



Shire of Northam
Heritage, Commerce and Lifestyle

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING

HELD

WEDNESDAY

21 OCTOBER 2015

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

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**Minutes of the Ordinary Meeting of Council held in the Council Chambers on
WEDNESDAY, 21 October 2015 at 5:30 pm**

DISCLAIMER

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

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Northam during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Northam. The Shire of Northam warns that anyone who has an application lodged with the Shire of Northam must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Shire of Northam in respect of the application.

1. SWEARING IN OF NEW COUNCILLORS / DECLARATION OF OFFICE

All recently elected Councillors are required to undertake a declaration to office in accordance with the requirements of section 2.29 of the Local Government Act 1995, section 13 of the Local Government (Constitution) Regulation 1998 and the Oaths, Affidavits and Statutory Declarations Act 2005.

In accordance with previous precedents the swearing in will be witnessed by the Chief Executive Officer of the Shire of Northam. The prescribed form will be provided by the Chief Executive Officer on the night of the Ordinary Council meeting.

Each Councillor was sworn into the office of Councillor of the Shire of Northam by the Chief Executive Officer, Mr Jason Whiteaker. Each Councillor made and signed the requisite declaration. The order of names is as follows:

- Cr Christopher Antonio;
- Cr Christopher Davidson;
- Cr John Proud;
- Cr Robert Tinetti; and
- Cr Julie Williams.

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2. OPENING AND WELCOME

The Chief Executive Officer, Mr J B Whiteaker declared the meeting open at 5.30pm.

3. DECLARATION OF INTEREST

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Request For Adoption of Local Structure Plan – Lot 6 (No. 139) Hawke Avenue, Wundowie	17.2.1	Cr S B Pollard	Impartiality	Applicant Matthew Pavlinovich, a Director, is known to him.
Request For Adoption of Local Structure Plan – Lot 6 (No. 139) Hawke Avenue, Wundowie	17.2.1	Cr U Rumjantsev	Impartiality	The applicant is well known to his wife (and himself lesser). Matthew Pavlinovich has telephoned Re Fire Plan. Not Kilarra Pty Ltd.
Request For Adoption of Local Structure Plan – Lot 6 (No. 139) Hawke Avenue, Wundowie	17.2.1	Cr D A Hughes	Financial	His band Bedlock has been paid to perform by Matthew Pavlinovich twice over the past month.
Chief Executive Officer Review Committee Minutes	21.1	Mr J B Whiteaker	Financial	CEO review deals with his performance and salary.
Appointment of Executive Manager Corporate Services	21.2	Mr J B Whiteaker	Impartiality	Candidate is known to him.
Tender 14 of 2015 - Replacement of Bridge 0614 - Clydesdale Road - Morrell Bridge, Grass Valley	17.5	Cr C R Antonio	Indirect Financial	Client is listed as one of the tenderers. Client pays to his employer (insurance).
Application to Keep 3-6 Dogs (Not A Kennel)	17.2.2	Cr J E Williams	Impartiality	She lives in quite close proximity to the applicant.

4 members of the Gallery departed the Council Chambers at 5.38pm.

The Executive Assistant – CEO departed the Council Chambers at 5.32pm and returned at 5.32pm.

4. ATTENDANCE

COUNCIL

Councillors

S B Pollard
T M Little
U Rumjantsev
D G Beresford
J E Williams
R W Tinetti

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D A Hughes
C R Antonio
C L Davidson
J Proud

Chief Executive Officer	J B Whiteaker
Executive Manager Engineering Services	C D Kleynhans
Executive Manager Development Services	C B Hunt
Executive Assistant – CEO	A C Maxwell
Governance Officer	C F Greenough
Communications Officer	G Paul

GALLERY

21 members of the public

Andrew Borrett & Emily Burgeff	Department of Local Government & Communities
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Timothy Williams	Avon Valley Advocate
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5. APOLOGIES

Executive Manager Community Services	R Rayson
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6. LEAVE OF ABSENCE PREVIOUSLY APPROVED

Nil.

The Governance Officer departed the Council Chambers at 5.18pm and returned at 5.20pm.

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7. NOMINATION AND ELECTION OF SHIRE PRESIDENT

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.3
Officer:	Jason Whiteaker
Officer Interest:	Nil
Policy:	N/A
Voting:	N/A
Date:	16 October 2013

PURPOSE

To elect the President of the Council for the following two (2) year term of office.

BACKGROUND

Schedule 2.3 provides the legislative framework for how the positions of President are filled by the Council;

- The council is to elect a councillor to fill the office.
- The election is to be conducted by the CEO in accordance with the procedure prescribed.
- Nominations for the office are to be given to the CEO in writing before the meeting or during the meeting before the close of nominations.
- Nominations close at the meeting at a time announced by the CEO, which is to be a sufficient time after the announcement by the CEO that nominations are about to close to allow for any nominations made to be dealt with.
- If a councillor is nominated by another councillor the CEO is not to accept the nomination unless the nominee has advised the CEO, orally or in writing, that he or she is willing to be nominated for the office.
- The councillors are to vote on the matter by secret ballot as if they were electors voting at an election.
- The votes cast under are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 (which deals with determining the result of an election) as if those votes were votes cast at an election.
- As soon as is practicable after the result of the election is known, the CEO is to declare and give notice of the result in accordance with regulations, if any.

STATUTORY REQUIREMENTS

Local Government Act 1995.

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CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

N/A

BUDGET IMPLICATIONS

N/A

OFFICER'S COMMENTS

At the time of writing this report, one nomination has been received on 16 October 2015 from Cr Steven Pollard. On receiving nominations and undertaking the Election process the newly Elected Shire President will be required to be declared into office by the Chief Executive Officer, in accordance with the Local Government Act 1995 and Local Government (Constitutional) Regulations 1998 (Form 7).

ELECTION PROCESS

The Local Government Act states, nomination for President is to be made in writing before the meeting or at the meeting before close of nominations. The CEO received 1 (one) nomination for the position of President from Cr Steven Pollard.

The Chief Executive Officer then called for any further nominations from Councillors for the position of President.

As no further nominations were forthcoming, the CEO declared Cr Steven Pollard duly elected unopposed as the President of the Shire of Northam for the next two year term.

Cr Pollard made his declaration in accordance with Form 7 – Declaration by elected member of Council and was seated at 5.43pm.

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8. ELECTION OF DEPUTY PRESIDENT

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.3
Officer:	Jason Whiteaker
Officer Interest:	Nil
Policy:	N/A
Voting:	N/A
Date:	16 October 2013

PURPOSE

To elect the Deputy President of Council for the following two (2) year term.

BACKGROUND

Nominations are to be given to the Chief Executive Officer in writing before the meeting.

The nominee, if nominated by another Councillor, must accept a nomination (orally or in writing to the Chief Executive Officer). It is a two (2) year term.

The Deputy President will be required to sign a Declaration.

The method of voting for a vacancy is by secret ballot, with votes counted in a similar manner to an election. Ballot papers will be retained for four (4) years.

STATUTORY REQUIREMENTS

Local Government Act 1995.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

N/A

BUDGET IMPLICATIONS

N/A

OFFICER'S COMMENT

The Chief Executive Officer has received two nominations on 13 October 2015 from Cr Terry Little and Denis Beresford for the position of Deputy President.

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ELECTION PROCESS

The Local Government Act states nomination for Deputy President are to be made in writing to the person conducting the election. Two nominations were received for the position of Deputy President, these were Cr Terry Little and Cr Denis Beresford.

The Chief Executive Officer read out the two written nominations as received and then called for any other nominations for the position of Deputy President. No further nominations were forthcoming.

An election was undertaken in accordance with the Local Government Act 1995, by secret ballot. The Chief Executive Officer and Governance Officer conducted the count and at the conclusion of the count the Chief Executive Officer announced that Cr Terry Little had received six (6) votes and Cr Denis Beresford four (4) votes.

Cr Little was announced as appointed to the position of Deputy President of the Shire of Northam for a period of two years.

Cr Little made his declaration in accordance with Form 7 – Declaration by elected member of Council and was seated at 5.48pm.

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9. COUNCIL SEATING ARRANGEMENTS

Seating arrangements will be decided by the drawing of lots. The President will be seated at the head of the table. Other Councillors are to be seated to the left of the President in a clockwise direction.

Councillors were seated to the left of the President in the following order:

- Cr T M Little (Deputy Shire President)
- Cr D G Beresford
- Cr J E Williams
- Cr J Proud
- Cr R W Tinetti
- Cr C L Davidson
- Cr U Rumjantsev
- Cr C R Antonio
- Cr D A Hughes

The Chief Executive Officer handed the meeting over to the Shire President at 5.50pm.

Cr S B Pollard and Cr T M Little thanked the Council for their support over the past 2 years and the faith shown in them by the re-election.

10. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

The Governance Officer departed the Council Chambers at 5.51pm and returned at 5.52pm.

11. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Questions from Council Forum Meeting – 14 October 2015

Michael Letch – Shire of Northam Art Collection Committee

Question: In respect to Council's decision at the Ordinary Council meeting held on 16 September 2015, has the Shire of Northam staff coordinated the purchasing of an art hanging system up to \$2,500.00 to sufficiently cover the Shire administration building, along with other Shire owned and securely managed public sites. In addition, has the Shire investigated the insurance of the Shire's artwork to allow it to be displayed and insured in any building?

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Background: Mr Letch advised that the committee's responsibility is to curate and display the Shire's artwork. He advised that the committee has not made much progress over the past 6 months and are eager to see the art work displayed throughout the Shire. Confusion has arisen around whether the artwork is insured within non-Shire owned buildings, this has occurred as they have been provided with two different responses/answers.

Response: Mr Jason Whiteaker, Chief Executive Officer advised that he would need to investigate this matter in order to provide an accurate response. He advised that the Executive Manager Community Services is currently on leave and will not be returning until the beginning of November. The CEO advised that he would take the question on notice in order to further investigate the matter.

Further investigation was undertaken after the Council Forum meeting and the response is provided below;

Arrangements are being made to purchase the required art hanging system.

In relation to the insurance for the Shire of Northam's art work. LGIS –WA (insurance provider) have advised that the art works are NOT covered by Insurance if they are loaned out and displayed in non-Shire owned buildings, however special covered can be arranged on notifying LGIS of the loaning details (e.g. artworks location, location owner details etc).

12. PUBLIC QUESTION TIME

Questions from Council Forum Meeting – 14 October 2015

Ms Genoeffe Budas – Northam Heritage Forum

Question 1: Why does the Shire of Northam not communicate with the Heritage Forum in respect to the Old Northam Railway Station and recent works undertaken?

Response: The Chief Executive Officer, Mr Jason Whiteaker advised that the Shire does generally communicate or give notice to parties or individuals that may be impacted by its works. This will largely depend on the level of works to be completed i.e. whether it is major or minor. Minor works such as building maintenance relies on the individual staff member to communicate/notify, however stated that it is sometimes not practical to contact every person when we undertake minor works, as this may account up to 50-100 works operations per day. This is quite challenging and needs to be understood. If issues arise when undertaking works, Mr Whiteaker advised that the Shire's staff are expected to identify a solution.

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Mr Whiteaker further advised that the Executive Manager Development Services will provide an expected completion date for the current maintenance works which are being undertaken.

Question 2: Why is the Shire not supporting the Railway Museum in respect to the free shuttle service for train users, the Railway Station Group found out via Facebook?

Background: It was advised that it is difficult to obtain volunteers for the hours scheduled to the Railway Museum on the service.

Response: Mr Whiteaker advised that from his understanding, the Shire approached the Heritage Forum to be involved in this project. The CEO then advised that he would follow this matter up with the relevant staff.

Further investigation was undertaken after the Council Forum meeting and the response is provided below;

The Facebook post was not instigated by the Shire of Northam, a post was made by a third party over which the Council has no control. Staff were in the process of liaising with the Group when the post was made.

Question 3: Why hasn't the Shire included all of Fitzgerald Street in the CBD Heritage Enhancement incentive?

Response: The CEO advised that this is being run as a trial or 'pilot' program in order to enhance, promote and increase the vibrancy of the Northam CBD. This is not the only initiative planned to take place, there will be a whole suite however, a boundary needed to be determined for this individual initiative.

Question 4: Why was the King Creek drainage not directed into Victoria Oval?

Response: The Shire President confirmed that it is directed into this area, and is located near the PCYC building.

Mr Michael Clark – Bakers Hill

Question 1: Why is the application being considered (agenda item 17.2.2), considering past performance on their lack of ability to contain their dogs?

Response: There have been two registered complaints (ICS9358 & ICS50701) to Ranger Services since May 2014 when the previous permit was initially granted.

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Since the July 2015 incident the applicants have installed further dog containment systems –

- Pool fencing extended to 7 feet around entire length of rear enclosure and gates fitted with self-closing hinges.
- GPS tracking collar on dog that wanders which signals an alarm if dog leaves property.
- New boundary fencing with electrical wire 20 cm from ground to deter both the small and large dogs.
- Invisible dog fence perimeter around entire property.
- Front property gates will be electric self-closing.

Question 2: Why when one dog died did they replace it prior to applying for a permit?

Response: At the time of the complaint regarding the applicants having obtained another dog the subject dog was only 7 weeks old. The Dog Act (1976) does not require a dog to be processed until it attains the age of 12 weeks. There was no legal requirement for them to register or apply for another permit as the dog was a pup. The applicant has however, micro chipped, registered and made a new application for a more than two dogs permit when the dog was 10 weeks old. (28th March 2015)

Question 3: Why do they need four dogs? They aren't working dogs. The area isn't a kennel area.

Response: The Dog Act (1976) and the Local Government Act 1996 permits Council to make local laws in relation to the prescribed number of dogs permitted in areas within the Shire. Shire of Northam Dog Local Law 2008 3.2(1)(b) refers to the availability of applying for an exemption subject to section 26(3) The Dog Act (1976) to keep more than two (2) dogs. It is then up to Council to determine the application as presented.

13. PUBLIC STATEMENT TIME

Statements from Council Forum Meeting – 14 October 2015

Peter Riley – Bakers Hill

Agenda item: 17.2.2 – Application to keep 3-6 Dogs (Not a Kennel)

Basis of Statement: Some additional information which has not been recorded in the agenda needs to be taken into account. The applicant has a number of security systems in place in order to keep the dogs on their property, however these have not proven to work as the dogs have recently entered his property a number of times. In addition, there have been a number of occasions where neighbours have

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contacted the Ranger and he has attended their properties, yet the Shire does not hold a formal record of this. It is understood that the permit is not transferable, and if not complied with, it shall be revoked. Given that the applicants failed to contain their dogs on the original permit, if the dogs are found to be roaming it is also understood that this permit should be revoked.

Response: The Chief Executive Officer, Mr Whiteaker advised at the meeting that staff will further investigate whether the new systems have been installed since the original application.

Staff have contacted the owner since the statement was made at the Council Forum meeting and can confirm the following new additions since the original application which was granted;

- The GPS tracking collar;
- Pool fencing extended to 7 foot and the addition of self-closing gates;
- Invisible dog fence perimeter around entire property; and
- Electric self-closing gate to main entrance of property.

Statements from Ordinary Council Meeting – 21 October 2015

Michael Clark – Bakers Hill

Agenda item:17.2.2 – Application to keep 3-6 Dogs (Not a Kennel)

Basis of Statement: Advised that questions asked at the Forum meeting held on 14 October 2015 were generally addressed and responded to accordingly as detailed in the Ordinary Council meeting agenda. Mr Clark advised that he questioned the integrity of the applicants as the dog has been seen on the property for approximately 14 weeks which exceeds the allowable timeframe for registering dogs. In addition, he stated that a precedent must be set for dealing with applications of this nature.

Peter Riley – Bakers Hill

Agenda item:17.2.2 – Application to keep 3-6 Dogs (Not a Kennel)

Statement: Tara is a neighbour on my southern boundary.

She moved into the area in October 2013. At that time she owned three dogs and was also caring for a relative's dog that the relative was unable to care for.

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Tara applied for a four dog license and this was finally granted in April 2014 with conditions. As one would expect it was conditional upon the dogs being kept under control within the property and the permit was only valid for the life of the dogs.

Between the time of the original permit and now there have been six recorded complaints regarding the dogs wandering abroad on neighbours property as noted in the agenda. There have been more incidents than this but the Ranger does not have records for these.

In mid 2015 a neighbour recognised that the Border Collie had been replaced, this was reported to the Ranger who investigated and discovered the dog had died and Tara had purchased another Border Collie to replace it before seeking permission. Tara was then forced to apply for another multiple dog license as she once again owned four dogs.

Soon after the original license was approved in May 2014 Tara made several improvements to her property in an attempt to contain the dogs.

1. A new boundary fence with an electric wire.
2. A GPS tracking collar (the dog still wanders abroad)
3. Invisible dog fence perimeter (the dog still wanders abroad, this will only work if it is turned on and someone is home to receive the alert)
4. Pool fencing extended to 7 foot (this will only be effective if the dogs are confined to this area, usually they have the freedom to wander all around Tara's property)
5. and more recently the front gate was upgraded with electric self closing (there are two other gates in the perimeter fence that are not self closing)

Despite all these security measures dogs continue to wander abroad there are six such incidents recorded in the agenda for this meeting.

In normal circumstances the Dog Act 1976 Local Government Act 1995 limit the number of dogs on a property of less than 40 hectares to a maximum of 2 dogs. An exemption can be applied in certain circumstances to keep up to 6 dogs. This was the case with the original permit granted in May 2014. The circumstances were that Tara had moved into the district and was already caring for 4 dogs. This was a humane way to deal with the excess number of dogs, but it was conditional on the exemption only being valid for the life of the dogs. It stated that should any of the dogs die, be sold, go missing or given away, they could not be replaced prior to seeking further approval; and the permit was not transferable to any other dog or person. This seems to me to be a humane way of reducing the number of dogs by natural attrition to the usual number of two.

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Tara is now asking for the same privilege again. History has shown that since the original permit was issued she has not been able to contain her dogs effectively with several incidents having occurred with dogs wandering abroad. She has also ignored the original conditions applied to the permit and replaced a deceased dog with another dog of the same breed in an attempt to conceal the death. This was a blatantly dishonest act and we should question if she is likely to conform to future conditions that may apply.

Another neighbour on the northern boundary of my property also has a multiple dog license, he has four Rottweiler's. In the 18 months he has lived at the property I have not had any reason to complain or object in any way to his dogs. He has provided secure exercise yards and has maintained complete control of his dogs, they have never wandered onto my property nor have they caused any nuisance to me. A complete contrast in the way Tara has managed her dogs.

In my opinion during the time she has lived next to me Tara has failed to keep her dogs under proper control, they have caused a nuisance to me and to others in the neighbourhood. She has been deceitful and dishonest in replacing a deceased dog before getting permission for this. For these reasons I am asking you not to approve this permit. She has a record of not being able to keep four dogs under proper control and it will be in everyone's interest that you should choose a course of action that will allow the number of dogs to naturally reduce to the usual two, which then may be easier for her to control.

14. PETITIONS/DEPUTATIONS/PRESENTATIONS

Mr Michael Letch – Art Collection Committee

Mr Letch congratulated the new Elected Members to the Council.

As per the response provided to his questions taken on notice at the Council Forum meeting held on 14 October 2015, he requested that the Shire source insurance coverage for the art collection. In response to this, the Shire President advised that the artwork can be insured with our insurance provider, providing we advise them of the loaning/location details.

Mr Letch provided some background on the Art Collection Committee, outlining its purpose and aims. He advised that the Shire currently has 117 items in its collection and is responsible for restoring and displaying the collection to Northam. The committee is currently working towards achieving the following;

1. Hanging of artwork;
2. Rolling display;
3. Display on website;

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4. Drafting of acquisition policy; and
5. Cleaning of Kate O'Connor portrait.

Mr Letch presented the hard copy register of the collection to the Shire and handed to the Executive Assistant – CEO.

2 members of the Gallery departed the Council Chambers at 5.57pm.

2 members of the Gallery departed the Council Chambers at 6.00pm.

15. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

15.1 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2546

Moved: Cr Rumjantsev

Seconded: Cr Tinetti

That the minutes of the meeting held Wednesday, 16 September 2015 be confirmed as a true and correct record of that meeting.

CARRIED 10/0

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16. ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION

16.1 PRESIDENTS REPORT – ORDINARY COUNCIL MEETING - WEDNESDAY 14 OCTOBER 2015

<u>Visitations and Consultations:</u>	
17/09/2015	CEO annual review Committee meeting
18/09/2015	Final YHIDC CRG meeting
20/09/2015	Southern Brook annual community picnic
21/09/2015	Meet with Chief and Deputy Chief Bushfire Control Officers
23/09/2015	Radiowest regular interview
24/09/2015	Avonlink Supporters Group meeting
25/09/2015	Present Avonvale School with award re: Banners in the Terrace win
29/09/2015	Participate in LEMC desktop bushfire event scenario
01/10/2015	ABC Regional Radio interview
05/10/2015	AROC meeting
07/10/2015	Radiowest interview
09/10/2015	Dept. of Regional Development forum re: agricultural infrastructure
09/10/2015	WALGA Tri Zone meeting re: Health MOU group
10/10/2015	1 st anniversary of death of late Cr. Ray Head
14/10/2015	Radiowest emergency services sundowner
15/10/2015	Avonlink Supporters Group meeting
16/10/2015	Neil Danniher's Motor Neurone Disease fundraising event
16/10/2015	Merredin Economic Development Strategy launch
16/10/2015	Avon River revitalisation community consultation day #1
16/10/2015	Citizenship ceremony proposed
17/10/2015	Councillor election day
17/10/2015	Avon River revitalisation community consultation day #2
<u>Upcoming Events:</u>	
23/10/2015	Pink Ribbon Walk day
25/10/2015	Northam XXXX Gold Cup horse races
26/10/2015	Northam Residential College Presentation Day
28/10/2015	Northam Chamber of Commerce AGM
28/10/2015	New and Old Councillor dinner proposed
29/10/2015	Northam business community meeting at Country Club
01/11/2015	Community road side verge clean up day event
06/11/2015	Chittering Medical Centre official opening (AROC group)
11/11/15	Wheatbelt District Risk workshop
11/11/15	Remembrance Day

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12/11/15	Wheatbelt DEMC meeting
20/11/15	WALGA Zone meeting in Jurien Bay
25/11/15	Shire quarterly Strategic meeting

End of Term

As this is the end of my fourth 2 year term as President, I wish to thank all Councillors for their contribution to the good governance of the district, particularly over this past 2 years. I also thank our Deputy President, Cr. Terry Little, who has worked extremely well with me to continue to bring a broad, inclusive perspective to our Council.

We will have at least 3 new Councillors at the table after this month and I sincerely thank everyone for their support of me in my role as President. I have thoroughly enjoyed the role and when I look back at our many achievements, I count myself as extremely fortunate to have presided over the Council during this period of progressive development.

Strategy

I am convinced that the past success of this Council is due to a willingness to look at opportunities for advancing the interests of the Shire and the ability to look at things from a longer term strategic viewpoint, not a low level daily operational perspective. The Local Government Act requires us remain strategic and that is a good thing in my opinion. I hope the new Council will continue to work cohesively together where different opinions and rational discussion are the grounds for good governance.

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17. REPORTS OF OFFICERS

17.1 ADMINISTRATION

17.1.1 APPOINTMENT OF AUDIT COMMITTEE

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	Jason Whiteaker
Officer:	Jason Whiteaker
Officer Interest:	Nil
Policy:	N/A
Voting:	Absolute Majority
Date:	6 October 2015

PURPOSE

Council is requested to nominate members as representatives to the audit committee, delegate authority to meet with the auditors of the local government and endorse the Terms of Reference.

BACKGROUND

The role of the audit committee is to support Council in its endeavours to provide effective corporate governance and fulfil its responsibilities in relation to directing and controlling the affairs of the local government. The essential role for an audit committee is oversight for all matters that relate to the conduct of audits. An audit committee cannot be given a management task where the Act and Regulations make the Chief Executive Officer specifically responsible.

STATUTORY REQUIREMENTS

Local Government Act 1995 Section 7.1A. Audit committee

- (1) A local government is to establish an audit committee of 3 or more persons to exercise the powers and discharge the duties conferred on it.
- (2) The members of the audit committee of a local government are to be appointed*by the local government and at least 3 of the members, and the majority of the members, are to be council members.

** Absolute majority required.*

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- (3) A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent him or her as a member of an audit committee.
- (4) An employee is not to be a member of an audit committee.

Local Government Act 1995 Section 7.12A. Duties of local government with respect to audits

- (1) A local government is to do everything in its power to —
 - (a) assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and
 - (b) ensure that audits are conducted successfully and expeditiously.
- (2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.

Local Government Act 1995 Section 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.

Local Government Act 1995 Section 5.17. Limits on delegation of powers and duties to certain committees

- (1) A local government can delegate —
 - (a) to a committee comprising council members only, any of the council's powers or duties under this Act except —
 - (i) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government; and
 - (ii) any other power or duty that is prescribed;
 - (b) to a committee comprising council members and employees, any of the local government's powers or duties that can be delegated to the CEO under Division 4; and

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- (c) to a committee referred to in section 5.9(2)(c), (d) or (e), any of the local government's powers or duties that are necessary or convenient for the proper management of —
- (i) the local government's property; or
 - (ii) an event in which the local government is involved.
- (2) A local government cannot delegate any of its powers or duties to a committee referred to in section 5.9(2)(f).

CONFORMITY WITH THE PLAN FOR THE FUTURE

OBJECTIVE G1: Provide accountable and transparent leadership

OBJECTIVE G2: Improve organisational capability and capacity
STRATEGY G2.3 Operate / manage organisation in a financially sustainable manner

OBJECTIVE G3: Provide efficient and effective corporate management

BUDGET IMPLICATIONS

As elected members are paid annual fees in lieu of fees for attending meetings, travel expenses for attendance at any meeting called will be an additional expense incurred.

OFFICER'S COMMENT

It is recommended that the audit committee be appointed with delegated authority to meet with the local governments auditors.

In previous years the Council has chosen to have all Elected Members on the Audit Committee. It is suggested Council review this position with the view of developing a smaller 'Committee' which would then report through to Council on matters.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2547

Moved: Cr Beresford

Seconded: Cr Little

That Council by Absolute Majority;

- 1. In accordance with provisions of Section 5.8 of the Local Government Act 1995 establishes an Audit Committee;**
- 2. In accordance with the provisions of Section 5.10(1)(a) of the Local Government Act 1995 appoints by name those Councillors who are to**

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comprise the Committee, being:

- Whole of Council

3. That Council adopts the Shire of Northam 'Terms of Reference – Audit Committee' as presented.

CARRIED 10/0
BY ABSOLUTE MAJORITY

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Audit Committee Terms of Reference 2015 to 2017

TERMS OF REFERENCE SHIRE OF NORTHAM AUDIT COMMITTEE

1. Objectives of Audit Committee

The primary objective of the Audit Committee is to accept responsibility for the annual external audit and liaise with the local government's auditor so that Council can be satisfied with the performance of the local government in managing its financial affairs.

Reports from the committee will assist Council in discharging its legislative responsibilities of controlling the local government's affairs, determining the local government's policies and overseeing the allocation of the local government's finances and resources. The committee will ensure openness in the local government's financial reporting and will liaise with the CEO to ensure the effective and efficient management of local government's financial accounting systems and compliance with legislation.

The committee is to facilitate:

- the enhancement of the credibility and objectivity of external financial reporting;
- compliance with laws and regulations as well as use of best practise guidelines relative to auditing,
- the provision of an effective means of communication between the external auditor, the CEO and the Council.

2. Powers of the Audit Committee

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

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

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Audit Committee Terms of Reference 2015 to 2017

3. Membership

The committee shall consist of all elected members. All members shall have full voting rights.

The CEO and employees are not members of the committee.

The CEO and or their nominee is to attend all meetings to provide advice and guidance to the committee.

The local government shall provide secretarial and administrative support to the committee.

4. Meetings

The committee shall meet at least annually.

Additional meetings shall be convened at the discretion of the presiding person.

5. Reporting

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

6. Duties and Responsibilities

The duties and responsibilities of the committee will be -

- a) Provide guidance and assistance to Council as to the carrying out the functions of the local government in relation to audits.
- b) Develop and recommend to Council an appropriate process for the selection and appointment of a person as the local government's auditor.
- c) Develop and recommend to Council –
 - a list of those matters to be audited; and
 - the scope to be undertaken.
- d) Recommend to Council the person or persons to be appointed as auditor.
- e) Develop and recommend to Council a written agreement for the appointment of the auditor. The agreement is to include –

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Audit Committee Terms of Reference 2015 to 2017

- the objectives of the audit;
 - the scope of the audit;
 - a plan of the audit;
 - details of the remuneration and expenses to be paid to the auditor; and
 - the method to be used by the local government to communicate with, and supply information to, the auditor.
- f) Meet with the auditor once in each year.
- g) Liaise with the CEO to ensure that the local government does everything in its power to –
- assist the auditor to conduct the audit and carry out his or her other duties under the Local Government Act 1995; and
 - ensure that audits are conducted successfully and expeditiously.
- h) Examine the reports of the auditor after receiving a report from the CEO on the matters and –
- determine if any matters raised require action to be taken by the local government; and
 - ensure that appropriate action is taken in respect of those matters.
- i) Review the report prepared by the CEO on any actions taken in respect of any matters raised in the report of the auditor and presenting the report to Council for adoption prior to the end of the next financial year or 6 months after the last report prepared by the auditor is received, whichever is the latest in time.
- j) Review the scope of the audit plan and program and its effectiveness.
- k) Address issues brought to the attention of the committee that are within the parameters of the committee's terms of reference.
- l) Seek information or obtain expert advice through the CEO on matters of concern within the scope of the committee's terms of reference following authorisation from the Council.

7. Guiding Principals

The guiding principles are in accordance with the Local Government Operational Guidelines (No 9) for Audit Committees in Local Government – Their appointment, function and responsibilities.

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Audit Committee Terms of Reference 2015 to 2017

8. Tenure of Membership

Shall be in accordance with the Local Government Act, section 5.11.

9. Delegated Authority Of

The authority to meet with the Auditor of the local government at least once in every year, pursuant to Section 7.12A(2) the Local Government Act 1995.

10. Committee

10.1 Chairperson

The members shall appoint the Chairperson.

10.2 Secretary

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

Standing Ex-Officio Members

Nil.

10.4 Quorum

The quorum at any meeting shall be half plus one of the number of offices. Therefore the number for a Quorum shall be six (6) voting members.

10.5 Voting

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

10.6 Minutes

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

10.7 Who Acts If No Presiding Member

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

10.8 Meetings

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

10.9 Members Interests to be Disclosed

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

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17.1.2 APPOINTMENT OF CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	1.1.1.1
Officer:	Jason Whiteaker
Officer Interest:	Yes
Policy:	N/A
Voting:	Absolute Majority
Date:	6 October 2015

PURPOSE

For the Council to appoint members to the Chief Executive Officer (CEO) review committee and endorse the Terms of Reference.

BACKGROUND

Council are required to review the performance of the CEO annually. Council endorsed on the 17 September 2014 to establish the Chief Executive Officer Review Committee and appointed 3 elected members (Cr Williams, Cr Beresford, and Cr Rumjantsev) as members of the committee in addition to the Shire President and Deputy President.

The committee has begun the process for the upcoming review and have held a number of meetings since the past review.

STATUTORY IMPACTS

Local Government Act 1995, Part 5 Administration, Division 2 Council meetings, committees and their meetings and electors' meetings.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

OBJECTIVE G1: Provide accountable and transparent leadership

OBJECTIVE G2: Improve organisational capability and capacity

OBJECTIVE G3: Provide efficient and effective corporate management

FINANCIAL IMPLICATIONS

N/A

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OFFICER'S COMMENT

Nil.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2548

Moved: Cr Williams

Seconded: Cr Tinetti

That Council;

- 1. In accordance with Section 5.8 of the Local Government Act 1995 establish the Chief Executive Officer Review Committee and endorse the Terms of Reference as provided; and**
- 2. In accordance with Section 5.9 and 5.10(1)(a) of the Local Government Act 1995, Appoint the following Elected Members only to the Chief Executive Officer Review Committee;**
 - Shire President, Cr S B Pollard**
 - Deputy Shire President, Cr T M Little**
 - Cr J E Williams**
 - Cr R W Tinetti**
 - Cr D G Beresford**

CARRIED 10/0
BY ABSOLUTE MAJORITY

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Shire of Northam CEO Review Committee Terms of Reference 2015 to 2017

<p style="text-align: center;">TERMS OF REFERENCE SHIRE OF NORTHAM CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE</p>
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1. Objectives of the Shire of Northam CEO Review Committee

The primary objective of the Shire of Northam CEO Review Committee is to make recommendations to Council on the Shire of Northam's CEO's past performance and future performance requirements.

2. Powers of the Shire of Northam CEO Review Committee

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

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

3. Membership

The committee shall consist of elected members only, being:

- Shire President, Cr S B Pollard;
- Deputy Shire President, Cr T M Little;
- Cr J E Williams;
- Cr R W Tinetti; and
- Cr D G Beresford.

All members have full voting rights.

4. Meetings

The committee shall meet as and when required.

Additional meetings shall be convened at the discretion of the presiding member.

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Shire of Northam CEO Review Committee Terms of Reference 2015 to 2017

5. Reporting

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

6. Duties and Responsibilities

The duties and responsibilities of the Committee will be to make recommendations to Council in regard to:-

- Managing CEO Review Process; and
- Making recommendations to Council in regards to CEO Performance and Remuneration.

7. Tenure of Membership

Shall be in accordance with the Local Government Act, section 5.11, i.e. until the next scheduled local government Ordinary Elections in October 2017.

8. Committee

8.1 Presiding Member

The members shall appoint the Presiding Member.

8.2 Secretary

Available on request.

8.3 Quorum

The quorum at any meeting shall be half plus one of the number of offices. Therefore the number for a Quorum shall be 3 voting members.

8.4 Voting

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

8.5 Minutes

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

8.6 Who Acts If No Presiding Member

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

8.7 Meetings

Meetings shall NOT be open to the public pursuant to Section 5.23 of the Local Government Act.

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Shire of Northam CEO Review Committee Terms of Reference 2015 to 2017

8.8 Members Interests to be disclosed

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

8.9 Code of Conduct

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

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17.1.3 APPOINTMENT OF THE REGIONAL CENTRES IMPLEMENTATION COMMITTEE

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	3.1.8.13
Officer:	Jason Whiteaker / Chadd Hunt
Officer Interest:	Nil
Policy:	N/A
Voting:	Absolute Majority
Date:	6 October 2015

PURPOSE

Council is requested to nominate members as representatives to the Regional Centres Implementation Committee and endorse the Terms of Reference as attached.

BACKGROUND

Council assessed the structure and endorsed at its meeting on 18 June 2015 to appoint the Regional Centres Implementation Committee.

STATUTORY IMPACTS

Local Government Act 1995, Part 5 Administration, Division 2 Council meetings, committees and their meetings and electors' meetings.

CONFORMITY WITH THE PLAN FOR THE FUTURE

OBJECTIVE G1: Provide accountable and transparent leadership

BUDGET IMPLICATIONS

As elected members are paid annual fees in lieu of fees for attending meetings, travel expenses for attendance at any meeting called will be an additional expense incurred.

OFFICER'S COMMENT

The Committee is currently working through a number of matters and discussed the following at its recent meeting which was held on 3 September 2015;

- Management Options for Northam Town Pool (Avon River) Growth
- Plan Projects
- Aboriginal & Environmental Interpretive Centre

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- Growth Plan Performance Indicators

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2549

Moved: Cr Rumjantsev

Seconded: Cr Little

That Council

- 1. In accordance with Section 5.8 of the Local Government Act 1995 establish the Regional Centres Implementation Committee in accordance with the Terms of Reference attached;**
- 2. In accordance with provisions of Section 5.9 of the Local Government Act 1995, resolves that the Committee is to comprise of Councillors and Other Persons;**
- 3. In accordance with provisions of Section 5.10(1) (a) of the Local Government Act 1995 resolves that the Committee shall have as its Members;**
 - 3.1. Appoints the following Elected Members to the Committee;**
 - Cr D A Hughes
 - Cr J E Williams
 - Cr J Proud
 - Cr D G Beresford
 - Cr S B Pollard
 - Cr U Rumjantsev
 - 3.2. Advertise for community members to register their interest in becoming members of the Committee;**
 - 3.3. Invites the following representative organisations to become members of the Committee;**
 - Northam Chamber of Commerce
 - Avon Community Development Foundation (ACDF)
 - Aboriginal Elders
- 4. Invites the Ex Officio Members as per the terms of reference to attend future meetings.**

CARRIED 10/0
BY ABSOLUTE MAJORITY

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Shire of Northam – Northam Regional Centres Implementation Committee Terms of Reference 2015 to 2017

TERMS OF REFERENCE

SHIRE OF NORTHAM REGIONAL CENTRES IMPLEMENTATION COMMITTEE

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

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

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

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

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

3. Membership

The Committee shall consist of representatives from government, non-government, and community at the local level who share a collective commitment and expertise in relation to community engagement and regional development. The Committee membership may include the following:

- Six (6) Councillors
 - Cr S B Pollard
 - Cr D A Hughes
 - Cr J E Williams
 - Cr J Proud
 - Cr D G Beresford
 - Cr U Rumjantsev
- One (1) representative of the Northam Chamber of Commerce
- One (1) representative of the Avon Community Development Foundation;
- Aboriginal Elders; and

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Shire of Northam – Northam Regional Centres Implementation Committee Terms of Reference 2015 to 2017

- Up to three (3) community representatives.

All members have full voting rights.

4. Standing Ex-Officio Members

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

5. Meetings

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

6. Reporting

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

7. Duties and Responsibilities

The Committee will:

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

8. Working Parties

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Shire of Northam – Northam Regional Centres Implementation Committee Terms of Reference 2015 to 2017

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

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

9. Tenure of Membership

Shall be in accordance with the Local Government Act, section 5.11, ie, until the next scheduled local government ordinary elections in October 2017.

10. Committee

10.1 Presiding Member

Shall be in accordance with the Local Government Act, Section 5.12.

10.2 Secretary

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

10.3 Quorum

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

8.5 Voting

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

8.6 Minutes

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

8.7 Who Acts If No Presiding Member

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

8.8 Meetings

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

8.9 Members Interests to be Disclosed

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

8.10 Code of Conduct

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

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17.1.4 APPOINTMENT OF THE ART COLLECTION COMMITTEE

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.2
Officer:	Ross Rayson / Vic Jones
Officer Interest:	Nil
Policy:	N/A
Voting:	Absolute Majority
Date:	6 October 2015

PURPOSE

Council is requested to nominate members as representatives to the Art Collection Committee and endorse the Terms of Reference as attached.

BACKGROUND

Council may establish committees of three (3) or more persons. Committees may consist of Council members, employees and/or other persons. Councillors have an entitlement to be on a Committee that consists of Councillors or Councillors and employees.

The current members appointed are as follows;

Councillors	Cr D Beresford Cr U Rumjantsev
AVAS	Ms D Edwards
Community Representatives	Mr TM Letch Ms T Hamilton Ms S Wilding

STATUTORY REQUIREMENTS

Local Government Act 1995, Part 5 Administration, Division 2 Council meetings, committees and their meetings and electors' meetings.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

OBJECTIVE C4: Protect and promote the Shire's diverse culture and heritage.

BUDGET IMPLICATIONS

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As elected members are paid annual fees in lieu of fees for attending meetings, travel expenses for attendance at any meeting called will be an additional expense incurred.

Committee Members attending committee meetings are entitled to claim for expenses incurred.

No meeting fees are payable to employees or non-Councillors.

OFFICER'S COMMENT

Nil.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2550

Moved: Cr Williams

Seconded: Cr Hughes

That Council by Absolute Majority;

- 1. In accordance with provisions of Section 5.8 of the Local Government Act 1995 Council establishes an Art Collection Committee and adopt the Terms of Reference as attached;**
- 2. In accordance with provisions of Section 5.9 of the Local Government Act 1995, resolves that the Committee is to comprise of Councillors, Staff and Other Persons;**
- 3. In accordance with provisions of Section 5.10(1) (a) of the Local Government Act 1995 resolves that the Committee shall have as its Members;**
 - 3.1. Elected Members;**
 - Cr J E Williams**
 - Cr J Proud**
 - 1.2 One (1) representatives of the Northam Chamber of Commerce, to be nominated by the Chamber;**
 - 1.3 One (1) representatives of the Avon Valley Arts Society, to be nominated by the Society;**
 - 1.4 Three (3) Community representative (to be invited by way of public advertisement)**

CARRIED 10/0
BY ABSOLUTE MAJORITY

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Shire of Northam Art Collection Committee Terms of Reference 2015 to 2017

<p style="text-align: center;">TERMS OF REFERENCE SHIRE OF NORTHAM ART COLLECTION COMMITTEE</p>

1. Objectives of the Shire of Northam Art Collection Committee

The primary objective of the Shire of Northam Art Collection Committee is to make recommendations to Council and Chief Executive Officer on the composition of the Shire of Northam's Art Collection.

2. Powers of the Shire of Northam Art Collection Committee

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

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

3. Membership

The committee shall consist of elected members, designated Shire of Northam employees and community members as follows:

- 2 Councillors;
 - Cr J E Williams; and
 - Cr J Proud.
- 1 Representative from Avon Valley Arts Society (AVAS);
- 1 Representatives from the Northam Chamber of Commerce; and,
- 3 Community members.

All members have full voting rights.

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Shire of Northam Art Collection Committee Terms of Reference 2015 to 2017

4. Meetings

The committee shall meet as and when required.

Additional meetings shall be convened at the discretion of the presiding member.

5. Reporting

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

6. Duties and Responsibilities

The duties and responsibilities of the Committee will be to make recommendations to Council in regard to:-

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

7. Tenure of Membership

Shall be in accordance with the Local Government Act, section 5.11, ie, until the next scheduled local government Ordinary Elections in October 2017.

8. Committee

8.1 Chairperson

The members shall appoint the Chairperson.

8.2 Secretary

As appointed by the Executive Manager Community Services.

8.3 Quorum

The quorum at any meeting shall be half plus one of the number of offices. Therefore the number for a Quorum shall be four (4) voting members.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam Art Collection Committee Terms of Reference 2015 to 2017

8.4 Voting

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

8.5 Minutes

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

8.6 Who Acts If No Presiding Member

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

8.7 Meetings

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

8.8 Members Interests to be Disclosed

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

8.9 Code of Conduct

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

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MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

17.1.5 APPOINTMENT OF THE NORTHAM COMMUNITY SAFETY COMMITTEE

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.2
Officer:	Ross Rayson / Michelle Blackhurst
Officer Interest:	Nil
Policy:	N/A
Voting:	Absolute Majority
Date:	6 October 2015

PURPOSE

Council is requested to nominate members as representatives to the Northam Safety Committee and endorse the Terms of Reference as attached.

BACKGROUND

Council may establish committees of three (3) or more persons. Committees may consist of Council members, employees and/or other persons. Councillors have an entitlement to be on a Committee that consists of Councillors or Councillors and employees.

This Committee was originally endorsed by Council at its meeting held on 20 November 2013.

STATUTORY REQUIREMENTS

Local Government Act 1995, Part 5 Administration, Division 2 Council meetings, committees and their meetings and electors' meetings.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

OBJECTIVE C2: Provide services and processes to enhance public safety
STRATEGY C2.1: Provide community services to uphold public safety standards.

BUDGET IMPLICATIONS

As elected members are paid annual fees in lieu of fees for attending meetings, travel expenses for attendance at any meeting called will be an additional expense incurred.

Committee members attending committee meetings are entitled to claim for expenses incurred. No fees are payable to employees or non-Councillors.

SHIRE OF NORTHAM
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OFFICER'S COMMENT

Nil.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2551

Moved: Cr Rumjantsev

Seconded: Cr Little

That Council by Absolute Majority:-

- 1. In accordance with provisions of Section 5.8 of the Local Government Act 1995 Council establishes the Northam Safety Committee and adopt the Terms of Reference as attached;**
- 2. In accordance with provisions of Section 5.9 of the Local Government Act 1995, resolves that the Committee is to comprise of Councillors, Staff and Other Persons;**
- 3. In accordance with provisions of Section 5.10(1) (a) of the Local Government Act 1995 resolves that the Committee shall have as its Members;**
 - 3.1. Elected Members**
 - Cr J E Williams**
 - Cr D G Beresford**
 - Cr C L Davidson**
 - 3.2 Chief Executive Officer or nominated representative, i.e. Executive Manager Community Services;**
 - 3.3 Officer In Charge of the Northam Police Station or nominated representative (to be nominated by Northam Police Station);**
 - 3.4 One (1) representative of the Northam Roadwise Committee (to be nominated by Roadwise Committee);**
 - 3.5 One (1) representative of the Department of Health (Health Promotion) (to be nominated by Department of Health);**
 - 3.6 One (1) representative of the Local Drug Action Group (to be nominated by Local Drug Action Group);**
 - 3.7 One (1) representative of the Northam Chamber of Commerce (to be nominated by Northam Chamber of Commerce);**
 - 3.8 One (1) representative of the Department of Education (to be nominated by Department of Education);**
 - 3.9 One (1) representative of the Department Sport and Recreation (to be nominated by Department Sport and Recreation);**

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- 3.10 One (1) representative of the Housing Authority (to be nominated by Housing Authority);**
- 3.11 One (1) representative of the local youth services (to be nominated by local youth services); and**
- 3.12 Up to two (2) community representatives (to be invited by way of public advertisement).**

CARRIED 10/0
BY ABSOLUTE MAJORITY

SHIRE OF NORTHAM

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Northam Community Safety Committee Terms of Reference 2015 to 2017

TERMS OF REFERENCE

SHIRE OF NORTHAM COMMUNITY SAFETY COMMITTEE

1. Objectives of the Shire of Northam Community Safety Committee

The objective of the Shire of Northam Community Safety Committee (hereto referred to as the Committee) is to enhance community safety and reduce criminal and anti-social behaviour through a collaboration of key interests and agencies.

