2011.

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Local Government (Building Surveyors) Regulations 2008, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

B04 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

DELEGATION NUMBER	-	B05
LEGISLATIVE POWER	-	Building Act 2011, s96
	-	Local Government (Building Surveyors) Regulations 2008, Reg 5 & 6 Limitation on Delegations
DELEGATION SUBJECT	-	Buildings – Authorised Persons
DELEGATE	-	Executive Manager Development Services
		Building Surveyor/s
		Trainee Building Surveyor

The Executive Manager Development Services and Building Surveyor/s of the Shire are appointed Authorised Persons for the purpose of the Building Act 2011 in relation to the buildings or incidental structures, subject to the provisions of Building Act 2011.

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Local Government (Building Surveyors) Regulations 2008, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

SEPARATE USAGE REGISTER KEPT BY SENIOR BUILDING SURVEYOR

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Delegated Authority Register

- DELEGATION NUMBER** - **B06**
- LEGISLATIVE POWER** - Building Act 2011, s110
- Local Government (Building Surveyors) Regulations 2008, Reg 5 & 6 Limitation on Delegations
- DELEGATION SUBJECT** - **Buildings – Building Orders**
- DELEGATE** - Executive Manager Development Services

The Executive Manager Development Services is delegated authority to issue Building Orders in relation to:

- Stop work, demolish/remove a building, alter a building or evacuate a building, where there is a contravention of a provision of the Building Act;
- Take specific action to prevent contravention of the Act;
- Finish an outward facing side of a wall;
- Buildings which are considered as being unsafe or not fit for human habitation.

Subject to the provisions of Building Act 2011.

An officer to whom this authority is delegated cannot, in accordance with the provisions of the Local Government (Building Surveyors) Regulations 2008, approve plans in which he/she has an interest.

An Officer must have the prescribed qualifications to be delegated authority to approve or refuse plans of buildings or unauthorised building works.

B06 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

- DELEGATION NUMBER** - **B07**
- LEGISLATIVE POWER** - Building Act 2011, s133
- Local Government (Building Surveyors) Regulations 2008, Reg 5 & 6 Limitation on Delegations
- DELEGATION SUBJECT** - **Buildings – Prosecutions**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to commence prosecution for an offence against this Act, subject to the provisions of Building Act 2011.

B07 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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DELEGATION NUMBER	-	B08
LEGISLATIVE POWER	-	WA Building Act 2011 Building Regulations 2012 Local Government Act 1995, s5.42 & s9.10
DELEGATION SUBJECT	-	Recover the Charge Imposed for Private Swimming Pool Inspections
DELEGATE	-	Chief Executive Officer

The Chief Executive Officer is delegated as the power to recover the amount of a charge imposed for the inspection of a private swimming pool in a court of competent jurisdiction, subject to Reg 53 of the Building Regulations 2012.

The Chief Executive Officer in exercising authority under section 5.44, Division 4 of Part 5 of the Local Government Act 1995, has further delegated this task to:

- Executive Manager Corporate Services
- Accountant

SEPARATE USAGE REGISTER KEPT BY EXECUTIVE MANAGER CORPORATE SERVICES

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Delegated Authority Register

DELEGATION NUMBER	- B09
LEGISLATIVE POWER	Local Government Act 1995, s5.42, s5.44 Local Government Act 1995, Schedule 9.1 cl. (3) & (6) Local Government (Uniform Local Provisions) Regulations 1996 cl. 5, 6
DELEGATION SUBJECT	Issue Permit to Deposit Material on or Excavate on or Adjacent Street
DELEGATE	Chief Executive Officer

[The Chief Executive Officer is delegate authority to:](#)

- [1. Serve written notice on a person who is carrying out plastering, painting or decorating operations \(the work\) over or near a footpath on land that is local government property, require the person to cover the footpath during the period specified in the notice so as to](#)
 - [\(a\) prevent damage to the footpath; or](#)
 - [\(b\) prevent inconvenience to the public or danger from falling materials.](#)
- [2. Grant permission for a person to place on a specified part of public thoroughfare one or more specified things that may obstruct the public thoroughfare and impose such conditions as the CEO thinks fit on granting permission](#)

~~The Chief Executive Officer is delegated the power to issue permits for the deposit of materials on a street, way or other public place and to make an excavation on land abutting or adjoining a street, way or other public place, subject to reg 6 & 11 of the Local Government (Uniform Local Provisions) Regulations 1996.~~

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, has further delegated this task to:

- Executive Manager Development Services
- Executive Manager Engineering Services
- Building Surveyor/s

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B09 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

- DELEGATION NUMBER** - **B10**
- LEGISLATIVE POWER - Building Act 2011, s65
- DELEGATION SUBJECT - **Buildings - Extending the period of duration
an Occupancy permit or a Building
Approval Certificate**
- DELEGATE - Executive Manager Development Services and
Building Surveyor/s

The Executive Manager Development Services and Building Surveyors of the Shire are delegated authority to extend the period of duration of an Occupancy permit or a Building Approval Certificate, subject to the provisions of s65 Building Act 2011.

B10 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

- DELEGATION NUMBER** - **B11**
- LEGISLATIVE POWER - Building Act 2011, s65
- DELEGATION SUBJECT - **Buildings – Revoke Building Orders**
- DELEGATE - Executive Manager Development Services and Building Surveyor/s

The Executive Manager Development Services and Building Surveyors of the Shire are delegated authority to Revoke Building Orders, subject to the provisions of s65 Building Act 2011.

B11 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

ENGINEERING

DELEGATION NUMBER	-	E01
LEGISLATIVE POWER	-	Local Government Act 1995, s5.42
DELEGATION SUBJECT	-	Road Trains & Extra Mass Permits
DELEGATE	-	Chief Executive Officer

~~The Chief Executive Officer is delegated authority to determine any application to use road trains and for extra mass permits on any local road within the district recommending approval or refusal, with or without conditions, for referral to Main Roads WA. The Chief Executive Officer shall have regard to any Council policy on the issue that may be established from time to time.~~

~~The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, has further delegated this task to:~~

- ~~▪ Executive Manager Engineering Services~~

~~**NOT APPROPRIATE AS DELEGATED AUTHORITY UNDER LOCAL GOVERNMENT ACT.**~~

E01 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

- DELEGATION NUMBER** - [E02E01](#)
- LEGISLATIVE POWER** - Local Government Act 1995, s3.50 & s3.50A
 Local Government (Functions and General) Regulations – Part 2 – Thoroughfares
 Road Traffic Act 1974, s92 & s81D
- DELEGATION SUBJECT** - **Temporary Closure of Thoroughfares to Vehicles**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to close any thoroughfare, wholly or partially, for a period of up to 4 weeks and give the necessary notices and take all appropriate actions to temporarily close any thoroughfare under its management for any period exceeding 4 weeks but not exceeding 3 months. The Chief Executive Officer, in exercising this delegated authority, shall observe the requirements of s3.50 and s3.50A of the Local Government Act.

Any proposal to close a thoroughfare for any period exceeding 3 months shall be referred to Council for determination.

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, has further delegated this task to:

- Executive Manager Engineering Services
- Executive Manager Development Services

(Note: Not for the permanent closure of a road/road reserve: refer Land Administration Act)

E02 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
20/03/2014	Rail Level Crossing Works – 26 March 2014 Yarramony Rd, Jennacubbine	Jason Whiteaker - CEO

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Delegated Authority Register

- DELEGATION NUMBER** - [E03E02](#)
- LEGISLATIVE POWER** - Local Government Act 1995, s3.50 & s3.50A
 Road Traffic (Events on Roads) Regulations 1991
 Local Law – Activities on Thoroughfares and Trading in Thoroughfares and Public Places
- DELEGATION SUBJECT** - **Events on Roads**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to determine applications for the temporary closure of thoroughfares under its management for the purpose of conducting events in accordance with the Road Traffic (Events on Roads) Regulations 1991. The Chief Executive Officer shall have regard to s3.50 & s3.50A of the Local Government Act 1995 and Council's Local Law.

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, has further delegated this task to:

- Executive Manager Engineering Services
- Executive Manager Development Services

E03 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
13/03/2014	Road Closure – Anzac Day March – April 25	Jason Whiteaker - CEO
21/03/2014	Road Closures – Flying 50's 5th & 6th April 2014 Mt Ommamey Drive from Mitchell Ave	Jason Whiteaker - CEO
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Delegated Authority Register

- DELEGATION NUMBER** - [E04E03](#)
- LEGISLATIVE POWER** - Local Government Act 1995, Sch 9.1, cl 5(1)
Local Government (Uniform Local Provisions) Regulations 1996 Reg 9
- DELEGATION SUBJECT** - **Gates Across Public Thoroughfare**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to determine applications for permission to erect gates or other devices across public thoroughfares under Council control or management to enable traffic to pass across the public thoroughfare and prevent livestock from straying. This authority relates to all of the provisions of Regulation 9, Local Government (Uniform Local Provisions) Regulations 1996.

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, has further delegated this task to:

- Executive Manager Engineering Services

E04 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Regime

- DELEGATION NUMBER - E04
- LEGISLATIVE POWER - Local Government Act 1995, Sch 9.1, cl 7
Local Government (Uniform Local Provisions) Regulations 1996 Regs 12 to 16 (Inclusive)
- DELEGATION SUBJECT - **Crossovers**
- DELEGATE - Chief Executive Officer

The Chief Executive Officer is delegated authority to determine applications for the construction of a crossing giving access from a public thoroughfare to private land or a private thoroughfare serving the land and may agree to construct the crossing for the applicant **subject to Council policy**.

The Chief Executive Officer is delegated authority to give notice to an owner or occupier of private land requiring the person to construct or repair a crossing from a public thoroughfare to the land or a private thoroughfare serving the land in accordance with the provisions of Sch 9.1cl 7 of the Act.

This delegated authority relates to all of the provisions of Local Government (Uniform Local Provisions) Regulations 1996; Regulation numbers 12 to 16 inclusive.

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, *for the purposes of 'Acting Through'* has further delegated this task to:

- Executive Manager Engineering Services
- Engineering Works Supervisor

E05 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

- DELEGATION NUMBER - E05
- LEGISLATIVE POWER - Local Government Act 1995, s3.51
- DELEGATION SUBJECT - **Public Thoroughfares – Fixing or Altering Levels or Alignments or Drainage onto Adjoining Land**
- DELEGATE - Chief Executive Officer

The Chief Executive Officer is delegated authority to give the required notices as specified in s3.51(3) and (4) before fixing or altering the level of, or the alignment of a public thoroughfare and before draining water from a public thoroughfare or other public place onto adjoining land.

Further, the Chief Executive Officer is delegated authority to consider submissions received and proceed with the proposal if no objection is received.