2. Powers of the Shire of Northam Community Safety Committee

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

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

3. Membership

The Committee shall consist of representatives from government, non-government, police and community agencies at the local level who share a collective commitment and expertise in relation to community safety and perceptions of safety. The Committee membership may include the following:

- Three (3) Councillors;
 - Cr J E Williams;
 - Cr D G Beresford; and
 - Cr D L Davidson.
- Chief Executive Officer or nominated representative, i.e. Executive Manager Community Services;
- Officer In Charge of the Northam Police Station or nominated representative;
- One (1) representative of the Northam Roadwise Committee;
- One (1) representative of the Department of Health (Health Promotion);
- One (1) representative of the Local Drug Action Group;
- One (1) representative of the Northam Chamber of Commerce;
- One (1) representative of the Department of Education;
- One (1) representative of the Department Sport and Recreation;
- One (1) representative of the Housing Authority;
- One (1) representative of the local youth services; and
- Up to two (2) community representatives.

All members have full voting rights.

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Northam Community Safety Committee Terms of Reference 2015 to 2017

4. Standing Ex-Officio Members

- Community Development Officer
- One (1) representative of the Department of Child Protection and Family Support
- One (1) representative of the Department of Main Roads
- One (1) representative of the Department Fire and Emergency Services

5. Meetings

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

6. Reporting

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

7. Duties and Responsibilities

The Committee will:

- Develop, review and oversee the implementation of the Shire of Northam Community Safety and Crime Prevention Plan;
- Develop, review and oversee the implementation of a Shire of Northam Community Alcohol Management Plan;
- Develop effective partnerships with local State Government agencies through local service agreements to support the coordination and integration of community safety and crime prevention activities within the Shire of Northam;
- Identify and coordinate funding opportunities to address priority issues that have been identified in the Community Safety and Crime Prevention Plan and the Community Alcohol and Other Drugs Management Plan;

8. Working Parties

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

All auxiliary working parties shall report back to the Community Safety Committee with any recommendations for action.

9. Tenure of Membership

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

10. Committee

10.1 Chairperson

The members shall appoint the Chairperson.

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Northam Community Safety Committee Terms of Reference 2015 to 2017

10.2 Secretary

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

10.3 Quorum

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

8.5 Voting

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

8.6 Minutes

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

8.7 Who Acts If No Presiding Member

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

8.8 Meetings

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

8.9 Members Interests to be Disclosed

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

8.10 Code of Conduct

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

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

17.1.6 APPOINTMENT OF THE BUSHFIRE ADVISORY AND LOCAL EMERGENCY MANAGEMENT COMMITTEE

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.2
Officer:	Chadd Hunt
Officer Interest:	Nil
Policy:	N/A
Voting:	Absolute Majority
Date:	6 October 2015

PURPOSE

Council is requested to nominate members as representatives to the Bushfire Advisory and Local Emergency Management Committee and endorse the Terms of Reference as attached.

BACKGROUND

Council may establish committees of three (3) or more persons. Committees may consist of Council members, employees and/or other persons. Councillors have an entitlement to be on a Committee that consists of Councillors or Councillors and employees.

STATUTORY REQUIREMENTS

Local Government Act 1995, Part 5 Administration, Division 2 Council meetings, committees and their meetings and electors' meetings.

Bush Fires Act 1954 Section 67 – Advisory Committees

Emergency Management Act 2005 Section 38 – Local Emergency Management Committees

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

OBJECTIVE: C2: Provide services and processes to enhance public safety

STRATEGY C2.2: Support provision of emergency services

STRATEGY C2.3: Provide, monitor and improve adequate bush fire protection provisions

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BUDGET IMPLICATIONS

As elected members are paid annual fees in lieu of fees for attending meetings, travel expenses for attendance at any meeting called will be an additional expense incurred.

Committee members attending committee meetings are entitled to claim for expenses incurred. No fees are payable to employees or non-Councillors.

OFFICER'S COMMENT

As with the recent election of new Councillors, there is a need to reappoint the Committees of Council for the Bush Fire Advisory Committee and Local Emergency Management Committee.

A copy of the Terms of Reference for the Bush Fire Advisory Committee endorsed by Council at its meeting held on 23 October 2013 is attached to this agenda and minutes.

The Terms of Reference for the Local Emergency Management Committee are in accordance with the State Emergency Management Committee, Policy 2.5, as amended from time to time.

RECOMMENDATION / COUNCIL DECISION

PART A

Minute No: C.2552

Moved: Cr Hughes

Seconded: Cr Rumjantsev

That Council by Absolute Majority:-

- 1. As required by provisions of the Emergency Management Act 2005 establishes a Local Emergency Management Committee;**
- 2. In accordance with State Emergency Management Policy 2.5 resolves that the Committee is to consist of council members, employees and other persons**
- 3. Resolves that the Committee shall have as its members persons representing:**
 - Emergency Services**
 - o OIC - Northam Police Station;**
 - o OIC - Wundowie Police Station;**

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- o Proxy Rep - WA Police Service;
- o FESA & SES:
 - o District Manager – Department Fire & Emergency Services
 - o CEMO - Department Fire & Emergency Services;
 - o Local Manager - SES;
- Government Departments:
 - o District Manager – Department of Parks and Wildlife;
 - o Unplanned Maintenance Coordinator Western Power;
 - o Snr Nat Resource Management Officer, Department of Water;
 - o Snr Land Con Officer, Department of Agriculture & Food;
- Health:
 - o Manager Clinical Services – Northam Hospital;
 - o Snr Field Officer/Team Leader – DCP;
 - o P/Health Nurse - Wheat belt P/Health;
 - o St John Ambulance:
 - o Divisional Manager;
 - o Northam Station Manager;
 - o Assistant Station Manager;
- Main Roads WA:
 - o Regional Manager
 - o Customer Service Manager

4. That Council appoint Cr Rumjantsev and Cr Antonio as Council delegates to the Local Emergency Management Committee

5. That Council appoints Cr Rumjantsev as Chairperson of the Committee

CARRIED 10/0
BY ABSOLUTE MAJORITY

RECOMMENDATION / COUNCIL DECISION

PART B

Minute No: C.2553

Moved: Cr Rumjantsev

Seconded: Cr Hughes

That Council by Absolute Majority:-

1. In accordance with provisions of Section 5.8 of the Local Government Act 1995 and Section 67 of the Bush Fires Act 1954 establishes a Bush Fires Advisory Committee;

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2. In accordance with provisions of Section 5.9 of the Local Government Act 1995, resolves that the Committee is to comprise of Councillors, Staff and Other Persons;
3. In accordance with provisions of Section 5.10(1)(a) of the Local Government Act 1995 resolves that the Committee shall have as its Members;
- Elected Members;
 - o Cr T M Little
 - o Cr U Rumjantsev
 - One (1) voting representatives and 1 deputy representative to be nominated from the following Brigades;
 - o Bakers Hill Brigade
 - o Clackline/Muresk Brigade
 - o Grass Valley Brigade
 - o Inkpen Brigade
 - o Irishtown Brigade
 - o Jennapullin Brigade
 - o Northam VFRS
 - o Southern Brook Brigade
 - o Wundowie VFRS

CARRIED 10/0
BY ABSOLUTE MAJORITY

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Shire of Northam – Bush Fire Advisory Committee Terms of Reference 2015 to 2017

<p style="text-align: center;">TERMS OF REFERENCE SHIRE OF NORTHAM BUSH FIRE ADVISORY COMMITTEE</p>

Advisory Committee - Bush Fires Act 1954 as Amended

1. **Section 67** A Local Government may at any time appoint such persons as it thinks fit as a Bush Fire Advisory Committee for the purpose of advising the Local Authority regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of firebreaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of cooperation and coordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind, as, or a different kind from, those specified in this subsection.
2. A Committee appointed under this section shall include a member of the Council of the Local Government nominated by it for that purpose as a member of the committee, and the Committee shall elect one of their number to be chairman thereof.
3. In respect to a committee so appointed, the Local Government shall fix the quorum for the transaction of business at meetings of the committee and may -
 - (a) make rules for the guidance of the committee;
 - (b) accept the resignation in writing of, or remove any member of the committee; and
 - (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.
4. A Committee appointed under this sections -
 - (a) may from time to time meet and adjourn as the committee thinks fit
 - (b) shall not transact business at a meeting, unless the quorum fixed by the Local Government is present;
 - (c) is answerable to the Local Government and shall, as and when required by the Local government, report fully on its activities.

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Bush Fire Advisory Committee (Rules & Guidelines)

RULES AND GUIDELINES

1. Shire of Northam Bush Fire Advisory Committee

The Council of the Shire of Northam hereby forms a Bush Fire Advisory Committee, to formulate for Council's consideration, recommendations and policy on matters relating to bush fire prevention, control and extinguishment in accordance with the Terms of Reference.

1.1 The Shire of Northam Bush Fire Advisory Committee may consist of:-

- Chief Bush Fire Control Officer (1) [also to act as Chairperson]
- Deputy Chief Bush Fire Control Officer (2)
- Two Councillors representing the Shire of Northam –Voting Delegate

A nominated representative (and one deputy) from each Brigade including the Wundowie and Northam Fire & Rescue Service Brigades (9).

- Ex-Officio members may include:
 - Shire Communications Officer
 - Shire Ranger
 - Shire of Northam shall provide ex officio Administration Officer
 - Fire and Emergency Services Authority
 - Department of Environment and Conservation
 - A nominated representative (and one deputy) from each Brigade including the Wundowie and Northam Fire & Rescue Service Brigades

Each brigade representative shall have one vote. The Councillor representing the Shire of Northam shall have a vote. The Chief Bush Fire Control Officer and the (2) Deputy Chief Bush Fire Control Officers shall not have a vote unless they are representing their Brigade. CBFCO is to be the Brigade Delegate.

In the event that the nominated Brigade/FRS representative cannot attend then the Deputy Brigade/FRS representative can exercise the Brigade vote at that meeting.

The Chairperson will have a casting vote where there is a tied vote.

1.2 A quorum shall consist of one more than one half of the Voting Committee.

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Bush Fire Advisory Committee (Rules & Guidelines)

1.3 Observers may attend meetings of the Committee, but shall not be permitted to speak on any matter unless invited to do so by the Chairperson.

1.4 Recommendations of the Shire of Northam Bush Fire Advisory Committee shall be referred to Council by the Chief Executive Officer.

1.5 Elections

1.5.1 Chairperson

At the Annual General Meeting of the Committee in each year, the members of the Committee shall elect one of their members to be Chairperson.

In the absence of the Chairperson, the Committee may elect one of their members to chair the meeting.

1.5.2 Election of the Local Government Officers at the Annual General Meeting

Chief Bush Fire Control Officer and Deputy Chief Bush

Fire Control Officer's Appointment:-

Section 38(1) A Local Government may from time to time appoint persons as it thinks necessary to be its Bush Fire Control Officers under and for the purposes of this Act (Bush Fires Act 1954) and of those officers shall appoint a Chief Bush Fire Control Officer and Two (2) Deputy Chief Bush Fire Control Officer who shall be the first and second in seniority.

One Deputy Chief Bush Fire Control Officer shall be appointed for the western portion of the Shire (Inkpen, Bakers Hill and Clackline Brigade areas) and one for the eastern area (Irishtown, Grass Valley Jennapullen and Southern Brook Brigade areas)

1.5.3 The Bush Fire Advisory Committee may forward to the Shire of Northam recommendations for the following positions, which may be appointed for a period of 2 Years:

- (a) Chief Bush Fire Control Officer
- (b) Deputy Chief Bush Fire Control Officer (2)
- (c) Fire Weather Officers (By Ministerial Appointment only)

Persons wishing to nominate for the above positions must meet the training requirements and be prepared to carry out the duties of the position.

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Bush Fire Advisory Committee (Rules & Guidelines)

1.6 Terms of Office

A person holding the position of Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer may seek re-election bi-annually for a period of two (2) terms making a total of 4 years in the position.

If there are no suitable nominees, then the incumbents are welcome to nominate for another one year term.

After a 2 year break from the position a person may seek re-election.

Preferably the election of Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer should be staggered so that one position appointed each year e.g.:-

Year 1 - Chief Bush Fire Control Officer should be declared vacant;
Year 2 – 1st Deputy Chief Bush Fire Control Officer should be declared vacant;
Year 3 – 2nd Deputy Chief Bush Fire Control Officer should be declared vacant.

1.7 Voting for Positions of Local Government Officers

A person who nominates/is nominated for one of the positions outlined in Section 1.5.3 cannot vote for himself/herself at the Bush Fire Advisory Committee Meeting, only the brigade vote will count.

A secret ballot is to be conducted by each Brigade for the Election of their nominate for the position of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer, Fire Weather Officer and Harvest Ban Officer.

The Brigades nominee or the Brigade position for an Officer is to be put as a Motion with Bush Fire Advisory members voting by a show of hands as per meeting procedure of an Advisory Committee under the Local Government Act as it is not an election but an endorsement of the majority of the Brigades selection.

1.8 Meetings

Ordinary meetings of the committee shall be held as determined, special meetings of the Committee may be convened:

- (a) By the Chairperson;
- (b) By written notice to all Committee members, such notice being signed by at least four members of the Committee, giving not less than fourteen (14) days notice and stating purpose of the meeting;

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Bush Fire Advisory Committee (Rules & Guidelines)

(c) By the Shire of Northam.

The time and venue of the meetings shall be determined by the Chairperson or the Shire of Northam, having due regard to the general convenience of the Committee members.

1.9 Procedure

Seating arrangements will cater for voting rights, with observers at the back of the meeting room.

The Committee may, from time to time, make rules for the proper conduct of its meeting or of the conduct of meetings of any sub-committee, provided that such rules are consistent with these rules.

1.10 Minutes

A copy of the minutes of the Shire of Northam Bush Fire Advisory Committee meetings shall be submitted to the Shire of Northam, through its appropriate Committee and circulated to its Advisory Committee members and brigade administration officers.

2. Reports to the Shire of Northam Bush Fire Advisory Committee

- (a) The Chief Bush Fire Control Officer and or Deputy Chief Bush Fire Control Officers shall submit a report on their area of responsibility, to each meeting of the Shire of Northam Bush Fire Advisory Committee.
- (b) Each Brigade Captain/FCO shall submit a report of the Brigade's training activities, vehicle and equipment status and general business, to the Annual General Meeting of the Shire of Northam Bush Fire Advisory Committee.
- (c) The Shire of Northam delegate shall report on matters relevant to the Committee.
- (d) Ex officio members may provide a report on matters relevant to the Committee.

3. Reports to the Shire of Northam

3.1 The Shire of Northam Bush Fire Advisory Committee will be responsible for reporting to and making recommendations to the Shire of Northam on but not limited to the following:-

- (a) The general management of the affairs of the brigades

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Shire of Northam – Bush Fire Advisory Committee (Rules & Guidelines)

- (b) The planning, setting of standards and works programs for fire prevention within the Shire of Northam area of responsibility
- (c) Activities of the Bush Fire Brigades
- (d) Subject to any direction of the Shire of Northam Bush Fire Advisory Committee, as a whole:
 - (i) Ensuring the equipment in the possession or control of the Brigades within the Shire of Northam, is inspected annually by the Shire of Northam or Council nominated representative.

The Shire of Northam Building Inspector to undertake an annual inspection of Brigade and Council owned buildings to ensure safety features are in place and that buildings are maintained to Council & DFES standards.
 - (ii) Making representation and recommendations to the Shire of Northam and DFES, in relation to fire fighting equipment, that should be provided in accordance with the ESL Fire Fighting Equipment Program
 - (iii) Taking steps to ensure the appropriate distribution of fire equipment amongst brigades in the Shire of Northam area of responsibility
- (e) Coordinating training within the brigades of the Shire of Northam to ensure they work together efficiently
- (f) Overseeing the preparation and maintenance of an Incident Response Plan for the Shire of Northam and ensuring a Communication Plan is developed and functions across the Shire of Northam.
- (g) Ensuring that an effective Communication system is established, maintained and brigades are trained in communication procedures.
- (h) Selecting members of the Committee to represent the Shire of Northam on a regional basis.
- (i) Ensuring that brigades are implementing the AIMS management system when fire fighting operations are taking place.
- (j) Carrying out other functions assigned to the Committee by the Shire of Northam or Brigades.

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Bush Fire Advisory Committee (Rules & Guidelines)

- (k) Carry out a review of wildfires and make recommendations where necessary for the amendment of fire prevention planning, wildfire suppression procedures, standing orders or the incident response plan and training programs for continuous improvement of the organisation.
- 4. The Shire of Northam Bush Fire Advisory Committee may form sub-committees, provide advice and recommendation on specific areas of the Committee's responsibilities. The Advisory Committee shall determine membership and terms of reference of such sub-committees.
- 5. **Shire of Northam Fire Fighting Equipment Replacement and Maintenance Strategy**
 - 5.1 The Shire of Northam Bush Fire Advisory Committee may form a sub-committee to provide advice to the Advisory Committee and the Shire of Northam in the formulation of Local Government Fire Fighting Equipment Replacement and Maintenance Strategy for its area of responsibility.
 - 5.2 The Shire of Northam Bush Fire Advisory Committee shall make recommendations to the Shire of Northam on the ongoing maintenance of its ESL Fire Fighting Equipment and Maintenance Strategy.

SHIRE OF NORTHAM

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Local Emergency Management Committee (LEMC)

TERMS OF REFERENCE LOCAL EMERGENCY MANAGEMENT COMMITTEE

The Terms of Reference for the Local Emergency Management Committees (LEMC) is in accordance with the State Emergency Management Committee, Policy 2.5, as amended from time to time and as attached below:



WESTERN AUSTRALIA

STATE EMERGENCY MANAGEMENT COMMITTEE

Emergency Management for Local Government

State Emergency Management Policy No. 2.5

Amendment List

No	Date	Details	By
	20 March 2007	Initial issue replaces SEMC Policy Statement No.3	AR
	1 December 2009	Re-issue after consultation	HW
	June 2014	Scheduled review	SEMC Sec

RESPONSIBLE OFFICER: Executive Officer
State Emergency Management Committee

DATE FOR REVIEW: 19 August 2019

APPROVED AT SEMC MEETING

RESOLUTION NO: 57/2014

DATE APPROVED: 19 August 2014

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Local Emergency Management Committee (LEMC)

DEFINITIONS

1. Terms used throughout the series of Emergency Management Policies have the meanings given in section 3 of the *Emergency Management Act 2005* (the EM Act), and the Emergency Management Western Australia Glossary.

INTRODUCTION

2. Effective emergency management arrangements enhance the community's resilience and preparedness for emergencies, through strategies that apply prevention/mitigation, preparedness, and response and recovery activities.
3. Local governments are the closest level of government to their communities and have access to specialised knowledge about the local environment and demographic features of their communities. Local governments also have specific responsibilities for pursuing emergency risk management as a corporate objective and as good business practice.
4. The Local Emergency Management Committee (LEMC), in addition to its prescribed role, is a forum for relevant agencies and organisations which, because of their local knowledge, can assist with the assessment of local emergency risk.

AUTHORITY

5. This State Emergency Management Policy (SEMP) is prepared under the authority of section 17 of the EM Act.

RESPONSIBILITY FOR REVIEW

6. The Responsible Officer for this policy shall conduct a review of the policy by the agreed review date.

APPLICATION

7. This policy applies to all local governments, LEMCs and Emergency Management Agencies (EMAs) participating in the development of Local Emergency Management Arrangements (LEMA) and other emergency management activities.

AIM

8. The aim of this policy is to provide direction and advice to local governments and LEMCs on their responsibilities in relation to emergency management.

KEY EMERGENCY MANAGEMENT RESPONSIBILITIES

9. A local government is to:
 - a) establish one or more LEMCs;
 - b) develop and maintain effective LEMA, including recovery plans, in accordance with ADP 5 – Emergency Management for Local Government.
 - c) nominate a Local Recovery Coordinator;
 - d) manage recovery following an emergency affecting the community in its district;

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Local Emergency Management Committee (LEMC)

- e) make its LEMA available for inspection, free of charge, by members of the public during office hours and at any time on its publicly accessible internet website;
 - f) keep a copy of its LEMA at the offices of the local government. Confidential information should be stored appropriately and only be available to approved users nominated in the arrangements except with the concurrence of the Council Chief Executive Officer (CEO) or delegate; and
 - g) table the LEMA for Council for approval once endorsed by the LEMC.
10. LEMCs are emergency planning committees and although they will often include members from operational agencies (Controlling Agencies, HMAs, combat agencies or, support organisations), their role is not operational nor one of response. The HMA or Controlling Agency may establish an Incident Support Group (if required) to perform the operational function (refer to SEMP 4.1 - Incident Management).
11. The LEMC is to advise and assist the local government to ensure that LEMA are established, reviewed and tested in accordance with section 39 of the EM Act.
12. LEMA are to include a recovery plan and the nomination of a Local Recovery Coordinator as prescribed in section 41 (4) of the EM Act. Local Recovery Coordinators are to advise and assist local government and coordinate local recovery activities as outlined in SEMP 4.4 - Recovery Coordination.

OTHER KEY EMERGENCY MANAGEMENT RESPONSIBILITIES

13. District Emergency Management Committees are to provide advice and support to Local Government and their LEMCs in relation to emergency management activities.
14. The State Emergency Coordinator has appointed the Officer in Charge of each Police sub-district to be the Local Emergency Coordinator for the local government district in which they are situated (section 37(1) of the EM Act). Local Emergency Coordinators assist HMA's in providing a coordinated response and provide advice and support to the LEMC.
15. Controlling Agencies control the response activities to an emergency, as determined through legislation or by agreement with the HMA.
16. Hazard Management Agencies are responsible for emergency management, or the prescribed emergency management aspect, of the hazard for which they are prescribed (section 4(3) of the EM Act).
17. Combat Agencies are responsible for performing an emergency management activity prescribed by the regulations in relation to that agency's functions or specialised knowledge. (section 6 (2) of the EM Act).
18. Support Organisations are responsible for providing support functions prescribed by the regulations in relation to each such organisation (section 6 (4) of the EM Act).

LOCAL EMERGENCY MANAGEMENT COMMITTEES

19. A local government is to establish one or more LEMCs for their district (section 38 of the EM Act). If more than one LEMC is established, the local government is to specify the area in respect of which the committee is to exercise its functions (Refer to ADP-11 Amalgamation of Local Governments for the purposes of Emergency Management).

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Local Emergency Management Committee (LEMC)

20. The EM Act requires that membership of a LEMC shall consist of a Chair, other members appointed by the relevant local government, and the Local Emergency Coordinator if not already appointed as Chair. (section 38(3) (a) of the EM Act)

LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

21. LEMA are to be consistent with the State emergency management policies and plans (section 41(3) of the EM Act) and shall be developed in accordance ADP 5 – Emergency Management for Local Government.

LOCAL RECOVERY PLAN

22. LEMA are to include a recovery plan (section 41(4) of the EM Act), and should be consistent with the Nation Principles for Disaster Recovery in accordance with SEMP 4.4 – Recovery Coordination.

EXERCISES

23. Local governments are to develop and conduct exercises to help build collaborative emergency management awareness at the local level. The LEMC may assist with this role.
24. Local governments are to ensure that exercising is undertaken at least each financial year, and that a post exercise report is submitted to the DEMC Executive Officer, in accordance with ADP - 5 Emergency Management for Local Government.

REFERENCES

- *Emergency Management Act 2005*
- SEMP 4.4 - Recovery Coordination
- SEMP 3.1 - Emergency Management Exercises
- SEMP 4.1 - Incident Management
- ADP 5 - Emergency Management for Local Government
- Emergency Management for Local Government Guide
- State Emergency Management Policies and Procedures.
- Australian Emergency Management Glossary
- Emergency Management Western Australia Glossary

CONSULTATION

Stakeholder consultation for this policy is undertaken by way of correspondence with identified stakeholders.

Organisations consulted in the development of this policy include:

- Department of Fire and Emergency Services
- Local Government Representatives
- Western Australian Local Government Association
- WA Department of Health
- Department for Child Protection and Family Support
- WA Police
- Relevant SEMC Subcommittees
- District Emergency Management Committees

State Emergency Management Policy No. 2.5 – Emergency Management for Local Government

3

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Local Emergency Management Committee (LEMC)

- Local Emergency Management Committees

RISK MANAGEMENT STATEMENT

If a State emergency management policy for local governments is not prepared, the risks to State emergency management practice include:

- limiting the capacity of local government to comply with the requirements of the *Emergency Management Act 2005*;
- increased risk to the safety of community members who are inadequately prepared for an emergency incident;
- inconsistency in local emergency management arrangements development, content and format; and
- local emergency management arrangements not being consistent with State emergency management policies, State government direction or legislation.

This policy aims to guide local governments in the development, content and formatting of local emergency management arrangements and the fulfilment of their responsibilities under the *Emergency Management Act 2005*.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

17.1.7 DELEGATES OR REPRESENTATIVES TO COMMUNITY BASED COMMITTEES

Name of Applicant:	Internal Report
Name of Owner:	N/A
File no:	2.1.3.2
Officer:	Jason Whiteaker
Officer Interest:	Nil
Policy:	N/A
Voting:	Simple Majority
Date	6 October 2015

PURPOSE

To appoint Council delegates (representatives) to various 'Community' based committees and Local Government representative bodies.

BACKGROUND

Community based committees are an important part of the social structure of the wider community and give residents and ratepayers a voice in 'their' community.

Council representation on these committees demonstrates Council interest and allows for feedback to Council of community concerns and ideas.

These committees are independent of Council.

In addition, the Shire participates in a number of regional local government bodies for which delegates need to be nominated.

A copy of the current delegates to these Community based Groups has been provided within this agenda and minutes.

STATUTORY REQUIREMENTS

Community committees are not committees of Council and are not bound by requirements of the Local Government Act 1995, but may be established under other legislation.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

OBJECTIVE G1: Provide accountable and transparent leadership

BUDGET IMPLICATIONS

SHIRE OF NORTHAM
MINUTES
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Councillor delegates are entitled to claim for expenses incurred in attending meetings on behalf of the Shire.

OFFICER'S COMMENT

Council is requested to consider the role of its Councillors as delegates/representatives to various community organisations.

In some cases, Councillors could attend solely in a liaison capacity and not necessarily as a full Committee member. Councillors need to be mindful of the time commitment that can occur with attendance at meetings. Such groups/organisations are not part of Council's structure and are not required to report back to Council but minutes of such meetings should be provided for information purposes. Deputies are not generally required.

Secretarial and support services are the responsibility of the organising body and should not be reliant on Shire resources.

STATUTORY REQUIREMENTS

Community committees are not committees of Council and are not bound by requirements of the Local Government Act 1995, but may be established under other legislation.

CONFORMITY WITH THE PLAN FOR THE FUTURE

OBJECTIVE C1: Create an environment that provides for a caring and healthy community

BUDGET IMPLICATIONS

Councillor delegates are entitled to claim for expenses incurred in attending meetings on behalf of the Shire.

OFFICER'S COMMENT

Council is requested to consider the role of its Councillors as delegates/representatives to various community organisations. In some cases, Councillors could attend solely in a liaison capacity and not necessarily as a full Committee member. Councillors need to be mindful of the time commitment that can occur with attendance at meetings. Such groups/organisations are not part of Council's structure and are not required to report back to Council but minutes of such meetings should be provided for information purposes. Deputies are not generally required. Secretarial and support services are the responsibility of the organising body and should not be reliant on Shire resources.

SHIRE OF NORTHAM
MINUTES
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Changes from the previous term includes the addition of the Felicitas Bauxite Mining Project Community Advisory Group (CAG), Cr Rumjantsev was the nominated Shire Representative for this group. In addition, the Supertown Working Party Group and Yongah Hill Community Reference Group have been removed.

The Avon Tourism Board only require one local government representative, this currently stands as the Visitor Centre Manager, Ms Victoria Jones who's term ends in October 2016.

A discussion with the current Local Government representative/board member (City of Bayswater) for the Northam Avon Descent Association has confirmed that there is only one local government representative which is appointed as a board member. This term runs for a period of two years and is due to expire at the AGM in December 2015. The City of Bayswater have held the position as the Local Government representative for approximately the past 6 years, and in December their Officer is standing down from this position. It was advised that an email will be sent to local governments in the coming weeks requesting whether there is an interest to fill this position. It should be noted that the meeting are held monthly and are generally within a metropolitan area.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2554

Moved: Cr Antonio

Seconded: Cr Hughes

That Council appoint the following delegates:

GOVERNANCE:

Avon Regional Organisation of Councils;

- **Delegate 1: Cr S B Pollard**
- **Delegate 2 (Proxy): Cr J E Williams**

Avon Midland Country Zone of WALGA;

- **Delegate 1: Cr Pollard**
- **Delegate 2 (Proxy): Cr T M Little**
- **Delegate 3 (Proxy): Cr J E Williams**

Avon Industrial Park Advisory Board (this is a Ministerial Appointment)

- **Delegate 1: Cr R W Tinetti**

Avon Sub-Regional Road Group

- **Delegate 1: Cr T M Little**

SHIRE OF NORTHAM
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- Delegate 2 (Proxy): Cr J Proud

COMMUNITY BASED ORGANISATIONS:

Avon Tourism Board

- Delegate 1: Visitor Centre Manager

Avon Valley Arts Inc

- Delegate 1: Cr U Rumjantsev
- Delegate 2 (Proxy): Cr C R Antonio

Northam Army Camp Heritage Committee (NACHA)

- Delegate 1: Cr D A Hughes
- Delegate 2 (Proxy): Cr U Rumjantsev

Flying'50's Committee

- Delegate 1: Cr U Rumjantsev
- Delegate 2 (Proxy): Cr D A Hughes

Northam RoadWise Committee

- Delegate 1: Cr C L Davidson
- Delegate 2 (Proxy): Cr J E Williams

RSL Memorial Hall Committee

- Delegate 1: Cr D A Hughes
- Delegate 2 (Proxy): Cr R W Tinetti

Northam Chamber of Commerce

- Delegate 1: Cr C R Antonio
- Delegate 2 (Proxy): Cr T M Little

BGC Community Liaison Group Chairperson

- Delegate 1: Cr T M Little
- Delegate 2: Cr U Rumjantsev

Felicitas Bauxite Mining Project Community Advisory Group (CAG)

- Delegate 1: Cr C L Davidson
- Delegate 2 (Proxy): Cr J Proud

Northam Heritage Forum

- Delegate 1: Cr U Rumjantsev
- Delegate 2 (Proxy): Cr D A Hughes

Friends of the Cemetery

- Delegate 1: Cr S B Pollard

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- **Delegate 2 (Proxy): Cr C R Antonio**

Northam Recreation Centre Management Group

- **Delegate 1: Cr D A Hughes**
- **Delegate 2 (Proxy): Cr T M Little**

Yongah Hill Community Consultative Committee;

- **Delagate 1: Cr J Proud**
- **Delegate 2: Cr C R Antonio**

CARRIED 10/0

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Councillor Delegates / Representation to Community Based Committees

DELEGATES OR REPRESENTATION TO COMMUNITY BASED COMMITTEES

At the Special Meeting of Council held on Wednesday 23 October 2013, Council resolved to formally establish representation on the following community based committees with the delegates as listed below:

GOVERNANCE	Position	Membership	Meeting Frequency
Avon Region Organisation of Councils (AROC)	Delegate 1	Cr S B Pollard	TBA
	Delegate 2	Cr A W Llewellyn	
Avon Midland Zone of WALGA	Delegate 1	Cr S B Pollard	TBA
	Delegate 2	Cr T M Little	
Avon Industrial Park Management	Delegate 1	Cr R W Tinetti	TBA
	Delegate 2	N/A	
Avon Sub-Regional Road Group	Delegate 1	Cr A W Llewellyn	TBA
	Delegate 2	Mr Clinton Kleynhans	
COMMUNITY BASED ORGANISATIONS	Position	Membership	Meeting Frequency
Tidy Towns Advisory Committee	Delegate 1	Cr U Rumjantsev	TBA
	Delegate 2	Cr D A Hughes	
Avon Tourism Board	Delegate 1	Cr J E Williams	TBA
	Delegate 2	Cr R W Tinetti	
Avon Valley Arts Society	Delegate 1	Cr K D Saunders	TBA
	Delegate 2	Cr U Rumjantsev	
Northam Army Camp Heritage Committee	Delegate 1	Cr D A Hughes	TBA
	Delegate 2	Cr U Rumjantsev	
Avon Descent Committee / Association	Delegate 1	Cr S B Pollard	TBA
	Delegate 2	Cr T M Little	
Flying 50's Committee	Delegate 1	Cr U Rumjantsev	TBA
	Delegate 2	Cr D Hughes	
Northam RoadWise Committee	Delegate 1	Cr A W Llewellyn	TBA
	Delegate 2	Mr Clinton Kleynhans	
Safer Northam Committee (Community Policing)	Delegate 1	Cr D G Beresford	TBA
	Delegate 2	Cr T M Little	

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Councillor Delegates / Representation to Community Based Committees

RSL Memorial Hall Committee	Delegate 1	Cr D A Hughes	TBA
	Delegate 2	Cr K D Saunders	
COMMUNITY BASED ORGANISATIONS	Position	Membership	Meeting Frequency
Avon Community Development Foundation – Management	Delegate 1	Cr A W Llewellyn	TBA
	Delegate 2	Cr R W Tinetti	
Northam Chamber of Commerce	Delegate 1	Cr D G Beresford	TBA
	Delegate 2	Cr R W Tinetti	
Avon Industrial Park Industries Council (Appointed 17/03/2010)	Delegate 1	Cr R W Tinetti	TBA
	Delegate 2	Cr S B Pollard	
Supertown Community Reference Group	Delegate 1	Cr S B Pollard Cr T M Little Cr D A Hughes Cr D G Beresford Cr J E Williams Cr R W Tinetti	TBA
	Delegate 2	N/A	
Avon Industrial Park Industries Council (Appointed 17/03/2010)	Delegate 1	Cr D G Beresford	TBA
	Delegate 2	Cr A W Llewellyn	
BGC Community Liaison Group	Delegate 1	Cr A W Llewellyn	TBA
	Delegate 2	Cr U Rumjantsev	
Yongah Hill Community Reference Group	Delegate 1	Cr K D Saunders	TBA
	Delegate 2	Cr S B Pollard	
Northam Heritage Forum	Delegate 1	Cr U Rumjantsev	TBA
	Delegate 2	Cr D A Hughes	
Friends of the Cemetery	Delegate 1	Cr K D Saunders	TBA
	Delegate 2	Cr R W Tinetti	
Northam Recreation Centre Management Group	Delegate 1	Cr T Little	TBA
	Delegate 2	Cr U Rumjantsev	

Updated: Monday, 15 December 2014

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Councillor Delegates / Representation to Community Based Committees 2015 to 2017

DELEGATES OR REPRESENTATION TO COMMUNITY BASED COMMITTEES

At the Ordinary Meeting of Council held on Wednesday 21 October 2015, Council resolved to formally establish representation on the following community based committees with the delegates as listed below:

GOVERNANCE	Position	Membership	Meeting Frequency
Avon Region Organisation of Councils (AROC)	Delegate 1	Cr S B Pollard	TBA
	Delegate 2	Cr J E Williams	
Avon Midland Zone of WALGA	Delegate 1	Cr S B Pollard	TBA
	Delegate 2	Cr T M Little	
	Delegate 3	Cr J E Williams	
Avon Industrial Park Advisory Board	Delegate 1	Cr R W Tinetti	TBA
	Delegate 2	N/A	
Avon Sub-Regional Road Group	Delegate 1	Cr T M Little	TBA
	Delegate 2	Cr J Proud	
COMMUNITY BASED ORGANISATIONS	Position	Membership	Meeting Frequency
Avon Tourism Board	Delegate 1	Visitor Centre Manager	TBA
Avon Valley Arts Society Inc	Delegate 1	Cr U Rumjantsev	TBA
	Delegate 2	Cr C R Antonio	
Northam Army Camp Heritage Committee	Delegate 1	Cr D A Hughes	TBA
	Delegate 2	Cr U Rumjantsev	
Flying 50's Committee	Delegate 1	Cr U Rumjantsev	TBA
	Delegate 2	Cr D A Hughes	
Northam RoadWise Committee	Delegate 1	Cr C R Davidson	TBA
	Delegate 2	Cr J E Williams	
RSL Memorial Hall Committee	Delegate 1	Cr D A Hughes	TBA
	Delegate 2	Cr R W Tinetti	
Northam Chamber of Commerce	Delegate 1	Cr C R Antonio	TBA
	Delegate 2	Cr T M Little	

SHIRE OF NORTHAM

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Shire of Northam – Councillor Delegates / Representation to Community Based Committees 2015 to 2017

COMMUNITY BASED ORGANISATIONS	Position	Membership	Meeting Frequency
BGC Community Liaison Group	Delegate 1	Cr T M Little	TBA
	Delegate 2	Cr U Rumjantsev	
Felicitas Bauxite Mining Project Community Advisory Group (CAG)	Delegate 1	Cr C L Davidson	TBA
	Delegate 2	Cr J Proud	
Northam Heritage Forum	Delegate 1	Cr U Rumjantsev	TBA
	Delegate 2	Cr D A Hughes	
Friends of the Cemetery	Delegate 1	Cr S B Pollard	TBA
	Delegate 2	Cr C R Antonio	
Northam Recreation Centre Management Group	Delegate 1	Cr D A Hughes	TBA
	Delegate 2	Cr C R Antonio	
Yongah hill Community Consolidate Committee	Delegate 1	Cr J Proud	TBA
	Delegate 2	Cr C R Antonio	

Updated: Thursday, 22 October 2015

SHIRE OF NORTHAM
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17.2. DEVELOPMENT SERVICES

Cr S B Pollard has declared an "Impartiality" interest in item 17.2.1 - Request for Adoption of Local Structure Plan – Lot 6 (No. 139) Hawke Avenue, Wundowie as the applicant Matthew Pavlinovich, a Director, is known to him.

Cr U Rumjantsev has declared an "Impartiality" interest in item 17.2.1 - Request for Adoption of Local Structure Plan – Lot 6 (No. 139) Hawke Avenue, Wundowie as the applicant is well known to his wife (and himself lesser). Matthew Pavlinovich has telephoned Re Fire Plan. Not Kilarra Pty Ltd.

Cr D A Hughes has declared a "Financial" interest in item 17.2.1 - Request for Adoption of Local Structure Plan – Lot 6 (No. 139) Hawke Avenue, Wundowie as his band Bedlock has been paid to perform by Matthew Pavlinovich twice over the past month.

Cr D A Hughes departed the Council Chambers at 6.57pm.

17.2.1 REQUEST FOR ADOPTION OF LOCAL STRUCTURE PLAN – LOT 6 (NO. 139) HAWKE AVENUE, WUNDOWIE

Name of Applicant:	Dynamic Planning and Development
Name of Owner:	Kilarra Pty Ltd
File Ref:	A1047
Officer:	Chadd Hunt / Kobus Nieuwoudt
Officer Interest:	Nil
Policy:	Local Planning Scheme No.6 Planning & Development Act 2005 Planning Regulations 2009
Voting:	Simple Majority
Date:	9 October 2015

PURPOSE

For Council to consider adoption of the Local Structure Plan (LSP) for Lot 6 (139) Hawke Avenue, Wundowie and forward the Shire's resolution and the adopted LSP to the Western Australian Planning Commission (WAPC) for final approval.

BACKGROUND

The Shire has received a proposed LSP prepared on behalf of Kilarra Pty Ltd, the proponent of Lot 6 (139) Hawke Avenue, Wundowie (the subject site) seeking Council's support. A copy of the LSP is attached (refer **Attachment 2**)

The proposed LSP provides a framework for the future development of the subject land and a context for the consideration and approval of future subdivision applications.

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The site is located approximately 1.5km south of the Wundowie Townsite. The site has been largely cleared and comprises an existing dwelling and associated structures located in the south-western corner of the lot. Refer **Attachment 1** - Location Plan.

The site is drained through a drainage swale which runs along the northern lot boundary. This drain discharges stormwater into the Hawke Avenue drain.

A Bushfire Management Plan (BMP) has been prepared by FirePlan WA in support of the proposed LSP, which demonstrates compliance with all relevant criteria detailed in the WAPC's (draft) *Planning for Bushfire Risk Management Guidelines (2014)*. A copy of the BMP is attached to the LSP Report under Appendix 3.

Proposal

The LSP proposes the subdivision of Lot 6 into 7 lots ranging between 1.02ha and 1.18ha in size.

Key statistics of the proposal

Total area covered by LSP:	8.1ha
Area of each land use proposed:	
• Residential	7.56ha
• Public Open Space	0
• Parks & Recreation	0
Estimated Lot Yield:	7 Lots
Estimated Number of Dwellings:	7 Single houses
Estimated Residential Site Density:	As for 'Rural Residential' under LPS6
Estimated Population*:	17

* *Based on ABS, Census of Population and Housing 2011 which states average household size in the Shire of Northam to be 2.5 persons per dwelling.*

The applicant advises that the lots have been configured to respond to the shape of the land and solar orientation and that the proposed movement network has been design in response to the Bushfire Risk in that 20m wide road reservation is proposed to ensure adequate separation distances are provided. Refer **Attachment 3** (Proposed Local Structure Plan and Provisions) of this report.

Key objectives of the LSP:

The key objectives of the LSP are to:-

- Provide a statutory framework to guide the use, subdivision and development of land to create a high quality urban environment;
- Achieve an optimum housing density with an emphasis of introducing a diversity in housing choice into the locality; and
- To capitalise on the natural amenity of the area afforded through Kwolyinine Nature Reserve, which is reserved as 'Conservation of Flora & Fauna' reservation

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under Shire of Northam Local Planning Scheme No. 6 (LPS6), and located in close proximity to the subject site.

Advertising:

Upon receipt of the LSP, planning officers referred the LSP to the Shire's Development Control Unit (DCU) where the plan was discussed. The DCU determined that the LSP was suitable for advertising and consequently advertised the proposal in accordance with Clause 5.31.5.2 of LPS6 for a period of 21 days in the following manner:

- Publication of a notice in *The Advocate* of 16th September 2015;
- Publication of a notice on the Shire's website from 16th September 2015 until 8th October 2015;
- Notifying a total of 62 adjacent and nearby landowners in writing on 16th September 2015 and inviting comment;
- Notifying the following agencies in writing on 16th September 2015:
 - Western Power;
 - Department of Fire and Emergency Services;
 - Telstra; and
 - Department of Water.

A public submission period of 21 days ended on Thursday 8th October 2015. No submissions were received during this period.

STATUTORY REQUIREMENTS

Shire of Northam Local Planning Scheme No. 6

Under the provisions of LPS6 the subject site is zoned 'Rural Residential'.

The objective of the Rural Residential zone is:

- *To provide for the use of land for rural living purposes in a rural setting on lots generally ranging in size from 1 to 4 hectares whilst preserving the amenity of such areas, ensuring landscape protection and conservation and controlling land use impacts.*
- *To reduce or eliminate the detrimental effect of keeping livestock in the zone by limiting stock numbers to those kept for hobby purposes and not for commercial gain.*

Clause 5.30 – Development in the Rural Residential and Rural Smallholding zones – of LPS6 sets out the development requirements for land in the Rural Residential zone. Subclause 5.30.2 establishes that the subdivision of any land within the Rural Residential or Rural Smallholding zone shall generally be in accordance with a structure plan prepared pursuant to Clause 5.31 of LPS6. The subdivision of existing Rural Residential or Rural Smallholdings lots that do not have adopted structure plans will generally not be supported.

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Structure Plans are made under Clause 5.31 of Part V (General Development Requirements) of the *Shire of Northam Local Planning Scheme No. 6*.

A structure plan is to contain such detail, information and maps as outlined under Clause 5.31.4 of LPS6.

The advertising and adoption procedure for structure plans is outlined under Clause 5.31.5 of LPS6.

Council is now required to consider adopting the LSP and make a recommendation to the WAPC regarding approval of the LSP. Should Council adopt the LSP for approval, it will need to authorise the President and Chief Executive Officer to execute three (3) copies of the documents and forward them to the WAPC for approval.

In accordance with Clause 5.31.6 of LPS6, an LSP comes into operation when it is approved by the WAPC.

Shire of Northam Local Planning Strategy

The site is located in the Darling Scarp North Precinct of the Shire's local planning strategy. The stated objectives for the Darling Scarp North Precinct are to:-

- Protect and expand existing nature conservation reserves;
- Preserve and enhance the environment and natural resources;
- Support the continuation of sustainable agricultural production including subdivision for farm rationalisation purposes;
- Support further rural living subdivision development in designated areas subject to land capability assessment, rezoning, structure planning and environmental rehabilitation;
- Support further development and growth of the Wundowie townsite in accordance with the details of the relevant townsite development strategy plan; and
- To prevent the intensification of sensitive land usage within designated buffer areas.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

The following objectives in the Shire's Strategic Community Plan has a bearing on this proposal:

- OBJECTIVE R1: Provide and support an effective and efficient transport network;
- OBJECTIVE P1: Promote a diverse mix of development opportunities throughout the Shire; and
- OBJECTIVE P2: Accessible and legible communities.

BUDGET IMPLICATIONS

SHIRE OF NORTHAM
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The Shire will bill the applicant the prescribed application fee as expressed in s48 and Schedule 4 of the *Planning and Development Regulations 2009* upon final determination.

OFFICER'S COMMENT

The LSP will aid in accommodating population growth, which will contribute towards satisfying the identified need for the supply of suitably zoned and serviced residential land within the Shire of Northam.