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, *for the purposes of 'Acting Through'* has further delegated this task to:

- Executive Manager Engineering Services
- Engineering Works Supervisor

E06 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

- DELEGATION NUMBER** - [E07E06](#)
- LEGISLATIVE POWER** - Local Government Act 1995, s3.52
- DELEGATION SUBJECT** - **Public Thoroughfares – Public Access & Plans – s3.52 (within designated Townsites)**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to ensure that public thoroughfares are kept open for public use except if they are closed or have restricted use subject to:

1. In fixing or altering the level of, or the alignment of a public thoroughfare, ensure that access by vehicle to land adjoining the thoroughfare can be reasonably provided. *(Reference s3.52(3)).*
2. Keeping plans of the levels and alignments of public thoroughfares that are under Council's control or management and make those plans available for public inspection. *(Reference s3.52(4)).*

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, has further delegated this task to:

- Executive Manager Engineering Services

E07 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

FINANCE

DELEGATION NUMBER	-	F01
LEGISLATIVE POWER	-	Local Government Act 1995, s5.42
DELEGATION SUBJECT	-	Donations
DELEGATE	-	Chief Executive Officer

The Chief Executive Officer is delegated authority to determine requests for the donation of monies up to the value of \$500 when a group or individual can demonstrate:

1. Significant direct benefit to the local community.
2. That the group is an incorporated community group or non-profit making organisation.
3. That the group's financial status is such as to justify a donation and Council has previously recognised the group as deserving of assistance.
4. That available funding exists in Council's budget.

NOT APPROPRIATE AS DELEGATED AUTHORITY UNDER LOCAL GOVERNMENT ACT. MORE APPROPRIATELY DEALT WITH THROUGH POLICY

F01 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
1/04/2014	\$345 - Safety House booklets for Avonvale Primary	Jason Whiteaker - CEO
26/06/2014	\$500 - Toodyay Police Station Youth at Risk Basketball Competition (Northam Recreation Centre)	Jason Whiteaker - CEO

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Delegated Authority Register

DELEGATION NUMBER	-	F02F01
LEGISLATIVE POWER	-	Local Government Act 1995, s6.10 Local Government (Financial Management) Regulations 1996, Reg 12
DELEGATION SUBJECT	-	Creditors, Payment of
DELEGATE	-	Chief Executive Officer

The Chief Executive Officer is delegated authority to make payments from the Municipal fund or the Trust fund in accordance with the provisions of Local Government (Financial Management) Reg 12

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, **for the purposes of 'Acting Through'** has further delegated this task to:

- Executive Manager Corporate Services
- Executive Manager Development Services
- Executive Manager Community Services
- Project Manager Community Infrastructure
- Accountant

SEPARATE USAGE REGISTER KEPT BY EXECUTIVE MANAGER CORPORATE SERVICES

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Delegated Authority Register

DELEGATION NUMBER	-	F03
LEGISLATIVE POWER	-	Local Government Act 1995, s6.5 Local Government (Financial Management) Regulations 1996, Regs 5, 11 & 12
DELEGATION SUBJECT	-	Incurring of Liability
DELEGATE	-	Chief Executive Officer

~~The Chief Executive Officer to approve requisitions and purchase orders for the supply of goods and services and subsequent certification of services for which funds have been provided for in the Annual Budget.~~

~~In accordance with Financial Management Reg: 5, to ensure proper authorisation for the Incurring of Liability, and for the purposes of 'Acting Through' the following staff are authorised to issue Local Purchase Orders:~~

~~**Category A** — Expenditure up to \$100,000 provided it is budgeted expenditure~~

- ~~▪ — Executive Manager Corporate Services~~
- ~~▪ — Executive Manager Development Services~~
- ~~▪ — Executive Manager Engineering Services~~
- ~~▪ — Executive Manager Community Services~~
- ~~▪ — Project Manager Community Infrastructure~~

~~**Category B** — Budgeted expenditure up to \$10,000 per purchase order provided it is budgeted expenditure.~~

- ~~▪ — Killara Manager~~
- ~~▪ — Visitors Centre Manager~~
- ~~▪ — Recreation Services Manager~~
- ~~▪ — Librarian~~
- ~~▪ — Principal Works Supervisor~~
- ~~▪ — Senior Building Surveyor~~
- ~~▪ — Community Development Officer~~

~~**Category C** — expenditure up to \$1,000 per purchase order provided it is budgeted expenditure~~

- ~~▪ — Accountant~~
- ~~▪ — Technical Officer~~

~~NOT A POWER THE LOCAL GOVERNMENT HAS TO DELIGATE~~

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Delegated Authority Register

- DELEGATION NUMBER** - **F04**
- LEGISLATIVE POWER** - **Local Government Act 1995, s5.42**
- DELEGATION SUBJECT** - **Insurance - Public Liability Claims**
- DELEGATE** - **Chief Executive Officer**

~~The Chief Executive Officer is delegated authority to consider claims against Council for property damage that do not exceed the insurance policy excess levels, and to accept or deny liability on behalf of Council.~~

~~In cases where liability is accepted, payment may only be made up to the value of Council's relevant insurance excess amount and then only upon receipt of an appropriate release form prepared by Council's Solicitors.~~

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, has further delegated this task to:

- Executive Manager Corporate Services

NOT APPROPRIATE AS DELEGATED AUTHORITY UNDER LOCAL GOVERNMENT ACT.

F04 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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- DELEGATION NUMBER** - [F05F02](#)
- LEGISLATIVE POWER** - Local Government Act 1995, s3.58
Local Government (Functions General) Regulations, Reg. 30
- DELEGATION SUBJECT** - **Disposal of Council Property**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to dispose of property to the highest bidder, at public auction, public tender or by private treaty subject to the following limits:

- Land - to a value of \$5,000 in accordance with Local Government (Functions General) Regulations – Reg 30(2)(a) & (c);
- Other – to a value of \$20,000 in accordance with Local Government (Functions General) Regulations – Reg 30(3).

F05 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

DELEGATION NUMBER	-	F06F03
LEGISLATIVE POWER	-	Local Government Act 1995 Recovery of Rates and Charges, s6.55 & s6.56
DELEGATION SUBJECT	-	Recovery of Unpaid Debtors
DELEGATE	-	Chief Executive Officer

The Chief Executive Officer is delegated authority to recover outstanding rates and service charges and take the legal action necessary for recovery in accordance with the provisions of Part 6, Division 6, subdivisions 5 and 6 of the Local Government Act 1995.

The Chief Executive Officer in exercising authority under s5.44, Division 4 of Part 5 of the Local Government Act 1995, has further delegated this task to:

- Executive Manager Corporate Services

SEPARATE USAGE REGISTER KEPT BY EXECUTIVE MANAGER OF CORPORATE
SERVICES

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Delegated Authority Register

<u>DELEGATION NUMBER</u>	=	<u>F04</u>
<u>LEGISLATIVE POWER</u>	=	<u>Local Government Act 1995</u> <u>Inviting of Tenders s3.57</u> <u>Local Government (functions and general) Regulations cl. 14, 18, 20</u>
<u>DELEGATION SUBJECT</u>	=	<u>Inviting Tenders</u>
<u>DELEGATE</u>	=	<u>Chief Executive Officer</u>

The Chief Executive Officer is delegated authority to:

1. Invite tenders for the local government to enter into a contract of a prescribed kind under which another person is to supply goods or services in accordance with budget provisions.

2. Determine an appropriate selection criteria based on one or more of the following criteria:

- a. Price
- b. Ongoing Operational costs
- c. Quality
- d. Timeliness of deliver
- e. Fit purpose
- f. Community benefit
- g. Application of regional price preference in accordance with Council policy
- h. Relevant experience
- i. Reliability

3. Make minor variations to awarded tenders within the following parameters:

a. Cost to Council not to exceed available budget allocations

4. Make a determination to accept or reject tenders up to \$100,000

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Delegated Authority Register

HEALTH

- DELEGATION NUMBER** - H01
- LEGISLATIVE POWER** - Health Act 1911
 Health Local Laws 2008
- DELEGATION SUBJECT** - **Health Act & Health Local Law 2008 – (Deputy) – (Including Itinerant Food Vendors, Stallholders, Traders and Street Entertainers)**
- DELEGATE** - Executive Manager Development Services
 Environmental Health Officer/s

In accordance with provisions of s26 of the Health Act, the Executive Manager Development Services is authorised to be Council’s “Deputy” pursuant to the Health Act and to exercise and discharge the following powers and functions:

1. Issue such Health Act and Health Local Law notices and orders as appropriate;
2. Determine applications for licenses and permits under the Health Act and Health Local Laws in accordance with relevant provisions.
3. Authorise Environmental Health Officers with the power to enter premises under s349 of the Health Act, to administer the provisions of the Fly Eradication Regulations and the Health Poultry Manure Regulations 2001 provided that the power to serve notice is exercised by the Executive Manager Development Services.

H01 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

- DELEGATION NUMBER** - **H02**
- LEGISLATIVE POWER** - Food Act 2008, s122
- DELEGATION SUBJECT** - **Food – Authorised Officers**
- DELEGATE** - Executive Manager Development Services
- Environmental Health Officer/s

The Executive Manager Development Services and Environmental Health Officer/s are appointed as Authorised Officers, pursuant to the Food Act 2008.

Limitations

Environmental Health Officer under the Health Act 1911 – All relevant sections of the Food Act 2008.

Note: Council to appoint officers on an individual basis by name

H02 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

DELEGATION NUMBER	-	H03
LEGISLATIVE POWER	-	Food Act 2008, s126(13)
DELEGATION SUBJECT	-	Food – Designated Officers, Infringement Issue
DELEGATE	-	Environmental Health Officer/s

The Environmental Health Officer/s are appointed as Designated Officers for the issue of Infringements for a prescribed offence under this Act, pursuant to the Food Act 2008 s126(2).

Limitations

Infringement issue only.

Note: Council to appoint officers on an individual basis by name

H03 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

- DELEGATION NUMBER** - **H04**
- LEGISLATIVE POWER** - Food Act 2008, s126(13)
- DELEGATION SUBJECT** - **Food – Designated Officers, Infringement Extensions, Cancellations & Receipting of Payments**
- DELEGATE** - Executive Manager Development Services

The Executive Manager Development Services is appointed as Designated Officers for the receiving of payments, extensions and cancellation of Infringements for a prescribed offence under this Act, pursuant to the Food Act 2008 s126(3), s126(6) and s126(7).

Limitations

Infringement Receipting, Extensions & Cancellations only, unable to issue an Infringement

Note: Council to appoint officers on an individual basis by name

H04 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

- DELEGATION NUMBER** - H05
- LEGISLATIVE POWER** - Food Act 2008, s122
- DELEGATION SUBJECT** - ~~Food — Officers Appointed to Assist Authorised Officers Receipt of Infringement Payment~~
- DELEGATE** - ~~Executive Manager Corporate Services~~

~~The Executive Manager Corporate Services is appointed as an Authorised person to assist with the discharge of duties of an Authorised Officer, pursuant to the Food Act 2008~~

Limitations

~~Food Act 2008
Part 11, s126(3)(b), Receipt of Infringement Payment~~

~~Note: Council to appoint officers on an individual basis by name~~

H05 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
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PLANNING

- DELEGATION NUMBER** - P01
- LEGISLATIVE POWER** - Local Government Act 1995
 Planning and Development Act 2005, gazetted [Town Planning Local Planning](#) Schemes, the Local Government (Miscellaneous Provisions) Act 1960
- DELEGATION SUBJECT** - **Instruct Legal Action**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to instruct Council's Solicitors to take legal action in respect of any breach, contravention or offence under the Planning and Development Act 2005, gazetted [Town Planning Local Planning](#) Schemes, the Local Government (Miscellaneous Provisions) Act 1960 and all subsidiary legislation made under those acts including signing and executing documents on behalf of the Shire.

The Chief Executive Officer in accordance with s5.44, Division 4 of Part 5 of the Local Government Act and cl 11.3.2 of [Town Planning Local Planning](#) Schemes No 36 & 5, has further delegated this task to:

- Executive Manager Development Services

P01 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.

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Delegated Authority Register

- DELEGATION NUMBER** - **P02**
- LEGISLATIVE POWER** - [Town Planning Local Planning Schemes No 3 & 56](#)
- DELEGATION SUBJECT** - **Development Applications - Advertising**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to advertise development applications for public comment where the Chief Executive Officer considers such applications should have public comment prior to consideration by Council, and to make available from Council's file's, information regarding the development application so the public are in a position to make a proper assessment.

The Chief Executive Officer in accordance with s5.44, Division 4 of Part 5 of the Local Government Act and cl 11.3.2 of [Town Planning Local Planning Schemes No 36 & 5](#), has further delegated this task to:

- Executive Manager Development Services

P02 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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Delegated Authority Register

DELEGATION NUMBER	-	P03
LEGISLATIVE POWER	-	Local Government Act 1995
DELEGATION SUBJECT	-	Authority to Approve Requests for Short Term Parking – Schedule 9.1
DELEGATE	-	Chief Executive Officer

The Chief Executive Officer is delegated authority to approve requests for short term parking bays on Town Streets within the Shire.

The Chief Executive Officer in accordance with s5.44, Division 4 of Part 5 of the Local Government Act has further delegated this task to:

- Executive Manager Development Services
- Executive Manager Community Services
- Executive Manager Engineering Services

P03 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
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DELEGATION NUMBER	-	P04
LEGISLATIVE POWER	-	Town Planning Local Planning Schemes No 3 & 5, cl 11.36
DELEGATION SUBJECT	-	Planning Determinations
DELEGATE	-	Chief Executive Officer

The Chief Executive Officer is delegated authority to determine matters relating to planning where they conform with Council Policy, the [Town Planning Local Planning Scheme](#) and or Planning Codes as listed below:

- 1) Determination of development and subdivision applications and the issue of formal Council notices in accordance with the [Town Planning Local Planning Scheme](#) and Council Policies, as outlined below.
- 2) Determination of planning applications for uses listed as 'P' and 'D' within the [Town Planning Local Planning Scheme](#) provided the application conforms with all Scheme requirements and standards and any adopted policy of Council.
- 3) Determination of planning applications for uses listed as 'A' within the [Town Planning Local Planning Scheme](#) providing no objections were received during the advertising period and conformity with all Scheme requirements and any adopted policy of Council.
- 4) Determination of planning applications involving the discretionary powers of the Residential Design Codes providing the consultation process outlined within the Codes is adhered to and no objections were received from surrounding landowners.
- 5) Refusal of planning applications where the proposed use is not permitted by the [Town Planning Local Planning Scheme](#) or does not comply with the non-discretionary powers of the Residential Design Codes or a mandatory statutory requirement of the Schemes or adopted Council Policy.
- 6) Approve the application of building envelopes as required as a condition of WAPC subdivision approval.
- 7) Determination of applications to modify or relocated building envelopes.
- 8) Providing responses to subdivision applications referred from the WAPC where the application generally complies with the provisions of the relevant [Town Planning Local Planning Scheme](#) and adopted Council Policy or an endorsed Subdivision Guide Plan.

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- 9) Providing responses to subdivision applications referred from the WAPC where the application requires Council to apply discretion under the [Town-PlanningLocal Planning](#) Scheme provided no objections were received during the advertising period and compliance with the objectives stated within the [Town-PlanningLocal Planning](#) Scheme.
- 10) Determination of applications for home occupations, home businesses and home offices subject to compliance with Council's adopted policy with respect to such applications. Any proposed home occupation which received objections during the public consultation will be referred to Council for determination.
- 11) Endorse submitted Deposited Plans for final clearance of subdivisions provided all conditions have been satisfactorily complied with and any adopted policy of Council.
- 12) Issuing of planning consents and vary setbacks where minor adjustments to building setbacks are in accordance with Council Policy, [Town-PlanningLocal Planning](#) Schemes and Residential Design Codes.
- 13) Applications for planning consent for extensions/alterations to nonconforming uses in accordance with [Town-PlanningLocal Planning](#) Scheme.
- 14) Granting of planning approval with or without conditions under [TPS 3 and 5Local Planning Scheme](#) to development on a local reserve under the Scheme for the purpose for which it is reserved.
- 15) Granting of planning approval with or without conditions under [TPS 3 and 5Local Planning Scheme](#) for land zoned Restricted, Additional or Special Use for the purpose specified.
- 16) Determination of applications outside of Councils adopted local planning policies [and Scheme](#) subject to no objections being received from adjoining landowners during the public consultation period, and subject to consideration being given to the objectives of the existing planning schemes.
- 17) Determination of clearance of planning conditions imposed by planning approvals.

The Chief Executive Officer in accordance with cl 11.3.2 of [Town-PlanningLocal Planning Schemes No 3 & 56](#) has further delegated these determinations to:

- Executive Manager Development Services

An officer to who this authority is delegated cannot approve plans in which he/she have an interest.

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SEPARATE USAGE REGISTER KEPT BY SENIOR PLANNER

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Delegated Authority Register

- DELEGATION NUMBER** - **P05**
- LEGISLATIVE POWER - Strata Titles Act 1985, s23
- DELEGATION SUBJECT - **Strata Titles – Certificate of Local Government**
- DELEGATE - Chief Executive Officer
Executive Manager Development Services

Under s23(4) of the Strata Titles Act 1985 the above officers are delegated to issue certificates relating to Strata Title developments confirming various obligations have been met under s23 of the Strata Titles Act 1985, **excluding modifications to existing buildings (s23(3) and s24).**

P05 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

- DELEGATION NUMBER** - **P06**
- LEGISLATIVE POWER** - Strata Titles Act 1985, s19(10)
- DELEGATION SUBJECT** - **Consent to the Lease of Common Property**
- DELEGATE** - Chief Executive Officer
Executive Manager Development Services

The ~~above~~ Chief Executive Officer and Executive Manager of Development Services officers are delegated to give consent to the mortgage and/or lease of common property on Strata Plans where the provisions of the Act are met and in accordance with Council Policy.

P06 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

- DELEGATION NUMBER** - P07
- LEGISLATIVE POWER** - [Town Planning Local Planning Schemes No 3 & 5, cl 13.26](#)
- DELEGATION SUBJECT** - **Advertising Signs**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to approve signs that require such approval and where appropriate the licensing of signs that comply with the [Town Planning Local Planning Schemes](#) and the Local Laws of the Council.

The Chief Executive Officer in accordance with Clause 11.3.2 of [Town Planning Local Planning Schemes No 3 & 56](#) has further delegated this task to:

Approval for Erections of Signs:

- Executive Manager Development Services

Licensing – Building of Signs:

- Executive Manager Development Services

P07 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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Click here to enter a date.	Click here to enter text.	Choose an item.

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Delegated Authority Register

- DELEGATION NUMBER** - **P08**
- LEGISLATIVE POWER** - [Town Planning Local Planning](#) Scheme No [5-6](#)
cl 11.3 – Delegation of Function
- DELEGATION SUBJECT** - **Approve Reduced Setbacks for Special Residential Zone Comprised Within 'Fairways Green' Estate**
- DELEGATE** - Chief Executive Officer

Council has issued delegated authority to the Chief Executive Officer to approve applications for reduced setbacks in relation to land designated 'Special Residential' contained within the 'Fairways Green' Estate subject to satisfaction of performance criteria outlined in the Residential Design Codes for the 'Residential R5' density coding.

The Chief Executive Officer in accordance with cl 11.3.2 of [Town Planning Local Planning](#) Scheme No 5 has further delegated this task to:

- Executive Manager Development Services

P08 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

- DELEGATION NUMBER** - **P09**
- LEGISLATIVE POWER** - [Town Planning Local Planning](#) Scheme No [5-6](#)
cl 11.3 – Delegation of Function
- DELEGATION SUBJECT** - **Approve Reduced Setbacks for Rural Residential Zone Incorporating Part of Mace Street, All of Tankard, Knight, Williams, Erica, Delmage, Piesse & Jellings Streets & Part of Burlong Road, Northam**
- DELEGATE** - Chief Executive Officer

Council has issued delegated authority to the Chief Executive Officer to approve applications for reduced setbacks in relation to the collective land parcel designated 'Rural Residential' subject to satisfaction of performance criteria outlined in the Residential Design Codes for the 'Residential R5' density coding and satisfaction of the Avon/Mortlock River Special Control Area provisions.

The Chief Executive Officer in accordance with cl 11.3.2 of [Town Planning Local Planning](#) Scheme No 5 has further delegated this task to:

- Executive Manager Development Services

P09 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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- DELEGATION NUMBER** - **P10**
- LEGISLATIVE POWER** - [Town Planning Local Planning Schemes No 3 & No 56](#)
cl 11.3 – Delegation of Function
- DELEGATION SUBJECT** - **Use of Sea Containers & Setbacks for Lots Less than one Hectare in the Agriculture – Local & Agriculture-Regional Zones**
- DELEGATE** - Chief Executive Officer

Council has issued delegated authority to the Chief Executive Officer to approve applications for the use of sea containers provided the application complies with the provisions of the respective adopted local planning policies.