The proposed LSP for Lot 6 Hawke Avenue, Wundowie is entirely consistent with the stated intent of the Shire's local planning strategy for Wundowie and surrounds. It is therefore recommended that Council adopt the LSP without modification and authorise the Shire President and CEO to execute 3 copies of the LSP Documents including the fixing of the Council's Seal in the event that the WAPC approves the LSP without further modification.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2555

Moved: Cr Proud

Seconded: Cr Little

That Council:

- 1. Adopts for Approval the Local Structure Plan for Lot 6 (No. 139) Hawke Avenue, Wundowie as expressed in the Local Structure Plan Document without modification;**
- 2. Authorise the Shire President and Chief Executive Officer to execute three (3) copies of the Local Structure Plan Documents for Lot 6 (No. 139) Hawke Avenue, Wundowie including the fixing of the Council's Common Seal in the event that the Western Australian Planning Commission approves the Local Structure Plan without further modification; and**
- 3. Refer three (3) copies of the executed Local Structure Plan Documents to the Western Australian Planning Commission for its approval.**

CARRIED 9/0

Cr Hughes returned to the Council Chambers at 7.02pm.

SHIRE OF NORTHAM
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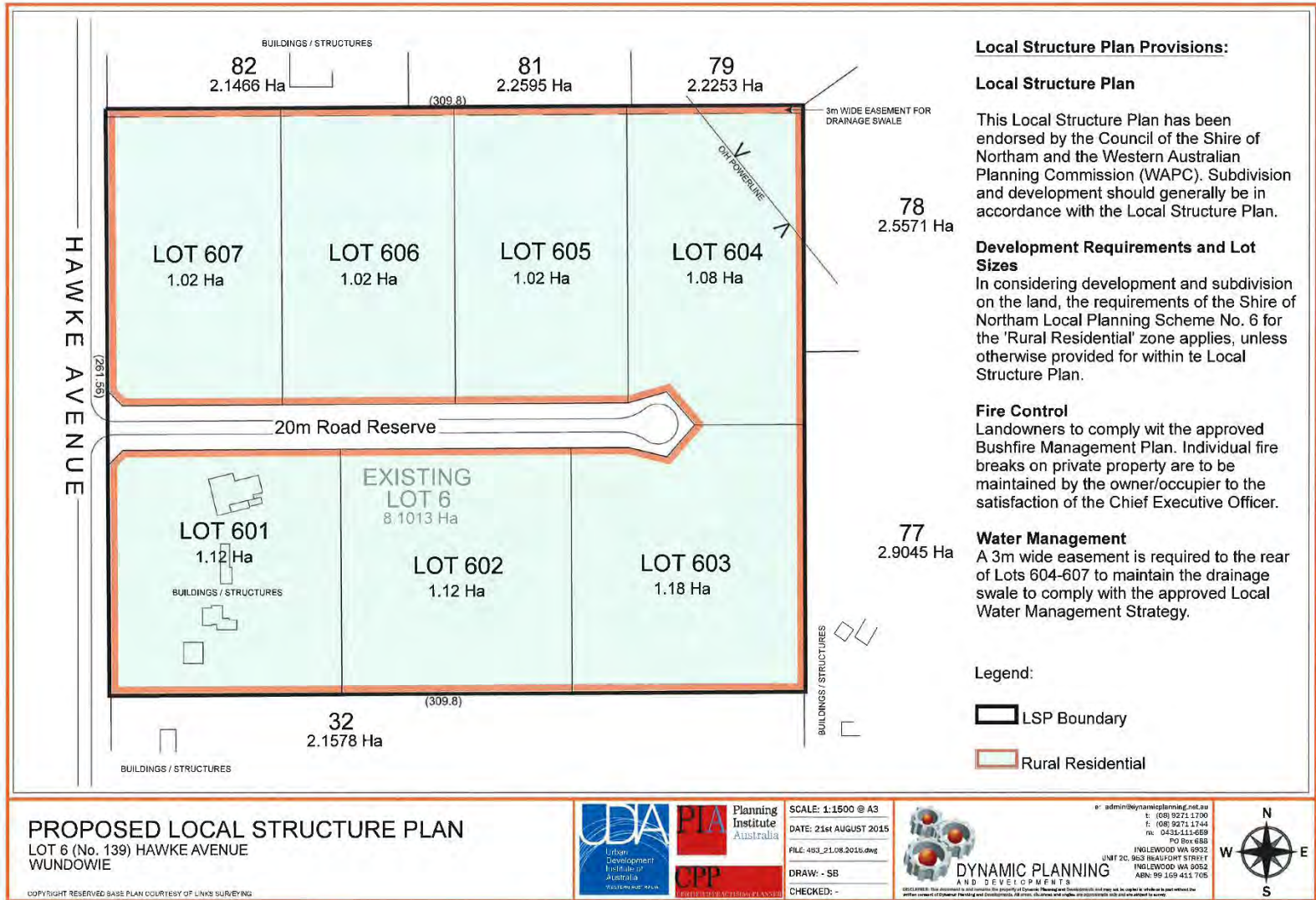
Attachment 1 – Location Plan - Proposed Local Structure Plan – Lot 6 Hawke Avenue, Wundowie



SHIRE OF NORTHAM

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Local Structure Plan Provisions:

Local Structure Plan

This Local Structure Plan has been endorsed by the Council of the Shire of Northam and the Western Australian Planning Commission (WAPC). Subdivision and development should generally be in accordance with the Local Structure Plan.

Development Requirements and Lot Sizes

In considering development and subdivision on the land, the requirements of the Shire of Northam Local Planning Scheme No. 6 for the 'Rural Residential' zone applies, unless otherwise provided for within the Local Structure Plan.

Fire Control

Landowners to comply with the approved Bushfire Management Plan. Individual fire breaks on private property are to be maintained by the owner/occupier to the satisfaction of the Chief Executive Officer.

Water Management

A 3m wide easement is required to the rear of Lots 604-607 to maintain the drainage swale to comply with the approved Local Water Management Strategy.

Legend:

LSP Boundary

Rural Residential

PROPOSED LOCAL STRUCTURE PLAN
 LOT 6 (No. 139) HAWKE AVENUE
 WUNDOWIE

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SCALE: 1:1500 @ A3
 DATE: 21st AUGUST 2015
 FILE: 453_21.08.2015.dwg
 DRAW: - SB
 CHECKED: -



DYNAMIC PLANNING
 A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
 UNIT 20, 963 BEAUFORT STREET
 INGLEWOOD WA 9052
 ABN: 95 169 411 705



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015



DYNAMIC PLANNING
AND DEVELOPMENTS

PROPOSED LOCAL STRUCTURE PLAN

LOT 6 (NO. 139) HAWKE AVENUE, WUNDOWIE

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



**CERTIFIED THAT THIS STRUCTURE PLAN
WAS ADOPTED BY RESOLUTION OF THE
WESTERN AUSTRALIAN PLANNING COMMISSION**

..... Date

Signed for an on behalf of the Western Australian Planning Commission

.....

an officer of the Commission duly authorised by the Commission pursuant to section 16 of the *Planning and Development Act 2005* for that purpose, in the presence of:

..... Witness

..... Date

And by
RESOLUTION OF THE COUNCIL OF THE SHIRE OF NORTHAM ON

..... Date

And
PURSUANT TO THE COUNCIL'S RESOLUTION HEREUNTO AFFIXED IN THE PRESENCE
OF:

.....
President, Shire of Northam

.....
Chief Executive Officer, Shire of Northam

..... Date

This Structure Plan is prepared under the provisions of the Shire of Northam Local Planning Scheme No. 6.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



TABLE OF MODIFICATIONS

Modification No.	Description of Modification	Date Endorsed by Council	Date Endorsed by WAPC

SHIRE OF NORTHAM

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015



Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan

EXECUTIVE SUMMARY

This submission, prepared on behalf of Kilarra Pty Ltd, the proponent of Lot 6 (No. 139) Hawke Avenue, Wundowie (herein referred to as the 'subject site') seeks support from the planning authorities to approve the proposed Local Structure Plan (LSP).

The LSP provides a framework for the future development of the subject land and a context for the consideration and approval of future subdivision applications.

The LPS has been prepared for 8.1 hectares of land located within the Northam South Locality for adoption under the provision of the Shire of Northam, Local Planning Scheme No. 6.

Item	Data	Section Number Referenced Within the Outline Development Plan Report
Total area covered by Outline Development Plan	8.1ha	Part 1 Section 1.0
Area of each land use proposed:		Part 2 Section 3.1
- Residential	7.56ha	
- Public Open Space	0	
- Parks and Recreation	0	
Estimated Lot Yield	7 lots	Part 2 Section 3.1
Estimated Number of Dwellings	7 dwellings	Part 2 Section 3.1
Estimated Residential Site Density	Rural Residential	Part 2 Section 3.1
Estimated Population*	17	Part 2 Section 3.1
Number of High Schools	0	N/A
Number of Primary Schools	0	N/A
Estimated Commercial Floor Space	0	N/A
Number and % of Public Open Space:		Part 2 Section 3.2
- Regional Open Space	ha	
- District Open Space	0	
Estimated area and number:		Part 2 Section 3.2
- Neighbourhood Parks	0	
- Local Parks	ha	

* Based on Australian Bureau of Statistics, Census of Population and Housing 2011 which states average household size in the Shire of Northam to be 2.5 per dwelling.

SHIRE OF NORTHAM

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Lot 6 (No. 139) Hawke Avenue, Wundawic – Local Structure Plan



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PLAN 2: AERIAL PHOTOGRAPH
PLAN 3: LOCAL STRUCTURE PLAN

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- APPENDIX 1: CERTIFICATE OF TITLE
APPENDIX 2: LOCAL WATER MANAGEMENT STRATEGY
APPENDIX 3: BUSHFIRE MANAGEMENT PLAN

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan

PART ONE – STATUTORY SECTION

1.0 Local Structure Plan Area

This Local Structure Plan (LSP) shall apply to Lot 6 (No. 139) Hawke Avenue, Wundowie being the land contained within the inner edge of the line denoting the LSP boundary of the LSP map (Plan 3).

2.0 Local Structure Plan Content

This LSP comprises:

- a) Part One – Statutory Section
This section contains the LSP map and statutory planning provisions and requirements.
- b) Part Two – Non-statutory (explanatory) Section
This section is to be used as a reference guide to interpret and justify the implementation of Part One.
- c) Appendices – Technical reports, supporting plans and maps.

3.0 Interpretation and Scheme Relationship

Unless otherwise specified in this part, the words and expressions used in this LSP shall have the respective meanings given to them in the Shire of Northam Local Planning Scheme No. 6 (LPS6) including any amendments gazetted thereto.

The LSP map (Plan 3) outlines land use, zones and reserves applicable within the LSP map area. The zones and reserves designated under this LSP apply to the land within it as if the zones and reserves were incorporated into LPS6.

Pursuant to Clause 5.31 'Structure Plans' of the LPS6:

- a) The provisions, standards and requirements specified under Part One of this LSP shall have the same force and effect as if it were a provision, standard or requirement of LPS6. In the event of there being any variations or conflict between the provisions, standards or requirements of LPS6 and the provisions, standards or requirements of this LSP, then the provisions, standards or requirements of this LSP shall prevail;
- b) Any other provision, standard or requirement of Part One of the LSP that is not otherwise contained in LPS6, shall apply to the LSP area as though it is incorporated into LPS6, and shall be binding and enforceable to the same extent as if part of LPS6; and
- c) Part Two of this LSP and all appendices are to be used as a reference only to clarify and guide interpretation and implementation of Part One.

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan

4.0 Operation

In accordance with Clause 5.31.6 'Operation of Structure Plan' of LPS6, this LSP shall come into operation when it is approved by the Western Australian Planning Commission (WAPC).

5.0 Land Use and Subdivision Requirements

5.1 Land Use Permissibility

The LSP map (Plan 3) outlines land use, zones and reserves applicable within the LSP area. The zones and reserves designated under this LSP apply to the land within it as if the zones and reserves were incorporated into LPS6.

Land use permissibility within the LSP area shall be in accordance with the corresponding zone or reserve under the Scheme.

5.2 Residential

5.2.1 Dwelling Target

Objective: To provide for seven (7) dwellings within the LSP area.

5.2.2 Density

The LSP area is zoned Rural Residential which provides for a minimum lot size of 1ha.

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



PART TWO – EXPLANATORY SECTION

1.0 Planning Background

1.1 Introduction and Purpose

The key objectives of the LSP are as follows:

- To provide a statutory framework to guide the use, subdivision and development of land to create a high quality urban environment.
- To achieve an optimum housing density with an emphasis of introducing a diversity in housing choice into the locality.
- Capitalise on the natural amenity of the area afforded through Kwolyinine Nature Reserve, which is reserved as 'Conservation of Flora & Fauna' reservation under LPS6, and located in close proximity to the subject site.

1.2 Land Description

1.2.1 Location

The subject site is located within the suburb of Wundowie, within the municipality of the Shire of Northam.

The subject site is located approximately 67 kilometres north-east of the Perth City Centre, approximately 33 kilometres south-west of the Northam Townsite and approximately 1.5 kilometres south of the Wundowie Townsite which provides a range of services including retail, community and entertainment uses.

Plan 1 illustrates the subject site's location.

1.2.2 Area and Land Use

The subject site is bound by 'Rural Residential' zoned properties to the north, east and south, and Hawke Avenue to the west.

The subject land is approximately 8.1he in area and comprises one (1) lot. The subject site has been predominantly cleared and comprises an existing dwelling and structures located in the south-western corner of the lot. These areas can be clearly seen in Plan 2 – Aerial.

Currently, the subject site is drained through a drainage swale which runs along the northern lot boundary which discharges into the Hawke Avenue drain.

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan

1.2.3 Legal Description and Land Ownership

The subject site has a total area of approximately 8.1 hectares. The lot forming the LSP area and the respective ownership details are outlined in the table below.

Lot	Certificate of Title	Land Ownership	Lot Area
6	6/P4744	Kilarra Pty Ltd	8.1ha

Table 1 – Certificate of Title and Ownership details

A copy of the Certificate of Title is contained in Appendix 1.



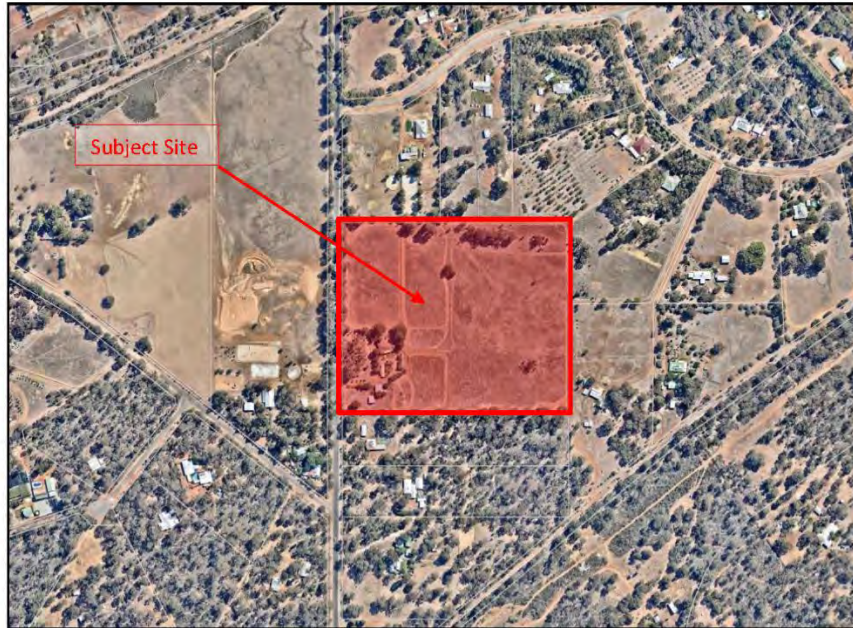
Plan 1 – Location Plan

SHIRE OF NORTHAM

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



Plan 2 – Aerial Photograph

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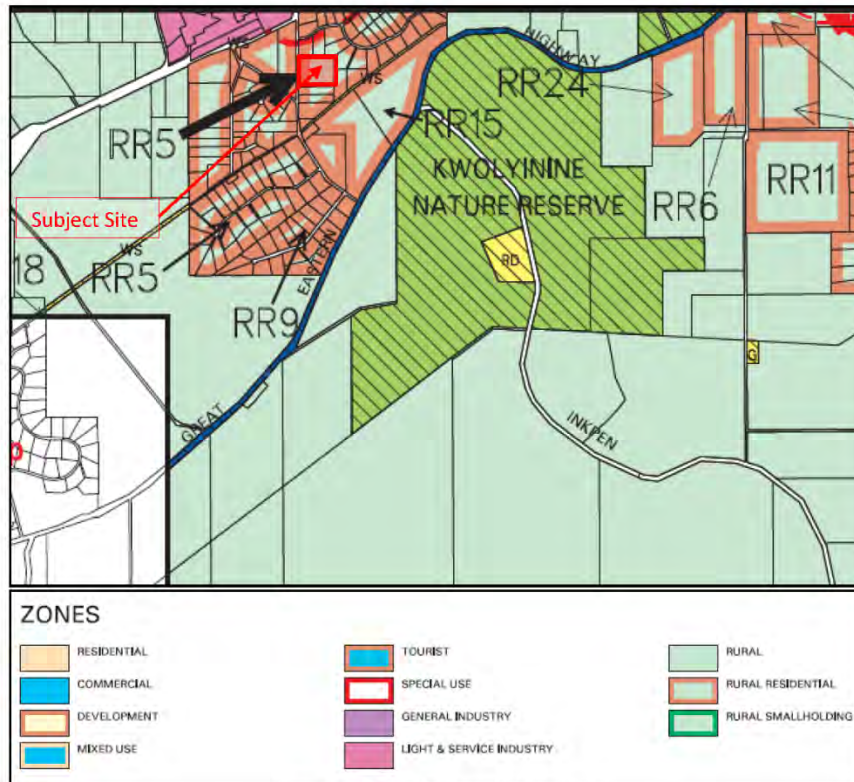


Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan

1.3 Planning Framework

1.3.1 Shire of Northam Local Planning Scheme No. 6

Under the provisions of the Shire of Northam Local Planning Scheme No. 6 (LPS6) the subject site is zoned 'Rural Residential' and 'RR5'. Plan 3 illustrates the subject site's zoning.



Plan 3 – Shire of Northam LPS6 Zoning

The objective of the 'Rural Residential' zone is:

- *To provide for the use of land for rural living purposes in a rural setting on lots generally ranging in size from 1 to 4 hectares whilst preserving the amenity of such areas, ensuring landscape protection and conservation and controlling land use impacts.*
- *To reduce or eliminate the detrimental effect of keeping livestock in the zone by limiting stock numbers to those kept for hobby purposes and not for commercial gain.*

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



Although explained in much greater detail in section 3 of this report, the LSP aims to introduce an increased mix of lot sizes to the Wundowie area in order to meet housing demands and affordability needs whilst introducing newer housing typologies to the market.

1.3.2 Regional and Sub-Regional Structure Plan

There are no regional or sub-regional structure plans applicable to the subject site.

1.3.3 Planning Strategies

1.3.3.1 State Planning Strategy 2050

The State Planning Strategy 2050, was prepared by the WAPC and provides a strategic planning response to the challenges that Western Australia is likely to face in the future.

It envisages that by 2050 Western Australia will double its current population and will have a diverse range of well-connected and vibrant communities of the highest quality in the world.

The LSP will allow for the future development of land for rural residential purposes which will contribute towards the goal to double the State's current population.

1.3.3.2 Liveable Neighbourhoods

Liveable Neighbourhoods is the State Government's key policy for the design and assessment of structure plans. The policy sets out a number of objectives and principle aims to ensure the design and layout of new developments:

- Facilitate ease of access, in particular walking and cycling through a network of connected streets that are safe, efficient and pleasant;
- Foster a sense of community, place and local identity;
- Support an efficient public transport system;
- Provide a variety of lot sizes, housing types and densities that support the diverse housing needs;
- Conserve and incorporate key environmental areas into designs;
- Integrate the design of open space and stormwater management systems; and
- Maximise the use of land for housing.

The implementation of these elements is fundamental to ensuring structure planning and resultant subdivisions occur in a well-considered and sustainable manner. Application of the Liveable Neighbourhoods principles is therefore relevant to all levels of planning for the site from the proposed LSP through to detailed lot and building design.

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Lot 6 (No. 139) Hawke Avenue, Wundawong – Local Structure Plan



1.3.3.3 Avon Arc Sub-Regional Strategy

The purpose of the Avon Arc Sub-Regional Strategy (the Strategy) is to provide a regional framework for long-term land use within the Avon Arc. The strategy sets out a number of guiding principles which aim to ensure the objective of the strategic plan are met:

- Facilitating development that improves the regional economy, amenity and lifestyles;
- Directing settlement growth to be economically, socially and environmentally sustainable;
- Coordinating services and infrastructure in an orderly manner;
- Recognising agriculture as a significant land use and economic activity;
- Preserving the cultural heritage of the region;
- Encouraging tourism activities which provide a net benefit to the region;
- Facilitating the efficient and timely extraction of basic raw materials and mineral resources and subsequent rehabilitation;
- Conserving and enhancing the natural environment;
- Improving the landscape value;
- Promoting, protecting and expanding a regional greenway system;
- Promoting employment, training and research opportunities; and
- Integrating and co-ordinating of policies and actions across agencies and community groups.

The principles outlined within the Strategy are fundamental to guiding local planning policies, as it is through local level of planning that the objectives of this Strategy will mostly be realised.

1.3.3.4 State Planning Policy 2.5 – Land Use Planning in Rural Areas

State Planning Policy No. 2.5 – Land Use Planning in Rural Areas (SPP2.5) policy applies to rural and rural living land in Western Australia, and including the provision of creating lots for the purpose of rural living. The subject site is zoned 'Rural Residential' which is in keeping with the objective of SPP2.5.

1.3.3.5 Shire of Northam – Population and Housing Strategy

The Population and Housing Strategy (PHS) is a long term strategic project designed to accommodate population growth and ensure that there is a sufficient supply of suitably zoned and serviced residential land within the Shire.

As the site is zoned 'Rural Residential', the LSP will aid in accommodating population growth, which will contribute towards satisfying the identified need for the supply of suitably zoned and serviced residential land within the Shire of Northam.

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Lot 6 (No. 139) Hawke Avenue, Wundawong – Local Structure Plan

2.0 Site Conditions and Constraints

2.1 Surface and Ground Water

A Local Water Management Strategy (LWMS) has been prepared by MJB Payne Consultants in support of the proposed LSP which analyses the subject site's pre-development ground and surface water. A copy of the LWMS is contained within Appendix 2.

2.1.1 Surface Water

Much of the rainfall that currently falls on the site percolates through to the groundwater. This means that there is initially little surface runoff from the site.

2.1.2 Ground Water

There is relatively good permeability of the soil, with minor erosions gullies evident at the north-wester corner of the site, indicating a small amount of runoff occurs from Lot 6 flowing out into the table-drain in Hawke Avenue.

2.2 Landform and Soil

The soil on Lot 6 is to be the typical orange, gravelly loam/sand found in the area, with rick present at some depth below the surface.

No Acid Sulphate soil testing has been undertaken at the subject site however, the Department of Environment Regulation (DER) mapping indicates a low to moderate risk for the subject site.

2.3 Biodiversity

A Flora and Vegetation Survey has not been undertaken as the subject site has been cleared previously and remains cleared.

2.4 Bushfire Hazard

A Bushfire Management Plan (BMP) has been prepared by FirePlan WA in support of the proposed LSP which demonstrates compliance of the proposed LSP with all relevant criteria detailed in the WAPC (draft) Planning for Bushfire Risk Management Guidelines (2014). A copy of the BMP is contained within Appendix 3.

The pre-development site is identified through the BMP as having a low to moderate hazard classification over the site.

Given the presence of low to moderate hazard risk within the subject site, the design of the LSP has incorporated the BMP parameters to ensure the development is not exposed to an unreasonable level of bushfire related risk or threat in accordance with the requirements detailed in the WAPC Bushfire Risk Management Guidelines (2014).

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



2.5 Heritage

A review of the Aboriginal Heritage Online Inquiry System confirmed there are no Registered Aboriginal Sites of Other Heritage Places over the subject lot.

There are no European Heritage sites currently listed on the Heritage Council of WA's (HCWA) State Register of Heritage Places or the Shire of Northam Municipal Heritage Inventory.

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Lot 6 (No. 139) Hawke Avenue, Wundawee – Local Structure Plan

3.0 Land Use and Subdivision Requirements

3.1 Design and Land Use

The proposed LSP provides for rural residential land uses consistent with the policy framework for the site.

The rural residential lots have been configured to respond to the shape of the land and solar orientation.

The proposed movement network has been design in response to the Bushfire Risk in that 20 metre wide road reservation is proposed to ensure adequate separation distances are provided.

An overview of the LSP land uses and its key elements is provided in Table 2.

Item	Data
Total area covered by Outline Development Plan	8.1ha
Area of each land use proposed:	
- Residential	7.56ha
- Public Open Space	0
- Parks and Recreation	0
Estimated Lot Yield	7 lots
Estimated Number of Dwellings	7 dwellings
Estimated Residential Site Density	Rural Residential
Estimated Population*	17
Number of High Schools	0
Number of Primary Schools	0
Estimated Commercial Floor Space	0
Number and % of Public Open Space:	
- Regional Open Space	0
- District Open Space	0
Estimated area and number:	
- Neighbourhood Parks	0
- Local Parks	0

* Based on Australian Bureau of Statistics, Census of Population and Housing 2011 which states average household size in the Shire of Northam to be 2.5 per dwelling.

Table 2 – LSP Summary

SHIRE OF NORTHAM

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan

3.2 Residential

The LSP anticipates a yield of seven (7) residential dwellings. The proposed density is intended to be sympathetic of the established rural residential character of Wundowie whilst introducing diversity of lot sizes and housing typologies to meet market and affordability demands in accordance with the strategic planning provisions. The proposed lot sizes are in keeping with the existing lot sizes located within the rural residential development located to north-east of the subject site, which is bound by Hyde Drive.

3.3 Movement Network

The LSP proposes a road running at right angle to Hawke Avenue.

All internal roads are proposed to meet the minimum standards of Liveable Neighbourhoods.

3.3.1 Vehicle Access

Access to the subject site is proposed via one (1) road intersecting with Hawke Avenue.

The indicative Concept Plan proposes two (2) lots to have dual road frontage to Hawke Avenue along the western portion of the subject site and a new subdivision road. All other lots within the development have direct frontage to the local street.

3.3.2 Parking Provision

Parking is proposed to be accommodated on-site internally throughout the development on each future lot.

3.3.3 Traffic Volumes

As a result of the forecasted subdivision and future development, traffic is expected to increase on the roads leading to and from the development; however it is not anticipated that the capacity for these roads will be exceeded.

3.3.4 Service Vehicles

The internal layout of the proposed development will support the access and egress of service vehicles such as waste removal trucks in a forward motion.

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



3.4 Water Management

As discussed above, a LWMS has been prepared by MJB Payne Consultants to support the proposed LSP. The LWMS sets out management requirements for water management, including specific targets (design objectives) for the management of surface and groundwater quantity and quality. The LWMS assists in integrating land and water planning as required by State Planning Policy 2.9 – Water Resources and Better Urban Water Management.

The LWMS determines the flood extent for 1 in 1, 1 in 5 and 1 in 100 year average recurrence interval events (ARI) and outlines management objectives which have been incorporated into the overall design of the drainage system for the site.

The water management for the proposed ODP and future development of the subject site is based upon the best practice water sensitive urban design which is achieved through maximising the sustainable use of water through the encouragement of water conservation and efficiency measures and controlling the flow of large storm events.

SHIRE OF NORTHAM
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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



PLAN 1
Location Plan

SHIRE OF NORTHAM
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SHIRE OF NORTHAM
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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



PLAN 2
Aerial Photograph

SHIRE OF NORTHAM
MINUTES
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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan

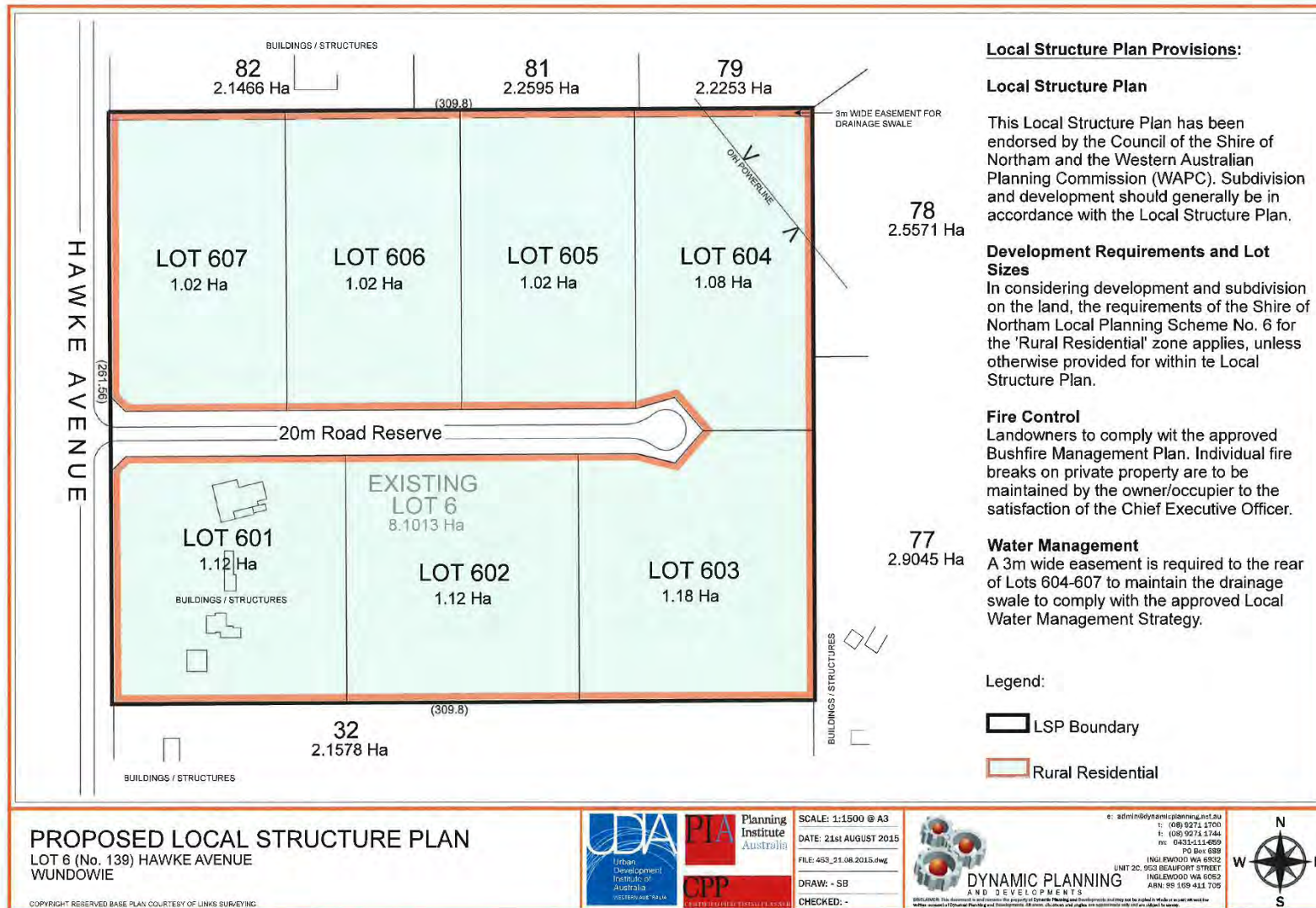


PLAN 3
Local Structure Plan

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015



PROPOSED LOCAL STRUCTURE PLAN
 LOT 6 (No. 139) HAWKE AVENUE
 WUNDOWIE

COPYRIGHT RESERVED BASE PLAN COURTESY OF LINKS SURVEYING

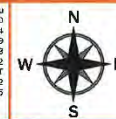


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DYNAMIC PLANNING AND DEVELOPMENTS
 UNIT 20, 953 BEAUFORT STREET
 INGLEWOOD WA 6502
 ABN: 99 159 411 705

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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



APPENDIX 1
Certificate of Title

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

43E

WESTERN



AUSTRALIA

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

REGISTER NUMBER 6/P4744	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 9/7/2015

VOLUME **1115** FOLIO **404**

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


REGISTRAR OF TITLES 

LAND DESCRIPTION:

LOT 6 ON PLAN 4744

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

GIOVANNA ALMA LADIGES OF 55 WATTLE CRESCENT, WUNDOWIE
AS EXECUTOR OF THE WILL OF PIA AGNESE DE CAMPO WHO DIED ON 24.08.2008
(TA N053097) REGISTERED 6 JULY 2015

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

1. N053098 THIS EDITION WAS ISSUED PURSUANT TO SECTION 75 OF THE TLA. REGISTERED 6.7.2015.

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

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

STATEMENTS:

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

SKETCH OF LAND: 1115-404 (6/P4744).
PREVIOUS TITLE: 1086-235.
PROPERTY STREET ADDRESS: 139 HAWKE AV, WUNDOWIE.
LOCAL GOVERNMENT AREA: SHIRE OF NORTHAM.

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



APPENDIX 2
Local Water Management Strategy

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

CLIENT: Matthew Pavlinovich

**PROPOSED SUBDIVISION OF LOT 6 (No. 139), HAWKE AV,
WUNDOWIE**

LOCAL WATER MANAGEMENT STRATEGY

PREPARED BY

MJB PAYNE CONSULTANTS

CIVIL & STRUCTURAL ENGINEERING

CHARTERED PROFESSIONAL ENGINEERS

REGISTERED BUILDER 5506

17 LEITHDALE RD

DARLINGTON WA 6070

TEL: (08) 92997271

MOB: 0414 790 213

Email: mibpayne@westnet.net.au

© MJB Payne Consultants 2015

JOB No: 15E3

DATE: 3 Aug 2015

REVISIONS: 2

CHECKED:

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

MJB PAYNE CONSULTANTS

DOCUMENT CONTROL RECORD

Site Details: Lot 6, (No. 139) Hawke Avenue, Wundowie

Client: Matthew Pavlinovich

Reference: 15E3

Date: 3rd August 2015

Prepared by

Britt Payne



Revision No:	Description of Revision:	Date:	Approved By:
1	comments re effluent disposal etc.	9/8/15	BP
2	change to Appendix 2	14/8/15	BP

Issued to:	Revision No.	Date
Client	0	4 th August 2015
Client & Dynamic Planning	1	9 th August 2015
Client & Dynamic Planning	2	14 th August 2015

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

MJB PAYNE CONSULTANTS

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1. INTRODUCTION:

MJB Payne Consultants were engaged through Dynamic Planning to prepare a Local Water Management Strategy for the subdivision of Lot 6 (No. 139) Hawke Av, Wundowie, located in the Shire of Northam.

The purpose of this report is to identify any issues relating to groundwater and surface runoff in the proposed subdivision and to provide guidance on how they can be satisfactorily managed.

Relevant documents referred to in arriving at the recommendations and conclusions in this report include:

- *"Better Urban Water Management" (Dept. of Water, 2008)*
- *"Australian Runoff Quality" (Engineers Australia, 2006)*
- *"Australian Rainfall & Runoff" (Engineers Australia, 2013)*
- *"Stormwater Management (Source Control)" (Engineers Australia, 2006)*
- *"Local Government Guidelines for Subdivision Development" (IPWEA, 2009)*

2. SITE DETAILS:

The site is Lot 6, Hawke Av, Wundowie. It is situated on the eastern side of Hawke Av, approximately 1km south-east of Wundowie township. There is only minimal native vegetation on the land and it appears that many years ago it was cleared for some type of agriculture. However, the grass cover that currently exists is quite thick.

The highest point of the site is at the south-eastern corner where the elevation is approximately 302m AHD. From this corner there is a gentle slope diagonally to a low-point at the north-west corner, adjacent to Hawke Av, where the elevation is approximately 279m AHD. The average diagonal slope is 5.7%. An aerial photograph is included as Appendix 2 and photos 8, 9 & 10 are general views of Lot 6 taken from the higher ground in the SE corner.



Photo 8

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Photo 9



Photo 10

3. PROPOSED DEVELOPMENT:

Lot 6 has an area of 8.1Ha and it is proposed that it be developed as a “Rural Residential” subdivision comprising 7 lots with an average area of 1.08Ha set around a new central access road (cul de sac). A plan of the proposed subdivision is included as Appendix 1.

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4. SOIL TYPE:

Inspection showed the soil on Lot 6 to be the typical orange, gravelly loam/sand found in the area. The soil can be seen in Photo 7.



Photo 7

It should also be noted that rock will be present at some depth below the surface. The exact depth can only be determined by further investigation although no surface outcrops were seen during the inspection.

5. EXISTING GROUNDWATER & SURFACE WATER:

MJB Payne Consultants inspected the site on 23/7/15. Although the weather was fine at the time of inspection, rainfall in the preceding four days had been significant (a total of approximately 45mm), and yet there was no sign of any surface runoff either onto adjoining property or into Hawke Av. Neither was the ground noticeably wet underfoot. No springs, swamps or other signs of groundwater were seen.

Drilling to sample the quality of the groundwater was not undertaken.

A test was carried out to assess the permeability of the soil by digging a small hole and half-filling it with water. The test can be seen in Photo 7 above. It was found that the water level dropped 20mm in 5 minutes. This is a relatively good result and indicates that traditional leach drains for the disposal of effluent should work well on this site. However it is recommended that further testing of soil permeability be carried out on specific lots at the time of Building Licence application, to verify that the proposed effluent disposal system will operate efficiently on the particular lot.

Nevertheless, despite the relatively good permeability of the soil, minor erosion gullies were evident at the north-west corner of the site, indicating that a small amount of stormwater runoff does occur from Lot 6, flowing out into the table-drain in Hawke Av, although no erosion of the table-drain was seen. The gullies formed are shown in Photo 4.

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Photo 4

Furthermore, along the northern boundary, a swale drain has previously been formed. This swale may have been formed unintentionally during the firebreak clearing, but it does perform the important function of preventing runoff onto the neighbouring property. As such, the swale should be retained after subdivision. The swale/firebreak can be seen in Photo 6 (looking west) and is mentioned again in Section 9.



Photo 6

As a final comment regarding existing surface water, it should be noted that the south-east corner of Lot 6 is located at the crest of a hill and therefore any surface water flowing onto Lot 6 from adjoining properties would be negligible.

6. ADJACENT ENVIRONMENT:

Lot 6 is a considerable distance from any Nature Reserves or waterways that may be considered to be environmentally significant. Water draining from Lot 6 would flow in the table-drain of Hawke Av, downwards to the north for approximately 0.5km, where there is a poorly-defined "soak" or "winter stream".

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7. WATER USE SUSTAINABILITY IN THE PROPOSED SUBDIVISION:

The "Better Urban Water Management" document requires that consideration be given to water efficiency measures. As its title suggests, that document is aimed generally at urban development. However, it is pointed out that the proposed subdivision, with its large lots, provides plenty of space for rainwater tanks to collect roof runoff. In addition, the potential exists for alternative means of effluent disposal, with perhaps a "Bio-Cycle" system on each lot which would maximise wastewater re-use.

8. STORMWATER RUNOFF MANAGEMENT:

The "time of concentration" of Lot 6 in its current state is estimated at 42 minutes. Using this value (and rainfall data from the IFD curves in Appendix 3) with the Rational Method of flow estimation (Australian Rainfall & Runoff) gives a maximum runoff rate into Hawke Avenue of 16.5 litres/second (l/s) for the 20% AEP (Annual Exceedance Probability or 1 in 5 year storm). In other words, this is the maximum discharge that could currently be expected from the land, on average every 5 years.

When Lot 6 is subdivided, the new road will form an impermeable layer which will obviously produce more runoff than the original grassland. However, it will also have a much shorter time of concentration than the grassland, meaning maximum runoff rate from the roadway will be achieved before that of the grassland. (It is assumed that runoff from house roofs is contained on site).

The time of concentration of the roadway, assuming standard table-drain cross-sections, is estimated at 9 minutes. The estimated peak flow from the new roadway for the 20% AEP is then 36 l/s. In addition, over a period of 9 minutes, there would also be some runoff from a portion of new lots 601, 602 & 603 into the roadway. This is estimated at an additional 7 l/s, making a total peak flow for the "1 in 5 year storm" of 43 l/s. This is obviously more than the current peak discharge of 16 l/s. However, 43 l/s is still a minimal flow when compared to the capacity of a standard table-drain which, at the typical gradient of 1:30 in Hawke Avenue, would flow only 100mm deep. Note also that the existing eastern table-drain in Hawke Avenue carries minimal water in this vicinity because of a culvert located a short way up the hill, which directs water to the opposite side of the road. The culvert is noted on the aerial photograph in Appendix 2.

Given this minimal flow into the existing table-drain, attempting to detain runoff on-site and restricting discharge, is not warranted. Note that the final design should include a check of flow velocities in the table-drains and the inclusion of energy dissipators to prevent erosion if needed.

9. DESIGN FOR THE 1% AEP STORM:

The design for the "1 in 100 year storm" must be such that houses in the subdivision, together with adjoining properties, are protected from flooding and the new road remains passable to traffic. To achieve these objectives, the runoff from new lots 601, 602 & 603 will be caught in the southern table-drain of the new road. The peak flow rate is estimated at 70 l/s, which is well within the capacity of a standard drain (and so the new road would not be inundated). However, it will be necessary to ensure during final design that the culvert under the new road where it joins Hawke Avenue is designed for the 1% AEP storm, to avoid localised flooding at the intersection.

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On the down-slope side of lots 604-607 (i.e. along the north boundary), it will be important that the swale is retained to guide water along the boundary and out into Hawke Avenue. The only way to ensure long-term retention of the swale is to establish an easement over it, extending along the rear of lots 604-607 as shown in Appendices 1 & 2.

It is possible that some minor adjustments to the swale cross-section may be necessary to accommodate the 1% AEP storm and this should be checked during detailed design.

10. SUMMARY OF RECOMMENDATIONS:

No significant issues have been identified regarding water management and use in the proposed subdivision of Lot 6, Hawke Avenue, Wundowie. The main findings and recommendations are set out below:

- There are no sensitive ecological areas in the vicinity that may be adversely affected by the discharge of stormwater from the subdivision.
- The soil on Lot 6 is relatively permeable and should allow on-site disposal of effluent using leach-drains and the successful operation of stormwater soakwells, although further testing of soil permeability should be carried out on individual lots at the time of Building Licence application.
- There is minimal stormwater runoff from Lot 6 into Hawke Avenue at present. Once subdivided as planned, the peak stormwater discharge rate will increase (for the same storm event) but will still be a minimal flow compared to the capacity of the existing table-drain in Hawke Avenue. On this basis, full stormwater discharge into Hawke Avenue is acceptable. On-site detention and flow reduction are not warranted.
- The 1% AEP ("1 in 100 year") storm can easily be accommodated in the table-drains of the proposed new access road although the culvert that will be necessary at the junction with Hawke Avenue should be sized to handle the 1% AEP flow. This can easily be addressed as part of the detailed engineering design for the subdivision.

At the rear of lots 604-607 the existing swale in the firebreak should be retained as an easement and its depth checked during detailed design so that it can contain the 1% AEP flow and direct it to Hawke Avenue. Boundary fences between these new lots should not obstruct flow in the swale.

DISCLAIMER:

MJB Payne Consultants has taken every reasonable care in the preparation of this report. However, it is based upon information available to us at the time and therefore no liability is accepted in relation to any factors which may have been inadvertently overlooked. More in-depth investigations should be carried out at the stage of detailed design.