That Council, under the provisions of Clause 11.3 of [Town Planning Local Planning Scheme No 3](#) issue delegated Authority to the Chief Executive Officer to approve applications for setback variations under Clause 13 of the [Town Planning Local Planning Scheme No 3 Local Planning Policy](#).

The Chief Executive Officer in accordance with cl 11.3.2 of [Town Planning Local Planning Scheme No 5](#) has further delegated this task to:

- Executive Manager Development Services

P10 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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Delegated Authority Register

- DELEGATION NUMBER** - **P11**
- LEGISLATIVE POWER** - Local Government Act 1995, s5.45 & s5.46
[Town Planning Local Planning](#) Scheme No [5-6](#)
 Local Planning Policy
- DELEGATION SUBJECT** - **Approve Development Applications within the 'Jacamar Heights' Estate**
- DELEGATE** - Chief Executive Officer

Council has issued delegated authority to the Chief Executive Officer to approve applications for development in relation to land designated 'Residential 2.5/15' contained within the 'Jacamar Heights' Estate subject to satisfaction of criteria outlined in Council's [Town Planning Local Planning](#) Scheme No 5 for the 'Special Residential' zone.

The Chief Executive Officer in accordance with cl 11.3.2 of [Town Planning Local Planning](#) Scheme No 5 has further delegated this task to:

- Executive Manager Development Services

P11 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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- DELEGATION NUMBER** - **P12**
- LEGISLATIVE POWER** - Local Government Act 1995, s5.42
[Town Planning Local Planning](#) Scheme No [5-6](#)
 Local Planning Policy
- DELEGATION SUBJECT** - **Illegal Development, Giving Written Direction**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to exercise the power under s5.42(1) of the Local Government Act 1995, to give an owner or developer a direction requiring them to comply under Section 214 of the Planning & Development Act, with the Local Planning Scheme, Policy or Planning requirement. The Chief Executive Officer should inform the owner if the developer is not the owner.

The Chief Executive Officer in accordance with s5.44, Division 4 of Part 5 of the Local Government Act has further delegated this task to:

- Executive Manager Development Services

P12 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
23/05/2014	Mr J Ashworth, Lot 800 Collins Place, Northam	Phil Steven - EMDS
Click here to enter a date.	Click here to enter text.	Choose an item.
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PROPERTIES

- DELEGATION NUMBER** - PR01
- LEGISLATIVE POWER** - Local Government Act 1995, s3.24
- DELEGATION SUBJECT** - **Notice Requiring Certain Things to be Done by the Owner or Occupier of Land**
- DELEGATE** - Chief Executive Officer

The Chief Executive Officer is delegated authority to exercise the power under s3.25(1) of the Local Government Act 1995, to give an owner or occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1 of the Act. The Chief Executive Officer must inform the owner if the occupier is not the owner.

The Chief Executive Officer in accordance with s5.44, Division 4 of Part 5 of the Local Government Act has further delegated this task to:

- Executive Manager Development Services
- Executive Manager Community Services
- Executive Manager Engineering Services

PR01 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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DELEGATION NUMBER	-	PR02
LEGISLATIVE POWER	-	Liquor Licensing Act 1988
DELEGATION SUBJECT	-	Authority to Issue s39 & s40 Certificates Liquor Licensing Act 1988
DELEGATE	-	Chief Executive Officer

The following Chief Executive Officers are/is delegated authority to issue s39 and s40 Certificates under the Liquor Licensing Act 1988.

For the purposes of 'Acting Through' the following officers have been authorised to issue Certificates under s39 and s40 of the Liquor Licensing Act 1988:

s39 – Certificate of Local Government:

- Executive Manager Development Services
- Environmental Health Officer/s

s40 – Certificate of Local Planning Authority:

- Executive Manager Development Services
- Senior Planning Officer

PR02 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
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OTHER

- DELEGATION NUMBER** - **O01**
- LEGISLATIVE POWER** - Bush Fires Act 1954 – s33 – Firebreaks
s48 - Delegations
- DELEGATION SUBJECT** - **Firebreak Order - Variation**
- DELEGATE** - Chief Executive Officer

In accordance with s48(1) of the Bush Fires Act 1954 the CEO is delegated authority to approve or refuse applications to provide firebreaks in alternative positions and to approve or refuse applications to provide alternative fire protection measures on land in consultation with the Chief Bush Fire Control Officer.

s48(3) of the Bush Fires Act 1954 precludes sub delegation from the CEO to others

O01 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
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- DELEGATION NUMBER** - **O02**
- LEGISLATIVE POWER** - Bush Fires Act 1954
 Delegated Authority, s17(10)
 Declaration of Restricted Burning Times, s18
- DELEGATION SUBJECT** - **Burning, Prohibited (Variations)**
- DELEGATE** - Shire President
 Chief Bush Fire Control Officer } **Jointly**

That pursuant to s17(10), the Shire President and the Chief Bush Fire Control Officer be delegated **jointly** the Council's powers and duties under the Bush Fires Act 1954, to vary the prohibited burning times and restricted burning times s17(7), and give notice of such s17.8, provided that the Officer in Charge of the Department of Environment and Conservation (DEC) is consulted with before the authority under this delegation is exercised in accordance with the provisions of s18 of the Bush Fires Act 1954.

O02 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.

Revision: 4.7
 Amended: 19/06/2013

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SHIRE OF NORTHAM

MINUTES

COUNCIL MEETING HELD ON 16 JULY 2014



Delegated Authority Register

- DELEGATION NUMBER** - **O03**
- LEGISLATIVE POWER - Bush Fires Act 1954, s59(3)
- DELEGATION SUBJECT - **Offences - Bush Fires Act**
- DELEGATE - Chief Executive Officer
Executive Manager Development Services
Executive Manager Community Services

In accordance with s59(3) of the Bush Fires Act 1954, the Chief Executive Officer, Executive Manager Development Services and the Executive Manager Community Services are delegated authority generally to consider allegations of offences alleged to have been committed against the Bush Fires Act within the district and to institute and carry out proceedings in the name of the Shire against any person alleged to have committed any of those offences. This delegation extends to the issue of infringement notices by authorised Fire Control Officers in accordance with the provisions of s59A of the Act.

O03 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.

Revision: 4.7
Amended: 19/06/2013

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SHIRE OF NORTHAM

MINUTES

COUNCIL MEETING HELD ON 16 JULY 2014



Delegated Authority Register

- DELEGATION NUMBER** - **O04**
- LEGISLATIVE POWER** - **Local Government Act 1995, s5.42**
- DELEGATION SUBJECT** - **Mining Tenements**
- DELEGATE** - **Chief Executive Officer**

~~The Chief Executive Officer is delegated authority to lodge objections to the granting of mining tenements that may affect Shire property. The Chief Executive Officer is further delegated authority to negotiate/impose appropriate conditions to be applied to the granting of any mining tenement in order to protect Council's interest in that property.~~

~~The Chief Executive Officer in accordance with s5.44, Division 4 of Part 5 of the Local Government Act has further delegated this task to:~~

- ~~▪ Executive Manager Development Services~~

NOT APPROPRAITE AS DELEGATED AUTHORITY UNDER LOCAL GOVERNMENT ACT.

O04 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.

SHIRE OF NORTHAM

MINUTES

COUNCIL MEETING HELD ON 16 JULY 2014



Delegated Authority Register

DELEGATION NUMBER	- 005004
LEGISLATIVE POWER	- Local Government Act 1995, s9.10
DELEGATION SUBJECT	- Issuing of Licences, Approvals & Permits – Local Laws
DELEGATE	- Chief Executive Officer

The Chief Executive Officer is delegated authority to determine applications for the issue and or renewal of licenses and permits that are provided for in Council local laws.

The Chief Executive Officer in accordance with s5.44, Division 4 of Part 5 of the Local Government Act has further delegated this task to:

- Executive Manager Corporate Services
- Executive Manager Development Services
- Executive Manager Community Services
- Executive Manager Engineering Services

O05 - Delegation Use		
Date of Decision	Person/party impacted by decision	Name of Officer Exercising Delegation
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.
Click here to enter a date.	Click here to enter text.	Choose an item.

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SHIRE OF NORTHAM
MINUTES
COUNCIL MEETING HELD ON 16 JULY 2014



Delegated Authority Register

B

Delegations from Council to Committees

There are NO delegated responsibilities from Council to any of its Committees.

SHIRE OF NORTHAM
MINUTES
COUNCIL MEETING HELD ON 16 JULY 2014

Appendix 2



Shire of Northam

Heritage, Commerce and Lifestyle

**UNCONFIRMED MINUTES OF
COMMUNITY SAFETY COMMITTEE MEETING
26 JUNE 2014**

SHIRE OF NORTHAM
MINUTES
COUNCIL MEETING HELD ON 16 JULY 2014

SHIRE OF NORTHAM

**SUMMARY OF MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING
HELD ON 26 June 2014 AT 3:15 PM**

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SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

OPENING AND WELCOME

Ms Rose Power declared the meeting open at 3:16pm.
DECLARATION OF INTEREST

NIL
ATTENDANCE

MEMBERS

Councillors

Executive Manager Community Services
Northam Police
Northam Roadwise Committee
Department Housing
Community Representative
Community Representative

D G Beresford
J E Williams
Jean McGready
Snr Sergeant Mal Ward
Cliff Simpson
Attila Mencshelyi
Rose Power (Chair)
Barbara Silvester (3:27pm)

EX-OFFICIO MEMBERS

Senior Community Development Coordinator
Southern Youth Justice Services
Main Roads Western Australia
Department Education
Northam Police
Avon Youth Services

Annique Gray
Ellen Coshall
Barbara Gogan
Sharon Bray
Inspector Tony Colfer
Venessa Miler (3:28pm)

APOLOGIES

Department of Health
Chief Executive Officer
Community Representative
Wundowie Police
WA Police

Daniella Joyce
Jason Whiteaker
Kylie Bradford
Sergeant Mark Johnston
Superintendent Peter Halliday

CONFIRMATION OF PREVIOUS MINUTES

Moved: C Simpson
Seconded: E Coshall

That the minutes of the meeting held Thursday, 29 May 2014 be confirmed as a true and correct record of that meeting.

CARRIED 7/0

SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

BUSINESS ARISING FROM THE MINUTES
UPDATE ON PRESENTATION BY DEPARTMENT HOUSING

Attila Menschelyi provided the following information in response to questions from the previous meeting:

To provide comparison with Northam, the level of public housing as a percentage of total house numbers in townsites throughout the Wheatbelt are as follows:

Beverley 4%	Moora 11%	Training 8%
Brookton 7%	Narrogin 9%	Wickepin 4%
Corrigin 6%	Northam 10%	Wongan Hills 5%
Merredin 8%	Quairading 8%	Wundowie 15%

The level of public housing in Wundowie has in the past been significantly higher but has been reduced as the Department disposes of properties. The public housing in Northam tends to be concentrated in a number areas of the townsite, and a map of the locations of Northam public housing was tabled at the meeting. Such concentrations also occur in other localities, for example Bunbury, which has 5% public housing, has suburbs where the concentration is at 17%.

Barbara Sylvester joined the meeting at 3:27pm

Vanessa Miler joined the meeting at 3:29 pm

letters to householders

Council endorsed the Committee's recommendations of the previous meeting, including the allocation of \$1,000 from the Northam Safety Week (job 4660) unexpended funds. Cliff Simpson pointed out that this allocation is for Road Safety Week and the purpose is not technically a road safety issue. Whilst he has no objection to the expenditure, it was suggested that the Committee seek seed funding from Council to implement outcomes of the committee.

RECOMMENDATION / RESOLUTION

Moved: C Simpson

Seconded: S Bray

That the Committee recommend that Council allocate \$1,000.00 in the 2014/15 Budget for the implementation of outcomes recommended by the Committee.

CARRIED 8/0

SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

AGENDA ITEMS
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.

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 NORTHAM POLICE

Inspector Tony Colfer

Insp Colfer advised that much of the crime in Northam is undertaken by people from outside the Shire of Northam e.g. travelling up from the metropolitan area. Overall there has been a decrease in the rate of crime in Northam, with a reduction of 6.4% over the year to date.

An agency priority has been burglary, which has seen a 23.6% reduction. Burglary tends to be an opportunistic crime e.g. open windows. Offences for motor vehicle theft increased by 3.4% (from 29 to 30) and domestic assault increased by 6% (114 to 121). Whilst police have less ability to control domestic assault, they work in collaboration with support agencies to address the issue.

Good results are being achieved in relation to drug offences, which is also an agency priority area. Whilst there was a spike in property damage six months ago, this has since reduced, although property theft has increased.

Sanction rates for Northam Police are well within the KPIs and with prioritisation on recidivist offenders and priority premises, these are expected to remain on target.

Insp Colfer advised that the crime statistics for Wundowie are also significantly reduced, which is in part due to the collaboration between Northam and Wundowie in relation to rostering.

Insp Colfer advised that a community meeting is being held in Northam to provide information on agency reform and suggested that Superintendent Halliday would likely address this meeting about reform.

QUESTION - Cliff Simpson

SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

Can you advise on the trends of traffic offences to assist the Roadwise Committee in developing projects?

Insp Colfer responded that he did not have the figures with him but could provide them for the next meeting. He advised that with limited resources, Police concentrate on offences that are likely to result in injury or death (e.g. speeding or drink driving) rather than minor offences.

With advice from C Simpson that there is currently little police input into Roadwise, Insp Cofler stated that this would be addressed.

QUESTION – Vanessa Miler

V Miler requested that the Police provide some figures in relation to offences of driving without a licence, as this is an area that Avon Youth would like to address should this be an issue.

QUESTION – Cr Beresford

How are the staffing numbers at the Northam Police station?

Snr Sergeant Mal Ward responded that while there were significant vacancies around eighteen months ago, all positions are now filled and there is a reserve list of Officers seeking to be posted to Northam. Further, Officers are putting in significant numbers of unpaid hours that are resulting in improved outcomes for the community.

7.1.2 presentation by SOUTHERN YOUTH JUSTICE SERVICES

Ellen Coshall advised on the extensive geographical area that Southern Youth Justice Services (SYJS) covers. Two officers are based in Northam, with SYJS providing services to courts (including psychological assessments) as well as prevention and diversion and counselling services to young people.

There are many factors that lead to youth offending, with issues including lack of stable /suitable accommodation and/or sustenance, absence of a responsible adult, which can manifest into other factors including lack of school attendance, substance abuse and mental health issues.

The service works collaboratively with other agencies such as Holyoake and Palmerston, Department Child Protection and Family Support, Department of Education and Training.

Given the increased representation in the community by people from diverse backgrounds, SYJS is working toward a greater focus on understanding cultural needs of the young people and their families.

SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

The service also provides victim assistance via a Victim – Offender Mediation Team, which if required will represent the victim in court as well as providing additional protective provisions and support.

The SYJS is a partnership between WA Police and Dept of Corrective Services to provide a prevention and diversion process, which is proving to be very successful. If the victim wishes, they can become involved in the offender management process. The victim can attend meetings or provide a victim impact statement, and this can have a lasting impact on the offender as they come to realise the consequences of their actions. Being involved in the process can also be therapeutic for the victim. The approach needs to be holistic to ensure that it is achievable for example consideration given to literacy levels, capacity for family to fulfil their obligation of the action plan.

The Court may impose statutory orders, which can be in the form of community based sanctions (e.g. requirement to attend counselling, community work), supervision (e.g. addressing peer association, substance abuse, behaviour) or detention.

In Northam there are currently three young people on Prevention Diversion and six on statutory orders.

QUESTION – Cr Beresford

When you mentioned a case of third generation offenders, how can you intervene to break the cycle? How can parents not be held accountable?

Ellen Coshall responded that these were extreme examples, and while the priority of the agency is to support the young people through their orders they also make referrals to Department of Child Protection and Family Support and other agencies. It is difficult to work with some families who do not wish to engage, in which case the SYJS concentrate on working with the young people to progress onwards.

QUESTION – Cr Beresford

Cr Beresford questioned whether a previous but discontinued “homemakers” program that assisted mothers in gaining parenting and household skills could be replaced?

Sharon Bray advised that the Department of Child Protection has been renamed Child Protection and Family Services reflecting its focus to also provide family support, and that it is making significant inroads in the support of families.

SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

REVIEW OF SHIRE OF NORTHAM COMMUNITY SAFETY AND CRIME PREVENTION PLAN

Name of Applicant:	N/A
File Ref:	2.1.3.2
Officer:	Annique Gray
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	23/06/2014

PURPOSE

To initiate the commencement of the review of the Shire of Northam Community Safety and Crime Prevention Plan.

BACKGROUND

The Shire of Northam Community Safety and Crime Prevention Plan 2011 – 2015 was endorsed by Council on 15 June 2011 as an update to the Town/Shire of Northam Community Safety and Crime Prevention Plan for 2007 – 2010.

The Plan was developed following consultation with the wider community via a survey as well as a workshop with key stakeholders. The Plan aimed to identify key priorities issues in the community supported by an Action Plan to address these issues.

The Plan identified four areas of crime to be addressed as priority, these being anti-social behaviour, house break-ins, illegal drug use and vandalism.

The Stakeholder Action Plan consists of four key objectives with fifty-two strategies; but with no clear guidance to where responsibility for the oversight of the plan's implementation lies, and stakeholders responsible for actioning the strategies having, in the majority, not been kept informed / engaged or as in some instances, identified.

As a consequence, it would appear that less than fifteen of the Action Plan's strategies have been actioned or partially actioned. Items that have been actioned include Safe Drinking Promotion, eWatch, some early intervention/diversionary programs, Road Safety Week, companion animal program, youth motivational workshop and arts project, a school skills development project and upgrading of CCTV network.

SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

The Terms of Reference for the Shire of Northam Community Safety Committee state that the Committee is to develop, review and oversee the implementation of the Shire of Northam Community Safety and Crime Prevention Plan.

STATUTORY REQUIREMENTS

N/A

CONFORMITY WITH STRATEGIC COMMUNITY PLAN

OBJECTIVE S2 Provide services and processes to enhance public safety

BUDGET IMPLICATIONS

Nil

OFFICER'S COMMENT

The Shire of Northam Community Safety and Crime Prevention Plan 2011 – 2015 has secured limited ownership or action by the Shire of Northam and key stakeholders. This is likely to be attributed to a number of factors, including lack of identified responsibility for implementation, loss of momentum of the (former) Safer Northam Committee, as well lack of engagement of the key stakeholders.

With the Committee now well established and commencing to plan and implement a range of action items; and given that the existing Plan is nearing the end of its term, is based on research and statistics that are four to six years old, contains strategies that may no longer be relevant / feasible to be implemented under the guidance of the Committee/Council; it is recommended that the development of a revised plan commence immediately.

It is recommended that this process initially proceeds as a Committee workshop, with discussions to include how key priority areas are to be determined, such as statistical data, anecdotal evidence and community perceptions.

RECOMMENDATION/RESOLUTION

Moved: A Mencshelyi
Seconded: J Williams

That the Committee holds a workshop to commence the development of a new Shire of Northam Community Safety and Crime Prevention Plan.

CARRIED 8/0

SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

RECOMMENDATION/RESOLUTION

Moved: M Ward
Seconded: E Coshall

That the Committee request that Council appoint a facilitator for the Shire of Northam Community Safety Committee workshop to develop a new Shire of Northam Community Safety and Crime Prevention Plan.

CARRIED 8/0

OTHER BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COMMITTEE

NIL

DATE OF NEXT SCHEDULED MEETING

The next meeting is to be held on Thursday 31 July 2014 commencing at 3:15pm

Presentations for the next meeting:

- Department Health
- Avon Youth Services
- Police Reform – Superintendent Halliday

DECLARATION OF CLOSURE

The Presiding Member declared the meeting closed at 4:42pm

SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

Appendix 3



SHIRE OF NORTHAM
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY TO 31 MAY 2014

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SHIRE OF NORTHAM

AGENDA

COUNCIL MEETING TO BE HELD ON 16 JULY 2014

SHIRE OF NORTHAM STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD 1 JULY TO 31 MAY 2014