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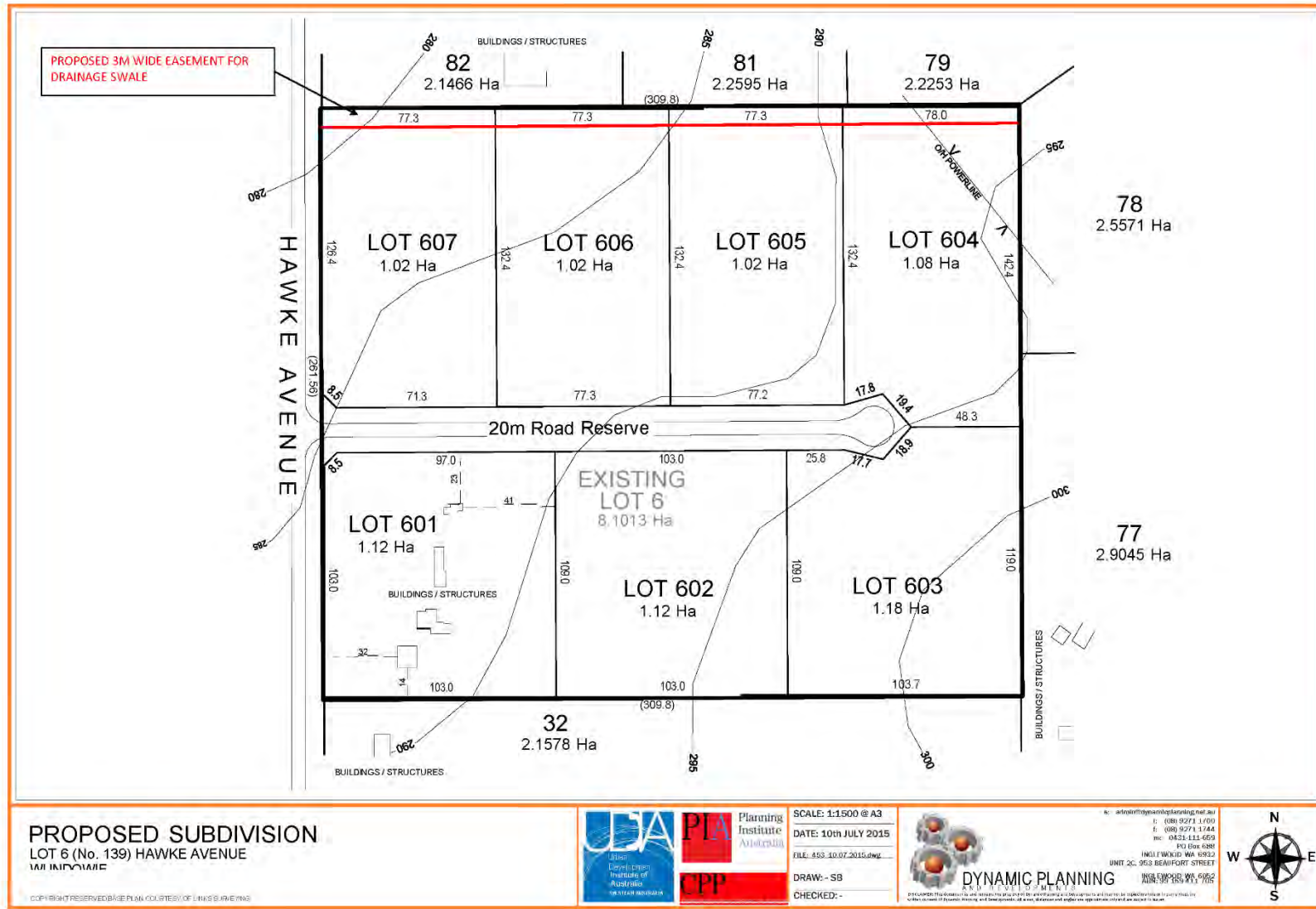
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APPENDIX 1: PLAN OF PROPOSED SUBDIVISION

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PROPOSED SUBDIVISION
 LOT 6 (No. 139) HAWKE AVENUE
 1/11/15/15/16

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SCALE: 1:1500 @ A3
 DATE: 10th JULY 2015
 FILE: 855_10.07.2015.dwg
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APPENDIX 2: AERIAL PHOTOGRAPH

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PROPOSED SUBDIVISION
LOT 6 (No. 139) HAWKE AVENUE
W/ INCOME

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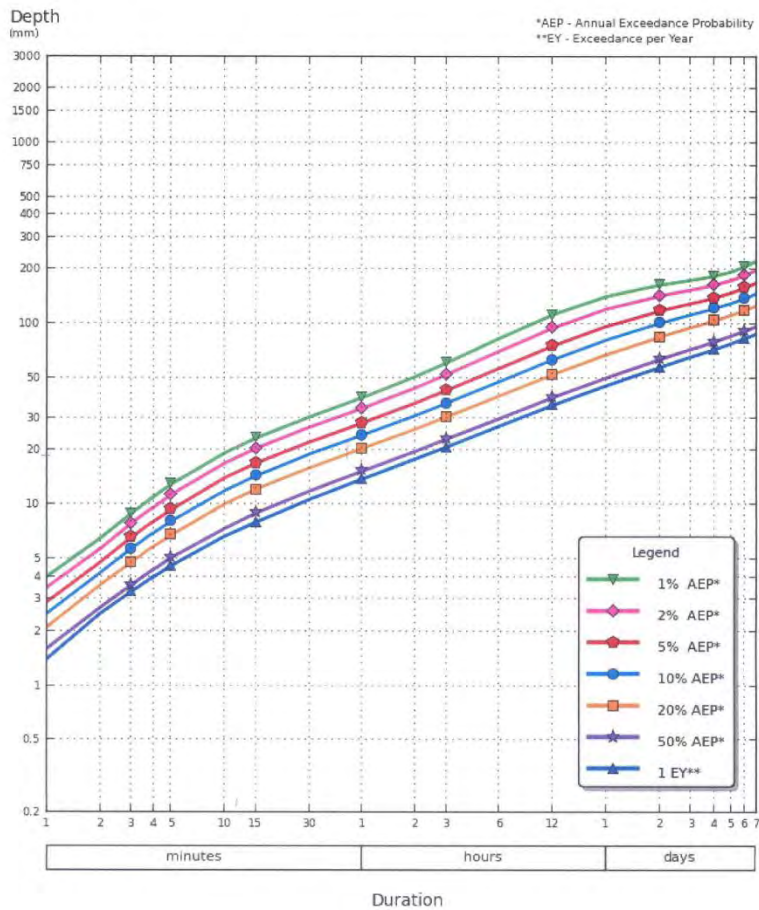
APPENDIX 3: RAINFALL DATA-IFD CURVES

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Lot 6 (No. 139) Hawke Avenue, Wundowie – Local Structure Plan



APPENDIX 3
Bushfire Management Plan

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2015

Bush Fire Management Plan

Lot 6 (#139) Hawke Avenue

Wundowie

Shire of Northam

FirePlan WA

July 2015

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BMP Lot 6 (#139) Hawke Avenue Wundowie

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BMP Lot 6 (#139) Hawke Avenue Wundowie

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Bushfire Management Plan

Lot 6 (#139) Hawke Avenue, Wundowie

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Document Status

Version	Comment	Reviewer	Review Date
Version 1		BWH	30.07.2015

Disclaimer: The measures contained in this fire management plan are considered to be minimum standards and they do not guarantee that a building will not be damaged in a bush fire. All surveys, forecasts, projections and recommendations made in this report associated with the project are made in good faith on the basis of information available to FirePlan WA at the time; and achievement of the level of implementation of fire precautions will depend among other things on the actions of the landowners or occupiers over which FirePlan WA has no control. Notwithstanding anything contained therein, FirePlan WA will not, except as the law may require, be liable for any loss or other consequences (whether or not due to the negligence of the consultants, their servants or agents) arising out of the services rendered by the consultants.

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BMP Lot 6 (#139) Hawke Avenue Wundowie

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1.0 PURPOSE OF THE MANAGEMENT PLAN

The purpose of this Bushfire Management Plan (BMP) is to detail the fire management methods and requirements that will be implemented for the Subdivision of Lot 6 Hawke Avenue. (Refer Figure 1: Location Plan).

This Bushfire Management Plan satisfies the requirements of the WAPC and the Shire of Northam (via WAPC and Department of Planning document, *Planning for Bushfire Protection Edition 2 2010 and Planning for Bushfire Risk Management Guidelines May 2014*)

This Bushfire Management Plan will outline the responsibility and timing for implementing and maintaining the fire protection measures and strategies contained within this Bushfire Management Plan, allocating these responsibilities between individual land owners, the developers and the Shire of Northam.

As fire management strategies may require altering to meet changing weather, environment and land use needs, it must be advised that the provisions of the *Bush Fires Act 1954* may still be enforced, in addition to this Bushfire Management Plan.

The Department of Planning requires the preparation of a "Bushfire Management Plan" to support the proposed development. This document has been prepared to satisfy that requirement and becomes operational as a condition of subdivision.

This Bushfire Management Plan complies with the acceptable solutions detailed in Appendix 2 of *Planning for Bushfire Protection Guidelines* and are summarised in 'Compliance Checklist for Performance Criteria and Acceptable Solutions' at the end of this Bushfire Management Plan (Section 9).

In the Foreword of AS 3959- 2009 it states that "It should be borne in mind that the measures contained in this standard cannot guarantee that a building will survive a bushfire event on every occasion. This is substantially due to the degree of vegetation management, the unpredictable nature and behavior of fire and extreme weather conditions."

Note: This Bushfire Management Plan has been prepared in the format detailed in (Draft) *Planning for Bushfire Risk Management Guidelines 2014*. The standards/specifications of access, Building Protection Zones and Water Supplies are the same as those detailed in *Planning for Bushfire Protection Edition 2*. Where there is a difference between the versions of the Guidelines the standards/specifications detailed in the 2014 version have been used.

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BMP Lot 6 (#139) Hawke Avenue Wundowie

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Figure 1 Lot 6 Hawke Avenue Locality



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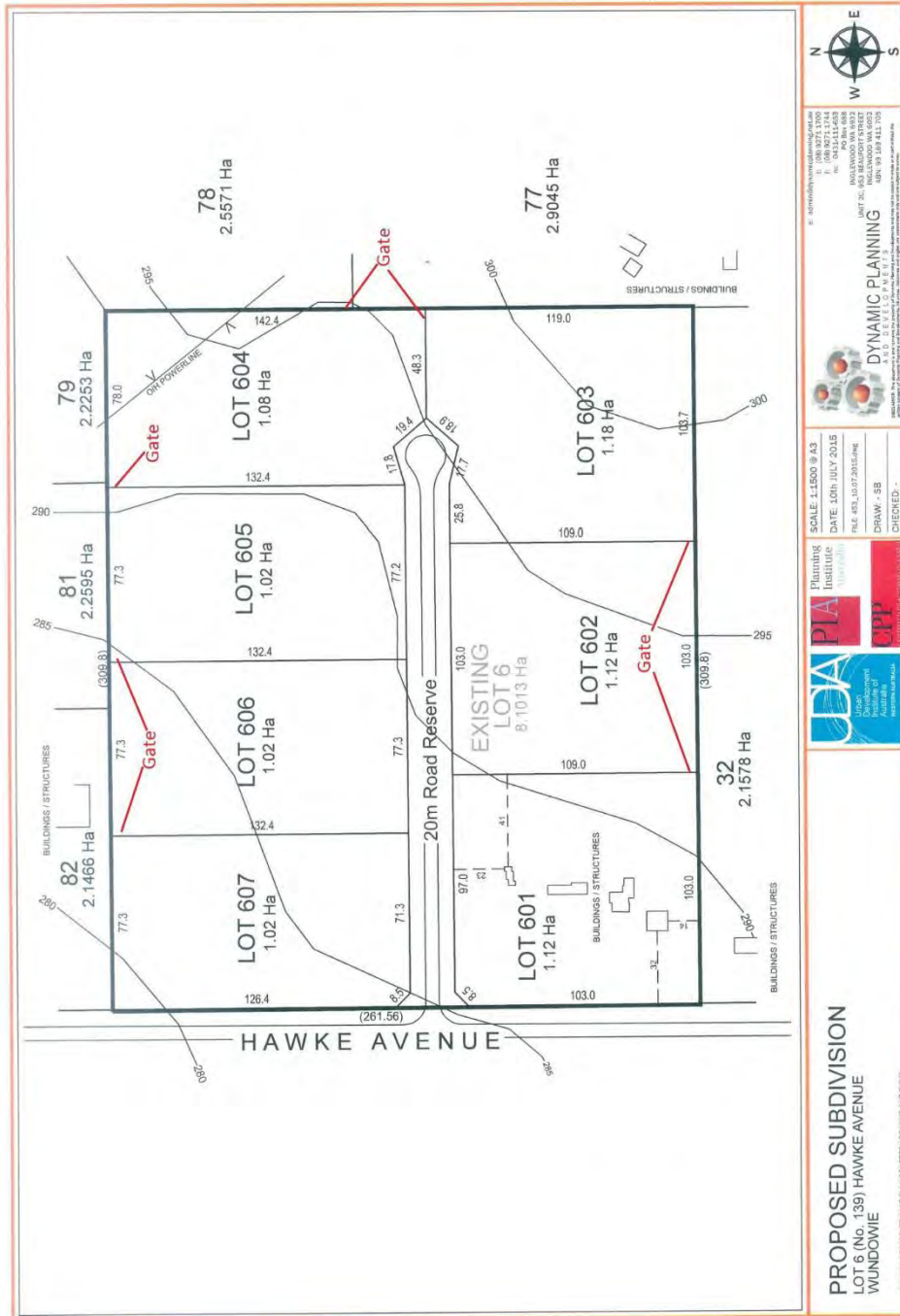
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BMP Lot 6 (#139) Hawke Avenue Wundowie

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Figure 2 Development Layout



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BMP Lot 6 (#139) Hawke Avenue Wundowie

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2.0 OBJECTIVES

The objectives of this Bushfire Management Plan are to:-

- Achieve consistency with objectives and policy measures of SPP 3.7 and the *Planning for Bushfire Risk Management Guidelines*, and any local planning scheme provisions relating to bushfire.
- Understand and document the extent of bushfire risk for the BMP area;
- Prepare bushfire risk management measures for bushfire management and all land subject of the Plan, with due regard for people, property, infrastructure and the environment;
- Nominate individuals and organisation's responsible for fire management and associated works within the plan area (e.g. Local government for land vested in it and private property owners for freehold land); and
- Define an assessment procedure which will evaluate the effectiveness and impact of proposed, as well as existing, bushfire risk management measures and strategies.
- Manage the fire risks in an acceptable manner in order to achieve subdivision of the land in accordance with the proposed plan.

3.0 DESCRIPTION OF THE SUBJECT AREA

3.1 General

The subject land comprises Lot 6 (#139) Hawke Avenue Wundowie in the Shire of Northam it is proposed to subdivide the Lot into 7 Lots of approximately 1.0 ha as shown in Figure 2.

Lot 6 is cleared with the exception of some scattered trees and orchard trees around the existing house in proposed Lot 601. See Figure 3.

A dwelling and sheds are located on proposed Lot 601.

Current access to the dwelling is via a private driveway off Hawke Avenue.

3.2 Topography

The site has a slight slope (5°) from the SE to the NW of the Lot. The vegetation within the adjoining Lot (to the South) is upslope/flat from the proposed Dwellings in Lots 602 & 603. Upslope will be used as a factor to determine the setbacks from vegetation for habitable building construction standards for proposed development as detailed in Section 5.6.

3.3 Bushfire Fuels

The Site is cleared grassland. The vegetation in adjoining Lot 147 (to the South) consists of open Wandoo/Jarrah Woodland, Grassland fuels exist in all other adjoining land.

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BMP Lot 6 (#139) Hawke Avenue Wundowie

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Wandoo/Jarrah Woodland adjoining Lot 147



Adjoining vegetation to the east



Existing Vegetation in proposed lot 601

3.4 Land Use

It is proposed that the Lots will be used as Rural Residential purposes.

3.5 Assets

The rural area, dwellings, sheds, retained vegetation, roads, power lines.

3.6 Access

Current access to the existing Lot is via a Private driveway off Hawke Avenue.

Hawke Avenue connects to the Great Eastern Highway to the south and Werribee Road/Coates Road to the north

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3.7 Water Supplies

3.7.1 Water for Fire Fighting

A Water Corporation Pipeline runs along the western side of Hawke Avenue. A fire hydrant is located at the corner of Hyde Road and Hawke Avenue and another at the corner of Hawke Avenue and Mairinger Way

3.7.2 Domestic Water Supply

Reticulated domestic Water supply will be provided to each Lot in the proposed Development

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BMP Lot 6 (#139) Hawke Avenue Wundowie

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4.0 BUSHFIRE ASSESSMENT

Bushfire Risk is the chance of a bushfire starting that will have harmful consequences on life, property and the environment. It is measured in terms of consequences and likelihood and arises from the interaction of vegetation, communities and the environment expressed as a level of risk.

Table 1 Bushfire Risk Analysis

Risk Statement	Consequence	Likelihood	Risk Level	Prevention Controls (Planning Specific)
There is the potential that a bushfire will impact the proposed development, which in turn may cause injury, first aid may be required.	Minor	Possible	Moderate	<ul style="list-style-type: none"> Required increased construction standard to BAL for new dwellings constructed with 100 metres of vegetation Construction standard in accordance with AS 3959-2009 will provide bushfire resilient dwellings for people to seek shelter in. The development provides access and egress routes from the development area. Water supply for fire fighting is provided from fire hydrants located along the internal road within the development.
There is the potential that a bushfire will impact the proposed development, which in turn may cause some damage to the proposed buildings.	Minor	Possible	Moderate	<ul style="list-style-type: none"> Increased construction standard to all new dwellings. Install and maintained Building Protection Zone. Dwellings to be located in grassland Whole of Lot will be slashed to 75 mm annually.
There is the potential that a bushfire will impact the proposed development, which in turn may cause no measurable impact to the environment.	Insignificant	Possible	Low	<ul style="list-style-type: none"> Compliance with Total Fire Bans Fire Breaks to be maintained in accordance with Firebreak order. Vegetation will regenerate. Fire Hydrants to provide water supply for fire fighting

The bushfire hazard assessment for the site is:-

- Grassland Class G - Low
- Woodland Class B - Moderate

See Figure 3

Bushfire Attack Level

Bushfire Attack Level (BAL) assessment classifies land into 6 categories based on a combination of vegetation type (fuel type, load and structure), effective slope of the land and the proposed distance from predominant vegetation. BAL assessment for the proposed development is detailed in Section 5.0.

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BMP Lot 6 (#139) Hawke Avenue Wundowie

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Table 2 BAL Descriptions

BAL	DESCRIPTION
BAL-LOW	There is insufficient risk to warrant any specific construction requirements but there is still some risk.
BAL – 12.5	There is a risk of ember attack.
BAL – 19	There is a risk of ember attack and burning debris ignited by windborne embers and a likelihood of exposure to radiant heat.
BAL – 29	There is an increased risk of ember attack and burning debris ignited by windborne embers and a likelihood of exposure to an increased level of radiant heat.
BAL – 40	There is much increased risk of ember attack and burning debris ignited by windborne embers, a likelihood of exposure to a high level of radiant heat and some likelihood of direct exposure to flames from the fire front. Not supported by planning.
BAL – Flame Zone	There is an extremely high risk of ember attack and burning debris ignited by windborne embers, and a likelihood of exposure to an extreme level of radiant heat and direct exposure to flames from the fire front. Not supported by planning

SHIRE OF NORTHAM

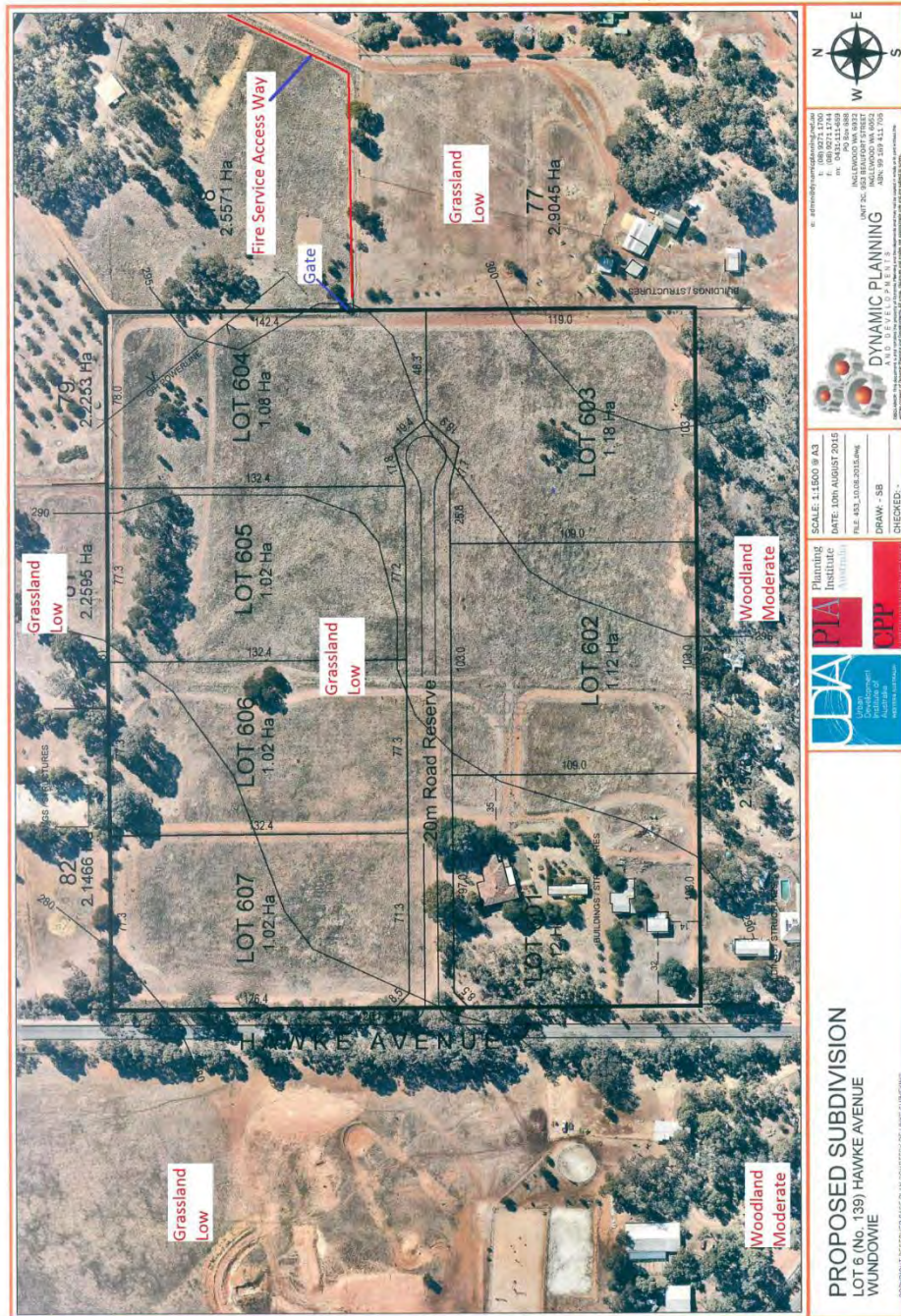
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BMP Lot 6 (#139) Hawke Avenue Wundowie

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Figure 3 Bush Fire Hazard Assessment (Not to scale)



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5.0 BUSHFIRE RISK MANAGEMENT MEASURES

The bushfire management strategies detailed in this BMP are designed to comply with the Performance Criteria and Acceptable Solutions detailed in *Planning for Bushfire Protection* Edition 2 2010.

5.1 Element 1 – Development Location

Proposed habitable buildings will be located in grassland with an increased construction standard to comply with AS 3959-2009 (or as amended) the required setback (determined in Table 2.4.3 of AS 3959) is to be managed to the Building Protection Zone standard with dwellings complying with AS 3959 BAL construction standards.

5.2 Element 2 – Siting and Design of Development

5.2.1 Setback from Classified Vegetation

Using Table 2.4.3 of AS 3959 with the following inputs using Method 1 Section 2.2 of AS 3959-2009 were used to determine the BAL rating and required setback of a habitable building from vegetation.

Table 3. Setback of Habitable buildings from Vegetation and BAL Ratings

Class of Vegetation	Slope	Setback Distance Metres	BAL Rating
Woodland Class B	Upslope	29-100	12.5
	Upslope	20-29	19
Grassland Class G	0-5	20-50	12.5
	0-5	14-20	19

5.2.2 Building Protection Zone

The aim of the Building Protection Zones (BPZ) is to reduce bush fire intensity close to buildings, and to minimise the likelihood of flame contact with buildings.

The Building Protection Zone is a low fuel area immediately surrounding a building complying with *Planning for Bush Fire Protection* Acceptable Solution A4.3.

Building Protection Zone must fulfil the following conditions:-

- The minimum width of the BPZ is to be measured from the walls of the habitable building. See Section 5.7 for Width of Building Protection Zone.
- Loose flammable material within the BPZ should be removed to reduce the fuel load to less than 2 tonnes per hectare and this is to be maintained to this level.
- All grasses within the BPZ and the remainder of the site are to be maintained to a maximum height of a 75mm. In accordance with the Shire of Northam Firebreak Order.
- The crowns of trees are to be separated where possible to create a clear separation distance between adjoining or nearby trees crowns. The separation Distance between tree

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crowns is not required to exceed 10 metres. Trees in Proposed Lot 601 need to be thinned out to comply with this requirement.

- Prune lower branches of trees within the BPZ (up to 2 metres off the ground) to stop a surface fire spreading to the canopy of the trees. This will be required on the existing trees around the drainage basin.
- There are to be no tree crowns or branches overhanging the building or asset and a minimum horizontal clearance of 2 metres is required between tree branches and buildings or assets.
- Do not clump shrubs close to building. Ensure that there is a gap of at least 3 times the height (at maturity) of the shrub away from the building.
- Install paths and non-flammable features immediately adjacent to the habitable building to create a non-flammable area of a minimum area of 3 metres wide.
- Trees or shrubs in the BPZ are to be cleared of any dead material.
- Fences, sheds and structures within the BPZ should be constructed of non-flammable material and be clear of trees and shrubs as per building requirements.
- Gas Cylinders should be isolated from the Flame Zone and should be stored in an area that is clear of all flammable material. Gas vent valves should face away from the building and anything flammable. Gas cylinders should be securely tethered with non-flammable fastenings to prevent toppling over.
- Fire wood storage should be at least 20 metres from the building or contained in sealed nonflammable container located a minimum of 10 metres from the dwelling.
- Driveways and access ways must allow for the safe passage of a fire appliance to all buildings and assets on the land.
- Roof gutters should be free of leaves and other combustible material.
- Roof mounted evaporative air coolers should be fitted with ember proof screens to the filter media to reduce the possibility of bushfire embers igniting the air cooler.

It is further recommended that property owners, where possible and practical, further extend the width of the defendable space around assets by reducing fuel loads and fire hazards.

NOTE:

- The purpose of the BPZ is to reduce flammable fuel in the immediate vicinity of structures and other assets to reduce the bushfire attack level in accordance with current Australian Standard AS3959 Section 2.
- Maintained reticulated gardens are not classed as flammable for the defendable space.
- Areas such as pathways, drives, lawn, vegetable gardens, pools etc. all serve to reduce fire intensity and will form an integral part of any BPZ. The effectiveness of these in reducing the risk of fire damage to a building is enhanced if these areas are close to the building.

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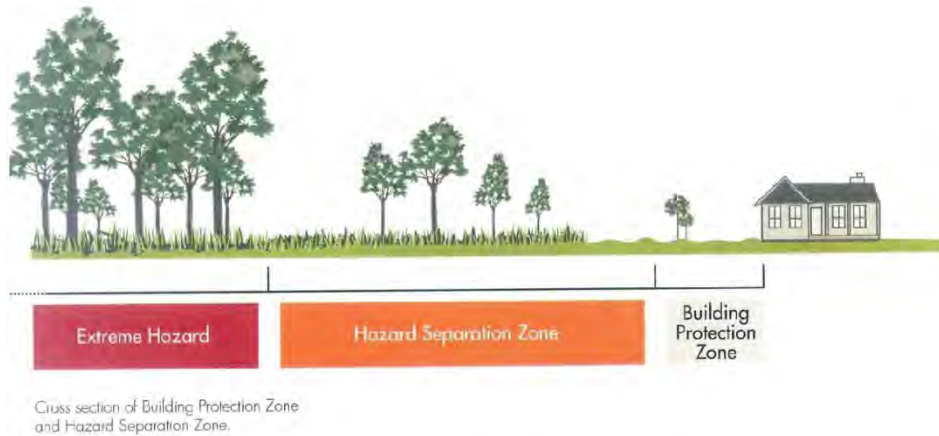
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Figure 4 Relationship of BPZ & HSZ to Bushfire Hazard and Habitable building



5.3 Element 3 – Vehicle Access

5.3.1 Road System

Hawke Avenue connects to the Great Eastern Highway to the south and the Werrabee Rd/Coates Rd to the north. Complies with Acceptable Solution A2.1.

Cul de sac

Access to proposed Lots will be via a cul de sac off Hawke Avenue then a private driveway within each Lot. The cul de sac will be 225 metres long and it will exceed the recommended cul de sac length of 200 metres by 25 metres. As the Site is cleared grassland and the cul de sac will be located a minimum 109 metres from the Woodland vegetation in 147 Hawke Avenue it is considered that the additional 25 metre will not increase the risk to the development and to residents needing to leave there Lot in an emergency.

The cul de sac is only servicing 7 Lots and in Planning for Bushfire Protection it does give some discretionary consideration that if there are no more than 8 Lots being serviced by the cul de sac.

The developer is to construct the cul de sac to the standards detailed in Table 4 and maintained by the Shire of Northam.

Complies with acceptable solution A2.3

Private Driveway

Each Lot will have a private driveway off the cul de sac and will be compliant with acceptable solution A2.5.

5.3.2 Internal Firebreaks

Notwithstanding the provisions of this Fire Management Plan, landowners of all lots within the site must comply with the requirements of the Shire of Northam Firebreak Order, as published

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annually. The developer is to install firebreaks in accordance with the Firebreak Notice and maintained by the Landowner annually. Currently Firebreaks are 2 metres wide and a minimum of 4.0 metre vertical clearance. See Figure 2 for location of firebreaks.

5.3.3 Fire Service Access Route.

The developer is to seek agreement from the landowner of Lot 245 or 243 Hyde Road to insert a gate in the eastern boundary of the development and utilising the firebreaks in those Lots to provide a Fire Service Access Route (FSAR) linking the cul de sac head with Hyde Road to the NE. An agreement between the landowner and the developer would need to be provided to the Shire of Northam as part of the clearance of conditions of subdivision. See Figure 2 for Location. This FSAR is to be maintained by Landowners.

The FSAR would comply with acceptable solution A2.7.

The gate is to comply with acceptable solution A2.8.

A sign is to be placed on the AT HE Cul de sac head and the driveway off Hyde Road and the gate between relevant Lots by the Developer with the wording "Fire Service Access - No Public Access". Complies with acceptable solution A2.10

See Figure 3 for position of Fire Service Access.

Table 4. Vehicle Access Technical Requirements- Standards detailed in Draft Planning for Bushfire Risk Management May 2014

Technical Requirements	A2.2 Public Roads	A2.3 Cul De sac	A2.4 Battle axes	A2.5 Private Driveways	A2.6 Emergency Access Ways	A2.7 Fire Service Access Routes
Minimum trafficable surface (m)	6*	6	N/A	4	N/A	6*
Horizontal clearance (m)	6	6	N/A	6	N/A	6
Vertical clearance (m)	4	4	N/A	4	N/A	4
Maximum grades	1 in 8	1 in 8	N/A	1 in 8	N/A	1 in 7
Maximum grade over <50 metres	1 in 5	1 in 5	N/A	1 in 5	N/A	1 in 4
Maximum average grade	1 in 7	1 in 7	N/A	1 in 7	N/A	1 in 5
Minimum weight capacity (t)	15	15	N/A	15	N/A	15
Maximum crossfall	1 in 33	1 in 33	N/A	1 in 33	N/A	1 in 33
Curves minimum inner radius (m)	12	12	N/A	12	N/A	12

* refer to E3.2 Public Roads Trafficable Surface

Rural Gate Standard A2.8

All gates used to restrict traffic on emergency access ways and fire service access routes meet the following requirements:

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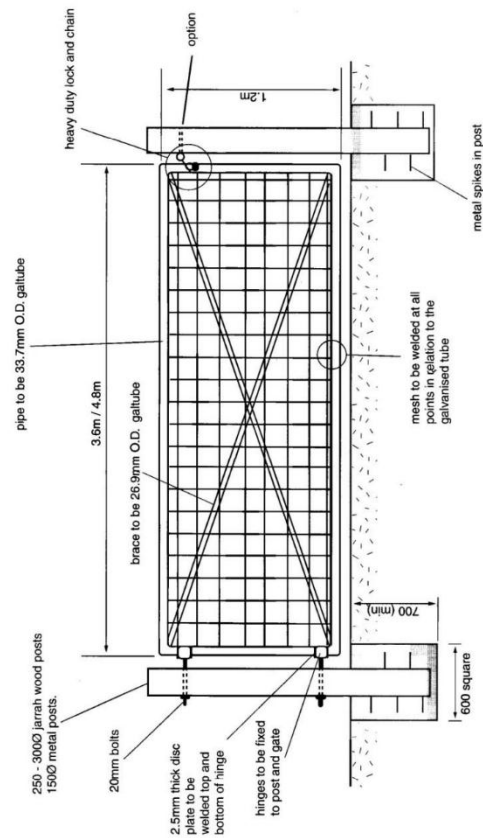
- minimum width 4.2 metres
- design and construction: to be approved by relevant local government
- fire service access route gates: may be locked but only with a common key that is available to local fire service personnel
- Signposted.

Signs A2.10

Signs are erected where emergency access ways and fire services access routes adjoin public roads, and meet the following requirements:

- minimum height above ground: 0.9 metres
- design and construction: to be approved by relevant local government
- lettering height: 100 millimetres
- to display the following wording (as appropriate): 'Fire Service Access – No Public Access' or 'Emergency Access Only'.

Rural Gate Design



Note: Mesh to be metric mesh 46GS and galvanised finish complete with fittings.

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5.4 Element 4 Water Supplies

5.4.1 Water for Fire Fighting

In discussion with the Department of Fire and Emergency Services there is a fire hydrant located at the corner of Hyde Road and Hawke Avenue. The developer is required to install a Fire Hydrant in the cul de sac approximately 50-100 metres off Hake Road. A hardstand is to be installed by expanding the shoulders of the road so that fire appliances can park off the bitumen road surface while filling up from the fire hydrant. The installation and marking of the fire hydrant is to be carried out by the developer in accordance with the Water Corporation's No 63 Water Reticulation Standard. Complies with Acceptable solution A3.1

5.4.2 Domestic Water Supply.

The developer is to supply water for domestic use to all Lots.

5.5 Vulnerable Uses

There is no proposed vulnerable land use proposed within this Development.

5.6 Hazard Reduction

The whole of each Lot is to be maintained to the Building Protection Zone standard in perpetuity by the Landowner. The developer is to slash/mow the grass and maintain the grass to a maximum of 75 mm until a Lot is sold.

See Table 6 for Landowner Annual Fire Prevention Works.

5.7 Building Construction

Individual dwellings on all lots shall be designed and built to conform with:

- The Building Code of Australia; and
- AS 3959 *Construction of Buildings in a Bushfire Prone Area*;

The State Government through Office of Bushfire Risk Management have identified Bushfire Prone areas across the State and have consulted with Local Governments on the proposed Bushfire Prone Areas for each Municipality. The Government through the Department of Fire and Emergency Services are in the process of declaring Bushfire Prone Areas. The target is to have the declaration in place in August/September 2015.

By the time the Planning process is completed for this Site and construction of a dwelling is about to commence the Declaration of Bush Fire Prone areas will be completed thus giving the Shire of Northam the Legal Authority through the Building Code of Australia to enforce compliance of Habitable Building construction in accordance with AS 3959.

When the Bush Fire Prone Areas are declared for this site the minimum distance of 100 metres (from vegetation rated 'Moderate' or 'Extreme') may be reduced in compliance with AS 3959. Under AS 3959 as the distance from the vegetation is reduced, the construction standard must be increased. Table 2.4.3 AS 3959- 2009 sets out this relationship and Section 2 of AS 3959 - 2009 details the methodology of determining the Bushfire Attack Level (BAL).

BAL (Bushfire Attack Level) Determination Using Methodology from Section 2.2.1 of current adopted AS 3959- 2009 and Table 2.4.3 which applies to this development:

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Table 5 Bushfire Attack Levels and Width of Building Protection Zones

Vegetation Class	Setback from Vegetation (meters)	Slope	BAL	Construction Standard AS 3959-2009	BPZ (metres)
Woodland Class B	29-100	Upslope	12.5	S. 3 & 5	Whole of each Lot
Grassland G	20-50	0°-5°	12.5	s. 3 & 5	Whole of each Lot

Proposed Lot 601

As part of maintenance of the dwelling in proposed Lot 601 every effort should be made to increase the survivability of the dwelling by putting metal mesh screens on the window and other standards detailed in BAL 12.5 where practical to do so.

The whole of the Lot is to be managed to the Building Protection Zone standard detailed in Section 5.2.2

Lots 602- 603

The Building envelopes in Lots 602-603 are to be setback a minimum of 29 metres from the western, eastern and southern boundary and 10 metres from the northern boundary (or as required by the Shire of Northam) of the Lot so as to achieve the minimum setback as detailed in Table 3.

New habitable buildings will be constructed to BAL 12.5.

Any sheds constructed on each Lot is to be located a minimum of 6 metres from the walls of a habitable building otherwise the shed is to be constructed to the same standard as the Habitable building.

The whole of the Lot is to be managed to the Building Protection Zone standard detailed in Section 5.2.2.

Lots 604-607

The Building envelopes in Lots 604-607 are to be setback a minimum of 20 metres from the western, eastern and northern boundary and 10 metres from the southern boundary (or as required by the Shire of Northam) of the Lot so as to achieve the minimum setback as detailed in Table 3.

New habitable buildings will be constructed to BAL 12.5.

Any sheds constructed on each Lot is to be located a minimum of 6 metres from the walls of a habitable building otherwise the shed is to be constructed to the same standard as the Habitable building.

The whole of the Lot is to be managed to the Building Protection Zone standard detailed in Section 5.2.2.

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As a result of ember attack evaporative air conditioners can be the cause of a fire starting in a building. It is a requirement that the roof unit of an evaporative air conditioner is enclosed in a suitable external ember protection screen. More information is available at www.dfes.wa.gov.au and in AS 3959.

5.8 Restrictions on the Use of Machinery, Tools, Vehicles and Tractors

5.8.1 Total Fire Ban Days

A Total Fire Ban is declared because of the extreme weather conditions or when fires are seriously stretching fire fighting resources. A Total Fire Ban is declared by DFES following consultation with Local Governments.

When a Total Fire Ban is declared it prohibits the lighting of any fires in the open air and any activities that might start a fire. The ban includes all open fires for the purpose of cooking or camping. It also includes the use of incinerators, welding, grinding soldering and gas cutting equipment.

The Shire of Northam may also impose a vehicle movement ban which may apply to the "Site" and may affect the movement of people within the "Site".

The Department of Fire and Emergency Services and the Shire of Northam are to continue to educate the public on what a Total Fire Ban means and what actions members of the public need to take.

Public Education Program

The Shire of Northam is to continue to provide the community with advice on bush fire prevention and preparedness through brochures, newspaper articles, the Firebreak Order issued to rate payers and on their web site.

The developer is to provide a copy of the current Shire of Northam *Firebreak Order*, *The Homeowners Survival Manual* and *Prepare Act Survive* brochure and this *Bushfire Management Plan* at the time of sale of a Lot. It is essential that the Real Estate agent handling the sale of Lots on behalf of the Developer advises potential landowners that a Bushfire Management Plan exists and the modification of vegetation and ongoing fuel reduction will be required within this development.

Other Public Safety and Community information on Bush Fires is available on the Department of Fire and Emergency Services Authority web site www.dfes.wa.gov.au and the Shire of Northam website www.northam.wa.gov.au.

5.8.2 Fire Safer Areas

In the event of a bush fire, the Incident Controller of Fire Fighting operations will advise if an evacuation is necessary and, in conjunction with the Shire of Northam Emergency Services, direct residents to Safer Refuge Areas.

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6.0 IMPLEMENTATION OF BUSHFIRE MANAGEMENT PLAN

This Bushfire Management Plan becomes operational as a condition of development approval.

In implementing this Bushfire Management Plan, the following responsibilities have been determined.

6.1 Responsibilities

6.1.1 Property Owners Responsibilities

To maintain the reduced level of risk and threat of fire, the owners/occupiers of all lots created by this proposal will be responsible for undertaking, complying and implementing measures protecting their own assets from the threat and risk of bush fire:

- Maintaining the property in good order to minimize potential bushfire fuels to mitigate the risk of fire on the property;
- Ensuring that the Subject land complies with the Shire of Northam Firebreak Notice. To be carried out annually;
- Ensuring that new dwellings are constructed to AS 3959 Table 3 Section 5.7. There will be a Section 70A notification on the Certificate of Title for each Lot requiring an increased construction standard in accordance with AS3959;
- Complying with the instructions of DFES Fire Services, the Shire of Northam and/or volunteer fire services in maintaining the property or during the event of a bushfire;
- Ensuring that in the event an evaporative air conditioner is installed at the property, suitable external ember screens are installed to roof mounted units and that they comply with AS 3959, check annually.
- Maintain annually the Building Protection Zone to Standards detailed in Section 5.2.2;
- Maintain Fire Service Access Route detailed in Section 5.4.

6.1.2 Developer's Responsibilities

As a condition of development the Developer shall be required to carry out works described in Section 6 of this Fire Management Plan to the satisfaction of the WAPC

- A 70A Notification is to be placed on the land title advising the landowner of the existence of this Bushfire Management Plan
- Install Access, Fire Service Access Route and firebreaks as detailed in Section 5.3;
- Install and maintain the Building Protection Zone as detailed in Section 5.7 until Lot is sold;
- Install domestic water supply as detailed in Section 5.4;
- Install Fire Hydrant in cul de sac as detailed in Section 5.4

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6.1.3 Shire of Northam

The responsibility for compliance with the law rests with individual property owners and occupiers and the following conditions are not intended to unnecessarily transfer these responsibilities to the Shire of Northam.

The Shire of Northam shall be responsible for:

- Ensuring compliance with the current adopted AS3959, of any new habitable structure, renovation or extension to existing dwellings within each lot that is required to have an increased construction standards, is undertaken at the time of Building Permit Application;
- Enforcing the Shire of Northam Firebreak Notice;
- Ensuring the development complies with the Bushfire Management Plan on behalf of the WAPC.

6.2 Assessment of Fire Management Strategies

All the actions and recommendations in this BMP, meet the Bushfires Act and Regulations 1954 compliant with the acceptable solutions detailed in Planning for Bush fire Risk Management May 2014 and are sound, measurable and practical having been used and proven over time. These recommendations take into account the various costs, alternatives available, benefits for protection of residents and the wider community, the environment and biodiversity protection.

This Bushfire Management Plan will be implemented as a condition of development for the site.

It will be the responsibility of the developer to implement the provisions of this Bushfire Management Plan in order to seek clearance of those conditions of development.

Likewise it is the responsibility of the Shire of Northam to ensure that all standards required in this Bushfire Management Plan are met by the developer prior to clearing any conditions of subdivision relating to this Bushfire Management Plan.

After any major fires that may occur during or once this development has been completed, the Shire of Northam may conduct a Post Incident Analysis of the fire, which may include identifying and implementing any changes that may be needed to improve the performance of fire prevention strategies.

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6.3 Works Program

Table 6 Works Program Prior to clearance of conditions of development

Developer Responsibilities				
Activity	Responsibility	Maintenance	Responsibility	Timing
Installation of access and FSAR to Standards Section 5.4.	Developer	Checking of quality of Roads	Developer	Developer clearance of Condition of subdivision
Implement fire protection measures as detailed in Sections 5.7	Developer	Annually maintenance required	Developer	Developer clearance of Condition of subdivision
Compliance with Firebreak Notice. Details Section 5.4	Developer	Compliance with Firebreak Notice annually	Developer	Developer clearance of Condition of subdivision
Section 70A notification on Title of each Lot advising BMP applies to each Lot.	Developer	Maintain Site in accordance with Developer responsibilities	Developer until Lot Sold	Developer clearance of Condition of subdivision
Water Supply	Developer	Connect Lots to Reticulated Water supply	Water Corporation	Developer clearance of Condition of subdivision
Install Shielding fence detailed in Section 5.7	Developer	Annually maintenance required	Developer	Developer clearance of Condition of subdivision
Provide a copy of following a sale of Lot:- <i>Bushfire Management Plan</i> <i>Home Owners Survival Manual</i> <i>Prepare Act Survive</i> <i>Fire Control Notice</i>	Developer	Landowners to familiarise themselves and annually update actions in the event of fire and annual maintenance.	Landowner	Developer clearance of Condition of subdivision
Landowner Responsibilities				
Compliance with Firebreak Order. Details Section 5.4	Developer	Compliance with Firebreak Order annually	Landowner	Completed by 1st November each year.
Landowner may request BAL reassessment to confirm or amend BAL rating. Copy of report to Shire of Northam	Landowner	Ensure Building design complies with relevant AS 3959 BAL rating	Shire of Northam to approve Building Permit	Re-assessment completed report sent to SoM as part of Building Permit Application
Maintain Building Protection Zone annually as detailed in Section 5.2	Developer to install	Annual Maintenance	Landowner	Completed by 1st November each year.
Maintain Fence and gates as detailed in Section 5.4	Developer to install	Annual Maintenance	Landowner	Completed by 1st November each year.

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Table 7 Annual landowner Fire Prevention Activities

Timing	Activity
Autumn to Winter (May-August)	<p>Tree Pruning – remove lower branches; check that power lines are clear.</p> <p>Reduce fuel levels around the house – clear long grass, leaves, twigs & flammable shrubs.</p> <p>Ensure petrol and other flammables are safely stored away from the main dwelling.</p> <p>Make sure your firefighting equipment is in good working order and serviced where required.</p> <p>Make sure all resident are aware of your emergency plan including evacuation routes.</p> <p>Chemical spraying of firebreaks and low fuel zones – first and second applications.</p>
Spring (September – November)	<p>Move woodpiles and stacked timber away from the main dwelling.</p> <p>Keep grass short.</p> <p>Clean gutters and roof debris.</p> <p>Install firebreaks in accordance with this plan and the Firebreak Notice (November 30 to 31 May each and every year).</p> <p>Chemical spraying of firebreaks and low fuel zones – final applications and maintenance.</p>
Summer (November – May)	<p>Water lawns, trees & shrubs near the buildings to keep them green.</p> <p>Re-check firefighting equipment, screens, water supplies and that gutters remain clear.</p> <p>Maintain firebreaks in accordance with this plan and the firebreak notice by mechanical means or by use of chemical spraying.</p>
Long term precautions	<p>Ensure firebreaks are prepared in accordance with this Fire Management Plan, the latest Firebreak Notice and any Variation to Fire Order issued by council.</p> <p>Ensure that any planting of wind breaks or trees is in accordance with this Fire Management Plan and will not be detrimental to fire suppression requirements in years to come.</p> <p>Make sure that the buildings are safe – fit wire fly screens and shutters, fill gaps into roof/wall spaces, fit fire screens to evaporative air conditioners and have them operable to provide a water only supply.</p> <p>Give consideration to installing external building sprinkler systems and backup power and emergencies.</p> <p>Ensure the access to emergency water supply has the correct fittings, is unobstructed and the route trafficable.</p> <p>Get basic training in firefighting from your Local Bush Fire Brigade or even join your local Brigade.</p>

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7.0 DISCLAIMER

In the event of large bushfires it is essential that landowners understand that fire appliances may not be available to protect each dwelling/building, landowners are responsible for the protection of their own assets which may require additional protection above the minimum detailed in this Bushfire Management Plan.

B.0 APPENDICES

B.1 Glossary

Acceptable Solution

A statement describing an acceptable means of complying with the requirements of corresponding performance criteria.

Appliance or Fire Appliance

A fire fighting appliance (vehicle) with structural, grass and bush fire fighting capabilities, with either a 2000 litres water capacity (2.4 appliance) or a 3000 litre water capacity (3.4 appliance) and four (4) wheel drive.

BAL – (abb) Bushfire Attack Level.

Bushfire Attack Level – an assessed rating of a site's risk to a bushfire, based on vegetation type, slope of the land and its proximity to buildings.