	NOTE	May 2014 Actual \$	May 2014 Y-T-D Budget \$	Projected 2013/14 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
Operating						
Revenues/Sources						
Governance	8	38,234	20,440	21,526	17,794	87.05%
General Purpose Funding		2,020,561	2,012,560	2,315,819	8,001	0.40%
Law, Order, Public Safety		448,540	585,335	637,452	(136,795)	(23.37%)
Health		35,224	39,864	43,500	(4,640)	(11.64%)
Education and Welfare		2,144,220	2,223,539	2,289,527	(79,319)	(3.57%)
Housing		30,830	46,002	50,201	(15,172)	(32.98%)
Community Amenities		2,499,840	2,450,776	2,542,208	49,064	2.00%
Recreation and Culture		373,810	809,620	1,189,851	(435,810)	(53.83%)
Transport		748,520	2,670,881	3,442,330	(1,922,361)	(71.97%)
Economic Services		661,866	1,413,396	1,541,602	(751,530)	(53.17%)
Other Property and Services		100,454	66,429	72,500	34,025	51.22%
		9,102,099	12,338,842	14,146,516	(3,236,743)	(26.23%)
(Expenses)/(Applications)						
Governance	8	(776,685)	(796,770)	(865,082)	20,085	2.52%
General Purpose Funding		(213,379)	(248,354)	(268,824)	34,975	14.08%
Law, Order, Public Safety		(921,736)	(1,040,848)	(1,130,048)	119,112	11.44%
Health		(336,664)	(377,765)	(413,271)	41,101	10.88%
Education and Welfare		(1,265,017)	(1,335,469)	(1,458,901)	70,452	5.28%
Housing		(61,847)	(88,867)	(96,648)	27,020	30.40%
Community Amenities		(2,664,765)	(3,350,957)	(3,644,728)	686,192	20.48%
Recreation & Culture		(3,065,790)	(3,766,910)	(4,097,696)	701,120	18.61%
Transport		(4,096,408)	(4,201,710)	(4,609,646)	105,302	2.51%
Economic Services		(1,755,357)	(2,184,737)	(2,377,474)	429,380	19.65%
Other Property and Services		(297,962)	(132,058)	(130,491)	(165,904)	(125.63%)
		(15,455,610)	(17,524,445)	(19,092,809)	2,068,835	(11.81%)
Adjustments for Non-Cash (Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	2	51,759	2,329,107	(2,602,312)	(2,277,348)	97.78%
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		3,173,306	3,204,289	3,495,741	(30,983)	0.97%
Capital Revenue and (Expenditure)						
Purchase Land Held for Resale	1	(25,045)	0	(25,045)	(25,045)	0.00%
Purchase Land and Buildings	1	(1,075,315)	(3,473,684)	(3,789,504)	2,398,369	69.04%
Purchase Plant and Equipment	1	(315,965)	(986,784)	(920,687)	670,819	67.98%
Purchase Furniture and Equipment	1	(57,674)	(91,702)	(79,499)	34,028	37.11%
Purchase Bush Fire Equipment	1	(1,216)	(104,093)	(136,902)	102,877	98.83%
Purchase Playground Equipment	1	(31,606)	0	(70,000)	(31,606)	0.00%
Purchase Infrastructure Assets - Roads	1	(4,043,100)	(4,699,251)	(4,752,954)	656,151	13.96%
Purchase Infrastructure Assets - Bridges	1	(146,000)	0	(219,000)	(146,000)	0.00%
Purchase Infrastructure Assets - Footpaths	1	0	(243,826)	(266,000)	243,826	100.00%
Purchase Infrastructure Assets - Drainage	1	(702,146)	0	(2,720,058)	(702,146)	0.00%
Purchase Infrastructure Assets - Parks & Ovals	1	(675,846)	(1,067,983)	(1,019,491)	392,137	36.72%
Purchase Infrastructure Assets - Airfields	1	(112,848)	(130,845)	(142,750)	17,997	13.75%
Purchase Infrastructure Assets - Streetscape	1	0	(62,789)	(67,595)	62,789	100.00%
Purchase Infrastructure Assets - Other	1	0	0	(75,973)	0	#DIV/0!
Proceeds from Disposal of Assets	2	189,758	2,493,714	2,720,415	(2,303,956)	92.39%
Repayment of Debentures	3	(456,694)	(452,845)	(487,730)	(3,849)	(0.85%)
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	(169,344)	(169,344)	(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!
		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	5,866,474	7,990,740	6,357	(2,124,266)	(26.58%)
Amount Raised from Rates	6	(8,014,367)	(7,810,678)	(7,719,990)	(203,689)	2.61%

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

SHIRE OF NORTHAM
AGENDA
COUNCIL MEETING TO BE HELD ON 16 JULY 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 2014

	May 2014 Actual \$	2013/14 Budget \$
1. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
Furniture & Office Equipment - Administration	15,078.84	14,800
Plant & Equipment - Administration	0.00	84,842
Law, Order & Public Safety		
CESC Vehicle	29,818.64	35,358
Ranger Vehicle	25,525.51	27,015
Security Camera Bernard Park & Avon Mall	1,113.17	25,000
Graffiti Removal Cleaner	6,995.00	6,995
Brigade Appliance - Fire Prevention	0.00	113,560
Bush Fire Brigade Shed Construction	1,216.00	23,342
Education & Welfare		
Land & Buildings - Respite Centre Construction	726,809.62	858,818
Killara - Sedan Replacement	53,246.37	72,084
Killara - Furniture & Equipment	3,734.10	3,734
Memorial Hall Equipment & Curtains	15,903.44	18,500
Community Amenities		
Generator - Inkpen	0.00	5,000
Drainage - Hillman Creek Supertowns	35,900.00	65,936
Drainage - King Creek Supertowns	107,117.52	167,618
Drainage - Town Centre Supertowns	99,195.00	131,116
Drainage - Bernard Park Supertowns	6,468.00	442,804
Aerators - Supertowns	0.00	75,973
Cemetery Capital Works	76,619.18	97,000

SHIRE OF NORTHAM
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COUNCIL MEETING TO BE HELD ON 16 JULY 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 2014

1. ACQUISITION OF ASSETS (Continued)	May 2014 Actual \$	2013/14 Budget \$
<u>By Program (Continued)</u>		
Recreation and Culture		
Land & Buildings - Public Halls	43,854.64	90,250
Furniture & Equipment- Public Halls	4,350.00	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	23,305.56	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	8,300.00	40,000
Baker Hill - Hardcourts	30,104.16	94,041
Bakers Hill Oval	336,579.48	453,750
Bernard Park-Water Playground- Supertowns	264,153.31	278,120
Jubilee Oval Reticulation	885.00	15,000
Library Energy Efficiency	0.00	0
Copier - Library	3,509.10	3,734
RFID System Library	10,625.00	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

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SHIRE OF NORTHAM

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FOR THE PERIOD 1 JULY TO 31 MAY 2014

1. ACQUISITION OF ASSETS (Continued)	May 2014 Actual \$	2013/14 Budget \$
<u>By Program (Continued)</u>		
Transport		
Land & Building	20,139.18	2,221,773
Footpath Construction	0.00	266,000
Laneway Construction	0.00	65,000
- Roadworks - Project Grants	695,663.21	653,706
- Roadworks - General Construction	330,102.64	958,505
- Roadworks - Bridge Construction	146,000.00	219,000
- Roadworks - Blackspot Funding	1,537.10	183,014
Laneway Land Acquisition	0.00	15,000
Infra Development- Super Towns	3,015,796.81	2,892,729
Plant & Equipment - Road Plant Purchases	132,397.18	560,263
Airport Infrastructure	112,848.32	142,750
Economic Services		
Christmas Decorations	0.00	30,000
Information Bays	0.00	57,595
LED Signs	0.00	10,000
Land & Fees - Supertowns	8,988.12	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	3,734.10	3,734
Bakers Hill Water Project	446,965.44	854,870
Wundowie Storm Water Harvesting Project	6,500.00	1,057,714
	<u>7,186,760.27</u>	<u>14,285,458</u>

SHIRE OF NORTHAM
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY TO 31 MAY 2014

1. ACQUISITION OF ASSETS (Continued)	May 2014 Actual \$	2013/14 Budget \$
<u>By Class</u>		
Land Held for Resale	25,045.45	25,045
Land and Buildings	1,075,314.65	3,789,504
Plant and Equipment	315,964.65	920,687
Furniture and Equipment	57,674.07	79,499
Bush Fire Equipment	1,216.00	136,902
Playground Equipment	31,605.56	70,000
Infrastructure Assets - Roads	4,043,099.76	4,752,954
Infrastructure Assets - Footpaths	0.00	266,000
Infrastructure Assets - Bridges & Culverts	146,000.00	219,000
Infrastructure Assets - Drainage	702,145.96	2,720,058
Infrastructure Assets - Parks & Ovals	675,845.85	1,019,491
Infrastructure Assets - Airfields	112,848.32	142,750
Infrastructure Assets - Streetscape	0.00	67,595
Infrastructure Assets - Other	0.00	75,973
	<u>7,186,760.27</u>	<u>14,285,458</u>

SHIRE OF NORTHAM

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 2014

2. DISPOSALS OF ASSETS

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

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	May 2014 Actual \$	2013/14 Budget \$	May 2014 Actual \$	2013/14 Budget \$	May 2014 Actual \$	2013/14 Budget \$
Governance						
CEO Vehicle - PN1212 - Asset MV1214		39,444		26,000	0.00	(13,444)
EMCorpS Vehicle - PN1102 - Asset MV1102	22,868.27	23,674	21,627.27	24,000	(1,241.00)	326
Law, Order Public Safety						
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
Education & Welfare						
Killara Omega Mgr - PN1020 - Asset HNK0001	15,250.76	29,062	7,909.09	15,000	(7,341.67)	(14,062)
Killara3 Holden Omega - PN0907 - Asset 9242	15,066.89	11,129	7,909.09	15,000	(7,157.80)	3,871
Recreation & Culture						
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
Transport						
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	21,000.00	0	16,363.64	18,000	(4,636.36)	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	12,500.00	0	5,454.55	6,000	(7,045.45)	6,000
P590 - Toyota Hilux Grader Ute - Asset 990	6,000.00	0	3,636.36	4,000	(2,363.64)	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
Economic Services						
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)
	241,516.63	425,058	189,757.91	2,720,415	(51,758.72)	2,295,357

SHIRE OF NORTHAM

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 2014

2. DISPOSALS OF ASSETS (Continued)

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	May 2014 Actual \$	2013/14 Budget \$	May 2014 Actual \$	2013/14 Budget \$	May 2014 Actual \$	2013/14 Budget \$
Land & Buildings						
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
Plant & Equipment						
CEO Vehicle - PN1212 - Asset MV1214	0.00	39,444	0.00	26,000	0.00	(13,444)
EMCorpS Vehicle - PN1102 - Asset MV1102	22,868.27	23,674	21,627.27	24,000	(1,241.00)	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	15,250.78	29,062	7,909.09	15,000	(7,341.67)	(14,062)
Killara3 Holden Omega - PN0907 - Asset 9242	15,066.89	11,129	7,909.09	15,000	(7,157.80)	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	21,000.00	0	16,363.64	18,000	(4,636.36)	18,000
	10,924.68	10,925	12,151.54	12,153	1,226.86	1,228
P5043 - N9324 Toyota Hilux Mtc Ute - Asset 9063	12,500.00	0	5,454.55	6,000	(7,045.45)	6,000
P590 - Toyota Hilux Grader Ute - Asset 990	6,000.00	0	3,636.36	4,000	(2,363.64)	4,000
PN1104 - N10696 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
PMComInf Vehicle - 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)
	241,516.63	425,058	189,757.91	2,720,415	(51,758.72)	2,295,357

Summary

Profit on Asset Disposals
Loss on Asset Disposals

May 2014 Actual \$	2013/14 Budget \$
(24,763.39)	2,352,458
(26,995.33)	(57,101)
<u>(51,758.72)</u>	<u>2,295,357</u>

SHIRE OF NORTHAM

AGENDA

COUNCIL MEETING TO BE HELD ON 16 JULY 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 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 \$
Governance									
Loan 215 - Admin Office Renovations	115,183	0	0	25,987	12,777	89,196	102,406	7,365	3,558
Community Amenities									
Loan 210 - River Dredging	17,547	0	0	5,500	5,500	12,047	12,047	991	519
Recreation & Culture									
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
Transport									
Loan 221 - Airstrip Upgrade	58,964	0	0	10,394	10,394	48,570	48,570	3,581	3,275
Economic Services									
Loan 217 - CBD Streetscape	776,624	0	0	138,146	138,146	638,478	638,478	42,921	36,543
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	456,694	4,090,667	4,121,703	277,582	212,681

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.

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FOR THE PERIOD 1 JULY TO 31 MAY 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.

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SHIRE OF NORTHAM
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FOR THE PERIOD 1 JULY TO 31 MAY 2014

	May 2014 Actual \$	2013/14 Budget \$
4. RESERVES - CASH BACKED		
(a) Aged Accomodation Reserve		
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) Employee Liability Reserve		
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>
(c) Housing Reserve		
Opening Balance	225,269	225,269
Interest	8,516	9,182
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>233,785</u>	<u>234,451</u>
(d) Office Equipment Reserve		
Opening Balance	123,050	123,050
Interest	4,652	5,015
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	(14,800)
	<u>127,702</u>	<u>118,265</u>
(e) Plant & Equipment Reserve		
Opening Balance	582,571	582,572
Interest	22,023	23,745
Amount Set Aside / Transfer to Reserve	0	250,000
Amount Used / Transfer from Reserve	0	(389,031)
	<u>604,594</u>	<u>467,286</u>
(f) Recreation Reserve		
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>
(g) Road & Bridgeworks Reserve		
Opening Balance	635,182	635,182
Interest	24,012	25,889
Amount Set Aside / Transfer to Reserve	0	20,000
Amount Used / Transfer from Reserve	0	(36,500)
	<u>659,194</u>	<u>644,571</u>

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SHIRE OF NORTHAM
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FOR THE PERIOD 1 JULY TO 31 MAY 2014

	May 2014 Actual \$	2013/14 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(h) Refuse Site Reserve		
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>
(i) Regional Development Reserve		
Opening Balance	129,289	129,290
Interest	4,888	5,270
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	(25,045)
	<u>134,177</u>	<u>114,515</u>
(j) Speedway Reserve		
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>
(k) Community Bus Replacement Reserve		
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>
(l) Septage Pond Reserve		
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>
(m) Killara Reserve		
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>
(n) Stormwater Drainage Projects Reserve		
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>

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SHIRE OF NORTHAM
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FOR THE PERIOD 1 JULY TO 31 MAY 2014

	May 2014 Actual \$	2013/14 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(o) Recreation and Community Facilities Reserve		
Opening Balance	413,642	413,642
Interest	15,637	16,859
Amount Set Aside / Transfer to Reserve	0	195,515
Amount Used / Transfer from Reserve	0	0
	<u>429,279</u>	<u>626,016</u>
(p) Administration Office Reserve		
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>
(q) Council Buildings & Amenities Reserve		
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>
(r) River Town Pool Dredging Reserve		
Opening Balance	215,130	215,130
Interest	8,133	8,768
Amount Set Aside / Transfer to Reserve	0	50,000
Amount Used / Transfer from Reserve	0	0
	<u>223,263</u>	<u>273,898</u>
(s) Parking Facilities Construction Reserve		
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>
(t) Art Collection Reserve		
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>
Total Cash Backed Reserves	<u>4,593,232</u>	<u>5,065,465</u>
Total Interest	169,344	186,850

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

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SHIRE OF NORTHAM

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FOR THE PERIOD 1 JULY TO 31 MAY 2014

	May 2014 Actual \$	2013/14 Budget \$
4. RESERVES - CASH BACKED (Continued)		
Summary of Transfers to Cash Backed Reserves		
Transfers to Reserves		
Aged Accommodation Reserve	8,774	25,360
Employee Liability Reserve	18,864	72,221
Housing Reserve	8,516	9,182
Office Equipment Reserve	4,652	10,015
Plant & Equipment Reserve	22,023	273,745
Recreation Reserve	1,826	1,969
Road & Bridgeworks Reserve	24,012	45,889
Refuse Site Reserve	5,893	46,354
Regional Development Reserve	4,888	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	15,637	212,374
Administration Office Reserve	17,097	18,434
Council Buildings & Amenities Reserve	3,538	253,815
River Town Pool Dredging Reserve	8,133	58,768
Parking Facilities Construction Reserve	5,720	6,168
Art Collection Reserve	387	5,417
	<u>189,344</u>	<u>1,174,265</u>
Transfers from Reserves		
Aged Accommodation 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>
Total Transfer to/(from) Reserves	<u>67,384</u>	<u>481,123</u>

SHIRE OF NORTHAM

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COUNCIL MEETING TO BE HELD ON 16 JULY 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 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 Accomodation 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.

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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.

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SHIRE OF NORTHAM

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FOR THE PERIOD 1 JULY TO 31 MAY 2014

	May 2014 Actual \$	2013/14 Financial Report \$	2013/14 Budget \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	5,051,172	2,668,302	240,500
Cash - Restricted Unspent Grants	664,459	6,346,583	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	4,593,232	4,525,847	4,910,954
Sundry Debtors	185,465	663,870	1,060,872
Rates - Current	1,050,401	760,089	0
Pensioners Rates Rebate	19,744	21,233	0
Provision for Doubtful Debts	(40,918)	(175,686)	0
GST Receivable	95,872	2,000	0
Accrued Income/Prepayments	0	53,968	0
Inventories	7,766	7,766	40,000
	<u>11,627,193</u>	<u>14,873,971</u>	<u>6,252,326</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(949,487)	(1,324,439)	(2,292,318)
Rates Income in Advance	(109,437)	0	0
GST Payable	(32,105)	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	(56,668)	(593)	0
Loan Liability	28,552	(428,143)	0
Provision for Annual Leave	(227,197)	(410,738)	0
Provision for Long Service Leave	(254,687)	(273,765)	0
Other Payables	0	0	0
	<u>(1,601,029)</u>	<u>(2,655,786)</u>	<u>(2,292,318)</u>
NET CURRENT ASSET POSITION	10,026,164	12,218,185	3,960,008
Less: Cash - Reserves - Restricted	(4,593,232)	(4,525,847)	(4,910,954)
Less: Cash - Unspent Grants - Restricted	0	0	(9,109)
Add: Current Loan Liability	(28,552)	428,143	454,341
Add: Leave Liability Reserve	462,094	545,190	515,451
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>5,866,474</u>	<u>8,665,671</u>	<u>9,737</u>

SHIRE OF NORTHAM

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 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 \$
General Rate								
00 Non-Rateable	0.0000	692	1,587,260	0	0	0	0	0
01 GRV-Townsites Residential	9.7018	2,928	36,365,266	3,532,095	19,237	262	3,551,594	3,551,687
02 GRV-Norham Commercial/Industrial	10.8064	249	11,298,400	1,217,384	7,261	4,926	1,229,571	1,222,050
05 Agricultural Local	0.5226	481	153,306,000	802,269	5,980	3,756	812,005	807,277
06 Agricultural Regional	0.4331	210	112,043,000	484,353	1,043	(260)	485,136	491,358
07 Rural Small Holdings	0.5958	549	96,238,000	573,386	953	0	574,339	577,486
Sub-Totals		5,109	410,837,926	6,609,487	34,474	8,685	6,652,645	6,649,858
Minimum Rates								
	Minimum \$							
01 GRV-Norham Town Gen	790	954	4,307,907	754,450	1,938	0	756,388	753,660
02 GRV-Norham 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
Sub-Totals		1,453	52,498,305	1,148,660	4,929	0	1,153,589	1,147,870
Less Rates Written Off							7,806,235	7,797,728
Ex-Gratia Rates							0	0
Excess Rate Receipts							12,953	12,950
Totals							7,819,188	7,810,678

SHIRE OF NORTHAM

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SHIRE OF NORTHAM

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FOR THE PERIOD 1 JULY TO 31 MAY 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.

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 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	4,000	(1,500)	2,500
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	28,910	(18,000)	304,163
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	35,500	(33,500)	91,500
Retentions	26	37,977	80,045	0	118,022
Sundry Trust	27	8,310	0	0	8,310
Building & Construction (B	29	0	46,582	(42,158)	4,424
Builders Reg Board Levy	30	0	27,725	(25,105)	2,620
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	1,516	(3,740)	12,649
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>235,561</u>	<u>(131,393)</u>	<u>939,947</u>

SHIRE OF NORTHAM
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 2014

8. OPERATING STATEMENT

	May 2014 Actual \$	2013/14 Budget \$	2012/13 Actual \$
OPERATING REVENUES			
Governance	38,234	21,526	97,024
General Purpose Funding	9,839,749	10,126,497	11,968,418
Law, Order, Public Safety	448,540	637,452	568,104
Health	35,224	43,500	184,211
Education and Welfare	2,144,220	2,289,527	1,859,021
Housing	30,830	50,201	38,489
Community Amenities	2,499,840	2,542,208	2,064,117
Recreation and Culture	373,810	1,189,851	716,435
Transport	748,520	3,442,330	1,645,688
Economic Services	661,866	1,541,602	944,536
Other Property and Services	100,454	72,500	134,461
TOTAL OPERATING REVENUE	16,921,287	21,957,194	20,220,504
OPERATING EXPENSES			
Governance	776,685	865,082	867,871
General Purpose Funding	213,379	268,824	426,757
Law, Order, Public Safety	921,736	1,130,048	1,040,194
Health	336,664	413,271	574,346
Education and Welfare	1,265,017	1,458,901	1,352,950
Housing	61,847	96,648	99,379
Community Amenities	2,664,765	3,644,728	2,873,879
Recreation & Culture	3,065,790	4,097,696	3,533,794
Transport	4,096,408	4,609,646	4,691,672
Economic Services	1,755,357	2,377,474	2,799,727
Other Property and Services	297,962	130,491	113,434
TOTAL OPERATING EXPENSE	15,455,610	19,092,809	18,374,004
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	1,465,677	2,864,385	1,846,500