Building Construction Standard Buffer - An area 100 metres wide including a Building Protection Zone in which an increase in building construction standard in accordance with AS3959 will apply.

Building Protection Zone (BPZ)

Low fuel area immediately surrounding buildings. Minimum width 20 metres, increasing with slope. Maintained by the landowner.

Bush

Under the Bush Fires Act 1954 the term bush is defined to include trees, bushes, plants, stubble, scrub and undergrowth of a kind whatsoever whether dead or alive and whether standing or not standing.

Bush Fire or Wildfire

A general term used to describe fire in vegetation that is not under control.

Bush Fire Hazard.

The flammability, arrangement and quantity of vegetation, dead or alive, that can be burnt in a bush fire. Development is to be avoided in extreme bush fire hazard designated areas.

Bush fire prone area - for the purposes of this fire management plan, a bush fire prone area is an area that has been declared as such by the relevant local government responsible for an area. Once an area is declared bush fire prone, then AS 3959 applies to new residential development in it.

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Bush Fire Risk

The chance of a bush fire starting that will have harmful consequences on life and property. It is measured in terms of consequences and likelihood and arises from the interaction of hazards, communities and the environment.

Development Application

An application for approval to carry out a development under either a local planning scheme or regional planning scheme.

Dwelling setback – the horizontal distance between a wall of the dwelling at any point, and an adjacent lot boundary, measured at right angles (90 degrees) to the boundary.

DFES

The Department of Fire and Emergency Services of Western Australia previously FESA.

Emergency Access Way

Road not normally open but available to the public (using two wheel drive vehicles) for evacuation during a bush fire emergency.

Fire Break or Firebreak

Any natural or constructed discontinuity in a fuel bed used to segregate, stop and control the spread of a bush fire or to provide a fire line from which to suppress a bush fire. This is an area cleared to reduce the risk of bush fire damage.

FDI- Fire Danger Index

The chance of a fire starting, its rate of spread, its intensity and the difficulty of its suppression, according to various combinations of air temperature, relative humidity, wind speed and both the long and short-term drought effects.

Fire Protection

A generic term used to describe the range of services and systems used to mitigate the impact of fire on the community. It encompasses both fire prevention and emergency response.

Fire Management Plan

Ongoing, dynamic document that sets out the medium to long term mitigation strategies for fire hazards and risks in particular developments within local government areas.

Fire Services Access Route

Accessible by heavy four wheel drive fire fighting vehicles.

Fuel Reduction also Hazard Reduction

Removal and modification of bush fire fuel, or increase in building construction standards or a combination of the two.

Hazard Separation Zone (HSZ)

The fuel reduction area between an area bush fire hazard and the buildings (and associated building protection zones) of a development.

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Low Fuel Area

An area 100 metres wide of reduced bush fire fuels that is required to surround a Stage of land release and negates the need to increase the standard of dwelling construction on the edge of the Stage of land release. It complies with the Building Protection Zone standards is temporary until the next stage of land is cleared for release.

Performance Criteria.

Statement which specifies the outcomes required for the protection of life and property from bush fires.

Structural Fire

A fire in a building.

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9.0 COMPLIANCE CHECKLIST PERFORMANCE CRITERIA AND ACCEPTABLE SOLUTIONS

Property Details: Lot 6 (#139) South Yunderup Road, South Yunderup

Local Government: Shire of Northam

	Element	Compliance			Acceptable Solution
		Yes	No	N/A	
Element 1: Location					
A1.1	The subdivision/development is located in an area where the bush fire hazard level is manageable.	✓			
Element 2: Siting of development					
A2.1	The siting of the development minimises the bush fire risk to life and property. Hazard separation – moderate to extreme bush fire hazard level.	✓			
A2.2	Building protection zones.	✓			
A2.3	Hazard separation zones.			✓	
Element 3: Vehicular Access					
A3.1	The internal layout design and construction of public vehicular access in the subdivision/development allows emergency and other vehicles to move through it easily and safely at all times.	✓			
A3.2	Public Roads			✓	
A3.3	Cul-de-sacs	✓			
A3.4	Battle axes			✓	
A3.5	Private driveways			✓	
A3.6	Emergency access ways			✓	
A3.7	Fire services access routes	✓			
A3.8	Gates	✓			
A3.9	Signs			✓	
Element 4: Water					
A4.1	Reticulated areas	✓			
A4.2	Non-reticulated areas			✓	
A4.3	Static water supply – Dams			✓	

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Applicant Declaration:

I declare that the information provided is true and correct to the best of my knowledge.

Name of Person Preparing the Fire Management Plan:

Full Name: *B.W. Harris* for FirePlan WA **Date:** 4/08/2015

Developer:

Full Name: _____ **Signature:** _____ **Date:** _____

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Cr J E Williams declared an "Impartiality" interest in item 17.2.2 – Application to keep 3-6 Dogs (Not a Kennel) as she lives in quite close proximity to the applicant.

17.2.2 APPLICATION TO KEEP 3-6 DOGS (NOT A KENNEL)

Name of Applicant:	Tara Meling
Name of Owner:	Tara Meling
File Ref:	5.2.1.6
Officer:	Chadd Hunter/Kellee Walters
Officer Interest:	Nil
Policy:	Shire of Northam Dogs Local Law 2008 Part 3
Voting:	Simple Majority
Date:	2 October 2015

PURPOSE

For the Council to make a determination on an application for a permit to keep 3-6 dogs (not a kennel) for which objections have been received from neighbouring properties.

BACKGROUND

On 4th October 2013 the Shire of Northam received a 3-6 Dog application from the owner of 125 Tamma Road, Bakers Hill. The applicant was seeking to keep a total of four (4) dogs on a 1.4 hectare property zoned as Rural Residential. Councils Local Laws require the immediate adjoining neighbours to be advised of the application to establish if they have any objections.

The 4 dogs in the application comprised of:

- Border Collie (F)
- Husky (F)
- Chihuahua (F)
- Pomeranian (M)

Council approved this application at its meeting held on 21 May 2014 subject to a number of conditions.

On the 14th April 2015 the applicant has again applied for a more than 2 dogs permit advising that the Collie is deceased and that they had purchased another Collie puppy to keep the remaining outdoor dog company.

A total of 5 notification letters were sent with two responses received. The two responses had objections on the following:

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- Barking/noise concerns
- Inadequate fencing
- Dogs not being confined
- Neighbourly angst caused because the neighbours do not think the applicant should have 4 dogs
- One respondent in his objection that he has lost sheep due to dog attacks, however it is not sustained or even alleged that it was these dogs
- Both of these respondents also objected to the previous multiple dog application in 2014
- One respondent reports that since the applicant has been at the property one dog in particular has been returned to them by other neighbours many times. This is unable to be substantiated with Shire records.
- The other respondent - directly adjacent to the applicant reports that since the previous multiple dog application approval he has had to return one dog in particular 5 times with the sixth time being the 10th July 2015 he contacted the Shire of Northam Rangers and the dog was impounded.

Both respondents jointly cite the barking/noise and the dogs wandering as a major concern. In 2014 one respondent was sent a barking dog diary, however all that was sustained from this was an account of one incident where the dogs barked for a period of two hours shortly after the applicant moved in.

There have been two registered complaints regarding the dogs to this date;

- 24th March 2015 -Husky on property Lot 115 Tamma Road, Bakers Hill (ICS9358 refers)
- 10 July 2015 - Husky in shed at 15 Accedens Rise, Bakers Hill (ICS50701 refers)

The applicant has, since the application further implemented to following

- GPS tracking collar which signals an alert if dog leaves property
- Pool fencing extended to 7 foot around entire length of back yard and all gates have self closing hinges.
- New boundary fence with electric wire the length about 20 cm from ground to deter both small and larger dogs
- Invisible dog fence perimeter around entire property
- Replacing front gate with electric self closing gate
(refer to attached photos)

STATUTORY REQUIREMENTS

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 —

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- (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 / CORPORATE PLAN

STRATEGIC INITIATIVE C1.1: Provide quality regulatory services.

ACTION / PROJECT: Ensure compliance with and advocate for responsible animal (dog/cat) ownership/management requirements.

BUDGET IMPLICATIONS

Nil.

OFFICER'S COMMENT

It is recognised that the application has caused significant concern to the adjoining landowners and there has been two known issues from the subject property as per the above comments. Officers dealing with the incidents at the time did not however believe that they were of such significance so as to warrant further action. In addition the applicants have undertaken further modifications to the property to minimise the risk of further incidents.

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Given the above information staff recommend approval subject to standard conditions.

RECOMMENDATION

The application for a 3-6 Dog permit for Tara Meling of 125 Tamma Road, Bakers Hill be approved to keep the 4 dogs listed on the application subject to the following conditions;

1. The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.
2. 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;
3. Once approved, the applicant must hold and maintain valid registrations for each dog kept on the premises, the exemption is only valid for the life of the dogs, should any of the dogs die, be sold, go missing or given away, it cannot be replaced prior to seeking further approval; and
4. The permit is not transferable to any other dog or person.
5. At any time following approval, authorised Council officers can inspect the subject property to check fencing, number of dogs and registration details.

MOTION

Moved: Cr Williams

The application for a 3-6 Dog permit for Tara Meling of 125 Tamma Road, Bakers Hill be approved to keep the 4 dogs listed on the application subject to the following conditions;

1. The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.
2. Any proven complaints from neighbours regarding the dogs offending against the Dog Act 1976, would see the permit being revoked and the numbers having to be reduced to a maximum of two within 14 days;
3. Once approved, the applicant must hold and maintain valid registrations for each dog kept on the premises, the exemption is only valid for the life of the

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dogs, should any of the dogs die, be sold, go missing or given away, it cannot be replaced prior to seeking further approval; and

4. The permit is not transferable to any other dog or person.
5. At any time following approval, authorised Council officers can inspect the subject property to check fencing, number of dogs and registration details.

Lapsed for want of a seconder

MOTION / COUNCIL DECISION

Minute No: C.2556

Moved: Cr Little

Seconded: Cr Hughes

That Council, reject the application for a 3-6 Dog permit for Tara Meling of 125 Tamma Road, Bakers Hill.

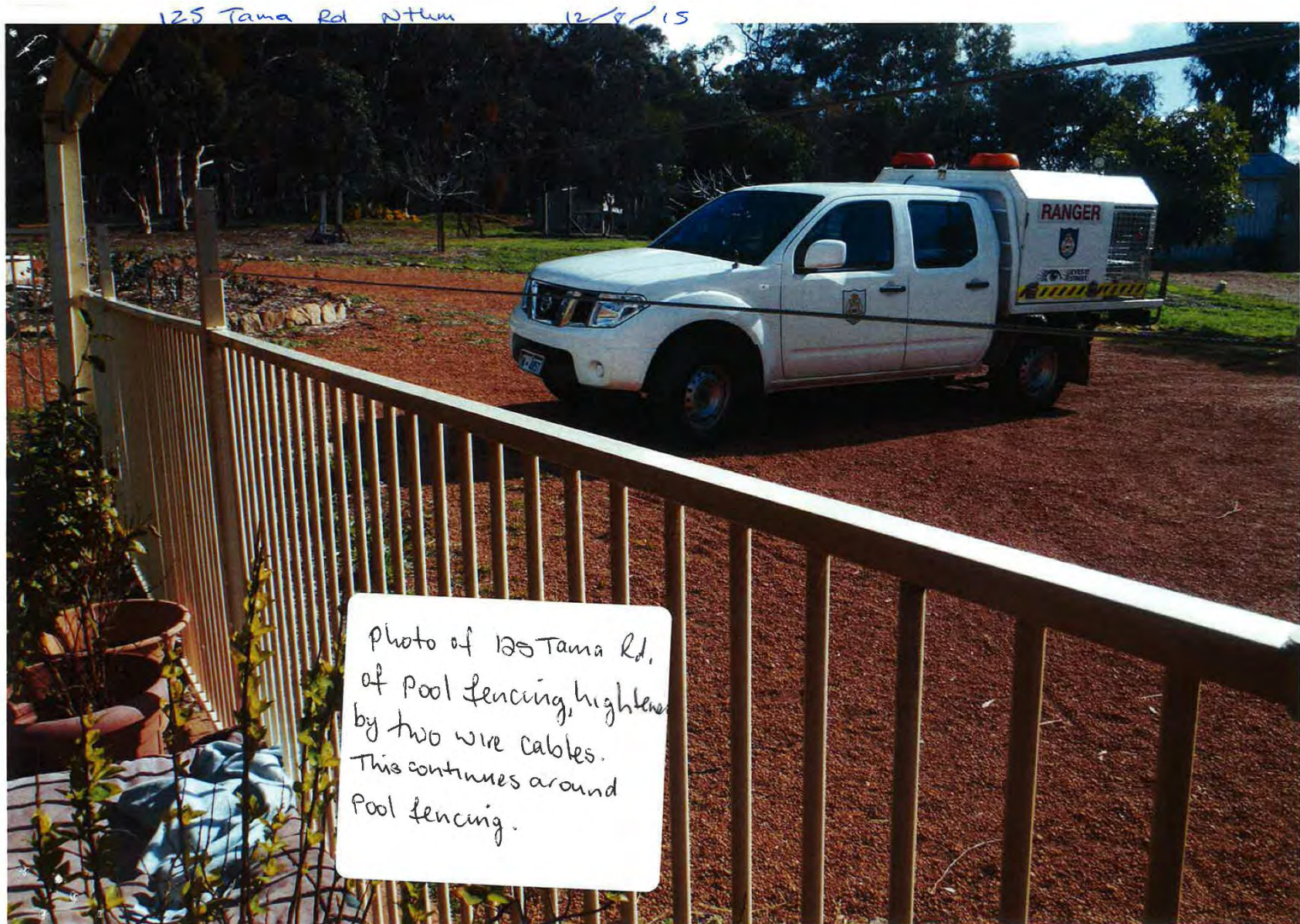
CARRIED 10/0

Reason for Change to Officer Recommendation

The Council formed the view that as the previous approval provided to the proponent did not appear to be adhered to, a further approval was not warranted.

2 members of the Gallery (Department of Local Government & Communities representatives) departed the Council Chambers at 7.07pm.

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125 Tama vol

12/9/15



SHIRE OF NORTHAM
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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

125 Tama rd

12/8/15



Photo showing pool
fencing & 2 wire cables
lightening fence.

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125 Tama rd 12/8/15



Photo showing pool
fencing & 2 wire cable
lightening fence.

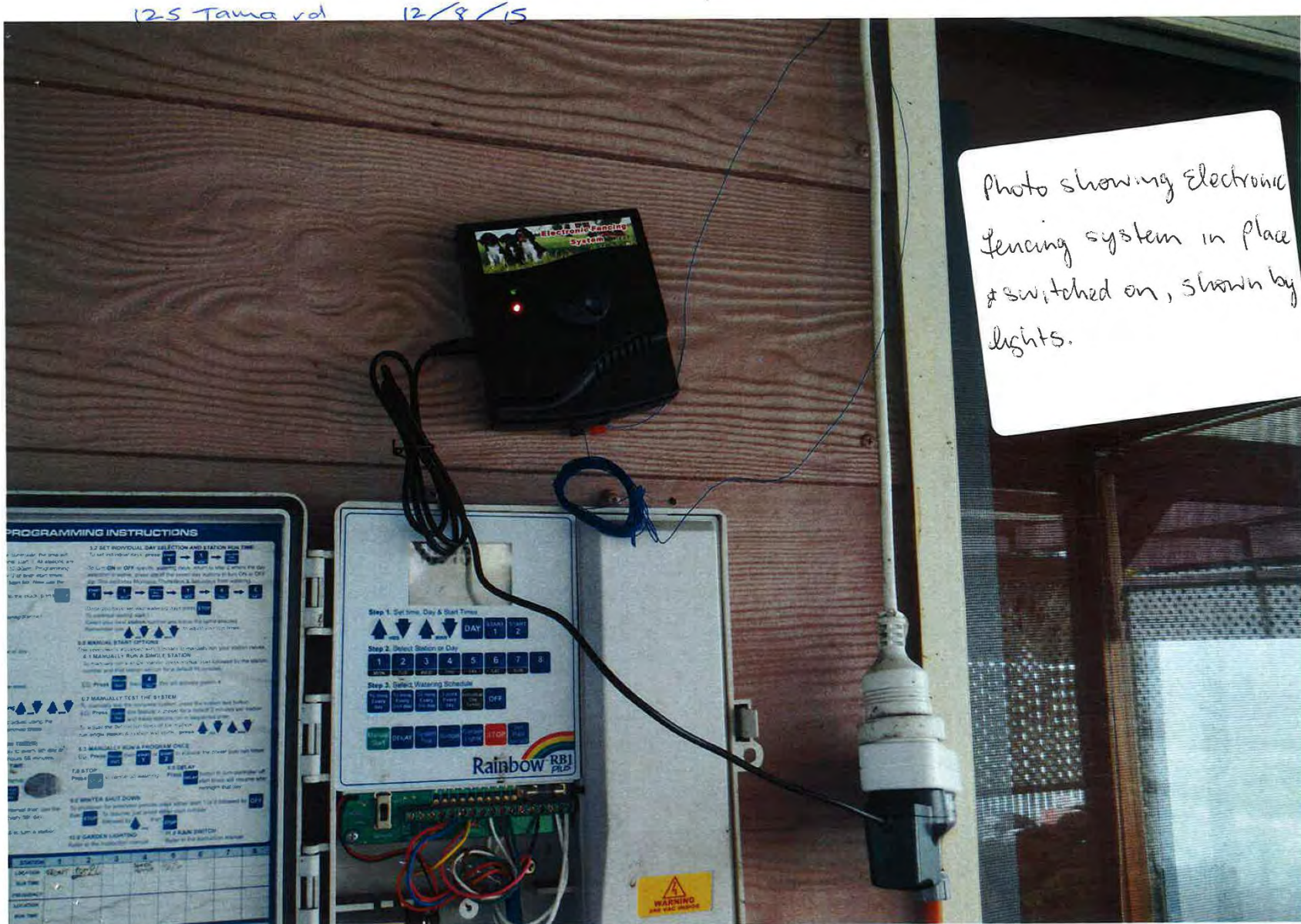
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12.5 Tawa rd 12/8/15



Photo showing 2nd gate
with 2 cable wires to
lighten gate. locks on
inside.

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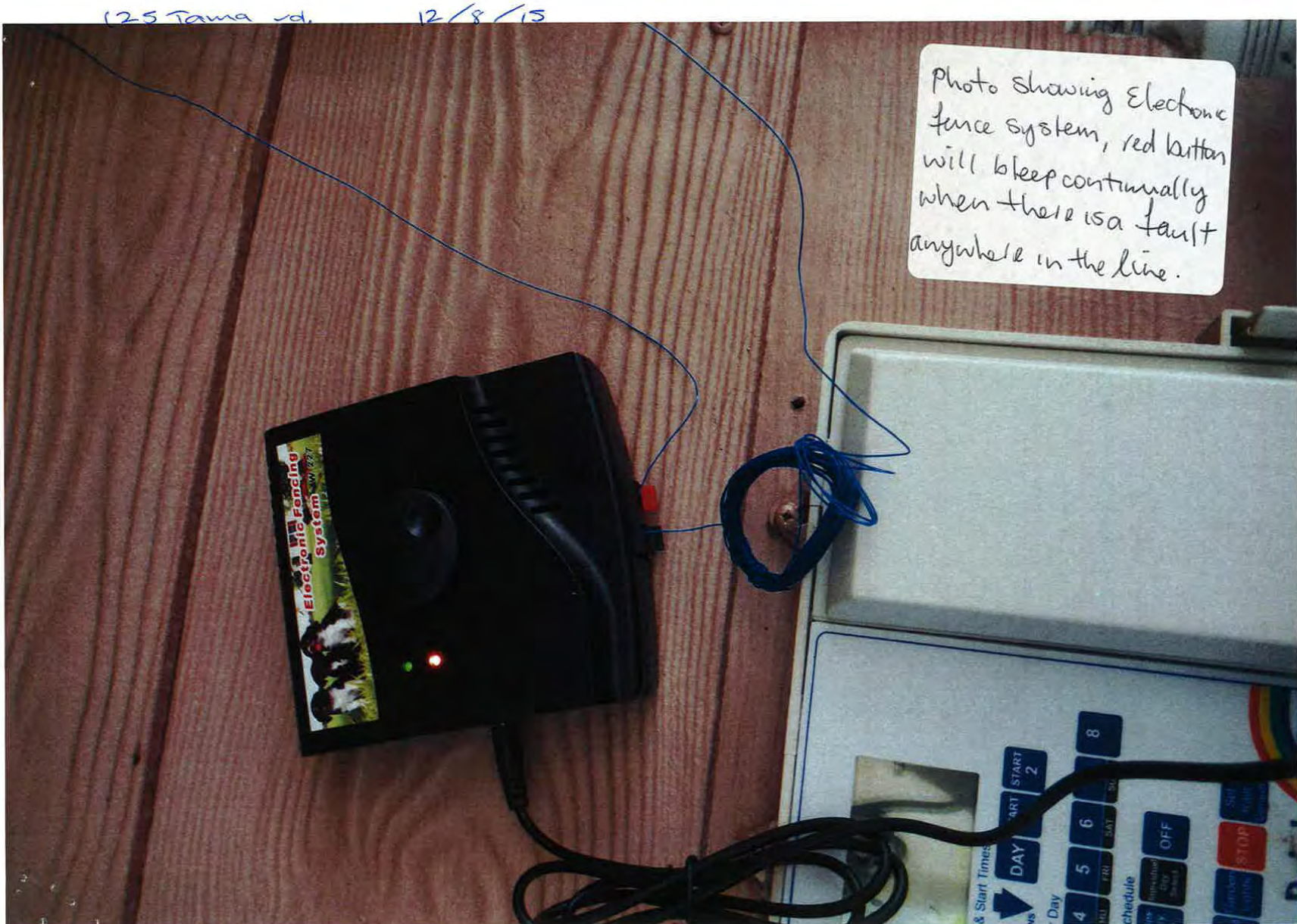


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125 Tama rd 12/8/15



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125 Tama rd

12/8/15



Photo showing, recepto /
for Electronic fence
system on dog Collar
& GPS system.

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125 Tame rd

12/8/15

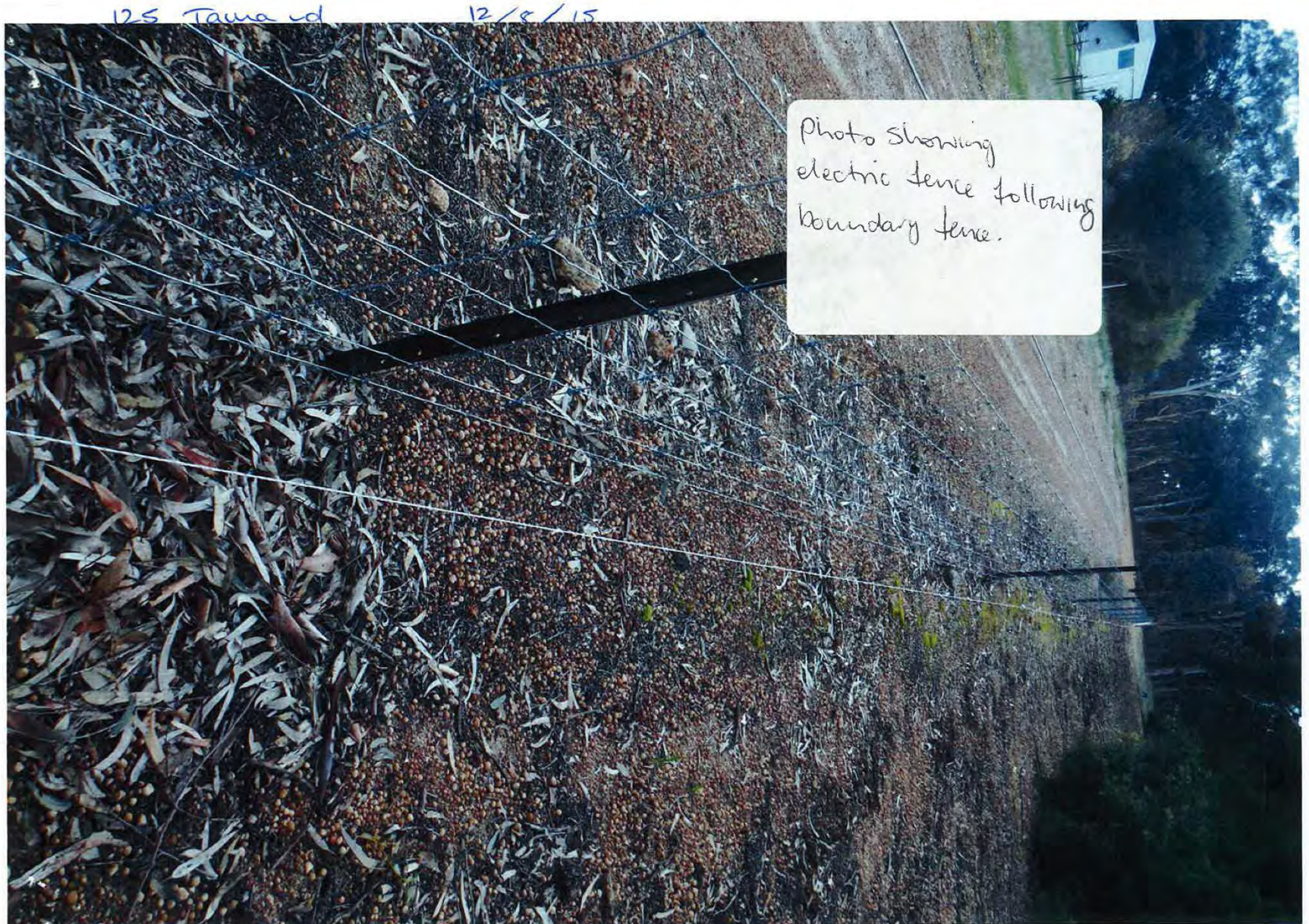
photo showing
electronic wire
system around house
to stop dog wandering.



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17.3. CORPORATE SERVICES

17.3.1 ACCOUNTS AND STATEMENTS OF ACCOUNTS

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Leasa Osborne / Zoe Macdonald
Officer Interest:	Nil
Policy	Nil
Voting	Simple Majority
Date:	5 October 2015

PURPOSE

The Accounts due and submitted to the Ordinary Council Meeting on 21 October 2015 are attached.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2557

Moved: Cr Williams

Seconded: Cr Hughes

That Council endorse the payments for the period 1 September to 30 September 2015, as listed, which have been made in accordance with the delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

Municipal Bank Vouchers 34277 to 34277	\$ 94,389.98
Trust Bank Vouchers 1919 to 1923	\$ 11,590.27
Municipal Bank Electronic Fund Transfer EFT20826 to EFT20838 and EFT20841 to EFT21096	\$1,265,574.59
Trust Bank Electronic Fund Transfer EFT20839 to EFT20840 and EFT21097 to EFT21097	\$ 600.00
Direct Debit Fund Transfer 8881.1 and 9000.1 and 9002.1 and 9010.1 to 9010.14 and 9073.1 to 9073.13	\$ 62,557.08
Municipal Bank Electronic Fund Transfer Payroll 03/09/2015	\$ 24,084.75
Municipal Bank Electronic Fund Transfer Payroll 09/09/2015	\$ 181,024.11
Municipal Bank Electronic Fund Transfer Payroll 23/09/2015	\$ 181,085.81
TOTAL	\$1,820,906.59

CARRIED 10/0

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LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL SEPTEMBER 2015

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT \$
1919	15/09/2015	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BUILDING FEES COLLECTED FOR BSL FOR THE MONTH OF AUGUST 2015.	- 4,853.58
1920	15/09/2015	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BUILDING FEES COLLECTED FOR BCITF FOR THE MONTH OF AUGUST 2015.	- 5,504.19
1921	15/09/2015	MATTHEW STEPHEN SEELEY	CAT TRAP BOND REFUND WAS STOLEN BUT REPORTED TO POLICE. POLICE REPORT# IRZI0815092187988.	- 55.00
1922	15/09/2015	SHIRE OF NORTHAM	MONTHLY BUILDING COMMISSION FEE FOR COLLECTION OF BSL FOR AUGUST 2015.	- 177.50
1923	24/09/2015	LORD JAMES STEWART LANDEL BUCHANAN	KERB BOND REFUND FOR 65 HOVEA CRESCENT WUNDOWIE A165 APPLICATION# 10322.	- 1,000.00
			TOTAL TRUST CHEQUES	- 11,590.27
EFT20826	03/09/2015	DENIS GRAHAM BERESFORD	COUNCILLOR MONTHLY PAYMENT AUGUST 2015.	- 1,726.55
EFT20827	03/09/2015	DESMOND ARNOLD HUGHES	COUNCILLOR MONTHLY PAYMENT AUGUST 2015.	- 1,726.55
EFT20828	03/09/2015	JULIE ELLEN WILLIAMS	COUNCILLOR MONTHLY PAYMENT AUGUST 2015.	- 1,886.39
EFT20829	03/09/2015	KATHLEEN DAWN SAUNDERS	COUNCILLOR MONTHLY PAYMENT AUGUST 2015.	- 1,726.55
EFT20830	03/09/2015	LLEWELLYN A W	COUNCILLOR MONTHLY PAYMENT AUGUST 2015.	- 1,993.64
EFT20831	03/09/2015	POLLARD FAMILY SUPERANNUATION FUND T/A POLLARD ENTERPRISES PTY LTD	SUPERANNUATION MONTHLY CONTRIBUTION FOR AUGUST 2015.	- 2,500.00
EFT20832	03/09/2015	ROBERT WAYNE TINETTI	COUNCILLOR MONTHLY PAYMENT AUGUST 2015.	- 1,726.55
EFT20833	03/09/2015	STEVEN BRUCE POLLARD	COUNCILLOR MONTHLY PAYMENTS AUGUST 2015.	- 2,854.95
EFT20834	03/09/2015	TERRY MATTHEW LITTLE	COUNCILLOR MONTHLY PAYMENT AUGUST 2015.	- 2,913.08
EFT20835	03/09/2015	ULO RUMJANTSEV	COUNCILLOR MONTHLY PAYMENT AUGUST	- 1,978.15

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			2015.	
EFT20836	03/09/2015	VICTORIA JONES	REIMBURSEMENT FOR PURCHASE OF ASSORTED ITEMS FOR BALLOON FIESTA.	- 36.94
EFT20837	03/09/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAYRUN 02/09/2015 TERMINATION PAY \$14,808.00.	- 14,808.00
EFT20838	03/09/2015	MAINTEAM PTY LTD	ICE 2 ART LIVE SCULPTURE PERFORMANCE FOR AVON RIVER FESTIVAL 2015.	- 2,200.00
			SUB TOTAL EFT MUNICIPAL	- 38,077.35
EFT20839	15/09/2015	GLORIA INGRAM	REFUND OF STANDPIPE KEY DEPOSIT AS CARD HAS BEEN RETURNED.	- 50.00
EFT20840	15/09/2015	KOORDA AG PARTS	REFUND OF BAKERS HILL STANDPIPE SWIPE CARD # 0010714220 AS RETURNED TO THE SHIRE.	- 50.00
			SUB TOTAL EFT TRUST	- 100.00
EFT20841	15/09/2015	AJ SMITH WELDING	CUSTOM BUILT FOOTPATH GRID FOR JESSUP ROAD, ROAD GRID & FRAMES BUILT FOR SELBY STREET & GAIRDNER STREET, ROAD GRID FOR BEAMISH ROAD, PEEL TERRACE, WELLINGTON STREET, GORDON STREET, REPAIR & INSTALL BINS ON MITCHELL AVENUE, LOCATING SERVICE AT WELLINGTON ST MUSEUM, CREATE SHIRE OF NORTHAM SIGN FOR MARKING, X15 NEW TREE FRAMES FOR BEAMISH AVE & CLEANING OF DRAINS AT REFRACTORY ROAD & CORNER OF CLARKSON STREET & BARROW STREET.	- 25,747.70
EFT20842	15/09/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAYRUN ENDING 08/09/2015.	- 48,466.00
EFT20843	15/09/2015	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION FOR THE SHIRE OF NORTHAM FOR THE FORTNIGHT ENDING 21/08/2015.	- 78,980.91
EFT20844	15/09/2015	CANCELLED PAYMENT		
EFT20845	15/09/2015	DUNNING INVESTMENTS PTY LTD	FUEL PURCHASES FOR THE MONTH OF AUGUST 2015.	- 18,886.45
EFT20846	15/09/2015	GATE TRENCHING	SUPPLY & INSTALL CLASS 4 DRAINAGE IN MEDICAL CENTRE CAR PARK IN NORTHAM.	- 24,230.34

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EFT20847	15/09/2015	LANDMARK ENGINEERING & DESIGN T/A EXTERIA	PURCHASE OF X1 DRIFTWOOD DOUBLE SHELTER WITH INGROUND FRAME HOT DIP GALVANIZED & POWDERCOATED EVEN HAZE ROOF IS IN COLORBOND IRONSTONE & SLATS ARE ANODISED CEDAR WOODGRAIN, X2 DRIFTWOOD TABLES WITH KWILA SLATS & IRIIDIUM BULL NOSING WITH FLANGE MOUNT FRAMES & X4 DRIFTWOOD BENCHES WITH KWILA SLATS & IRIIDIUM BULL NOSING WITH FLANGE MOUNT FRAMES FOR GEORGE NUICH PARK.	-	22,088.00
EFT20848	15/09/2015	LGC TRAFFIC MANAGEMENT	TRAFFIC MANAGEMENT AT SELBY STREET ON 25/05/2015 & 26/05/2015, SMITH GROVE ON 08/05/2015 & 11/05/2015, BEAMISH AVE ON 28/05/2015, JESSUP TCE ON 29/06/2015, 03/07/2015 & 08/07/2015, MITCHELL AVE & NEWCASTLE RD OM 12/05/2015 & 15/05/2015 & BYFIELD STREET FOR THE PERIOD 16/06/2015 TO 19/06/2015, 01/07/2015 TO 07/07/2015 & 16/07/2015.	-	17,088.25
EFT20849	15/09/2015	CANCELLED PAYMENT			
EFT20850	15/09/2015	NORTHAM OVER 60'S GROUP INC	COMMUNITY PROJECT GRANT FUNDING 2015/2016 & COMMUNITY EVENT GRANT FUNDING 2015/2016.	-	6,470.00
EFT20851	15/09/2015	CANCELLED PAYMENT			
EFT20852	15/09/2015	TOTAL EDEN	CHARGES FOR CONSTRUCTION OF WUNDOWIE SKATE PARK AS PER CONTRACT 13 OF 2015.	-	64,260.02
EFT20853	15/09/2015	VALLEY FORD	PURCHASE OF X1 2015 FORD RANGER 3.2L DIESEL 6 SPEED MANUAL 4X4 DUAL CAB FOR ENGINEERING SERVICES.	-	39,478.51
EFT20854	15/09/2015	VERNICE PTY LTD	HIRE OF 40 TONNE EXCAVATOR FOR INKPEN LAND FILL CELL DEVELOPMENT FOR THE PERIOD 23/07/2015 TO 13/08/2015 & HIRE OF X2 DUMP TRUCKS FOR THE PERIOD 03/08/2015 TO 13/08/2015.	-	49,500.00
EFT20855	16/09/2015	AGED AND COMMUNITY SERVICES WA INC	ACSWA MEMBERSHIP RENEWAL FOR 2015/2016 FOR KILLARA.	-	1,594.56
EFT20856	16/09/2015	NORTHAM HERITAGE FORUM INC.	COMMUNITY GRANT FOR OLD RAILWAY STATION CONSERVATION PLAN.	-	2,750.00
EFT20857	16/09/2015	ACES ANIMAL CARE EQUIPMENT SERVICES PTY LTD	PURCHASE OF X2 DOG POLES & X2 SAFETY MUZZLES & X2 PLASTIC XL MUZZLES FOR RANGER SERVICES.	-	522.84

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EFT20858	16/09/2015	ADT SECURITY	SECURITY MONITORING FOR KILLARA, MORBY COTTAGE, NORTHAM LIBRARY & NORTHAM SWIMMING POOL FOR THE PERIOD 01/09/2015 TO 30/11/2015.	-	523.51
EFT20859	16/09/2015	AG IMPLEMENTS NORTHAM PTY LTD	PURCHASE OF ASSORTED HOSES FOR VOLVO GRADER N.001, X1 ALLOY HEAD FOR WHIPPER SNIPPER & X6 MOWER BLADES FOR MOWER N.3779 & N.3862.	-	332.18
EFT20860	16/09/2015	ALLMARK & ASSOCIATES PTY LTD	DESK/NAME PLATE FOR COUNCIL CHAMBERS FOR CHADD HUNT EXECUTIVE MANAGER DEVELOPMENT SERVICES.	-	137.50
EFT20861	16/09/2015	ANNETTE RAISON	PERFORMANCE OF NETT & THE REPEATERS BAND ON SATURDAY 29/08/2015 FOR THE BALLOONS FIESTA.	-	800.00
EFT20862	16/09/2015	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	PURCHASE OF X1 NEVERFAIL GREASE FOR ENGINEERING SERVICES.	-	33.43
EFT20863	16/09/2015	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	RADIO LICENCE RENEWAL 2015 CALL SIGN VL6LX AMBULATORY SYSTEM.	-	524.00
EFT20864	16/09/2015	AV-SEC SECURITY SERVICES	ALARM ATTENDANCE AT NORTHAM VISITOR CENTRE ON 30/06/2015 & 08/07/2015, OLD RAILWAY MUSEUM ON 08/07/2015 & 08/08/2015, SHIRE ADMIN BUILDING ON 06/08/2015 & SECURITY AT THE NATIONAL BALLOONING FESTIVAL ON 29/08/2015.	-	2,057.00
EFT20865	16/09/2015	AVON A PARTY	REFUND OF PORTION OF PERMIT FEE FOR AVON RIVER FESTIVAL (\$100) WHICH WE CANCELLED & OFFSET BY \$85 FOR CURRENT APPLICATION FOR AG SHOW.	-	15.00
EFT20866	16/09/2015	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD 18/8/2015 TO 30/8/2015.	-	1,568.00
EFT20867	16/09/2015	AVON TELECOMS PTY LTD	SECURITY MONITORING FOR THE NORTHAM VISITORS CENTRE, NORTHAM SES, BERT HAWKE OVAL, WUNDOWIE LIBRARY & TELECENTRE, NORTHAM REC CENTRE & WASTE DISPOSAL CENTRE FOR OCTOBER 2015.	-	287.86
EFT20868	16/09/2015	AVON VALLEY BAKERY	SANDWICH PLATTER FOR OSH MEETING ON 04/06/2015, DEPOT TRAINING ON 17/06/2015 & 24/06/2015 & CATERING FOR EXECUTIVE MANAGERS BUDGETING	-	246.00

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			MEETING ON 23/06/2015.	
EFT20869	16/09/2015	AVON VALLEY CONTRACTORS	BACKHOE & TRUCK HIRE TO CLEAN UP SEWERAGE SPILL AT POND 5 ON 11/08/2015 & LOWLOADER HIRE ON 21/08/2015 TO CART GRADER TO CJD, LOWLOADER HIRE TO CART PELLETS FROM MADDINGTON TO SHIRE DEPOT & BACKLOAD ON 26/08/2015 & LOWLOADER HIRE TO CART GRADER BACK FROM CJD ON 31/08/2015.	- 1,936.00
EFT20870	16/09/2015	AVON VALLEY STOCK FEED & GARDEN SUPPLIES	PURCHASE OF X20 BAGS OF SHEEP MANURE FOR ENGINEERING SERVICES.	- 130.00
EFT20871	16/09/2015	AVW ELECTRICAL	ATTEND TO THE CLACKLINE FIRE SHED TO CHECK WIRING FOR COMPLIANCE.	- 165.00
EFT20872	16/09/2015	BALLS N ALL	GAMEZONE HIRE FOR BALLOONING FIESTA 2015.	- 3,500.00
EFT20873	16/09/2015	BEAUREPAIRES	SUPPLY FIT & BALANCE X2 NEW TYRES ON HOLDEN COLORADO N.4021 & TRAVEL TO SITE TO REPAIR KOMATSU LOADER TYRE.	- 1,658.70
EFT20874	16/09/2015	BLACKWELL PLUMBING PTY LTD	UNBLOCK BAKERS HILL PUBLIC TOILETS ON 19/08/2015, UNBLOCK TOILETS AFTER BEING VANDALISED AT BERNARD PARK ON 24/08/2015 & UNBLOCK TOILET AT BAKERS HILL PARK SEPTIC ON 26/08/2015.	- 584.71
EFT20875	16/09/2015	BOC LIMITED	BALLOON GAS FOR COUNTRY ARTS EVENT & AVON RIVER FESTIVAL 2015 & DISSOLVED ACETYLENE E SIZE GAS & OXYGEN MEDICAL C SIZE FOR ENGINEERING SERVICES.	- 946.56
EFT20876	16/09/2015	BRICK MART	SUPPLY & INSTALL LIMESTONE BLOCK RETAINING WALL TO GARDEN BEDS IN FITZGERALD STREET.	- 6,542.80
EFT20877	16/09/2015	C.Y.O'CONNOR INSTITUTE	COURSE FEES FOR CERTIFICATE III IN AGED CARE FOR RACHAEL HAMPTON, GAIL PIETERSIE & JOANNE FRENCH.	- 279.97
EFT20878	16/09/2015	CARAVAN INDUSTRY ASSOCIATION WESTERN AUSTRALIA	BRONZE MEMBERSHIP FOR 2015/2016.	- 330.00

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EFT20879	16/09/2015	CENTRAL MOBILE MECHANICAL REPAIRS	REPLACE BROKEN TURNTABLE ARM ON VOLVO GRADER N.001, 760HR SERVICE ON DYNAPAC ROLLER N9166, 2010HR SERVICE ON STEEL DRUM ROLLER N.3871, 79,800KM SERVICE ON WATER TRUCK N.007, CHECK HYDRAULIC LEAK ON DYNAPAC ROLLER N9166, CLEAN RADIATOR & OIL COOLER CORES IN KOMATSU LOADER N.3856, REPLACE SECTION OF AIR HOSE ON MITSUBISHI TRUCK N.3885, 2780HR SERVICE ON VOLVO BACKHOE N.004, 80,620KM SERVICE ON FUSO CANTER N.3805, REPLACE SPINDLE SHAFTS ON HOWARD POWER CUT MOWER & SERVICE WOODCHIPPER N2240.	-	7,696.15
EFT20880	16/09/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS.	-	388.05
EFT20881	16/09/2015	CJD EQUIPMENT PTY LTD	PURCHASE OF X1 TOOTH CHISEL FOR BACKHOE N.3555, X1 PIPE FOR VOLVO BACKHOE N.004 & X12 LOCKING PINS FOR VOLVO BACKHOE N.004 & N.3555.	-	184.22
EFT20882	16/09/2015	CLACKLINE FENCING CONTRACTORS	REPAIRS TO INKPEN ROAD BOUNDARY FENCES, SUPPLY & INSTALL GALVANISED TOP POST & RAIL CHAINMESH BARRIER FENCE AT NORTHAM REC CENTRE NORTHEY STREET FIRE HYDRANT & SUPPLY & INSTALL 27M CUSTOM FLAT TOPPED POOL FENCING & GATE FOR PLAYGROUND AT NORTHAM RECREATION CENTRE.	-	6,028.00
EFT20883	16/09/2015	CLACKLINE/MURESK BUSH FIRE BRIGADE	COMMUNITY GRANT 2015/2016 TO ASSIST WITH THE EXTENSION OF THE FIRE SHED.	-	5,000.00
EFT20884	16/09/2015	CLARE STAGE	STILT WALKERS PERFORMANCE FOR 2015 AVON RIVER FESTIVAL.	-	1,387.10
EFT20885	16/09/2015	COFFEY ENVIRONMENTS	PROFESSIONAL SERVICE PROVIDED FOR BRABAZON HOUSE SITE MONITORING.	-	5,060.91
EFT20886	16/09/2015	COLIN DUNCAN GRANT	CLEANING OF NORTHAM DISTRICT SES FOR AUGUST 2015.	-	110.00
EFT20887	16/09/2015	COUNTRY ARTS WA	PRESENTERS FEES FOR SOTG TOUR OF THE LOST WW1 DIARY.	-	3,690.50
EFT20888	16/09/2015	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING FOR SHIRE ADMIN COPIER DURING AUGUST 2015.	-	2,553.52
EFT20889	16/09/2015	COUNTRYWIDE	ADVERTISEMENT IN YOUR GUIDE TO	-	800.00

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		PUBLICATIONS	WESTERN AUSTRALIA 2016 EDITION.	
EFT20890	16/09/2015	COURIER AUSTRALIA	DELIVERY CHARGES FROM CJD EQUIPMENT TO NORTHAM DEPOT ON THE 10/08/2015.	- 9.16
EFT20891	16/09/2015	CUTTING EDGES EQUIPMENT PARTS	PURCHASE OF X50 GRADER BLADES FOR VOLVO GRADERS N.001 & N.002.	- 3,979.80
EFT20892	16/09/2015	DAIBRO PTY LTD WHEATBELT CARAVAN & RV CENTRE	SUPPLY & FIT JOCKEY SWIVEL TYPE JOCKEY WHEEL TO TRAILER N5413.	- 1,056.00
EFT20893	16/09/2015	DANNY MCMAHON	REIMBURSEMENT FOR ALCOHOL & FOOD PURCHASED FOR TREVOR ASHMAN FAREWELL BBQ.	- 66.42
EFT20894	16/09/2015	DEPARTMENT OF FIRE AND EMERGENCY SERVICE(DFES) OF WESTERN AUSTRALIA	2015/2016 ESL QUARTER 1 IN ACCORDANCE WITH THE DEPT OF FIRE & EMERGENCY SERVICES OF WA ACT EMERGENCY SERVICES LEVY.	- 134,030.87
EFT20895	16/09/2015	DFES DIRECT BRIGADE ALARM ACCOUNT	DFES ANNUAL MONITORING 2015/2016 FOR KILLARA.	- 1,728.71
EFT20896	16/09/2015	DS AGENCIES PTY	PURCHASE OF PARK TABLES, BENCHES, SEATS & FREIGHT CHARGES FOR PLAYGROUND POS IMPROVEMENTS.	- 17,952.55
EFT20897	16/09/2015	DUN & BRADSTREET AUSTRALIA	EXTERNAL SOLICITOR FEES FOR A1446 CHRISTOPHER CHARLES SHANNON.	- 18.55
EFT20898	16/09/2015	ELDERS LIMITED	PURCHASE OF X3 ROUNDUP CT 20L AGENCY SINOCEM & X2 TRICLOPYTR 600 20L TITAN AG FOR ENGINEERING SERVICES.	- 945.34
EFT20899	16/09/2015	EP PROPERTY CARE SERVICES	CLEANING BBQ, CLEAN FILTERS, SWEEP AREA & CLEAN BENCH SEATS AT APEX PARK, BROOME TCE & BERNARD PARK & FITZGERALD STREET CLEANING FOR THE MONTH OF AUGUST 2015	- 695.20
EFT20900	16/09/2015	ESPLANADE HOTEL FREMANTLE	ACCOMODATION, VALET PARKING & BREAKFAST FOR COLIN HASSELL FROM 09/08/2015 TO 11/08/2015 & ACCOMMODATION FOR MEGAN BEVAN ON 09/08/2015 & 10/08/2015 FOR LIWA CONFERENCE.	- 977.50
EFT20901	16/09/2015	EVERYTHING GLOWS	PURCHASE OF X30 FLASH CRAZY GLASSES & X70 FLASHING WINE GLASSES FOR VIP BALLOON GLOW EVENT.	- 368.36

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EFT20902	16/09/2015	EVOLUTION TRAFFIC CONTROL PTY LTD	SUPPLY OF TRAFFIC MANAGEMENT SERVICES AT JESSUP TERRACE & NEWCASTLE RD ON 30/06/2015 & BYFIELD & BURGOYNE STREET NORTHAM ON 30/06/2015.	-	864.88
EFT20903	16/09/2015	EXPERIENCE PERTH	2015/2016 SILVER MEMBERSHIP.	-	220.00
EFT20904	16/09/2015	FULTON HOGAN INDUSTRIES PTY LTD	SPRAY SEAL WORKS TO ROAD CROSSINGS FOR WUNDOWIE TOWN DRAINAGE IMPROVEMENTS.	-	28,551.85
EFT20905	16/09/2015	GLENN STUART BEVERIDGE	REPAIR LEAKING ROOF AT VINTAGE VEHICLE MUSEUM, REPAIR DAMAGED TOILET LOCK AT BERNARD PARK TOILETS, REPAIR DAMAGED DOORS AT SOUND SHELL, REPAIR BACK DOOR LATCH & RECTIFY LEAKING WINDOW AT OLD ADMIN BUILDING, COMPLETE HAND RAIL & ASSEMBLE & INSTALL SEATS AT NORTHAM VISITOR CENTRE, REPLACE 2 SWING SEATS AT BERNARD PARK, REPAIR TO SECURE VANITIES AT KILLARA, INSTALL OF COCKATOO DETERANT SYSTEM AT NORTHAM REC CENTRE, INSTALL SAFETY SIGNS AT KILLARA, NORTHAM & WUNDOWIE LIBRARY, WUNDOWIE DEPOT & NORTHAM & WUNDOWIE POOL, REPLACE TOILET ROLL HOLDERS AT WUNDOWIE, BAKERS HILL & CLACKLINE TOILETS, SUPPLY & INSTALL TOILET LOCK & PAINT DAMAGED DOORS AT BERNARD PARK TOILET & INSTALL LOCKABLE STORAGE AREA IN REAR SHED AT NORTHAM DEPOT.	-	6,581.30
EFT20906	16/09/2015	GREENLANE SOLUTIONS AUSTRALIA	PROVIDE & INSTALL 12 BUTTON IP PHONE, LIP-8012E IPECS 800DE SERIES BUTTON AT NORTHAM REC CENTRE.	-	964.37
EFT20907	16/09/2015	GROVE WESLEY DESIGN ART	MANUFACTURE X1 BANNER 3M X 1M WITH ROPES & EYELETS DRINK DRIVING FOR NORTHAM ROADWISE COMMITTEE.	-	214.50
EFT20908	16/09/2015	GWY PAINTING SERVICE	REPAINT PART FRONT VERANDAH, WALKWAY TO VERANDAH & DROP OFF AREA AT KILLARA.	-	9,636.00
EFT20909	16/09/2015	HAVE A GO -CONCEPT MEDIA	ADVERTISEMENT IN THE HAVE A GO NEWS AUGUST SPECIAL FOR NORTHAM VISITOR CENTRE.	-	830.50
EFT20910	16/09/2015	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY	SPECIALIST RECRUITMENT SERVICES FOR MANAGER PLANNING SERVICES JACOBUS	-	11,267.52

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		LIMITED	(PREFER KOBUS) NIEUWOUD.	
EFT20911	16/09/2015	HOLCIM AUSTRALIA PTY LTD	1.60 M3 OF GRANO CONCRETE FOR BANNER POLE INSTALLATION.	- 540.32
EFT20912	16/09/2015	IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS & SWEEPING & GULLY EDUCATION SERVICES FOR THE PERIOD 29/06/2015 TO 29/08/2015.	- 34,254.00
EFT20913	16/09/2015	CANCELLED PAYMENT		
EFT20914	16/09/2015	IXOM OPERATIONS PTY LTD	SERVICE FEE FOR CHLORINE BUSINESS X3 920 KG CYLINDERS FOR TREATED WASTE RETICULATION & NORTHAM POOL.	- 522.75
EFT20915	16/09/2015	JAMES ARCHER	PIANO HIRE, DELIVERY, COLLECTION OF PIANO, PANIO TUNING & PERFORMACE FOR WORLD WAR 1 SHOW.	- 750.00
EFT20916	16/09/2015	JOHN HANSEN	REIMBURSEMENT FOR THE PURCHASE OF FUEL FOR CESM VEHICLE.	- 79.43
EFT20917	16/09/2015	JOHN SLOPER AND SONYA VINEN	BAND PERFORMANCE AT THE BALLOONING FIESTA 2015.	- 450.00
EFT20918	16/09/2015	LANDGATE	CONSOLIDATED MINING TENEMENT ROLL, LAND ENQUIRY FOR DEVELOPMENT SERVICES & PLAN SEARCH REQUESTS CHANGING METHOD OF VALUATION UV TO GRV FOR CORPORATE SERVICES FOR JULY 2015.	- 652.15
EFT20919	16/09/2015	LANDMARK	X3 KLEE PROPANE CLYLINDER 45KG FOR SENIORS MEMORIAL HALL.	- 339.01
EFT20920	16/09/2015	LONE WOLF TRADING CO	PURCHASE OF X7 BRASS KANGAROO & KOALA CHIMES FOR NORTHAM VISITOR CENTRE.	- 27.65
EFT20921	16/09/2015	LOUI'S PLANT HIRE	REMOVE GEO CLOTH & TOP UP WITH SOFT SAND AT BERT HAWKE PARK.	- 1,848.00
EFT20922	16/09/2015	MARK ANDREW SCHELFHOUT	BAND PERFORMANCE AT THE BALLOONING FIESTA 2015.	- 800.00
EFT20923	16/09/2015	MAXXIA PTY LTD	PAYROLL DEDUCTIONS.	- 514.32
EFT20924	16/09/2015	MCDOWALL AFFLECK PTY LTD	TOWN & LESSER HALL LIFT GRANT APPLICATION REPORT PROGRESS PAYMENT.	- 1,045.00
EFT20925	16/09/2015	METRO BEVERAGE CO PTY LTD	PURCHASE OF ASSORTED DRINKS FOR NORTHAM REC CENTRE.	- 272.85

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EFT20926	16/09/2015	NAVMAN WIRELESS PTY LTD	SUBSCRIPTION SERVICE FEE & MONTHLY SATELLITE SERVICE FOR THE PERIOD 15/08/2015 TO 14/09/2015.	-	439.78
EFT20927	16/09/2015	NETSIGHT	MYOSH MONTHLY SUBSCRIPTION.	-	663.30
EFT20928	16/09/2015	NORTHAM & DISTRICTS LITTLE ATHLETICS CENTRE	COMMUNITY GRANT FEE.	-	5,000.00
EFT20929	16/09/2015	NORTHAM AGRICULTURAL SOCIETY	COMMUNITY GRANT FOR NORTHAM AGRICULTURE SHOW 2015.	-	5,000.00
EFT20930	16/09/2015	NORTHAM CENTRAL NEWSAGENCY	NEWSPAPER DELIVERIES FOR KILLARA & ADMIN THE PERIOD 03/08/2015 TO 31/08/2015.	-	81.50
EFT20931	16/09/2015	NORTHAM COUNTRY CLUB	CLUB SPONSORSHIP FOR GOLF DIVISION & NORTHAM OPEN WEEKEND (MENS & LADIES).	-	1,500.00
EFT20932	16/09/2015	NORTHAM COURIER SERVICE	DELIVERY CHARGES FROM ABS WEST TO NORTHAM DEPOT ON 11/08/2015.	-	17.60
EFT20933	16/09/2015	NORTHAM FEED & HIRE	PURCHASE OF X2 CAT FOOD, X1 OATS, X4 HAY, X4 ALERT DOG FOOD FOR RANGER SERVICES, X1 WHEAT, X1 CRUMBLE & X6 SWAN FEED FOR THE UPKEEP OF THE SWANS.	-	432.50
EFT20934	16/09/2015	NORTHAM HARDWARE	PURCHASE OF X10 25MM PVC JOINERS FOR ENGINEERING SERVICES.	-	12.00
EFT20935	16/09/2015	NORTHAM HOLDEN	45,000KM SERVICE TO SV6 HOLDEN COMMODORE N4030.	-	455.48
EFT20936	16/09/2015	NORTHAM LIQUOR BARONS	PURCHASE OF ASSORTED DRINKS FOR BALLOON FIESTA VIP FUNCTION & COUNCIL CHAMBERS.	-	1,010.57
EFT20937	16/09/2015	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X4 100PK CABLE TIES, X4 BLACK SHARPIES, X2 WHITE LUMBER CRAYONS, X2 PADLOCKS, X2 TIE DOWN PULLS FOR RANGER SERVICES, X9 LIQUID NAILS, X2 HEAVY DUTY LIQUID NAILS, X10 STAR PICKETS, X2 TEMPORARY FENCING PANELS, X10 10MMX40MM BOLTS, X1 10MM 10PKT WASHER SPRINGS, X2 SEALANT SLIME, X4 100PK CABLE TIES, X1 16MM SPADE BIT, X1 4L ALL WEATHER SHEEN, X1 ROLLER KIT, X1 250MM WRENCH & X2 25MM GATE VALVES FOR ENGINEERING SERVICES, X4 75MM CASTOR SWIVEL NYLON WHEELS FOR KILLARA, X2 SQUIRTS	-	912.78

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			CHERRY RED, X1 100MM PIPE, X2 100MM XAP THREAD, X2 100MM CAP PUSH & X1 SOLVENT PVC FOR NORTHAM & WUNDOWIE POOL & X1 9KG GAS CYLINDER FOR AVON DESCENT VIP BREAKFAST.	
EFT20938	16/09/2015	NORTHAM RETRAVISION	GIFT CARD FOR DENISE'S FAREWELL GIFT.	- 400.00
EFT20939	16/09/2015	NORTHAM THEATRE GROUP	COMMUNITY GRANT RETRACTIBLE SEATING PROJECT & COMMUNITY GRANT FLOOR SANDING & LIGHTING DESK RELOCATION FOR RETRACTIBLE SEATING PROJECT.	- 9,286.00
EFT20940	16/09/2015	NORTHAM WADO RYU KARATE CLUB	GRANT FOR NEW TRAINING MAT.	- 2,858.90
EFT20941	16/09/2015	OFFICEWORKS SUPERSTORES PTY LTD	PURCHASE OF X1 WHITEBOARD FOR KILLARA.	- 164.00
EFT20942	16/09/2015	OXTER SERVICES	PURCHASE OF X2 48PK TOILET ROLLS FOR WUNDOWIE HALL, X2 HAND TOWELS & X2 48PK TOILET ROLLS FOR NORTHAM VISITOR CENTRE, X7 TOILET PAPER DISPENSERS, X8 36PK TOILET PAPER FOR BERNARD PARK TOILETS, X3 48PK TOILET ROLLS, X3 HAND TOWELS FOR SHIRE ADMIN BUILDING, CEMETRERY INVOICING FOR THE FORTNIGHT ENDING 28/08/2015, GRAVE RE-OPENING FOR NUICH, NEW GRAVE FOR JOHNSTON, PLACEMENT OF ASHES FOR PANKWI & MURPHY, GRAVE CERTIFICATION FOR NUICH & JOHNSTON, BAKERS HILL TOWNSITE INVOICING FOR THE PERIOD 03/08/2015 TO 28/08/2015, GRASS VALLEY TOWNSITE MAINTENANCE INVOICING FOR THE PERIOD 03/08/2015 TO 28/08/2015 & X8STEEL TOILET ROLL HOLDERS, X4 48PK TOILET ROLLS FOR WUNDOWIE, CLACKLINE & BAKERS HILL TOILETS.	- 7,563.43
EFT20943	16/09/2015	PORTNER PRESS PTY LTD	EMPLOYMENT LAW UPDATE 6 2015.	- 97.00

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EFT20944	16/09/2015	PRECISION VISUAL GROUP PTY LTD	PLAQUE FOR HUGO THROSSELL VC DEDICATION 2015.	-	715.77
EFT20945	16/09/2015	PRESTIGE ALARMS	24 HOUR MONITORING OF SHIRE ADMIN BUILDING SECURITY ALARM SYSTEM QUARTERLY PAYABLE IN ADVANCE FOR THE PERIOD 01/09/2015 TO 30/11/2015.	-	115.00
EFT20946	16/09/2015	PRITCHARD BOOKBINDERS	BINDING & POSTAGE FOR X2 COUNCIL MINUTES BOOKS 20/08/2014 TO 17/12/2014 & 21/01/2015 TO 15/04/2015.	-	160.60
EFT20947	16/09/2015	PRITCHARD FRANCIS	ENGINEERING & LANDSCAPING DESIGN FOR BERNARD PARK DRAINAGE IMPROVEMENTS FOR JULY 2015 AS CONTAINED WITHIN THE RESPONSE TO RFQ 1 OF 2014.	-	4,416.50
EFT20948	16/09/2015	PROFESSIONAL LOCKSERVICE	X10 GEN 6 KEYS, X1 BRASS HANDLE & X1 PANIC BOLT FOR MASTERKEY SYSTEM FOR NORTHAM RAILWAY MUSEUM.	-	368.03
EFT20949	16/09/2015	PROMAPP SOLUTIONS LIMITED	PROMAPP PROCESS MANAGER, SOFTWARE AS A SERVICE, MONTHLY SUBSCRIPTION ENTERPRISE 50 LICENSE.	-	1,020.00
EFT20950	16/09/2015	PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA (TRANS WA)	TICKET SALES & COMMISSIONS FOR THE PERIOD 03/06/2015 TO 28/06/2015.	-	323.66
EFT20951	16/09/2015	QUIN'S GOURMET BUTCHERS	MEAT FOR THE LOST WORLD WAR 1 COUNTRY ARTS SHOW 2015.	-	220.00
EFT20952	16/09/2015	ROAD SIGNS AUSTRALIA	PURCHASE OF X11 3.2M GALVANISED POSTS, X22 BRACKETS & X11 POST CAPS FOR GEORGE NUICH PARK.	-	309.76
EFT20953	16/09/2015	ROADS2000	SUPPLY & LAY 7MM/50BLOW GR 0%OX SMA AT BEAMISH AVE ON 22/07/2015.	-	29,688.14
EFT20954	16/09/2015	ROYAL LIFE SAVING SOCIETY WA	WATCH AROUND WATER RE-REGISTRATION 2015/2016 FOR NORTHAM SWIMMING POOL & WUNDOWIE SWIMMING POOL.	-	300.00
EFT20955	16/09/2015	SCA COMMUNITY FUNDRAISING LTD ATF SCA COMMUNITY ANCILLARY FUND	SPONSORSHIP FOR GIVE ME 5 FOR KIDS FUNDRAISING EVENT.	-	1,000.00
EFT20956	16/09/2015	SETH WILLIAM TUCKER T/A TUCKERBUILT	PATCH POROUS PAVE ON CORNER NEWCASTLE RD & MITCHELL AVE AROUND ISLAND & REINSTATE RETICULATION BOX & LID AT CORNER NEWCASTLE RD &	-	1,683.00

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			MITCHELL AVE.	
EFT20957	16/09/2015	SHARLEEN LORRAINE JORDAN	DOG REGISTRATION REFUND DUE TO DOG BEING DE-SEXED.	- 30.00
EFT20958	16/09/2015	SHARMAINE HILL	REFUND OF ADVERTISING FEE WHICH WAS NOT REQUIRED AFTER AMENDED PLANS WERE RECEIVED.	- 129.00
EFT20959	16/09/2015	SIGNAL ONE PTY LTD	PURCHASE OF X1 WOLFCOM VISION BODYCAMERA LE EDITION FOR RANGER SERVICES.	- 426.95
EFT20960	16/09/2015	SKILL-ASSIST EVENT MANAGEMENT	RMP FOR AVON RIVER FESTIVAL 2015.	- 1,500.00
EFT20961	16/09/2015	SLAV'S CLEANING SERVICE	CONTRACT CLEANING FOR AUGUST FOR ADMIN BUILDING, DEPOT, APEX PARK TOILETS, BERNARD PARK, VISITORS CENTRE, TOURIST BUREAU & MEETING ROOM, LIBRARY, VISITOR CENTRE TOILETS & COMMON AREAS & REPLACE TOILET SEAT AT APEX PARK & BERNARD PARK & EMERGENCY CLEANING AT BERNARD PARK TOILETS TO REMOVE BROKEN GLASS.	- 8,840.01
EFT20962	16/09/2015	STATE LIBRARY OF WESTERN AUSTRALIA	CHARGES FOR LOST ITEM GOOD WILL HUNTING DVD FROM WUNDOWIE LIBRARY.	- 30.80
EFT20963	16/09/2015	STONE ECHO PTY LTD T/AS MIDWEST FIREWORKS	AVON RIVER FESTIVAL FIREWORKS DISPLAY.	- 8,800.00
EFT20964	16/09/2015	STONEHAM AND ASSOCIATES	PROFESSIONAL SERVICES FOR DEVELOPMENT OF PUBLIC HEALTH PLAN.	- 3,300.00
EFT20965	16/09/2015	SUNNY JIM'S MOBILE WOOD FIRED PIZZA	PURCHASE OF X22 PIZZA'S & X5 MINI PIZZAS FOR STAFF & BANDS AT THE BALLOON FIESTA.	- 289.00
EFT20966	16/09/2015	SUPERCIVIL	FOOTPATH CONSTRUCTION AT BEAMISH AVE & GORDON ST NORTHAM ON 09/07/2015.	- 5,563.29
EFT20967	16/09/2015	SWAN EVENT HIRE	HIRE OF X5 COCKTAIL BARS, X10 BAR STOOLS, X1 COFFEE TABLE, X2 COUCHES, FENCING & MARQUEE FOR BALLOON FIESTA.	- 5,875.90
EFT20968	16/09/2015	SWITCH ENTERTAINMENT PERTH PTY LTD	BAND PERFORMANCE FOR THE BALLOONING FIESTA 2015.	- 6,450.00

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EFT20969	16/09/2015	SYSTEMLINK PRODUCTIONS	SOUND & LIGHTING SUPPLIED FOR AVON RIVER FESTIVAL & SOUND, LIGHTING & STAGE SUPPLIED FOR BALLOONING FIESTA 2015.	-	14,740.00
EFT20970	16/09/2015	THE PAPER COMPANY OF AUSTRALIA	PURCHASE OF X150 REAMS OF A4 COPYMATE TRUTONE PAPER FOR SHIRE ADMIN.	-	643.50
EFT20971	16/09/2015	CANCELLED PAYMENT			
EFT20972	16/09/2015	THE WEST AUSTRALIAN	ADVERTISING IN RUNWAY MAGAZINE FOR NORTHAM VISITOR CENTRE.	-	550.00
EFT20973	16/09/2015	THE WORKWEAR GROUP	PURCHASE OF UNIFORMS FOR SUE DAWSON & ALISON ROWLAND.	-	281.81
EFT20974	16/09/2015	THELMA FRAYNE	PURCHASE OF X15 ASSORTED JAMS & X15 ASSORTED PICKLES FOR NORTHAM VISITOR CENTRE.	-	150.00
EFT20975	16/09/2015	TOXFREE AUSTRALIA	TREAT & DISPOSE OF VARIOUS CHEMICALS FROM NORTHAM DEPOT.	-	1,672.06
EFT20976	16/09/2015	TYRECYCLE PTY LTD	COLLECTION OF X105 PASSENGER VEHICLE TYRES & X22 LIGHT TRUCK TYRES/4WD FROM OLD QUARRY ROAD REFUSE SITE.	-	376.11
EFT20977	16/09/2015	VERLINDENS ELECTRICAL SERVICE (WA)	ATTEND TO FAULY POWER SERVICES TO AIR CONDITIONER AT NORTHAM LIBRARY.	-	104.50
EFT20978	16/09/2015	VODAFONE	VODAFONE MESSAGING FOR SES & BRIGADES FOR THE PERIOD OF 01/08/2015 TO 31/08/2015.	-	89.10
EFT20979	16/09/2015	WA NATURALLY PUBLICATIONS	PURCHASE OF X15 LANDSCOPE 2015 CALENDARS & 15 ASSORTED BOOKS FOR NORTHAM VISITOR CENTRE.	-	247.50
EFT20980	16/09/2015	WA RANGERS ASSOCIATION INC	FULL REGISTRATIONS 2015 WA RANGERS TRAINING CONFERENCE ON 23 & 24 SEPTEMBER 2015 FOR CHRIS SUMNERS & DOMINIQUE WEBB.	-	940.00
EFT20981	16/09/2015	WALKABOUT FASHION ACCESSORIES	PURCHASE OF ASSORTED JEWELLERY ITEMS FOR NORTHAM VISITOR CENTRE.	-	134.70
EFT20982	16/09/2015	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	REGISTRATION FOR WA LOCAL GOVERNMENT CONVENTION 2015 FOR CR ROB TINETTI & DIANNE TINETTI, CR JULIE WILLIAMS & GARY WILLIAMS, JASON WHITEAKER, CR DES HUGHES & DEBBIE HUGHES, CR BERT LLEWELLYN & MARGORIE HUBLE, CR STEVEN POLLARD,	-	12,068.06

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			CR TERRY LITTLE & KAYE LITTLE.	
EFT20983	16/09/2015	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REPAIR SHORTING OUT FUSES IN AMMANN STEEL DRUM ROLLER N.3871, REPAIR HEADLIGHTS & REAR TAIL LIGHT ON GRADER N.002, MEASURE ROOF FOR BEACON & FIT ON FERRIS LAWN MOWER N.4019, REPLACE BATTERY IN ROAD BROOM N.5066, REPAIR FRONT INDICATORS ON HONDA QUAD BIKE N9173, REPAIR HORN & REVERSE BEEPER ON AMMANN STEEL DRUM ROLLER N.3871, REPLACE BATTERIES & REWIRE ELECTRICAL CABLING ON HINO DUMP TRUCK N.4013, REPAIR ALL LIGHTS ON KOMATSU LOADER N.3856 & REPLACE ALL BROKEN LIGHTS & TEST ALL ELECTRONIC OPERATIONS ON MULTIPAC MULTI TYRE ROLLER N.1709.	- 6,144.50
EFT20984	16/09/2015	WHEATBELT PARTY AND EVENT HIRE	ROOM DECOR HIRE FOR THE LOST WW1 COUNTRY ARTS PRODUCTION 2015.	- 1,494.90
EFT20985	16/09/2015	WHEATBELT SAFETYWEAR	PURCHASE OF X1 PAIR OF MACK BULLDOG SAFETY BOOTS FOR GEORDAS THARIYATH & JACQUI UTBER & X1 PAIR BLUNDSTONE SAFETY BOOTS FOR JUDITH HAY.	- 430.00
EFT20986	16/09/2015	WILD EYED PRESS PTY LTD	PURCHASE OF X16 NOTEBOOKS, X18 SHOPPING LIST & PENCIL SETS, X1 TRAVEL NOTEBOOK & X5 COLOURING BOOKS FOR NORTHAM VISITOR CENTRE.	- 186.50
EFT20987	16/09/2015	WML CONSULTANTS PTY LTD	REVIEW OF PROPOSED DESIGN/TRAFFIC IMPACT ASSESSMENT AS PER PROPOSAL DATES 28/07/2015.	- 4,488.00
EFT20988	16/09/2015	WORMALD FIRE (WA)	ROUTINE INSPECTION & MAINTENANCE FOR THE NORTHAM TOWN HALL FOR THE PERIOD 01/08/2015 TO 31/08/2015.	- 143.89
EFT20989	16/09/2015	CANCELLED PAYMENT		
EFT20990	16/09/2015	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	PURCHASE OF DIESEL AT EL CABALLO ROADHOUSE ON THE 22/08/2015 FOR BAKERS HILL BFB 2.	- 44.30
EFT20991	16/09/2015	WUNDOWIE AND DISTRICTS MENS SHED INC	COMMUNITY GRANT 2015/2016 BUILDING EXTENSIONS.	- 5,000.00

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EFT20992	16/09/2015	INVISION SIGNS AND DESIGNS	PURCHASE OF X1 BOMBER JACKET FOR STACEY CONNOR-BROWN, X1000 BUSINESS CARDS FOR NORTHAM VISITOR CENTRE, X1000 LED BALLOONS FOR THE BALLOONING FESTIVAL 2015, X250 BUSINESS CARDS FOR PLANNING OFFICER COURTNEY WYNN, X2 NAME BADGES FOR REC CENTRE STAFF BECKY & GRACE , X6 FREE WIFI ZONE SIGNS & X6 FREE WIFI ZONE DECALS & X5 BADGES FOR ALYSHA MAXWELL, BEV JONES, GEORDAS THARIYATH, SUE CONNELL & GENEVIEVE.	-	2,288.44
EFT20993	22/09/2015	W GIBBS & SON	CONSULTATION FEE FOR SITE INSPECTION TO DELIVER QUOTE FOR A PROPOSED LIFT AT THE TOWN HALL.	-	209.00
EFT20994	22/09/2015	ACCENT RUBBER STAMPS AND TROPHIES	PURCHASE OF X1 PRE-INKED STAMP "INVOICE AUTHORISED FOR PAYMENT" FOR ENGINEERING SERVICES.	-	94.90
EFT20995	22/09/2015	AGENCY HOLDINGS T/AS BILBY BADGES	SUPPLY OF X2 LAPEL BADGES & FREIGHT FOR SUE LOGAN & RORY SMITH.	-	47.34
EFT20996	22/09/2015	ALAN'S AUTO ELECTRICS	REPLACE BATTERY & WIRE UP TRIPLE CIG SOCKET IN NISSAN NAVARA UTE N4057.	-	655.20
EFT20997	22/09/2015	AUTOPRO NORTHAM	PURCHASE OF X2 1W 80CH HANDHELD UHF CB RADIO 2WAY RADIO INCLUDING CHARGER FOR NORTHAM REC CENTRE & X5 LABEL HOLDER RECTANGULAR FOR ENGINEERING SERVICES.	-	152.73
EFT20998	22/09/2015	AV-SEC SECURITY SERVICES	TWO SECURITY OFFICERS FOR WORLD WAR 1 SHOW AT NORTHAM TOWN HALL ON 22/08/2015.	-	440.00
EFT20999	22/09/2015	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD 01/09/2015 TO 13/09/2015.	-	1,568.00
EFT21000	22/09/2015	AVON PAPER SHRED	SHREDDING OF X1 240LTR BIN OF CONFIDENTIAL OFFICE PAPER FROM THE SHIRE ADMIN BUILDING.	-	55.00
EFT21001	22/09/2015	AVON TELECOMS PTY LTD	SUPPLY & INSTALL SECURITY ALARM SYSTEM AS QUOTED FOR OLD GIRLS SCHOOL AT WELLINGTON ST NORTHAM.	-	2,600.00
EFT21002	22/09/2015	AVON VALLEY ARTS SOCIETY (INC)	PURCHASE OF ASSORTED PAINTINGS & ARTS & CRAFTS FOR NORTHAM VISITOR CENTRE.	-	971.30
EFT21003	22/09/2015	AVON VALLEY	SUPPLY & DELIVER 20M LOCAL YELLOW	-	616.00

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		CONTRACTORS	SAND TO JUBILEE OVAL.	
EFT21004	22/09/2015	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF X1 PRO-LITE CHAINSAW BAR FOR ENGINEERING SERVICES.	- 80.00
EFT21005	22/09/2015	AVON VALLEY NISSAN	SUPPLY & FIT REPLACEMENT LH REAR DOOR GLASS TO NISSAN NAVARA N11084.	- 291.72
EFT21006	22/09/2015	BAILEYS FERTILISERS	PURCHASE OF X30 ENERGY TURF 20KG, X2 BLOOD & BONE MIX 20KG, X4 311 20KG & X4 ROSE & CITRUS 20KG FOR ENGINEERING SERVICES.	- 1,397.22
EFT21007	22/09/2015	BEAUREPAIRES	SUPPLY FIT & BALANCE X4 NEW TYRES TO NISSAN NAVARA N4057, REPAIR TYRE PUNCTURE TO FLATTOP TRAILER 1TQM574, X2 NEW TYRES FOR FERRIS MOWER N4012 & REPAIR TYRE PUNCTURE ON JOHN DEERE TRACTOR N11063.	- 1,241.61
EFT21008	22/09/2015	BEAZLEY FENCING	REPLACE DAMAGED SHEETS OF 1800MM HIGH COLORBOND FENCING DAMAGED DUE TO CONCRETE WORKS AT 104 DUKE STREET NORTHAM.	- 748.00
EFT21009	22/09/2015	BENARA NURSERIES	PURCHASE OF X10 90L WEST AUSTRALIAN PEPPERMINT TREES BURGANDY FOR GEORGE NUICH PARK.	- 1,815.00
EFT21010	22/09/2015	BETTA ROADS PTY LTD	PURCHASE OF X92 POLYCOM IN 2KG BOTTLES FOR ROAD STABILISATION.	- 54,546.80
EFT21011	22/09/2015	BOC LIMITED	BALLOON GAS E SIZE X3 FOR THE BALLOON FIESTA & BALLOON GAS FOR AVON DESCENT 2015.	- 366.68
EFT21012	22/09/2015	BOOTH PRINT	PRINT X400 A3 PADS OF 50 WELCOME TO NORTHAM MAP FOR NORTHAM VISITOR CENTRE.	- 1,864.50
EFT21013	22/09/2015	BURGESS RAWSON (WA) PTY LTD	WATER USAGE FOR THE PERIOD 15/7/2015 TO 11/9/2015 & WATER & SEWERAGE RATE FOR THE PERIOD 1/9/2015 TO 31/10/2015 AT THE SULLAGE WASTE POINT PEEL TCE.	- 46.55
EFT21014	22/09/2015	C.Y.O'CONNOR INSTITUTE	DOG & CAT MANAGEMENT & CONTROL COURSE FOR CHRIS SUMMERS.	- 909.00
EFT21015	22/09/2015	CENTRAL MOBILE MECHANICAL REPAIRS	REPLACE FUSES IN HINO N.4013, REPAIR OIL LEAK IN CLARK BOBCAT N.006, REPLACE DAMAGED GEAR STICK KNOB IN MITSUBISHI TRUCK N.3885, REMOVE BROKEN HYDRAULIC PUMP BELTS & REPLACE WITH NEW IN HAKO FOOTPATH SWEEPER 1DWH350 & REPAIR LEAKING	- 1,529.83

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			HYDRAULIC FITTING IN CATERPILLAR SKID STEER BOBCAT 1CAX990.	
EFT21016	22/09/2015	CJD EQUIPMENT PTY LTD	PURCHASE OF X4 CHISEL TOOTH FOR BACKHOE N.3555 & RECTIFY TURNTABLE ISSUES ON VOLVO GRADER N001.	- 5,444.72
EFT21017	22/09/2015	CMM TECHNOLOGY	RECALIBRATION OF LIFELOC FC BREATHALYSER & PURCHASE OF X200 MOUTHPIECES LIFELOC FC FOR ENGINEERING SERVICES.	- 176.00
EFT21018	22/09/2015	CANCELLED PAYMENT		
EFT21019	22/09/2015	COUNTRY COPIERS NORTHAM	PURCHASE OF ASSORTED STATIONARY ITEMS FOR ADMIN, REC CENTRE, VISITOR CENTRE & ENGINEERING SERVICES FOR AUGUST 2015.	- 976.95
EFT21020	22/09/2015	COURIER AUSTRALIA	FREIGHT CHARGES FOR NORTHAM LIBRARY, DEVELOPMENT SERVICES & ENGINEERING SERVICES FOR AUGUST 2015.	- 441.13
EFT21021	22/09/2015	COVS PARTS PTY LTD	PURCHASE OF X1 GLADIATOR 205L DRUM PUMP FOR ENGINEERING SERVICES.	- 139.77
EFT21022	22/09/2015	CUTTING EDGES EQUIPMENT PARTS	PURCHASE OF X2 BACKHOE BLADES, X16 PLOWBOLTS & X16 PLOWNUTS FOR ENGINEERING SERVICES.	- 864.45
EFT21023	22/09/2015	DAMIAN'S PLUMBING	REPAIR VANDALISED PIPE & HOSE TAP AT CARAVAN BAY AT MINSON AVE NORTHAM, INSTALL TAP WITH ANTI TAMPER HANDLE AT CLACKLINE TOILETS & RUN WASTE PIPE FOR SINK, FIT TIN COVERS OVER EXPOSED PVC PIPES ON OUTSIDE WALL TO STOP VANDALE DAMAGE AT WUNDOWIE HALL.	- 1,427.14
EFT21024	22/09/2015	DAVE'S TREE SERVICE	PRUNING STREET TREES IN URALIA PRECINDT IN NORTHAM & HILLMAN & WOODLEY PRECINCTS.	- 7,920.00
EFT21025	22/09/2015	DEPARTMENT OF AGRICULTURE AND FOOD	QUARANTINE INSPECTION FOR SWAN IMPORT ON 04/09/2015.	- 61.00
EFT21026	22/09/2015	DOUGLAS PARTNERS	PROFESSIONAL SERVICES PROVIDED TO UNDERTAKE GEOTECHNICAL INVESTIGATION AS PART OF THE	- 9,392.90

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			NORTHAM SWIMMING POOL CONDITION ASSESSMENT.	
EFT21027	22/09/2015	DUN & BRADSTREET AUSTRALIA	LEGAL FEES FOR ASSORTED RATES PROPERTIES IN THE SHIRE OF NORTHAM.	- 3,154.64
EFT21028	22/09/2015	E FIRE & SAFETY	EXCHANGE DISCHARGED FIRE EXTINGUISHER AT NORTHAM REC CENTRE.	- 104.50
EFT21029	22/09/2015	EP PROPERTY CARE SERVICES	CLEANING OF BENCH SEATS IN BROOME TCE PARK & OUTSIDE NORTHAM LIBRARY DURING AUGUST 2015.	- 110.00
EFT21030	22/09/2015	GABRIELLA FILIPPI	CURATOR FOR AVON VALLEY ART PRIZE FOR ART EXHIBITION.	- 660.00
EFT21031	22/09/2015	GLENN STUART BEVERIDGE	REPAIR DOOR LOCK TO STORE ROOM, REPAIR DAMAGED CEILING, REPAIR TOILET ROLL HOLDERS, REPAIR LAMINEX ON RECEPTION DESK, REPAIR KITCHEN FIRE DOOR, INSTALL FIRST AID BOX, REPAIR BLINDS IN MEETING ROOM, INSTALL SHARPS BOX, HUNG UP PIN UP BOARD IN OFFICE & CLEAN OUTSIDE GROUND LIGHTS AT NORTHAM REC CENTRE & INSTALL SHELTER AT GEORGE NUICH PARK.	- 6,103.50
EFT21032	22/09/2015	HOST AUTO REPAIRS	CHECK VEHICLE FOR RUNNING ON 5 CYLINDERS AS ENGINE WARNING LIGHT WAS ON CLACKLINE 2.4 1CIG323.	- 1,806.60
EFT21033	22/09/2015	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA LIMITED	PLANT & VEHICLE MANAGEMENT MANUAL EDITION 3 FOR ENGINEERING SERVICES.	- 462.00
EFT21034	22/09/2015	INTERFIRE AGENCIES PTY LTD T/A LOVETT FAMILY TRUST	PURCHASE OF X1 INTERNALLY MOUNTED AMBER LED BEACON LIGHTS 12V & X1 CIG PLUG 12V FOR MITSUBISHI WAGON N11069.	- 458.26
EFT21035	22/09/2015	INVISION SIGNS AND DESIGNS	PURCHASE OF X1 BOX 250 BUSINESS CARDS FOR GEORDAS THARIYATH.	- 64.90
EFT21036	22/09/2015	IT VISION	PAYROLL LEAVE SETUP & LEAVE ESSENTIALS COURSE FOR JODI WHITE ON 20/08/2015.	- 550.00
EFT21037	22/09/2015	JAYNE MCINNES	CLEANING OF SENIORS MEMORIAL HALL FOR THE PERIOD OF 16/07/2015 TO 10/09/2015.	- 1,260.00
EFT21038	22/09/2015	JEF SALES & SERVICE	REPAIRS & SERVICE TO STIHL CHAINSAW & BRUSHCUTTER FOR ENGINEERING	- 240.59

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			SERVICES.	
EFT21039	22/09/2015	CANCELLED PAYMENT		
EFT21040	22/09/2015	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO: G2015/8 DATED 04/07/2015 TO 31/07/2015, MINING TENEMENTS CHARGABLE SCHEDULE NO: M2015/7 DATED 17/07/2015 TO 05/08/2015, RURAL UV'S CHARGEABLE SCHEDULE R2015/9 DATED 11/07/2015 TO 24/07/2015 SCHEDULE R2015/10 DATED 25/07/2015 TO 07/08/2015 & OLINE TRANSACTION SUMMARY FOR AUGUST 2015.	- 3,150.50
EFT21041	22/09/2015	LANDMARK	PURCHASE OF X2 PHIL NUT & TAIL BSP 20MM X 15MM & X1 18KG REFILL FORKLIFT GAS FOR ENGINEERING SERVICES.	- 90.70
EFT21042	22/09/2015	LOCAL COMMUNITY INSURANCE SERVICES	PUBLIC LIABILITY INSURANCE FOR SHIRE OF NORTHAM MARKET STALLHOLDERS FOR THE PERIOD 29/10/2015 TO 29/10/2016.	- 953.48
EFT21043	22/09/2015	M & J FRASER	TRAVEL SUPPORT FOR SEAN FRASER TO COMPETE IN THE PONY CLUB NATIONALS 2015 IN SOUTH AUSTRALIA.	- 150.00
EFT21044	22/09/2015	MARKETFORCE	ADVERTISEMENTS FOR GARDENER/GERNERAL MAINTENANCE WORKER, RECREATION OFFICER & SWIMMING POOL STAFF - MANAGER & LIFE GUARD, PROPOSAL TO DISPOSE OF COUNCIL PROPERTY, SHIRE MONTHLY NEWSLETTER FOR AUGUST 2015 & TENDER 10 OF 2015 FOR REPLACEMENT OF BRIDGE 5029 SPENCERS BROOK ROAD.	- 5,025.66
EFT21045	22/09/2015	MAYBERRY HAMMOND & CO	LEGAL COSTS FOR LEASE AGREEMENTS FOR HANGAR SITE 39, HANGAR SITE 11 & HANGAR SITE 12.	- 1,386.00
EFT21046	22/09/2015	MEGA-FIX	PURCHASE OF X1 DIE BUTTON CARBON MC-16.0 X 2.00-20D, X1 10PCE SOCKET SET, X2 FLAT HEAD SCREW DRIVERS & X2 CONE L/NUT FOR ENGINEERING SERVICES.	- 151.86
EFT21047	22/09/2015	MM ELECTRICAL MERCHANDISING	PURCHASE OF X4 ENCLOSURE KEY ZINC ALLOY 4 WAY T/BUCKLE LOCK FOR ENGINEERING SERVICES.	- 39.60
EFT21048	22/09/2015	MORRIS PEST AND WEED CONTROL	TREATMENT OF TERMITES AT ASSORTED SHIRE BUILDINGS.	- 1,100.00

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EFT21049	22/09/2015	NATURE CALLS PORTABLE TOILETS	SUPPLY X 6 PORTABLE TOILETS FOR THE NORTHAM AGRICULTURAL SHOW FRIDAY 11TH & SAT 12TH SEPTEMBER 2015.	-	1,072.50
EFT21050	22/09/2015	NORTHAM & DISTRICTS GLASS SERVICE	REPLACE BROKEN WINDOW PANE ON FRONT OF BUILDING NEAR POWER BOX AT OLD NORTHAM POST OFFICE.	-	155.10
EFT21051	22/09/2015	NORTHAM AMATEUR BASKETBALL ASSOCIATION	KIDSPORT FUNDING.	-	580.00
EFT21052	22/09/2015	NORTHAM CENTRAL NEWSAGENCY	NEWSPAPER DELIVERY CHARGES FOR NORTHAM LIBRARY FOR THE PERIOD 03/08/2015 TO 31/08/2015.	-	91.00
EFT21053	22/09/2015	NORTHAM COUNTRY CLUB	STATE SANDS GOLF SPONSORSHIP ADVERTISING.	-	5,000.00
EFT21054	22/09/2015	NORTHAM FEED & HIRE	PURCHASE OF X7 BAGS SWAN FOOD FOR THE UP KEEPING OF THE SWANS, X1 BAG SHEEP FOOD, X1 HAY BALE, X1 BOX SCHMACKO, X4 STRAW BALES, X4 BAGS LERT DOG FOOD, X3 MUZZLES, X1 LEAD & X1 HALTER FOR RANGER SERVICES.	-	526.05
EFT21055	22/09/2015	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X1 ENTRY DOOR SET, X2 9LTR GALVANISED WATERING CANS, X40 15MM NUT BLACK, X60 20KG RAPID SET CONCRETE, X5 RAKES, X2 BROOMS, X2 HACKSAWS & ASSORTED RETICULATION FITTINGS FOR ENGINEERING SERVICES, X2 MOBILE PHONE POUCHES, X2 GEL IMPACT GLOVES, X3 SPRAY TRIGGERS & X2 TORCH COMBO PACKS FOR RANGER SERVICES & X1 SEALANT, X6 ELECTRICAL TAPES, X3 SPOT MARKING PAINT & X1 CAULKING GUN FOR NORTHAM REC CENTRE.	-	1,148.27
EFT21056	22/09/2015	NORTHAM TOWING SERVICE	TOWING OF ABANDON HOLDEN COMMODORE FROM WERRIBEE RD WUNDOWIE ON 28/07/2015, TOYOTA CAMRY FROM SPENCERS BROOK ROAD ON 23/07/2015, HOLDEN COMMODORE FROM KENNEDY STREET NORTHAM ON 25/08/2015, X2 HOLDEN COMMODORES FROM 58 EAST STREET NORTHAM ON 21/08/2015, FORD FALCON FROM KATRINE ROAD KATRINE ON 12/08/2015, TOYOTA LAND CRUISER FROM PICNIC AREA AT EADINE ON 12/09/2015 & X2 ABANDONED VEHICLES FORM MILHINCH ROAD SEABROOK TO THE SHIRE IMPOUND YARD	-	943.80

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			ON 16/09/2015.		
EFT21057	22/09/2015	NORTHAM TOYOTA	RECTIFY OIL LEAKS IN TOYOTA COASTER COMMUNITY BUS N.009.	-	214.51
EFT21058	22/09/2015	NORTHAM WADO RYU KARATE CLUB	KIDSPORT FUNDING.	-	400.00
EFT21059	22/09/2015	PLANNING INSTITUTE AUSTRALIA	STATE PLANNING CONFERENCE 2015 REGISTRATION FOR ROY DJANEGARA & COURTNEY WYNN.	-	800.00
EFT21060	22/09/2015	PRESTIGE ALARMS	REPAIRS TO SECURITY SYSTEM AT SHIRE ADMIN BUILDING AFTER POWER FAILURE.	-	599.50
EFT21061	22/09/2015	QUIN'S GOURMET BUTCHERS	PURCHASE OF ASSORTED MEATS FOR KILLARA.	-	188.50
EFT21062	22/09/2015	R & A HERZER	TRAVEL SUPPORT FOR JESS HERZER & ANNIE HERZER TO COMPETE IN THE NATIONALS 2015 FOR PONY CLUB.	-	300.00
EFT21063	22/09/2015	R & JT CONTRACTORS PTY LTD	REPLACE HOT WATER UNIT AT KURINGAL VILLAGE UNIT 3, TEST WATER METER FOR FIRE POINT & REPAIRS TO PIPEWORK AT BERT HAWKE OVAL.	-	1,456.39
EFT21064	22/09/2015	RADIOWEST BROADCASTERS PTY LTD	ADVERTISING FOR AROUND THE TOWNS & BALLOONING NATIONALS 2015 DURING AUGUST.	-	2,071.30
EFT21065	22/09/2015	RED TELEVISION PRODUCTIONS	PRODUCTION COSTS FOR TV COMMERCIAL AS PART OF JOINT PROMOTION FOR NORTHAM.	-	696.30
EFT21066	22/09/2015	RETAIL DECISIONS (COLES)	COLES ACCOUNT FOR AUGUST 2015.	-	2,575.47
EFT21067	22/09/2015	ROADS2000	SUPPLY & LAY 14MM/75 BLOW DG ASPHALT AT FITZGERALD STREET ON 29/08/2015 & BUILD FOOTPATH AROUND PLAYGROUND AT GEORGE NUICH.	-	107,947.66
EFT21068	22/09/2015	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISING IN THE AVON VALLEY ADVOCATE FOR AUGUST 2015.	-	3,931.94