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 31 MAY 2014

9. BALANCE SHEET

	May 2014 Actual \$	2012/13 Actual \$
CURRENT ASSETS		
Cash Assets	10,308,863	13,540,732
Receivables	1,328,388	1,544,320
Inventories	<u>7,766</u>	<u>7,765</u>
TOTAL CURRENT ASSETS	<u>11,645,017</u>	<u>15,092,817</u>
NON-CURRENT ASSETS		
Receivables	629,728	689,315
Inventories	884,118	884,118
Property, Plant and Equipment	29,219,890	29,096,434
Infrastructure	<u>45,359,402</u>	<u>41,707,965</u>
TOTAL NON-CURRENT ASSETS	<u>76,093,138</u>	<u>72,377,832</u>
TOTAL ASSETS	<u>87,738,155</u>	<u>87,470,649</u>
CURRENT LIABILITIES		
Payables	1,147,696	1,690,090
Interest-bearing Liabilities	-28,552	425,188
Provisions	<u>481,884</u>	<u>684,502</u>
TOTAL CURRENT LIABILITIES	<u>1,601,028</u>	<u>2,799,780</u>
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	4,150,256	4,150,256
Provisions	<u>115,705</u>	<u>115,705</u>
TOTAL NON-CURRENT LIABILITIES	<u>4,265,961</u>	<u>4,265,961</u>
TOTAL LIABILITIES	<u>5,866,989</u>	<u>7,065,741</u>
NET ASSETS	<u>81,871,166</u>	<u>80,404,908</u>
EQUITY		
Retained Surplus	76,453,568	75,054,696
Reserves - Cash Backed	4,593,232	4,525,847
Reserves - Asset Revaluation	<u>824,365</u>	<u>824,365</u>
TOTAL EQUITY	<u>81,871,165</u>	<u>80,404,908</u>

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SHIRE OF NORTHAM

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FOR THE PERIOD 1 JULY TO 31 MAY 2014

10. FINANCIAL RATIO

	2013 YTD	2012	2011	2010
Current Ratio	5.61	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

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SHIRE OF NORTHAM
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FOR THE PERIOD 1 JULY TO 31 MAY 2014

11. Material Variances Notes

NOTE	May 2014		Projected 2013/14 Budget \$	Variances Actuals to Budget \$	Variances	
	Actual \$	Y-T-D Budget \$			Actual Budget to Y-T-D %	(Variance of 10% or above \$10,000 considered Material)
Operating						
Revenues/Sources						
8						
Governance	38,234	20,440	21,526	17,794	87.05%	
General Purpose Funding	2,020,561	2,012,560	2,315,819	8,001	0.40%	
Law, Order, Public Safety	448,540	585,335	637,452	(136,795)	(23.37%)	Timing on the supply of Bakers Hill Light Tanker
Health	35,224	39,864	43,500	(4,640)	(11.64%)	
Education and Welfare	2,144,220	2,223,539	2,289,527	(79,319)	(3.57%)	Lower childcare revenue than anticipated
Housing	30,830	46,002	50,201	(15,172)	(32.98%)	Pool house vacant, no revenue
Community Amenities	2,499,840	2,450,776	2,542,208	49,064	2.00%	Additional fees & charges raised
Recreation and Culture	373,810	809,620	1,189,851	(435,810)	(53.83%)	Timing of CSRFF grant funding & profit on sale of assets
Transport	748,520	2,670,881	3,442,330	(1,922,361)	(71.97%)	Timing of road grant funding & Sale of Depot Land
Economic Services	661,866	1,413,396	1,541,602	(751,530)	(53.17%)	Timing differences grant funding & Avon Descent Funding
Other Property and Services	100,454	66,429	72,500	34,025	51.22%	Workers compensation reimbursements higher than anticipated
	<u>9,102,099</u>	<u>12,338,842</u>	<u>14,146,516</u>	<u>(3,236,743)</u>	<u>(26.23%)</u>	
(Expenses)/(Applications)						
8						
Governance	(776,685)	(796,770)	(865,082)	20,085	2.52%	
General Purpose Funding	(213,379)	(248,354)	(268,824)	34,975	14.08%	Timing debt collection & valuation expenses
Law, Order, Public Safety	(921,736)	(1,040,848)	(1,130,048)	119,112	11.44%	Depreciation & Animal Control expenses lower than anticipated
Health	(336,664)	(377,765)	(413,271)	41,101	10.88%	Timing of expenses
Education and Welfare	(1,285,017)	(1,335,469)	(1,458,901)	70,452	5.28%	Childcare costs lower than budgeted
Housing	(61,847)	(88,867)	(96,648)	27,020	30.40%	Utilities at Pool House lower as no tenant and timing of maintenance works
Community Amenities	(2,664,765)	(3,350,957)	(3,644,728)	686,192	20.48%	Project timing - Landfill & Septage ponds
Recreation & Culture	(3,065,790)	(3,766,910)	(4,097,696)	701,120	18.61%	Project timing
Transport	(4,096,408)	(4,201,710)	(4,609,646)	105,302	2.51%	
Economic Services	(1,755,357)	(2,184,737)	(2,377,474)	429,380	19.65%	Projects & events timing
Other Property and Services	(297,962)	(132,058)	(130,491)	(165,904)	(125.63%)	Reallocation of plant cost to be undertaken
	<u>(15,455,610)</u>	<u>(17,524,445)</u>	<u>(19,092,809)</u>	<u>2,068,835</u>	<u>(11.81%)</u>	

SHIRE OF NORTHAM

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**SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY TO 31 MAY 2014**

11. Material Variances Notes

<u>Operating</u>	NOTE	May 2014 Actual \$	May 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)
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	2	51,759	1,693,896	(2,602,312)	(1,642,137)	96.94%	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		3,173,306	2,330,392	3,495,741	842,914	(36.17%)	
Capital Revenue and (Expenditure)							
Purchase Land Held for Resale	1	(25,045)	0	(25,045)	(25,045)	0.00%	Timing Differences, Depot Construction
Purchase Land and Buildings	1	(1,075,315)	(2,690,325)	(3,789,504)	1,615,010	60.03%	Timing Differences with vehicle purchasing
Purchase Plant and Equipment	1	(315,965)	(388,521)	(920,687)	72,556	18.67%	Timing Differences - Final Payment of Library RFID in June
Purchase Furniture and Equipment	1	(57,674)	(72,856)	(79,499)	15,182	20.84%	Timing Differences supply of Bakers Hill Light Tanker
Purchase Bush Fire Equipment	1	(1,216)	(75,704)	(136,902)	74,488	98.39%	Timing Differences
Purchase Playground Equipment	1	(31,808)	0	(70,000)	(31,808)	0.00%	Timing Differences
Purchase Infrastructure Assets - Roads	1	(4,043,100)	(3,934,635)	(4,752,954)	(108,465)	(2.78%)	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	(702,146)	0	(2,720,058)	(702,146)	0.00%	Timing Differences
Purchase Infrastructure Assets - Parks & Ovals	1	(675,846)	(455,967)	(1,019,491)	(219,879)	(48.22%)	Timing Differences
Purchase Infrastructure Assets - Airfields	1	(112,848)	(95,160)	(142,750)	(17,688)	(18.59%)	Timing Differences
Purchase Infrastructure Assets - Streetscape	1	0	(38,392)	(67,595)	38,392	100.00%	Timing Differences
Purchase Infrastructure Assets - Other	1	0	0	(75,973)	0	#DIV/0!	Timing Differences
Proceeds from Disposal of Assets	2	189,758	1,813,610	2,720,415	(1,623,852)	89.54%	Timing Differences
Repayment of Debentures	3	(456,694)	(348,346)	(487,730)	(108,348)	(31.10%)	
Proceeds from New Debentures	3	0	0	0	0	0.00%	
Advances to Community Groups	3	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	(169,344)	(169,344)	(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)	4	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	5,866,474	11,111,081	6,357	(5,244,607)	(47.20%)	
Amount Raised from Rates	6	<u>(6,014,367)</u>	<u>(7,810,676)</u>	<u>(7,719,990)</u>	<u>(203,689)</u>	<u>2.61%</u>	

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

SHIRE OF NORTHAM

AGENDA

COUNCIL MEETING TO BE HELD ON 16 JULY 2014

BANK RECONCILIATION STATEMENT
Period Ending 31st MAY 2014

	Muni Fund Shire	Trust Fund Shire	Reserve A/c Shire	Unspent DITRD & LG Grant Shire
Balance as per Bank Statements				
ANZ	2645-61899	\$ 28,826.84		
Business Bonus	028-0331279	\$1,141,845.81		
Muni Operating A/C	028-5350119	\$77,883.79		
ANZ - WA TREASURY BANK		\$591,086.47		
ANZ -TERM DEPOSIT		\$2,725,916.30		
Term Deposit (Muni)	9728-50077	\$1,102,893.15		
Term Deposit (Trust)T183	028-036059-9		\$25,621.79	
Term Deposit (Trust)T396	0387254		\$33,209.81	
Term Deposit (Trust) POS	9975-02546		\$304,162.87	
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		\$297,435.25	
Term Deposit(Trust)T655	9714-47294		\$24,862.12	
Term Deposit (Trust T694)RETENTI	028-396471		\$15,182.47	
Term Deposit (Trust T701)	028-0397045		\$40,000.00	
Business Bonus(Reserve)	028-0364535		\$86,274.25	
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			
Total As Per Bank Statements	\$5,668,452.36	\$939,004.50	\$4,593,232.28	\$73,372.41
Plus				
Outstanding Deposits	10,931.03	1,522.00		
Outstanding Dep (Trust)				
Outstanding Dep (Muni)				
	\$10,931.03	\$1,522.00	\$0.00	\$0.00
Less				
Unpresented Cheques	(40,655.08)	(580.00)		
	(\$40,655.08)	(\$580.00)	\$0.00	\$0.00
Adjustments				
*Killara Transfer from Muni to Reserve				
eat Inspection Trans Muni to Reserve				
Killara Transfer from Reserve to Muni				
Transfer of bank fee charges Unspent Grants				
Bank Statement Balance after Adjustments	\$5,638,728.31	\$939,946.50	\$4,593,232.28	\$73,372.41
General Ledger Accounts				
1110000010 MUNI BANK	5,047,641.84			
1111800010 Trust Bank		939,946.50		
1111001010 Short Term Investment	591,086.47		0.00	
1111501010 Reserve Inv Bank			4,593,232.28	
1111002010 Unspent Grant				\$73,372.41
Balance Per General Ledger Accounts	\$5,638,728.31	\$939,946.50	\$4,593,232.28	\$73,372.41
IMBALANCE	\$0.00	\$0.00	\$0.00	\$0.00

Prepared by *J.A. Baker*
POSITION : FINANCE OFFICER

Confirmed by *[Signature]*
POSITION : ACCOUNTANT