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EFT21069	22/09/2015	SGS AUSTRALIA PTY LTD	OLD QUARRY ROAD WASTE MANAGEMENT SITE BORE WATER SAMPLING ANALYSIS AUGUST 2015.	-	957.00
EFT21070	22/09/2015	SHIRE OF DOWERIN	LUPTONS LIQUID WASTE AROC EQUIPMENT HIRE FOR THE 2015 AVON RIVER FESTIVAL.	-	330.00
EFT21071	22/09/2015	ST JOHN AMBULANCE AUSTRALIA	AMBULANCE ATTENDANCE AT THE BALLOONING FESTIVAL.	-	242.24
EFT21072	22/09/2015	STAPLES AUSTRALIA PTY LIMITED	PURCHASE OF STATIONARY FOR THE ADMIN BUILDING	-	1,634.12
EFT21073	22/09/2015	STATE LIBRARY OF WESTERN AUSTRALIA	CHARGES FOR LOST & DAMAGED ITEMS FROM THE LIBRARY.	-	119.90
EFT21074	22/09/2015	STERIHEALTH SERVICES PTY LTD	MONTHLY SERVICE OF STEEL WALL SAFE AT BERNARD PARK, APEX PARK & BAKERS HILL PARK TOILETS FOR JULY & AUGUST 2015.	-	629.56
EFT21075	22/09/2015	STONE ECHO PTY LTD T/AS MIDWEST FIREWORKS	BALLOONING FIESTA 2015 FIREWORKS DISPLAY.	-	3,500.00
EFT21076	22/09/2015	SUPERCIVIL	SUPPLY & LAY 63M X 300 MOUNTABLE KERB AT PERINA WAY.	-	2,321.55
EFT21077	22/09/2015	THE WORKWEAR GROUP	UNIFORM PURCHASE FOR SUE CONNELL.	-	414.62
EFT21078	22/09/2015	TOODYAY JUNIOR FOOTBALL CLUB	KIDSPORT FUNDING.	-	382.00
EFT21079	22/09/2015	TRUE BLUE	PURCHASE OF X1 BOX POSTCARDS FOR NORTHAM VISITOR CENTRE.	-	85.00
EFT21080	22/09/2015	TYRECYCLE PTY LTD	DISPOSING OF X60 PASSENGER CONTAMINATED, X53 PASSENGER, X40 LIGHT TRUCK, X45 LIGHT TRUCK CONTAMINATED, X11 TRUCK WITH RIM, X9 TRUCK CONTAMINATED, X9 TRUCK, X7 PASSENGER WITH RIM, X2 LIGHT TRUCK WITH RIM & X2 TRACTOR LARGE TYRES FROM INKPEN REFUSE SITE.	-	2,737.05
EFT21081	22/09/2015	WA CONTRACT RANGER SERVICES	CAT IMPOUND & TEMPORARY CARE FOR AUGUST 2015.	-	715.00
EFT21082	22/09/2015	WAJON PUBLISHING COMPANY	PURCHASE OF ASSORTED COLOUR GUIDE TO SPRING WILDFLOWERS WA FOR NORTHAM VISITOR CENTRE.	-	195.30
EFT21083	22/09/2015	WAY OUT WEST	HANDLING OF DRUMS FOR DRUM MUSTER AT OLD QUARRY ROAD NORTHAM ON	-	386.29

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		CINEMA	02/09/2015.	
EFT21084	22/09/2015	WESTSIDE FIRE SERVICES	SCHEDULED FEES FOR THE TESTING & INSPECTION OF THE FIRE EQUIPMENT FOR NORTHAM REC CENTRE FOR THE PERIOD OF 01/09/2015 TO 30/11/2015.	- 231.00
EFT21085	22/09/2015	WRC MECHANICAL WA	WHEEL ALIGNMENT ON FUSO TIP TRUCK N.3885, MITSUBISHI FUSO TRUCK N10759 & HINO TIP TRUCK N.4013.	- 924.00
EFT21086	22/09/2015	YORK IMPERIALS CRICKET CLUB INC	KIDSPORT FUNDING.	- 120.00
EFT21087	22/09/2015	ZIPFORM	PRODUCTION & DISTRIBUTION OF 2015/2016 COUNCIL RATES.	- 13,704.90
EFT21088	24/09/2015	AUSTRALIA POST	AUSTRALIAN POST ACCOUNT FOR ADMIN, KILLARA, VISITOR CENTRE & LIBRARY FOR AUGUST 2015.	- 1,394.15
EFT21089	24/09/2015	AUSTRALIAN OFFICE	PURCHASE OF X3000 WINDOW FACED SHIRE OF NORTHAM ENVELOPES FOR SHIRE ADMIN BUILDING.	- 119.46
EFT21090	24/09/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAYRUN 22/09/2015.	- 48,041.00
EFT21091	24/09/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS.	- 388.05
EFT21092	24/09/2015	COUNTRY COPIERS NORTHAM	PURCHASE OF ASSORTED STATIONARY ITEMS FOR ADMIN, REC CENTRE & VISITOR CENTRE FOR AUGUST 2015.	- 340.90
EFT21093	24/09/2015	KAREN DAWN HOWELL	PURCHASE OF X200 POSTARDS & X30 CARDS WITH ENVELOPES FOR NORTHAM VISITOR CENTRE.	- 145.00
EFT21094	24/09/2015	MAXXIA PTY LTD	PAYROLL DEDUCTIONS.	- 514.32
EFT21095	24/09/2015	THE WORKWEAR GROUP	PURCHASE OF UNIFORMS FOR ALISON ROWLNAD & YASMIN JACOB.	- 107.20
EFT21096	24/09/2015	VERLINDENS ELECTRICAL SERVICE (WA)	REPAIRS TO LIGHTING SYSTEM ON THE NORTHAM SUSPENSION BRIDGE.	- 1,722.88
			SUB TOTAL EFT MUNICIPAL	- 1,227,497.24
EFT21097	25/09/2015	AVONGRO WHEATBELT TREE CROPPING	REFUND OF BOND ON LESSER HALL BOOKING# 1330.	- 500.00
			SUB TOTAL EFT TRUST	- 500.00
34277	03/09/2015	MICKEYBLU AUSTRALIA	HIRE OF X3 GENERATORS FOR THE AVON	- 1,500.00

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			RIVER FESTIVAL 2015.	
34278	03/09/2015	SYNERGY	ELECTRICITY ACCOUNT FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD OF 18/06/2015 TO 14/08/2015.	- 1,212.40
34279	03/09/2015	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD OF 24/06/2015 TO 17/08/2015.	- 2,194.23
34280	15/09/2015	AUSTRALIAN INSTITUTE OF BUILDING SURVEYORS	ANNUAL MEMBERSHIP FEE JULY 2015 TO JUNE 2016 FOR SONNY RUTHERFORD.	- 460.00
34281	15/09/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	- 25.80
34282	15/09/2015	CAMERON JAMES WILKIE	REFUND OF PLANNING APPLICATION & ADVERTISING FEE.	- 279.00
34283	15/09/2015	CLACKLINE PROGRESS ASSOCIATION	COMMUNITY PROJECT GRANT TO ASSIST WITH PURCHASING THE GROUNDS MAINTENANCE EQUIPMENT.	- 2,000.00
34284	15/09/2015	H & G ENGINEERING	PURCHASE OF X1 ROBAND DOUBLE BASKET DEEP FRYER FOR KILLARA.	- 220.00
34285	15/09/2015	JARED WILSON	REIMBURSEMENT AS WAS CHARGED FOR TWO DAYS AT THE AGRICULTURAL SHOW INSTEAD OF ONE.	- 25.00
34286	15/09/2015	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	- 41.00
34287	15/09/2015	LUCY'S TEAROOMS	CATERING FOR RRG MEETING ON 27/07/2015, VIP NIGHT & VIP BREAKFAST FOR THE AVON DESCENT 2015 & STAFF LAUNCH ON 19/08/2015.	- 3,275.00
34288	15/09/2015	NORTHAM BETTA HOME LIVING	PURCHASE OF X1 HDMI CABLE FOR EXECUTIVE MANAGER ENGINEERING SERVICES, X2 FITBIT FLEX FOR STAFF HEALTH & WELLBEING PROGRAM & X1 FAX MACHINE FOR BAKERS HILL FIRE SHED.	- 346.00
34289	15/09/2015	PERFECT COMPUTER SOLUTIONS PTY LTD	NAS SYSTEM FOR DEPOT & 1TB SEAGATE HARD DISK DRIVE (BACKUP HDD) SUPPLIED ON 31/07/2015 FOR ENGINEERING SERVICES.	- 1,310.00
34290	15/09/2015	PETTY CASH	PETTY CASH RECOUP FOR KILLARA, NORTHAM VISITOR CENTRE & ADMIN.	- 1,066.20
34291	15/09/2015	RICHARD JOYCE	REIMBURSEMENT FOR ADVERTISING OF TOWN APPLICATION P2089 AS WAS NOT	- 129.00

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			REQUIRED.	
34292	15/09/2015	SHIRE OF NORTHAM	RATES FOR SHIRE PROPERTIES FOR THE YEAR ENDING 30/06/2016.	- 30,115.56
34293	15/09/2015	SOUTH WEST REMOVALS & STORAGE	REMOVAL FROM 53 PETHRICK CIRCUIT PORT HEDLAND TO 55 MITCHELL AVENUE NORTHAM FOR KOBUS NIEUWOUDT ON 17/08/2015.	- 2,600.00
34294	15/09/2015	SUZANNE LORRAYNE SAMS	REIMBURSEMENT FOR PRE-EMPLOYMENT NATIONAL POLICE CLEARANCE.	- 61.80
34295	15/09/2015	SYNERGY	ELECTRICITY CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 19/06/2015 TO 30/06/2015.	- 28,423.10
34296	15/09/2015	TELSTRA CORPORATION	MOBILE PHONE CHARGES FOR THE PERIOD 25/08/2015 TO 24/09/2015.	- 1,142.75
34297	15/09/2015	TONELY BESWICK	REIMBURSEMENT FOR DAMAGES TO VEHICLE TYRE & WHEEL RIM ON 30/08/2015 AT INKPEN RD LANDFILL SITE.	- 300.00
34298	15/09/2015	VINIDEX PTY LTD	PURCHASE OF X1 PC 100M PIPE FOR TREATED WASTE WATER PEEL STREET BRIDGE.	- 757.90
34299	15/09/2015	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD OF 24/06/2015 TO 01/09/2015.	- 1,375.53
34300	15/09/2015	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	- 1,182.76
34301	22/09/2015	AVON HOCKEY ASSOCIATION INC	KIDSPORT FUNDING.	- 400.00
34302	22/09/2015	FRONTLINE FIRE & RESCUE EQUIPMENT	PURCHASE OF X10 65MM X 30M EXTRUDED CLASS H HOSE, X20 2" 1/2 INCH INSTANTANEOUS COUPLING BS336 MALE, X30 50MM STAINLESS STEEL 316 D CAMLOCK & X40 50MM BSP X 65MM HOSE TAIL REDUCING STAINLESS STEEL 316 FOR BRIGADES.	- 198.66
34303	22/09/2015	NORTHAM TOY & BIKE WORLD	PURCHASE OF X4 HULA HOOPS FLASH SERIES SMALL FOR GROOVIN WITH GRACE PROGRAM AT NORTHAM REC CENTRE.	- 29.96
34304	22/09/2015	PFD FOOD SERVICES PTY LTD	PURCHASE OF ASSORTED FOOD ITEMS FOR KILLARA.	- 267.75
34305	22/09/2015	SYNERGY	ELECTRICITY ACCOUNT FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD OF 13/06/2015 TO 04/09/2015.	- 2,902.65

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34306	22/09/2015	TELSTRA CORPORATION	TELSTRA LANDLINE ACCOUNT FOR THE PERIOD OF 05/08/2015 TO 04/09/2015.	-	5,044.67
34307	22/09/2015	WATER CORPORATION	WATER USE & SERVICE CHARGE FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 07/07/2015 TO 14/09/2015.	-	4,391.46
34308	24/09/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	-	25.80
34309	24/09/2015	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	-	41.00
34310	24/09/2015	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	-	1,045.00
			TOTAL MUNICIPAL CHEQUES	-	94,389.98
DD8881.1	02/09/2015	TENNANT AUSTRALIA	LEASE FEE AUGUST 2015 CLEANING EQUIPEMENT NORTHAM RECREATION CENTRE	-	1,067.00
DD9000.1	03/09/2015	TENNANT AUSTRALIA	LEASE FEE RECREATION CLEANING EQUIPMENT SEPTEMBER 2015	-	1,067.00
DD9002.1	04/09/2015	BANKWEST	MASTERCARD C KLEYNHANS 24/7 TO 21/8/15, DOC WORKSAFE -DEPOT STAFF TRAINING, SHIRE OF NORTHAM LICENSE TRANSFER PAPERS.	-	1,306.75
DD9002.1	04/09/2015	BANKWEST	MASTERCARD R RAISON 24/7 TO 21/8/15, HOME BAKE SHOP BAKERS HILL, CAFFISSIMO NORTHAMBRIDGE, GST.	-	40.70
DD9002.1	04/09/2015	BANKWEST	MASTERCARD J WHITEAKER 24/7 TO 21/8/15, CAFE YASOU -ACDF, DUKES INN CATERING COUNCILLOR & SENIOR STAFF DINNER, DUKES INN CATERING COUNCILLOR & SENIOR STAFF DINNER, GST.	-	897.10
DD9002.1	04/09/2015	BANKWEST	MASTERCARD D GOBBART 24/7 TO 21/8/15, NORTHAM POST OFFICE - D WEBB, NORTHAM POST OFFICE -C SUMNERS WORKING WITH CHILDREN, GST.	-	98.95
DD9002.1	04/09/2015	BANKWEST	MASTERCARD CHADD HUNT 24/7 TO 21/8/15, SHIRE OF NORTHAM LICENCE NEW PLATE.	-	24.70
DD9010.1	08/09/2015	WA SUPER	PAYROLL DEDUCTIONS.	-	24,230.07
DD9010.2	08/09/2015	EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS.	-	158.86
DD9010.3	08/09/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS.	-	226.52

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DD9010.4	08/09/2015	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS.	-	345.32
DD9010.5	08/09/2015	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS.	-	159.54
DD9010.6	08/09/2015	COMMONWEALTH BANK GROUP SUPER	SUPERANNUATION CONTRIBUTIONS.	-	78.13
DD9010.7	08/09/2015	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	-	2,138.77
DD9010.8	08/09/2015	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	-	183.28
DD9010.9	08/09/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	-	164.59
DD9073.1	22/09/2015	WA SUPER	PAYROLL DEDUCTIONS.	-	24,116.52
DD9073.2	22/09/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS.	-	226.52
DD9073.3	22/09/2015	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS.	-	345.32
DD9073.4	22/09/2015	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS.	-	227.34
DD9073.5	22/09/2015	COMMONWEALTH BANK GROUP SUPER	SUPERANNUATION CONTRIBUTIONS.	-	76.29
DD9073.6	22/09/2015	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	-	2,036.49
DD9073.7	22/09/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	-	220.94
DD9073.8	22/09/2015	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	-	179.92
DD9073.9	22/09/2015	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	-	244.42
DD9010.10	08/09/2015	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	-	244.42
DD9010.11	08/09/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	-	521.95
DD9010.12	08/09/2015	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	-	310.58
DD9010.13	08/09/2015	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	-	266.73

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DD9010.14	08/09/2015	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	-	255.77
DD9073.10	22/09/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	-	521.95
DD9073.11	22/09/2015	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	-	266.73
DD9073.12	22/09/2015	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	-	255.77
DD9073.13	22/09/2015	EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS.	-	52.14
			TOTAL DIRECT DEBIT	-	62,557.08
PAYROLL	03/09/2015	SHIRE OF NORTHAM ONE OFF PAY RUN	SHIRE OF NORTHAM ONE OFF EMPLOYEE PAYROLL	-	24,084.75
PAYROLL	09/09/2015	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	-	181,024.11
PAYROLL	23/09/2015	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	-	181,085.81
			TOTAL PAYROLL	-	386,194.67
			TOTAL EFT MUNICIPAL	-\$	1,265,574.59
			TOTAL EFT TRUST	-\$	600.00
			TOTAL CHEQUE MUNICIPAL	-\$	94,389.98
			TOTAL CHEQUE TRUST	-\$	11,590.27
			TOTAL DIRECT DEBIT	-\$	62,557.08
			TOTAL PAYROLL	-\$	386,194.67
			TOTAL	-\$	1,820,906.59

SHIRE OF NORTHAM
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The payment of cheque numbers 34277 to 34310 from Municipal Fund (dated 1st September 2015 to 30th September 2015), the payment of trust cheque numbers 1919 to 1923 from the Trust Fund and the payment of Electronic Funds Transfer numbers EFT20826 to EFT20838 and EFT20841 to EFT21096 (dated 1st September 2015 to 30th September 2015). EFT Trust Fund EFT20839 to EFT20840 and EFT21097 to EFT21097 and Direct Debits 8881.1 and 9000.1 and 9002.1 and 9010.1 to 9010.14 and 9073.1 to 9073.13 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Bank Vouchers 34277 to 34277	\$ 94,389.98
Trust Bank Vouchers 1919 to 1923	\$ 11,590.27
Municipal Bank Electronic Fund Transfer EFT20826 to EFT20838 and EFT20841 to EFT21096	\$1,265,574.59
Trust Bank Electronic Fund Transfer EFT20839 to EFT20840 and EFT21097 to EFT21097	\$ 600.00
Direct Debit Fund Transfer 8881.1 and 9000.1 and 9002.1 and 9010.1 to 9010.14 and 9073.1 to 9073.13	\$ 62,557.08
Municipal Bank Electronic Fund Transfer Payroll 03/09/2015	\$ 24,084.75
Municipal Bank Electronic Fund Transfer Payroll 09/09/2015	\$ 181,024.11
Municipal Bank Electronic Fund Transfer Payroll 23/09/2015	\$ 181,085.81
 TOTAL	 \$1,820,906.59

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$1,820,906.59 was submitted to the Ordinary Meeting of Council on Wednesday, 21 October 2015.

_____ 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 \$1,820,906.59 was submitted to each member of the Council on Wednesday, 21 October 2015, 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

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

17.3.2 FINANCIAL STATEMENTS TO 31 AUGUST 2015

Name of Applicant:	Internal Report
File Ref:	2.1.3.4
Officer:	Jason Whiteaker / Zoe Macdonald
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	5 October 2015

PURPOSE

The Statement of Financial Activity for the period ending 31 August 2015 is included as a separate attachment to this Agenda and includes the following reports:

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

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2558

Moved: Cr Little

Seconded: Cr Williams

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 31 August 2015.

CARRIED 10/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015



SHIRE OF NORTHAM
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

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SHIRE OF NORTHAM

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

**SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015**

	NOTE	August 2015 Actual \$	August 2015 Y-T-D Budget \$	Projected 2015/2016 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
Operating						
Revenues/Sources						
	8					
Governance		994	9,124	54,800	(8,130)	(89.11%)
General Purpose Funding		9,012,327	2,177,182	2,177,182	6,835,145	313.94%
Law, Order, Public Safety		(19,036)	173,998	1,044,095	(193,034)	(110.94%)
Health		2,264	8,332	50,000	(6,068)	(72.83%)
Education and Welfare		286,119	222,166	1,333,066	63,953	28.79%
Housing		5,242	7,740	46,465	(2,498)	(32.27%)
Community Amenities		1,588,357	411,636	2,469,929	1,176,721	285.86%
Recreation and Culture		54,583	503,838	3,023,244	(449,255)	(89.17%)
Transport		270,244	387,605	2,277,699	(117,361)	(30.28%)
Economic Services		89,960	95,706	574,419	(5,746)	(6.00%)
Other Property and Services		3,043	9,028	54,200	(5,985)	(66.29%)
		<u>11,294,097</u>	<u>4,006,355</u>	<u>13,105,099</u>	<u>7,287,742</u>	<u>181.90%</u>
(Expenses)/(Applications)						
	8					
Governance		(210,400)	(250,969)	(1,201,997)	40,569	16.16%
General Purpose Funding		(35,158)	(60,806)	(364,868)	25,648	42.18%
Law, Order, Public Safety		(155,032)	(214,705)	(1,131,201)	59,673	27.79%
Health		(59,817)	(53,125)	(296,919)	(6,692)	(12.60%)
Education and Welfare		(209,603)	(253,125)	(1,502,295)	43,522	17.19%
Housing		(14,840)	(20,095)	(105,856)	5,255	26.15%
Community Amenities		(526,815)	(572,959)	(3,419,277)	46,144	8.05%
Recreation & Culture		(482,244)	(816,814)	(4,285,143)	334,570	40.96%
Transport		(521,302)	(979,136)	(4,760,181)	457,834	46.76%
Economic Services		(393,494)	(422,210)	(2,036,106)	28,716	6.80%
Other Property and Services		(151,389)	(68,738)	(27,040)	(82,651)	(120.24%)
		<u>(2,760,094)</u>	<u>(3,712,682)</u>	<u>(19,130,883)</u>	<u>952,588</u>	<u>(25.66%)</u>
Adjustments for Non-Cash (Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	2	0	24,005	144,029	(24,005)	100.00%
Movement in Accrued Interest		0	0	0	0	0.00%
Movement in Accrued Salaries and Wages		0	0	0	0	0.00%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%
Movement in Employee Benefit Provisions		(41,213)	0	0	(41,213)	0.00%
Depreciation on Assets		0	543,926	3,263,710	(543,926)	100.00%
Capital Revenue and (Expenditure)						
Purchase Land Held for Resale	1	0	0	0	0	0.00%
Purchase Land and Buildings	1	(15,417)	(3,402,847)	(3,402,847)	3,387,430	99.55%
Purchase Plant and Equipment	1	(155,462)	(1,279,054)	(1,279,054)	1,123,592	87.85%
Purchase Furniture and Equipment	1	0	0	0	0	#DIV/0!
Purchase Bush Fire Equipment	1	0	(460,000)	(460,000)	460,000	100.00%
Purchase Playground Equipment	1	0	0	0	0	0.00%
Purchase Infrastructure Assets - Roads	1	(175,247)	(3,350,383)	(3,350,383)	3,175,136	94.77%
Purchase Infrastructure Assets - Bridges	1	0	0	(260,000)	0	
Purchase Infrastructure Assets - Footpaths	1	(65,735)	(88,366)	(611,151)	22,631	25.61%
Purchase Infrastructure Assets - Drainage	1	(192,041)	(2,264,980)	(2,264,980)	2,072,939	0.00%
Purchase Infrastructure Assets - Parks & Ovals	1	(248,666)	(649,264)	(649,264)	400,598	61.70%
Purchase Infrastructure Assets - Airfields	1	0	0	0	0	#DIV/0!
Purchase Infrastructure Assets - Streetscape	1	(25,500)	(44,058)	(264,371)	18,558	42.12%
Purchase Infrastructure Assets - Other	1	(26,989)	(410,042)	(410,042)	383,053	93.42%
Proceeds from Disposal of Assets	2	0	57,440	344,642	(57,440)	100.00%
Repayment of Debentures	3	(50,447)	(35,020)	(210,154)	(15,427)	(44.05%)
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	0	5,017	30,099	(5,017)	0.00%
Transfers to Restricted Assets (Reserves)	4	(9,037)	(963,385)	(963,385)	954,348	99.06%
Transfers from Restricted Asset (Reserves)	4	0	1,858,061	1,858,061	(1,858,061)	0.00%
Transfers from Restricted Asset (Other)		0	0	0	0	#DIV/0!
ADD Net Current Assets July 1 B/Fwd	5	5,911,724	5,911,724	5,919,675	0	0.00%
LESS Net Current Assets Year to Date	5	<u>13,320,856</u>	<u>4,024</u>	<u>4,024</u>	<u>13,316,832</u>	<u>330935.18%</u>
Amount Raised from Rates	6	<u>146,106</u>	<u>(4,257,577)</u>	<u>(8,595,223)</u>	<u>4,403,683</u>	<u>(103.43%)</u>

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

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	August 2015 Actual \$	2015/2016 Budget \$
1. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
CEO Vehicle	0.00	55,000
Law, Order & Public Safety		
CESM Vehicle	0.00	40,000
Brigade Appliance -3.4 Grass Valley	0.00	335,000
Brigade Appliance - Light Tanker Irishtown BFB	0.00	125,000
Inkpen Fireshed	0.00	280,851
Clackline/Muresk Fire Shed	0.00	51,975
Electronic Conversion of Standpipe	0.00	12,500
Ranger Vehicle	0.00	35,000
Ranger Vehicle	0.00	25,000
CCTV - Fitzgerald St & Peel Tce	0.00	24,200
Health		
Snr EHO Vehicle	0.00	35,000
Education & Welfare		
NRCP Vehicle	0.00	38,500
Fluffy Ducks Patio & Power Relocation	0.00	10,455
Land & Buildings - Respite Centre Construction	13,821.36	19,852
Community Amenities		
Gate House - Inkpen Landfill	0.00	10,000
Drainage - Bernard Park Supertowns	4,015.00	338,026
Drainage - Town Centre Stage 2	0.00	1,027,386
Area Drainage	24,295.08	459,335
Aerators - Supertowns	0.00	241,123
Snr EHO Vehicle	0.00	35,000
Avon Mall Streetscaping	0.00	148,138
Buildings Cemetery	345.68	0
Cemetery Drainage	0.00	2,769
Cemetery Lot Development	0.00	18,600

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NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	August 2015 Actual \$	2015/2016 Budget \$
1. ACQUISITION OF ASSETS (Continued)		
<u>By Program (Continued)</u>		
Recreation and Culture		
Land & Building - Replace Balcony	0.00	178,200
Northam Pool Bowl Tiles	0.00	14,000
Filter - Wundowie Pool	0.00	24,600
Rec Centre Air Conditioning	0.00	500,000
Rec Centre Additional Exit Doors	0.00	25,000
Bakers Hill Golf & Tennis - Kitchen	0.00	60,365
EMComms Vehicle	0.00	40,000
George Nuich park Playground/ Shade	91,680.34	85,895
Play Equipment Wundowie	0.00	9,796
Play Equipment Jubilee Oval	0.00	0
Install Cricket Pitch - Jubilee Oval	0.00	27,000
Henry Street Oval Fencing WAFL Grant	0.00	3,223
Free Standing Stackable Seating	0.00	3,580
BMX Lighting	0.00	20,000
Bert Hawke Drainage	0.00	40,000
Bert Hawke Lighting	0.00	20,000
Wundowie Skate park	58,418.20	194,032
Henry Street Oval Drainage	0.00	6,780
Playground POS Improvements	78,558.88	178,069
Parks Seating & Play Equipment	5,757.00	40,000
Retic Wundowie Oval	14,252.00	20,889
Drink Fountain - Rec Centre	0.00	5,500
Railway Precinct Upgrade	0.00	49,284
AVVVA - Building Renewal	0.00	42,000
AVVVA - Kitchen Refurbishment	0.00	36,365
Aboriginal & Environmental Building	0.00	2,100,000
Carpark/ Drop Zone Old Railway Station	20,709.75	70,376

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	August 2015 Actual \$	2015/2016 Budget \$
1. ACQUISITION OF ASSETS (Continued)		
<u>By Program (Continued)</u>		
Transport		
Northam Depot Relocation Feasibility	0.00	10,000
Footpath Construction	65,735.14	530,253
Rural Drainage	0.00	106,570
GEH Deproclamation Funds	0.00	60,726
Southern Brook Road RRG 15/16	0.00	249,244
Jennapullin Road RRG 15/16	0.00	82,067
Roadworks - General Construction	130,291.01	596,917
Bridge Construction	0.00	260,000
Roadworks - Roads to Recovery	0.00	1,158,217
Roadworks - Supplementary Funding	0.00	237,917
Laneway Land Acquisition	1,249.73	28,500
Roadworks - Blackspot Funding	17,343.89	223,556
Infra Development - Super Towns	0.00	14,962
Roadworks - Gravel Sheeting	27,611.83	619,203
Kerb Renewal	0.00	107,574
Culvert Renewal	4,950.00	46,018
Footpath Renewal	0.00	80,898
Plant & Equipment - Road Plant Purchases	155,462.27	915,554
Economic Services		
Christmas Decorations	0.00	17,436
Information Bays	4,789.92	35,857
Signs Tower - GEH	0.00	10,000
Building Mtc Supervisor Vehicle	0.00	25,000
Snr Building Surveyor Vehicle	0.00	35,000
Bakers Hill Water Project	0.00	25,000
Wundowie Stormwater Harvest	158,781.08	262,645
Car Park Medical Centre	26,989.22	49,314
	905,057.38	12,952,092

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

1. ACQUISITION OF ASSETS (Continued)	August 2015 Actual \$	2015/2016 Budget \$
<u>By Class</u>		
Land Held for Resale	0.00	0
Land and Buildings	15,416.77	3,402,847
Plant and Equipment	155,462.27	1,279,054
Furniture and Equipment	0.00	0
Bush Fire Equipment	0.00	460,000
Playground Equipment	0.00	0
Infrastructure Assets - Roads	175,246.73	3,350,383
Infrastructure Assets - Footpaths	65,735.14	611,151
Infrastructure Assets - Bridges & Culverts	0.00	260,000
Infrastructure Assets - Drainage	192,041.16	2,264,980
Infrastructure Assets - Parks & Ovals	248,666.42	649,264
Infrastructure Assets - Airfields	0.00	0
Infrastructure Assets - Streetscape	25,499.67	264,371
Infrastructure Assets - Other	26,989.22	410,042
	<u>905,057.38</u>	<u>12,952,092</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 2015 TO 31 AUGUST 2015

2. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	August 2015	2015/2016	August 2015	2015/2016	August 2015	2015/2016
	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$
Governance						
PN1315 CEO Vehicle (N4082) MV1315	0.00	46,647	0.00	29,000	0.00	(17,647)
Law, Order, Public Safety						
PN1315 CESM Vehicle (N4056) MV1303	0.00	25,001	0.00	10,000	0.00	(15,001)
PN1223 Ranger Vehicle (N4021) MV1228	0.00	20,019	0.00	10,000	0.00	(10,019)
PN1304 Ranger Vehicle (N4057) MV1304	0.00	21,552	0.00	10,000	0.00	(11,552)
Health						
PN1215 SEHO Vehicle (N10734) MV1218	0.00	15,995	0.00	13,000	0.00	(2,995)
Community Amenities						
PN1208 Snr Planner Vehicle (N10714) MV1208	0.00	12,000	0.00	12,000	0.00	0
Recreation & Culture						
PN1306 EMCommS Vehicle (N4092) MV1305	0.00	29,437	0.00	20,000	0.00	(9,437)
Transport						
PN0812 Wundowie Truck (N3647) 9216	0.00	25,000	0.00	31,045	0.00	6,045
PN1201 Flocon (N008) MV1201 & MV1202	0.00	90,751	0.00	73,427	0.00	(17,324)
P5029 Quad Bike (N5173) 9029	0.00	7,417	0.00	7,276	0.00	(141)
PN0905 Ride on Mower (N3779) 9240	0.00	22,169	0.00	8,211	0.00	(13,958)
P5017 Dynapac Vibrating Roller (N9166) 9017	0.00	3,794	0.00	3,047	0.00	(747)
PN1009 Two Way Tip Truck (N3885) RP1009	0.00	111,342	0.00	50,000	0.00	(61,342)
PN1205 Reticulation Utility (N10709) MV1206	0.00	8,635	0.00	12,636	0.00	4,001
Flail Mower Wundowie	0.00	0	0.00	5,000	0.00	5,000
PN1301 SV6 Commodore Sedan (N4030) MV1302	0.00	24,726	0.00	20,000	0.00	(4,726)
Other Economic Services						
PN1221 Building Mtc Vehicle (N10728) MV1213	0.00	11,752	0.00	10,000	0.00	(1,752)
PN1219 Snr Building Surveyor Vehicle (N3433) MV1224	0.00	12,434	0.00	20,000	0.00	7,566
	0.00	488,671	0.00	344,642	0.00	(144,029)

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

2. DISPOSALS OF ASSETS

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

<u>By Class</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	August 2015	2015/2016	August 2015	2015/2016	August 2015	2015/2016
	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$
Plant & Equipment						
PN1315 CEO Vehicle (N4082) MV1315	0.00	46,647	0.00	29,000	0.00	(17,647)
PN1315 CESM Vehicle (N4056) MV1303	0.00	25,001	0.00	10,000	0.00	(15,001)
PN1223 Ranger Vehicle (N4021) MV1228	0.00	20,019	0.00	10,000	0.00	(10,019)
PN1304 Ranger Vehicle (N4057) MV1304	0.00	21,552	0.00	10,000	0.00	(11,552)
PN1215 SEHO Vehicle (N10734) MV1218	0.00	15,995	0.00	13,000	0.00	(2,995)
PN1208 Snr Planner Vehicle (N10714) MV1208	0.00	12,000	0.00	12,000	0.00	0
PN1306 EMCommS Vehicle (N4092) MV1305	0.00	29,437	0.00	20,000	0.00	(9,437)
PN0812 Wundowie Truck (N3647) 9216	0.00	25,000	0.00	31,045	0.00	6,045
PN1201 Flocon (N008) MV1201 & MV1202	0.00	90,751	0.00	73,427	0.00	(17,324)
P5029 Quad Bike (N5173) 9029	0.00	7,417	0.00	7,276	0.00	(141)
PN0905 Ride on Mower (N3779) 9240	0.00	22,169	0.00	8,211	0.00	(13,958)
P5017 Dynapac Vibrating Roller (N9166) 9017	0.00	3,794	0.00	3,047	0.00	(747)
PN1009 Two Way Tip Truck (N3885) RP1009	0.00	111,342	0.00	50,000	0.00	(61,342)
PN1205 Reticulation Utility (N10709) MV1206	0.00	8,635	0.00	12,636	0.00	4,001
Flail Mower Wundowie	0.00	0	0.00	5,000	0.00	5,000
PN1301 SV6 Commodore Sedan (N4030) MV1302	0.00	24,726	0.00	20,000	0.00	(4,726)
PN1221 Building Mtc Vehicle (N10728) MV1213	0.00	11,752	0.00	10,000	0.00	(1,752)
PN1219 Snr Building Surveyor Vehicle (N3433) MV1224	0.00	12,434	0.00	20,000	0.00	7,566
	0.00	488,671	0.00	344,642	0.00	(144,029)

Summary

Profit on Asset Disposals
Loss on Asset Disposals

August 2015	2015/2016
Actual	Budget
\$	\$
0.00	22,612
0.00	(166,641)
<u>0.00</u>	<u>(144,029)</u>

SHIRE OF NORTHAM

MINUTES

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-15	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2015/2016 Budget \$	2015/2016 Actual \$	2015/2016 Budget \$	2015/2016 Actual \$	2015/2016 Budget \$	2015/2016 Actual \$	2015/2016 Budget \$	2015/2016 Actual \$
Recreation & Culture									
Loan 208 - Northam Country Club **	25,270	0	0	4,919	0	20,351	25,270	1,938	5
Loan 219 - Northam Bowling Club **	94,923	0	0	25,180	0	69,743	94,923	5,752	19
Loan 223 - Recreation Facilities	579,122	0	0	102,423	50,447	476,699	528,675	37,485	17,795
Loan 224 - Recreation Facilities	976,294	0	0	36,236	0	940,058	976,294	69,264	115
Transport									
Loan 221 - Airstrip Upgrade	37,519	0	0	11,749	0	25,770	37,519	2,435	6
Economic Services									
Loan 225 - Victoria Oval Purchase	798,785	0	0	29,647	0	769,138	798,785	56,671	94
	2,511,913	0	0	210,154	50,447	2,301,759	2,461,466	173,545	18,034

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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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

3. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2015/16

The Shire of Northam does not propose to raise any new debenture in 2015/16.

(c) Unspent Debentures

Council had no unspent debenture funds as at 30th June 2015, it is not expected to have any unspent debenture funds as at 30th June 2016.

(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 2015/16.

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 2015 TO 31 AUGUST 2015

	August 2015 Actual \$	2015/2016 Budget \$
4. RESERVES - CASH BACKED		
(a) Aged Accomodation Reserve		
Opening Balance	255,465	255,465
Interest	375	6,324
Amount Set Aside / Transfer to Reserve	0	15,900
Amount Used / Transfer from Reserve	0	(41,380)
	<u>255,840</u>	<u>236,309</u>
(b) Employee Liability Reserve		
Opening Balance	494,602	494,602
Interest	726	12,213
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(18,500)
	<u>495,328</u>	<u>488,315</u>
(c) Housing Reserve		
Opening Balance	242,782	242,782
Interest	356	5,995
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>243,138</u>	<u>248,777</u>
(d) Reticulation Scheme Reserve		
Opening Balance	48,750	48,750
Interest	72	1,204
Amount Set Aside / Transfer to Reserve	0	40,000
Amount Used / Transfer from Reserve	0	0
	<u>48,822</u>	<u>89,954</u>
(e) Office Equipment Reserve		
Opening Balance	122,458	122,458
Interest	180	3,024
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>122,638</u>	<u>125,482</u>
(f) Plant & Equipment Reserve		
Opening Balance	600,754	600,754
Interest	881	15,999
Amount Set Aside / Transfer to Reserve	0	488,965
Amount Used / Transfer from Reserve	0	(678,212)
	<u>601,635</u>	<u>427,506</u>
(g) Recreation Reserve		
Opening Balance	18,131	18,131
Interest	27	448
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(18,579)
	<u>18,158</u>	<u>0</u>
(h) Road & Bridgeworks Reserve		
Opening Balance	547,453	547,453
Interest	803	13,479
Amount Set Aside / Transfer to Reserve	0	10,000
Amount Used / Transfer from Reserve	0	(187,180)
	<u>548,256</u>	<u>383,752</u>

SHIRE OF NORTHAM

MINUTES

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	August 2015 Actual \$	2015/2016 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(i) Refuse Site Reserve		
Opening Balance	228,755	228,756
Interest	336	5,649
Amount Set Aside / Transfer to Reserve	0	150,105
Amount Used / Transfer from Reserve	0	0
	229,091	384,510
(j) Regional Development Reserve		
Opening Balance	873,646	873,646
Interest	1,282	21,573
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(80,000)
	874,928	815,219
(k) Speedway Reserve		
Opening Balance	134,967	134,968
Interest	198	3,333
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	135,165	138,301
(l) Community Bus Replacement Reserve		
Opening Balance	31,138	31,139
Interest	46	769
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	31,184	31,908
(m) Septage Pond Reserve		
Opening Balance	324,006	324,006
Interest	475	8,001
Amount Set Aside / Transfer to Reserve	0	26,415
Amount Used / Transfer from Reserve	0	0
	324,481	358,422
(n) Killara Reserve		
Opening Balance	168,620	154,372
Interest	247	7,000
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(30,000)
	168,868	131,372
(o) Stormwater Drainage Projects Reserve		
Opening Balance	27,441	27,441
Interest	40	1,067
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	27,481	28,508

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	August 2015 Actual \$	2015/2016 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(p) Recreation and Community Facilities Reserve		
Opening Balance	810,814	810,813
Interest	1,190	20,022
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(431,296)
	<u>812,004</u>	<u>399,539</u>
(q) Administration Office Reserve		
Opening Balance	671,050	671,050
Interest	985	16,570
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>672,035</u>	<u>687,620</u>
(r) Council Buildings & Amenities Reserve		
Opening Balance	130,204	130,203
Interest	191	3,215
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(100,000)
	<u>130,395</u>	<u>33,418</u>
(s) River Town Pool Dredging Reserve		
Opening Balance	283,686	283,686
Interest	416	7,005
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(223,600)
	<u>284,102</u>	<u>67,091</u>
(t) Parking Facilities Construction Reserve		
Opening Balance	123,583	123,582
Interest	181	3,586
Amount Set Aside / Transfer to Reserve	0	75,000
Amount Used / Transfer from Reserve	0	(49,314)
	<u>123,764</u>	<u>152,854</u>
(u) Art Collection Reserve		
Opening Balance	21,219	21,219
Interest	31	524
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>21,250</u>	<u>21,743</u>
Total Cash Backed Reserves	<u><u>6,168,561</u></u>	<u><u>5,250,600</u></u>
Total Interest	9,037	157,000

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

SHIRE OF NORTHAM
MINUTES
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	August 2015 Actual \$	2015/2016 Budget \$
4. RESERVES - CASH BACKED (Continued)		
Summary of Transfers to Cash Backed Reserves		
Transfers to Reserves		
Aged Accommodation Reserve	375	22,224
Employee Liability Reserve	726	12,213
Housing Reserve	356	5,995
Reticulation Scheme Reserve	72	41,204
Office Equipment Reserve	180	3,024
Plant & Equipment Reserve	881	504,964
Recreation Reserve	27	448
Road & Bridgeworks Reserve	803	23,479
Refuse Site Reserve	336	155,754
Regional Development Reserve	1,282	21,573
Speedway Reserve	198	3,333
Community Bus Replacement Reserve	46	769
Septage Pond Reserve	475	34,416
Killara Reserve	247	7,000
Stormwater Drainage Projects Reserve	40	1,067
Recreation and Community Facilities Reserve	1,190	20,022
Administration Office Reserve	985	16,570
Council Buildings & Amenities Reserve	191	3,215
River Town Pool Dredging Reserve	416	7,005
Parking Facilities Construction Reserve	181	78,586
Art Collection Reserve	31	524
	<u>9,037</u>	<u>963,385</u>
Transfers from Reserves		
Aged Accommodation Reserve	0	(41,380)
Employee Liability Reserve	0	(18,500)
Housing Reserve	0	0
Reticulation Scheme Reserve	0	0
Office Equipment Reserve	0	0
Plant & Equipment Reserve	0	(678,212)
Recreation Reserve	0	(18,579)
Road & Bridgeworks Reserve	0	(187,180)
Refuse Site Reserve	0	0
Regional Development Reserve	0	(80,000)
Speedway Reserve	0	0
Community Bus Replacement Reserve	0	0
Septage Pond Reserve	0	0
Killara Reserve	0	(30,000)
Stormwater Drainage Projects Reserve	0	0
Recreation and Community Facilities Reserve	0	(431,296)
Administration Office Reserve	0	0
Council Buildings & Amenities Reserve	0	(100,000)
River Town Pool Dredging Reserve	0	(223,600)
Parking Facilities Construction Reserve	0	(49,314)
Art Collection Reserve	0	0
	<u>0</u>	<u>(1,858,061)</u>
Total Transfer to/(from) Reserves	<u>9,037</u>	<u>(894,676)</u>

SHIRE OF NORTHAM

MINUTES

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

4. RESERVES (Continued)

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

Aged Accommodation Reserve

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

Employee Liability Reserve

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

Housing Reserve

Reserve established for future construction of Community Housing in Wundowie.

Reticulation Scheme Reserve

Provision for future replacement/upgrading of water reuse and reticulation infrastructure. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

Office Equipment Reserve

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

Plant & Equipment Reserve

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

Recreation Reserve

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 2015/16.

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.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

4. RESERVES (Continued)

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.

Killara Reserve

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

Stormwater Drainage Projects Reserve

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

Recreation and Community Facilities Reserve

Purpose - To provide fund for Recreation and Public Facilities within the Shire of Northam. No date has been specified for the use of this Reserve. 2% of net rates levied each year set aside for the provision of recreation and sport facilities.

Administration Office Reserve

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

Council Buildings & Amenities Reserve

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

River Town Pool Dredging Reserve

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

Parking Facilities Construction Reserve

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

Art Collection Reserve

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

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	August 2015 Actual \$	2014/2015 Financial Report \$	2015/2016 Budget \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	1,907,032	3,118,600	200,000
Cash - Restricted Unspent Grants	1,641,416	2,107,310	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,168,561	6,159,524	5,250,600
Sundry Debtors	856,006	1,277,154	1,141,850
Rates - Current	10,621,152	1,136,116	0
Pensioners Rates Rebate	102,171	16,222	0
Provision for Doubtful Debts	(124,729)	(124,729)	0
GST Receivable	160	175,694	0
Accrued Income/Prepayments	0	11,693	0
Inventories	0	30,222	10,000
	<u>21,171,769</u>	<u>13,907,805</u>	<u>6,602,450</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(1,476,759)	(1,207,536)	(2,159,557)
Rates Income in Advance	(20,027)	0	0
GST Payable	(160)	(104,067)	0
Accrued Salaries & Wages	0	0	0
Accrued Interest on Debentures	(35,862)	(35,862)	0
Payroll Creditors	0	(202,109)	0
Accrued Expenditure	0	0	0
Withholding Tax Payable	0	0	0
Payg Payable	69,353	(26,147)	0
Loan Liability	(159,705)	(210,153)	0
Provision for Annual Leave	(514,544)	(534,837)	0
Provision for Long Service Leave	(299,681)	(320,601)	0
Other Payables	0	0	0
	<u>(2,437,385)</u>	<u>(2,641,312)</u>	<u>(2,159,557)</u>
NET CURRENT ASSET POSITION	18,734,384	11,266,493	4,442,893
Less: Cash - Reserves - Restricted	(6,168,561)	(6,159,524)	(5,250,600)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add: Current Loan Liability	159,705	210,153	223,416
Add: Leave Liability Reserve	495,328	494,602	488,315
Add: Budgetted Leave	100,000	100,000	100,000
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>13,320,856</u>	<u>5,911,724</u>	<u>4,024</u>

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2015/2016 Rate Revenue \$	2015/2016 Interim Rates \$	2015/2016 Back Rates \$	2015/2016 Total Revenue \$	2015/2016 Budget \$
General Rate								
00 Non-Rateable	0.0000	700	3,343,912	0	0	0	0	0
01 GRV-Townsites Residential	10.5571	2,988	37,552,380	0	(477)	0	(477)	3,981,043
02 GRV-Northam Commercial/Industrial	11.8252	248	11,255,466	0	0	0	0	1,309,570
05 Agricultural Local	0.5679	519	160,924,000	0	(865)	0	(865)	918,988
06 Agricultural Regional	0.4706	208	111,632,000	0	0	0	0	530,440
07 Rural Small Holdings	0.6474	546	95,829,000	0	0	0	0	623,497
Sub-Totals		5,209	420,536,758	0	(1,342)	0	(1,342)	7,363,538
Minimum Rates								
	\$							
01 GRV-Northam Town Gen	865	914	4,211,349	0	0	0	0	790,610
02 GRV-Northam Town Diff	865	48	185,998	0	0	0	0	41,520
05 Agricultural Local	865	136	11,523,418	0	0	0	0	117,640
06 Agricultural Regional	865	205	23,189,539	0	0	0	0	177,325
07 Rural Small Holdings	865	106	13,223,000	0	0	0	0	91,690
Sub-Totals		1,409	52,333,304	0	0	0	0	1,218,785
							(1,342)	8,582,323
Ex-Gratia Rates							0	12,900
Excess Rate Receipts							(158,077)	0
Totals							(159,419)	8,595,223

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NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

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 2015/16 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.

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

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-15 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Town Hall Bond	1	1,500	500	(500)	1,500
Lesser Hall Bond	2	900	1,000	0	1,900
Nomination Deposits	4	0	0	0	0
POS - Cash in Lieu	6	338,929	2,008	0	340,937
Bonds - Building	7	34,500	0	0	34,500
Crossovers - Bond	9	86,392	0	0	86,392
Recreation Centre Bond	11	400	0	0	400
Facilities - Bonds	18	200	0	0	200
Footpath/Kerbing Deposit	22	96,500	3,500	(3,500)	96,500
Retentions	26	169,175	11,127	0	180,302
Sundry Trust	27	13,310	0	0	13,310
Building & Construction (E	29	0	10,728	(5,141)	5,587
Builders Reg Board Levy	30	0	9,736	(4,788)	4,948
Standpipe Key	31	6,900	50	0	6,950
Resited Dwellings	32	37,200	0	0	37,200
Deposits-Extractive Indust	33	261,548	193	0	261,741
Other	34	15,747	0	0	15,747
Other - Rental Bond	35	200	0	0	200
Bonds - Animal Traps	36	130	111	(55)	186
Storm Damage Donations	38	175	0	0	175
		<u>1,063,706</u>	<u>38,953</u>	<u>(13,984)</u>	<u>1,088,675</u>

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SHIRE OF NORTHAM

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FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

8. OPERATING STATEMENT

	August 2015 Actual \$	2015/2016 Budget \$	2014/2015 Actual \$
OPERATING REVENUES			
Governance	994	54,800	99,624
General Purpose Funding	8,852,908	10,772,405	14,635,200
Law, Order, Public Safety	(19,036)	1,044,095	431,881
Health	2,264	50,000	38,907
Education and Welfare	286,119	1,333,066	1,233,363
Housing	5,242	46,465	44,286
Community Amenities	1,588,357	2,469,929	3,594,743
Recreation and Culture	54,583	3,023,244	722,954
Transport	270,244	2,277,699	1,459,102
Economic Services	89,960	574,419	1,528,375
Other Property and Services	3,043	54,200	78,198
TOTAL OPERATING REVENUE	11,134,678	21,700,322	23,866,634
OPERATING EXPENSES			
Governance	210,400	1,201,997	1,217,592
General Purpose Funding	35,158	364,868	355,250
Law, Order, Public Safety	155,032	1,131,201	1,087,825
Health	59,817	296,919	375,458
Education and Welfare	209,603	1,502,295	1,376,796
Housing	14,840	105,856	102,994
Community Amenities	526,815	3,419,277	3,021,439
Recreation & Culture	482,244	4,285,143	3,952,063
Transport	521,302	4,760,181	4,646,373
Economic Services	393,494	2,036,106	1,827,167
Other Property and Services	151,388	27,040	210,182
TOTAL OPERATING EXPENSE	2,760,093	19,130,883	18,173,139
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	8,374,585	2,569,439	5,693,495

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

9. BALANCE SHEET

	August 2015 Actual \$	2014/2015 Actual \$
CURRENT ASSETS		
Cash Assets	9,717,009	11,385,434
Receivables	11,484,860	2,633,780
Inventories	0	30,221
TOTAL CURRENT ASSETS	<u>21,201,869</u>	<u>14,049,435</u>
NON-CURRENT ASSETS		
Receivables	400,038	435,458
Inventories	0	0
Land	16,575,350	16,574,100
Property, Plant and Equipment	40,138,843	39,967,574
Infrastructure	50,511,195	49,774,062
TOTAL NON-CURRENT ASSETS	<u>107,625,426</u>	<u>106,751,194</u>
TOTAL ASSETS	<u>128,827,295</u>	<u>120,800,629</u>
CURRENT LIABILITIES		
Payables	1,463,456	1,722,671
Interest-bearing Liabilities	159,705	207,198
Provisions	814,226	855,439
TOTAL CURRENT LIABILITIES	<u>2,437,387</u>	<u>2,785,308</u>
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	2,301,760	2,301,760
Provisions	158,484	158,484
TOTAL NON-CURRENT LIABILITIES	<u>2,460,244</u>	<u>2,460,244</u>
TOTAL LIABILITIES	<u>4,897,631</u>	<u>5,245,552</u>
NET ASSETS	<u>123,929,664</u>	<u>115,555,077</u>
EQUITY		
Retained Surplus	88,281,392	79,915,843
Reserves - Cash Backed	6,168,561	6,159,524
Reserves - Asset Revaluation	29,479,711	29,479,711
TOTAL EQUITY	<u>123,929,664</u>	<u>115,555,078</u>

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ORDINARY COUNCIL MEETING HELD ON 21 OCTOBER 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

10. FINANCIAL RATIO

	2016 YTD	2015	2014	2013
Current Ratio	6.90	2.52	1.43	1.82

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
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015**

<u>Operating</u>	NOTE	August 2015 Actual \$	August 2015 Y-T-D Budget \$	Projected 2015/2016 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Revenues/Sources	8						
Governance		994	9,124	54,800	(8,130)	(89.11%)	Timing on Rebate
General Purpose Funding		9,012,327	2,177,182	2,177,182	6,835,145	313.94%	Rates levied in August, Grants Commission Funding timing
Law, Order, Public Safety		(19,036)	173,998	1,044,095	(193,034)	(110.94%)	Timing on DFES capital grant funding new plant, BFB and SES Operating Grant
Health		2,264	8,332	50,000	(6,068)	(72.83%)	
Education and Welfare		286,119	222,166	1,333,066	63,953	28.79%	Timing on Killara grant funding
Housing		5,242	7,740	46,465	(2,498)	(32.27%)	
Community Amenities		1,588,357	411,636	2,469,929	1,176,721	285.86%	Rates levied in August
Recreation and Culture		54,583	503,838	3,023,244	(449,255)	(89.17%)	Timing on grant income NSRF
Transport		270,244	387,605	2,277,699	(117,361)	(30.28%)	Timing on grant income MRWA, RRG and Blackspot Funding
Economic Services		89,960	95,706	574,419	(5,746)	(6.00%)	
Other Property and Services		3,043	9,028	54,200	(5,985)	(66.29%)	
		<u>11,294,097</u>	<u>4,006,355</u>	<u>13,105,099</u>	<u>7,287,742</u>	<u>181.90%</u>	
(Expenses)/(Applications)	8						
Governance		(210,400)	(250,969)	(1,201,997)	40,569	16.16%	Timing on expenditure relating to Consultants
General Purpose Funding		(35,158)	(60,806)	(364,868)	25,648	42.18%	
Law, Order, Public Safety		(155,032)	(214,705)	(1,131,201)	59,673	27.79%	Timing on budget allocations
Health		(59,817)	(53,125)	(296,919)	(6,692)	(12.60%)	
Education and Welfare		(209,603)	(253,125)	(1,502,295)	43,522	17.19%	Timing on budget allocations
Housing		(14,840)	(20,095)	(105,856)	5,255	26.15%	
Community Amenities		(526,815)	(572,959)	(3,419,277)	46,144	8.05%	Timing on budget allocations
Recreation & Culture		(482,244)	(816,814)	(4,285,143)	334,570	40.96%	Timing on budget allocations
Transport		(521,302)	(979,136)	(4,760,181)	457,834	46.76%	Timing on budget allocations
Economic Services		(393,494)	(422,210)	(2,036,106)	28,716	6.80%	Timing on budget allocations
Other Property and Services		(151,388)	(68,738)	(27,040)	(82,650)	(120.24%)	Insurance payments paid, will level back incoming months
		<u>(2,760,093)</u>	<u>(3,712,682)</u>	<u>(19,130,883)</u>	<u>952,589</u>	<u>(25.66%)</u>	
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	2	0	24,005	144,029	(24,005)	100.00%	Assets not disposed of
Movement in Accrued Interest		0	0	0	0	0.00%	
Movement in Accrued Salaries and Wages		0	0	0	0	0.00%	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%	
Movement in Employee Benefit Provisions		(41,213)	0	0	(41,213)	0.00%	
Depreciation on Assets		0	543,926	3,263,710	(543,926)	100.00%	Asset Register not yet finalised for 2014/15

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FOR THE PERIOD 1 JULY 2015 TO 31 AUGUST 2015

	NOTE	August 2015 Actual \$	August 2015 Y-T-D Budget \$	Projected 2015/2016 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating							
Capital Revenue and (Expenditure)							
Purchase Land Held for Resale	1	0	0	0	0	0.00%	
Purchase Land and Buildings	1	(15,417)	(3,402,847)	(3,402,847)	3,387,430	99.55%	Timing on building works
Purchase Plant and Equipment	1	(155,462)	(1,279,054)	(1,279,054)	1,123,592	87.85%	Timing on plant purchases
Purchase Furniture and Equipment	1	0	0	0	0	0.00%	
Purchase Bush Fire Equipment	1	0	(460,000)	(460,000)	460,000	100.00%	Timing unknown for supply by DFES
Purchase Playground Equipment	1	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Roads	1	(175,247)	(3,350,383)	(3,350,383)	3,175,136	94.77%	Timing on budget allocations
Purchase Infrastructure Assets - Bridges	1	0	0	(260,000)	0	#DIV/0!	Quotes obtained - project to be carried forward
Purchase Infrastructure Assets - Footpaths	1	(65,735)	(88,366)	(611,151)	22,631	25.61%	Timing on budget allocations
Purchase Infrastructure Assets - Drainage	1	(192,041)	(2,264,980)	(2,264,980)	2,072,939	91.52%	Timing on budget allocations
Purchase Infrastructure Assets - Parks & Ovals	1	(248,666)	(649,264)	(649,264)	400,598	61.70%	Timing on budget allocations
Purchase Infrastructure Assets - Airfields	1	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Streetscape	1	(25,500)	(44,058)	(264,371)	18,558	42.12%	
	1	(26,989)	(410,042)	(410,042)	383,053	93.42%	Timing on budget allocations
Proceeds from Disposal of Assets	2	0	57,440	344,642	(57,440)	100.00%	Assets not disposed of
Repayment of Debentures	3	(50,447)	(35,020)	(210,154)	(15,427)	(44.05%)	
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	0	5,017	30,099	(5,017)	100.00%	
Transfers to Restricted Assets (Reserves)	4	(9,037)	(963,385)	(963,385)	954,348	99.06%	
Transfers from Restricted Asset (Reserves)	4	0	1,858,061	1,858,061	(1,858,061)	100.00%	
Transfers from Restricted Asset (Other)		0	0	0	0	0.00%	
ADD Net Current Assets July 1 B/Fwd	5	5,911,724	5,911,724	5,919,675	0	0.00%	
LESS Net Current Assets Year to Date	5	13,320,856	4,024	4,024	13,316,832	330935.18%	
Amount Raised from Rates	6	<u>146,107</u>	<u>(4,257,577)</u>	<u>(8,595,223)</u>	<u>4,403,684</u>	<u>(103.43%)</u>	

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

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17.3.3 ASSIGNMENT OF LEASE AGREEMENT FOR HANGAR 9 – NORTHAM AIRPORT

Name of Applicant:	Anthony Sandler
Name of Owner:	Shire of Northam
File Ref:	A15585
Officer:	Cheryl Greenough
Officer Interest:	N/A
Policy:	Policy B7.11(3) Airport Hangar Site Agreements
Voting:	Simple Majority
Date:	5 October 2015

PURPOSE

For Council to approve Mr Anthony Sandler transferring his ten (10) year lease agreement with a five (5) year renewal option to Mr Raymond Challen for Lot 9 at the Northam Airport, 105 Withers Street Northam, which will be used as a private hangar.

BACKGROUND

Mr Sandler commenced a ten (10) year lease with a five (5) year renewal option for Lot 9 at Northam airport to be used as a private hangar on 13 January 2014. There is an established hangar on site.

Due to circumstances Mr Sandler cannot keep the hangar and has requested to assign it to Mr Raymond Challen.

The Northam Airport is zoned 'Reserve – Public Purposes' and is 30.35 hectares.

STATUTORY IMPACTS

Section 3.58 Local Government Act 1995 Disposing of Property

(1) *In this section —*

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.

(2) *Except as stated in this section, a local government can only dispose of property to —*

(a) *the highest bidder at public auction; or*

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(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

(3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —

(a) it gives local public notice of the proposed disposition —

(i) describing the property concerned; and

(ii) giving details of the proposed disposition; and

(iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and

(b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

STRATEGY R1.3: Improve and encourage utilisation of existing airport facilities and associated air services.

FINANCIAL IMPLICATIONS

Each hangar site numbered 1-18 attracts a rental fee based on its market valuation, the current valuation for the land is \$29,500, plus Shire Rates. Outgoings are on-charged to tenants.

At the Ordinary Council meeting 20 May 2015 the decision was carried that Council:

- 1. Charge a 2% rate of return on the market rental valuation for hangar sites lease fees at the Northam Airport for leases by private and recreational users;*
- 2. Charge a 6% rate of return on the market rental valuation for hangar sites lease fees at the Northam Airport for leases by commercial and business users;*
- 3. Phase in the lease fees for commercial and business users commencing at 40% of the market value, then annual increases of 15% of the market value for the four years; and*
- 4. That lessees are given a minimum of one month's notice prior to the introduction of the increased rental to be applied no earlier than 1 July 2014.*

The 2% rate of return on the market rental value for hangar 9 was charged on 9 June 2015 and the account was settled on 3 August 2015.

OFFICER'S COMMENT

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The request from Anthony Sandler should be considered in the context of all the leased hangar sites at the Northam Airport.

A 10 year lease with an option of a further 5 years provides more reassurance for a lessee who contributes significant investment into the cost of constructing a hangar, which is only guaranteed to be available for use for the period of the lease.

The Shire of Northam Local Planning Scheme acknowledges the retention and intensification of use of the Northam Airport for recreational aircraft activity into the foreseeable future. Staff are not aware of any reason why this use should not continue until 2030.

It is therefore recommended that a lease agreement be permitted, to an expiry date of 30 June 2030, under the same general conditions as previous leases.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2559

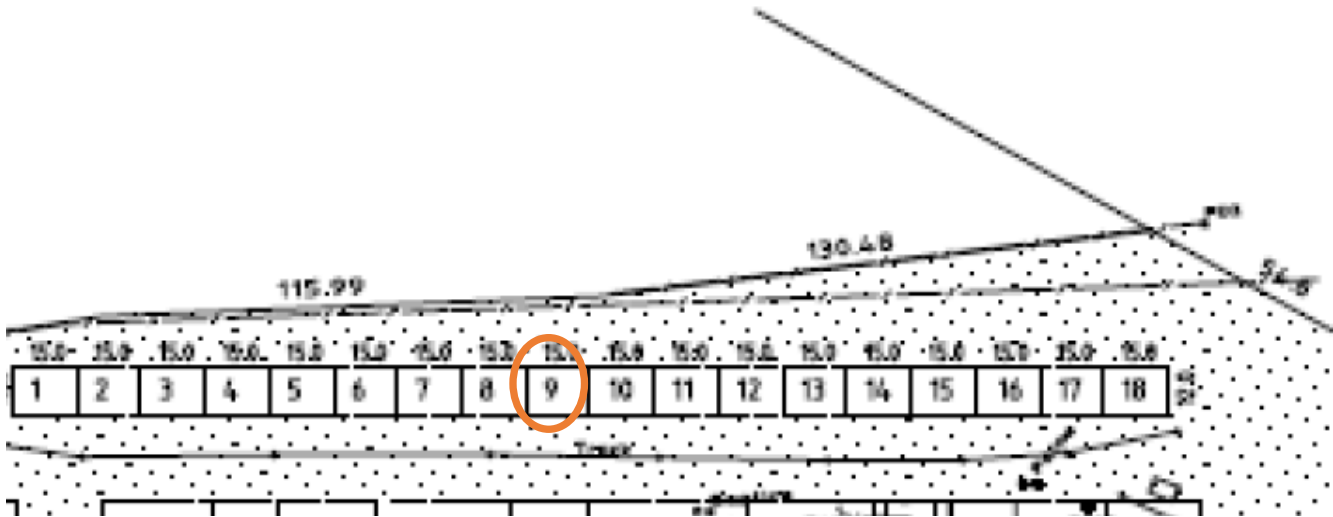
Moved: Cr Proud

Seconded: Cr Little

That Council approve the assignment of the lease agreement for hanger 9 to Mr Raymond Challen to be used as a 'private hanger' at 2.0% rate of return on the market rental valuation (currently \$29,500), currently set at \$590 plus CPI for a period of ten (10) years with a five (5) year option.

CARRIED 10/0

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17.3.4 LEASE AGREEMENT FOR HANGAR 12 – NORTHAM AIRPORT

Name of Applicant:	Shane Ashman
Name of Owner:	Shire of Northam
File Ref:	A15588
Officer:	Cheryl Greenough
Officer Interest:	N/A
Policy:	Policy B8.14 Management of Council Property Leases
Voting:	Simple Majority
Date:	5 October 2015

PURPOSE

For council to consider approving a ten (10) year lease agreement with a five (5) year renewal option for Lot 12 at Northam Airport, 105 Withers Street Northam, which will be used as a private hangar.

BACKGROUND

Mr Paul Ashman is seeking a ten (10) year lease with a five (5) year renewal option for Lot 12 at Northam airport to be used as a private hangar.

At Council's Meeting on 13 August 2008, Council decided to lease hangar sites at the Northam Airport for a period of 15 years. This consisted of a 10 year lease, with a 5 year renewal option.

Currently there are 43 hangar sites at the Northam Airport, consisting of 27 leased sites, two being exempt from rent and 14 vacant sites.

Building approval was granted to Mr Ashman on the 17 July 2015, permit number 15133 for the construction of a colour bond, steel framed class 10a aircraft hangar with a floor area of 168 square meters. The lot size is 180 square meters.

The Northam Airport is zoned 'Reserve – Public Purposes' and is 30.35 hectares.

STATUTORY IMPACTS

Section 3.58 Local Government Act 1995 Disposing of Property

(1) *In this section —*

dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.

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- (2) *Except as stated in this section, a local government can only dispose of property to —*
- (a) *the highest bidder at public auction; or*
 - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
- (a) *it gives local public notice of the proposed disposition —*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*
 - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

STRATEGY R1.3: Improve and encourage utilisation of existing airport facilities and associated air services.

FINANCIAL IMPLICATIONS

Each hangar site attracts a rental fee based on its market valuation, the current valuation for the land is \$29,500, plus Shire Rates. Outgoings are on-charged to tenants.

At the Ordinary Council meeting 20 May 2015 the decision was carried that Council:

1. *Charge a 2% rate of return on the market rental valuation for hangar sites lease fees at the Northam Airport for leases by private and recreational users;*
2. *Charge a 6% rate of return on the market rental valuation for hangar sites lease fees at the Northam Airport for leases by commercial and business users;*
3. *Phase in the lease fees for commercial and business users commencing at 40% of the market value, then annual increases of 15% of the market value for the four years; and*
4. *That lessees are given a minimum of one month's notice prior to the introduction of the increased rental to be applied no earlier than 1 July 2014.*

OFFICER'S COMMENT

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The request from Shane Ashman should be considered in the context of all the hangar sites at the Northam Airport.

A 10 year lease with an option of a further 5 years provides more reassurance for a lessee who contributes significant investment into the cost of constructing a hangar, which is only guaranteed to be available for use for the period of the lease.

The Shire of Northam Local Planning Scheme acknowledges the retention and intensification of use of the Northam Airport for recreational aircraft activity into the foreseeable future. Staff are not aware of any reason why this use should not continue until 2030.

It is therefore recommended that a lease agreement be permitted, to an expiry date of 30 June 2030, under the same general conditions as previous leases.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2560

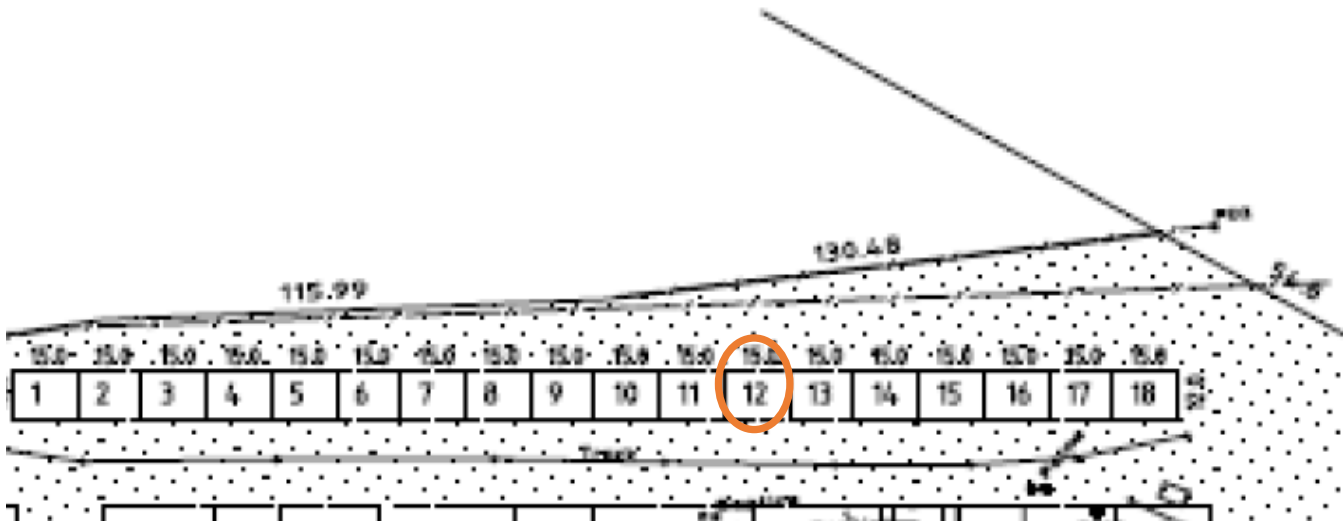
Moved: Cr Proud

Seconded: Cr Rumjantsev

That Council approve the lease agreement for hanger 12 to Shane Ashman for use as a private hanger at 2% rate of return on the market rental valuation of \$29,500 which equates to \$590 plus CPI for a period of ten (10) years with a five (5) year option.

CARRIED 10/0

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17.3.5 LEASE AGREEMENT FOR HANGAR 39 – NORTHAM AIRPORT

Name of Applicant:	Adam Price
Name of Owner:	Shire of Northam
File Ref:	A15615
Officer:	Cheryl Greenough
Officer Interest:	N/A
Policy:	Policy B7.11(3) Airport Hangar Site Agreements
Voting:	Simple Majority
Date:	17 August 2015

PURPOSE

For Council to consider approving a ten (10) year lease agreement with a five (5) year renewal option for Lot 39 at Northam Airport, 105 Withers Street Northam, which will be used as a private hangar.

BACKGROUND

Mr Adam Price is seeking a ten (10) year lease with a five (5) year renewal option for Lot 39 at Northam Airport to be used as a private hangar.

At Council's Meeting on 13 August 2008, Council endorsed to lease hangar sites at the Northam Airport for a period of 15 years. This consisted of a 10 year lease, with a 5 year renewal option.

Currently there are 43 hangar sites at the Northam Airport, consisting of 27 leased sites, two being exempt from rent and 14 vacant sites.

Planning Approval was granted for Mr Price on the 29 June 2015 permit number P2066 for a colour bond, steel framed class 10a aircraft hangar with a floor area of 256 square meters. The lot size is 609.60 square meters.

Building approval is anticipated to occur prior to the end of the year. The Northam Airport is zoned 'Reserve – Public Purposes' and is 30.35 hectares.

The Airport Masterplan does not designate area which is for commercial use only.

STATUTORY IMPACTS

Section 3.58 Local Government Act 1995 Disposing of Property

(1) *In this section —*

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dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not;
property includes the whole or any part of the interest of a local government in property, but does not include money.

- (2) Except as stated in this section, a local government can only dispose of property to —
- (a) the highest bidder at public auction; or
 - (b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —
- (a) it gives local public notice of the proposed disposition —
 - (i) describing the property concerned; and
 - (ii) giving details of the proposed disposition; and
 - (iii) inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and
 - (b) it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

STRATEGY: Improve and encourage utilisation of existing airport facilities and associated air services.

FINANCIAL IMPLICATIONS

Each hangar site attracts a rental fee based on its land market valuation, the current valuation for site 39 is \$61,000, yielding an annual rental of \$1,220 plus CPI and payment of the Shire Rates. Outgoings are on-charged to tenants.

At the Ordinary Council meeting 20 May 2015 the decision was carried that council:

1. Charge a 2% rate of return on the market rental valuation for hangar sites lease fees at the Northam Airport for leases by private and recreational users;
2. Charge a 6% rate of return on the market rental valuation for hangar sites lease fees at the Northam Airport for leases by commercial and business users;
3. Phase in the lease fees for commercial and business users commencing at 40% of the market value, then annual increases of 15% of the market value for the four years; and
4. That lessees are given a minimum of one month's notice prior to the introduction of the increased rental to be applied no earlier than 1 July 2014.

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OFFICER'S COMMENT

The request from Mr Adam Price should be considered in the context of all the leased hangar sites at the Northam Airport.

A 10 year lease with an option of a further 5 years provides more reassurance for a lessee who contributes significant investment into the cost of constructing a hangar, which is only guaranteed to be available for use for the period of the lease.

The Shire of Northam Local Planning Scheme acknowledges the retention and intensification of use of the Northam Airport for recreational aircraft activity into the foreseeable future. Staff are not aware of any reason why this use should not continue until 2030.

It is therefore recommended that a lease agreement be permitted, to an expiry date of 30 June 2030, under the same general conditions as previous leases.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2561

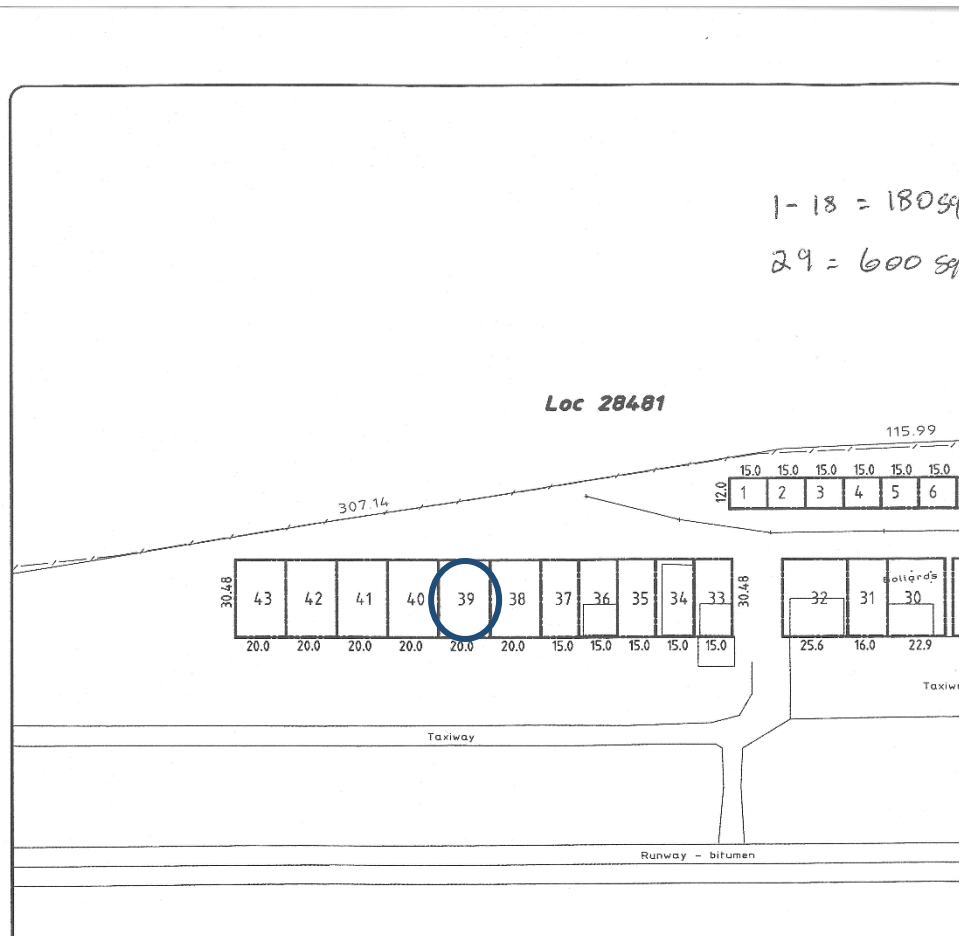
Moved: Cr Hughes

Seconded: Cr Antonio

That Council approve the lease agreement for hanger 39 to Adam Price as a private hanger at 2.0% rate of return on the market rental valuation (currently \$61,000), which equates to a current rental charge of \$1220 per annum plus CPI for a period of ten (10) years with a five (5) year option.

CARRIED 10/0

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17.4. COMMUNITY SERVICES

Nil.

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17.5. ENGINEERING SERVICES

Cr C R Antonio declared an "Indirect Financial" interest in item 17.5.1 - Tender 14 of 2015 - Replacement of Bridge 0614 - Clydesdale Road - Morrell Bridge, Grass Valley as his client is listed as one of the tenderers. Client pays to his employer (insurance).

Cr C R Antonio departed the Council Chambers at 7.20pm.

17.5.1 TENDER 14 OF 2015 - REPLACEMENT OF BRIDGE 0614 - CLYDESDALE ROAD - MORRELL BRIDGE, GRASS VALLEY

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	8.2.9.1
Officer:	Clinton Kleynhans / Geordas Thariyath
Officer Interest:	Nil
Policy:	F3.2 Purchasing and Tendering
Voting:	Majority
Date:	29 September 2015

PURPOSE

For Council to approve the award of RFT 14 of 2015 for the Replacement of Bridge 0614 – Clydesdale Road – Morrell Bridge, Grass Valley.

BACKGROUND

Request for tenders were called on the 5th September in the West Australian. The tender closed on 21st September 2015.

Tenderers were invited to provide lump sum price to deliver works under contract for the replacement of Bridge No. 0614 Clydesdale Road –Morrell Bridge, using 2 x 1200mm dia. reinforced concrete pipe (RCP).

Provision in the contract also made allowance for the submission of an alternative tender option using 2 x 1200mm dia. high density polyethylene (HDPE) pipes.

Employee's present at the tender opening were Asset Manager and Project / Contract Administration Officer.

Tenders were independently assessed by the Executive Manager Engineering Services and Asset Manager, with an average score determined for assessment.

STATUTORY REQUIREMENTS

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Section 3.57 of the Local Government Act 1995;

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

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

“F 3.4 Regional Price Preference

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

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

This policy has been applied within the tender assessment process.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

OBJECTIVE R1: Provide and support an effective and efficient transport network.

STRATEGY R1.2: Maintain an efficient, safe and quality road network.

FINANCIAL IMPLICATIONS

A provisional sum of \$200,000 ex. GST has been included in the adopted 2015/16 Budget for the delivery of these works.

OFFICER’S COMMENT

There were four (4) tender submissions received for the advertised Tender, these included:

1. Avon Concrete.
2. ATM Civil
3. Marine and Civil
4. Australian Civil.

These submissions were assessed against the following pre-determined criteria’s:

Compliance Criteria

- Compliance with the conditions in the request;
- Compliance with Specification;
- Financial capacity to perform the works;

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- Intent to Sub-Contract;
- Declare any conflict of interest;
- Quality assurance;
- Occupational Health and Safety requirements;
- Insurance coverage;
- Public Consultation

Qualitative Criteria (Scored)

- | | |
|------------------------------|-----|
| • Pricing | 50% |
| • Relevant Experience | 25% |
| • Timeliness of Delivery | 15% |
| • Safety and Risk Management | 10% |

The assessment determined ranking of tenders to be as follows (in order of preference) for the two options:

Option 1 Reinforced Concrete Pipe Culverts:

- | | |
|-----------------|-------------------|
| 1 st | ATM Civil |
| 2 nd | Avon Concrete |
| 3 rd | Australian Civils |
| 4 th | Marine & Civils |

Option 2 High Density Polyethylene (HDPE) pipe culvert

- | | |
|-----------------|-------------------|
| 1 st | Avon Concrete |
| 2 nd | Australian Civils |
| 3 rd | Marine & Civils |

ATM Civil did not submit an alternative priced Option 2

Further detail is provided in the attached Appendices. The Evaluation Matrix has been provided to the Elected Members as a separate confidential attachment to the agenda and minutes.

The Evaluation Panel recommends the contract be awarded to Avon Concrete, as the preferred supplier for construction of Option 2 for the lump sum price of \$179,412 excluding GST.

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RECOMMENDATION / COUNCIL DECISION

Minute No: C.2562

Moved: Cr Rumjantsev

Seconded: Cr Tinetti

That Council award Tender No.14 of 2015 to Avon Concrete for the fixed lump sum price of \$179,412 excluding GST, authorising the Chief Executive Officer to approve contract variations within budget parameters, for the construction of a HDPE culvert to replace the existing culvert identified as Bridge No.614, Clydesdale Road (Morrell Bridge), Grass Valley.

CARRIED 9/0

Cr C R Antonio returned to the Council Chambers at 7.20pm.

The Shire President, Cr S B Pollard declared a 5 minute intermission at 7.21pm.

The Shire President, Cr S B Pollard reconvened the meeting at 7.26pm.

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Shire of Northam

EVALUATION REPORT

RFT 14 of 2015 – replacement of Bridge 0614 – Clydesdale Road, Morrell
Bridge, Grass Valley.

Prepared by Sue Connell
25 September 2015

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Tender 14 of 2015
Replacement of Bridge 0614



BACKGROUND

Title

The Shire of Northam issued a Request for Tender for 14 of 2015 – Replacement of Bridge 0614 – Clydesdale Road – Morrell Bridge, Grass Valley

Scope

This specification covers the replacement of Bridge 0614 Clydesdale Road –Morrell Bridge, Grass Valley including but not limited to, the supply of materials and labour as directed by the Principal or its nominated representative.

Refer to Tender Document for details Scope of Works.

Contract Period

The contract is for a period of up to six (6) weeks.

Tendering Budget

The work to be performed is identified in the 2015/16 budget for a budgeted sum of \$200,000.00.

RFT PROCESS

Council Approval

Tenderers were invited to provide a lump sum price that should have a validity period of Ninety (90) Days.

Works and services to be completed under contract(s) will be for:

The replacement of Bridge 0614 Clydesdale Road –Morrell Bridge, Grass Valley including but not limited to, the supply of materials and labour as directed by the principal or its nominated representative.

Advertising Details

Request for tenders were advertised on the 5 September 2015 in The West Australian.

RFT Closing Date

The tender closed on 21 September 2015.

Tenders Received

Tender submissions were received from the following organisations:

- (a) Avon Concrete
- (b) ATM Civil
- (c) Marine and Civil
- (d) Australian Civil

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Tender 14 of 2015
Replacement of Bridge 0614



THE EVALUATION

Participants

An evaluation panel assessed each tender submission. Details on members of the panel are contained within the below table.

Name	Organisation	Title	Basis of Participation
Geordas Thariyath	Shire of Northam	Asset Manager	Lead Assessor
Clinton Kleynhans	Shire of Northam	Executive Manager Engineering Services	Assessor

Compliance Evaluation

A. Compliance Criteria

The compliance criteria for this RFT were:

- Compliance with the conditions in the request;
- Compliance with Specification;
- Occupational Health and Safety requirements;
- Public Consultation
- Risk Assessment of:
 - Financial capacity to perform the works;
 - Intent to Sub-Contract;
 - Potential conflict of interest;
 - Insurance coverage;
 - Quality assurance;

Compliance Criteria were evaluated on a "Yes/No" basis. All submissions were processed through to the qualitative/price evaluation on the basis that all compliance criteria had been met.

B. Qualitative Assessment

The qualitative criteria for this tender were:

(a) Pricing	50%
(b) Relevant Experience	25%
(c) Timeliness of Delivery	15%
(d) Safety and Risk Management	10%

The qualitative assessment was completed on 29 September 2015

C. Qualitative Scores & Pricing

For Scoring and pricing refer to the following appendices;

Appendix A - Evaluation Matrix

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Replacement of Bridge 0614



Appendix B – Pricing Summary

D. Short-listing

Avon Concrete.

Referee Reports

The Following Referee was contacted for Avon Concrete.

Referee Contact	Comments
Shire of Kallerberrin	8 out of 10
Shire of Toodyay	10 out of 10 – very impressed

RECOMMENDATION FOR AWARD

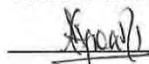
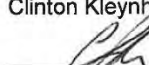
Giving consideration that all Evaluation Criteria being marginal in difference with exception of Pricing, it is recommended Avon Concrete, using Option 2, is awarded this Tender on the basis of having best value for money offered to the Principal.

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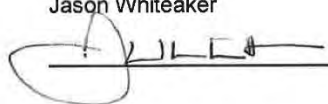
Tender 14 of 2015
Replacement of Bridge 0614



Recommended by Evaluation Panel Assessors

Name	Geordas Thariyath		
Sign		Date	6 / 10 / 15
Name	Clinton Kleynhans		
Sign		Date	6 / 10 / 15

Approved by CEO

Name	Jason Whiteaker		
Sign		Date	6 / 10 / 15

Endorsed by Council

Date / / /

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

Nil

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

19.1. Elected Members

Nil

COUNCIL DECISION

Minute No: C.2563

Moved: Cr Little

Seconded: Cr Beresford

That Council consider an agenda item put forward late for Request to Adopt Town Planning Delegations under Planning and Development (Local Planning Schemes) Regulations 2015.

CARRIED 10/0

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19.2. Officers

19.2.1 REQUEST TO ADOPT TOWN PLANNING DELEGATIONS UNDER PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015

Name of Applicant:	N/A
Name of Owner:	N/A
File Ref:	2.3.1.6
Officer:	Chadd Hunt / Kobus Nieuwoudt
Officer Interest:	Nil
Policy:	Local Planning Scheme No.6 Planning & Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015
Voting:	Absolute Majority
Date:	20 October 2015

PURPOSE

For Council to resolve to delegate to the Chief Executive Officer (CEO) and the Executive Manager Development Services (EMDS) the exercise of Council's powers and discharge of its duties under *Shire of Northam Local Planning Scheme No. 6* (the Scheme) in pursuance of Clause 82(1) and Clause 83(1) of Schedule 2, Part 10, Division 2 of the recently gazetted *Planning and Development (Local Planning Schemes) Regulations 2015*.

BACKGROUND

The *Planning and Development (Local Planning Schemes) Regulations 2015* (the new Regulations) were gazetted on 25 August 2015 and took effect on Monday 19th October 2015, replacing the *Town Planning Regulations 1967*.

The new Regulations are a major part of Western Australia's planning reform agenda, affecting arrangements for local planning strategies, local planning schemes and scheme amendments.

In addition to a Model Scheme Text, the new Regulations also introduced a set of deemed provisions* that now forms part of every local planning scheme in the State.

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* The deemed provisions introduce uniform processes and procedures to local planning schemes that cannot be altered, varied or excluded.

The deemed provisions also replace, among other things, Part 11 – Enforcement and Administration of Council’s Local Planning Scheme No. 6 (LPS6) in its entirety. It should also be noted that the Shire’s current town planning delegations were made under Part 11, Clauses 11.3.1 and 11.3.2 of LPS6.

STATUTORY REQUIREMENTS

Planning and Development (Local Planning Schemes) Regulations 2015

On 19 September 2013, the Minister for Planning (the Minister) launched Planning makes it happen: Phase two. This included the Planning Reform Discussion Paper, which detailed 12 statutory planning reform initiatives, and six governance and administrative reform initiatives.

Following a period of public consultation, the Planning Makes it Happen: Phase Two – Blueprint for Planning Reform document was released by the Minister in August 2014. The Blueprint incorporated a number of initiatives, including the preparation of new Planning and Development (Local Planning Schemes) Regulations 2014, to replace the existing Model Scheme Text.

In November 2014, the draft Regulations Discussion Paper was released for public comment, with submissions invited from 18 November 2014 to 30 January 2015. The Department of Planning has made a number of changes as a result of those submissions and on 25 August 2015 the final Regulations were gazetted, which took effect on 19 October 2015.

Division 2 of Schedule 2 (Deemed provisions for local planning schemes), Part 10 (Enforcement and administration), Clause 81 up to and including Clause 84 of the new Regulations set out the provisions and requirements for delegations. Refer **Attachment 1** – Extract from new Regulations (Delegations).

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

Not applicable for the purpose of this report.

BUDGET IMPLICATIONS

There are no financial implications for the Shire of Northam of the recommendations of this report.

OFFICER’S COMMENT

Because the Shire’s current Town Planning delegations were made under Clause 11.3 of LPS6, and given that the deemed provisions of the new Regulations automatically

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replaced Part 11 of LPS6, Council is now required to delegate to the CEO and the EMDS the exercise of Council's powers and discharge of Council's duties under LPS6 in accordance with Clause 82(1) and Clause 83(1) of Schedule 2, Part 10, Division 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* in order to avoid delegated officers from potentially issuing invalid determinations under the current instrument of delegation. The proposed modifications will not change the existing level of responsibility for officers or the means by which the delegation can be exercised.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2564

Moved: Cr Beresford
Seconded: Cr Rumjantsev

That Council, pursuant to Clause 82(1) and 83(1) of Division 2 (Delegations) of Schedule 2, Part 10 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, delegate to the Chief Executive Officer and the Executive Manager Development Services respectively the exercise of Council's powers and the discharge of the Shire of Northam's duties under *Shire of Northam Local Planning Scheme No.6* in accordance with existing Delegations P01 to P11 (inclusive).

CARRIED 10/0
BY ABSOLUTE MAJORITY

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COUNCIL DECISION

Minute No: C.2565

Moved: Cr Rumjantsev

Seconded: Cr Hughes

That Council move into committee to discuss agenda item 21.1 – Chief Executive Officer Review Committee minutes and item 21.2 – Appointment of Executive Manager Corporate Services.

CARRIED 10/0

The Executive Manager Engineering Services, Development Services, Chief Executive Officer and Gallery departed the Council Chambers at 7.35pm.

21. CONFIDENTIAL ITEMS

Mr J B Whiteaker declared a "Financial" interest in item 21.1 – Chief Executive Officer Review Committee as the CEO review deals with his performance and salary.

21.1. CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE MINUTES

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	1.1.1.1 – Emp2250
Officer:	N/A
Officer Interest:	N/A
Policy:	Nil
Voting:	Simple Majority
Date:	8 October 2015

PURPOSE

For Council to receive the minutes and adopt the recommendation from the Chief Executive Officer Review Committee meetings which were held on 6 July 2015, 4 September 2015 and 17 September 2015.

The minutes have been provided to the Elected Members as a separate confidential attachment.

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COUNCIL DECISION

Minute No: C.2566

Moved: Cr Hughes
Seconded: Cr Little

That Council suspend standing orders 9.1 and 9.3 to allow for open discussion.

CARRIED 10/0

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2567

Moved: Cr Proud
Seconded: Cr Little

That Council receive the minutes and adopt the recommendations from the Chief Executive Officer Review Committee meetings held on 6 July 2015, 4 September 2015 and 17 September 2015.

CARRIED 9/1

COUNCIL DECISION

Minute No: C.2568

Moved: Cr Beresford
Seconded: Cr Tinetti

That Council, resume standing orders 9.1 and 9.3.

CARRIED 10/0

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The Chief Executive Officer, Executive Manager Development and Engineering Services and Governance Officer returned to the Council Chambers at 7.57pm.

Mr J B Whiteaker declared an "Impartiality" interest in item 21.2 – Appointment of Executive Manager Corporate Services as the candidate is known to him.

21.2. APPOINTMENT OF EXECUTIVE MANAGER CORPORATE SERVICES

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	1.1.1.3
Officer:	Jason Whiteaker
Officer Interest:	N/A
Policy:	Nil
Voting:	Simple Majority
Date:	16 October 2015

PURPOSE

For Council to give consideration to accepting the recommendation of the Chief Executive Officer to appoint a 'Senior Employee'.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2569

Moved: Cr Beresford

Seconded: Cr Little

That Council, accept the recommendation of the Chief Executive Officer in appointing Mr Colin Young to the position of Executive Manager Corporate Services on a five (5) year performance based contract.

CARRIED 10/0

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COUNCIL DECISION

Minute No: C.2570

Moved: Cr Little

Seconded: Cr Hughes

That Council move out of Committee.

CARRIED 10/0

The Gallery returned to the Council Chambers at 8.03pm and the Shire President, Cr S B Pollard read aloud the decisions of Council.

22. DECLARATION OF CLOSURE

There being no further business, the Shire President, Cr S B Pollard declared the meeting closed at 8.04pm.

"I certify that the Minutes of the Ordinary Meeting of Council held on Wednesday, 21 October 2015 have been confirmed as a true and correct record."

_____ President

_____ Date