



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Agenda

Ordinary Council Meeting

16 August 2017



NOTICE PAPER

Ordinary Council Meeting

16th August 2017

President and Councillors

I inform you that an Ordinary Council meeting will be held in the Council Chambers, located at 395 Fitzgerald Street, Northam on 16th August 2017 at 5:30pm.

There will be a Forum meeting held in the Council Chambers on 9th August 2017 at 5:30 pm to discuss the contents of this agenda.

Yours faithfully



Jason Whiteaker
Chief Executive Officer

DISCLAIMER

This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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1. DECLARATION OF OPENING

2. ATTENDANCE

Council:

Shire President	S B Pollard
Deputy Shire President	T M Little
Councillors	D G Beresford
	J E Williams
	J Proud
	R W Tinetti
	C L Davidson
	U Rumjantsev
	C R Antonio
	D A Hughes

Staff:

Chief Executive Officer	J B Whiteaker
Executive Manager Development Services	C B Hunt
Executive Manager Community Services	R Rayson
Executive Manager Corporate Services	C Young
Executive Assistant – CEO	A C Maxwell
Payroll Officer	J L White

2.1 APOLOGIES

Executive Manager Engineering Services	C D Kleynhans
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2.2 APPROVED LEAVE OF ABSENCE

Cr D G Beresford has been granted leave of absence from 15 August 2017 to 17 September 2017 (inclusive).

3. DISCLOSURE OF INTERESTS

Item Name	Item No.	Name	Type of Interest	Nature of Interest



4. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

COUNCIL ORDINARY MEETING - WEDNESDAY 16th August, 2017

<u>Visitations and Consultations:</u>	
28/7/17	Business operator re: opportunity for the Shire
28/7/17	Business operator re: maintenance request
28/7/17	Citizenship ceremony
2/8/17	Local Government Week day 1
3/8/17	Local Government Week day 2
4/8/17	Local Government Week day 3
4/8/17	Official re-opening of refurbished Avon Bridge
4/8/17	Avon Descent Festival functions
5/8/17	Avon Descent start breakfast
6/8/17	Avon Descent finish line activities in Bayswater
7/8/17	AROC meeting in Toodyay
8/8/17	CEO Review Committee regular meeting
10/8/17	Northam Chamber of Commerce sun downer in Grass Valley
<u>Upcoming Events:</u>	
18/8/17	Vietnam Veterans Day
23/8/17	Shire quarterly strategic meeting
25/8/17	Meet with Minister for Local Government David Templeman
25/8/17	WALGA Zone meeting in Northam
30/8/17	Dowerin Field Days day 1
31/8/17	Dowerin Field Days day 2
2/9/17	National Ballooning Championships - Balloon Glow event
8/9 and 9/9/17	Northam Agricultural Show

Operational Matters

Annual Shire Budget

Council has now adopted a budget for 2017/18. There is an underlying rate rise of 3.5% implicit in our Long Term Financial Plan and we have endorsed a 3.51% increase this year. We have the new Northam Aboriginal and Environmental Interpretive Centre (NAEIC) costs coming on line this year and Council has agreed previously to fund the initial years of operation for this centre to help get it to a financially sustainable operating level. The centre is expected to be open in the first quarter of 2018.

Avon Bridge renovations:



I helped to officially open the refurbished “Avon Bridge”, known to Main Roads WA as the Newcastle Road Bridge 0638, on the 4th August after a 7 ½ month closure period. The refurbishment has included the replacement of 25 pylons that had deteriorated over the years. This has been a Main Roads WA project and the intention is to hand the bridge over to the Shire now that it has been structurally refurbished. The end result has been worth the wait and it is good to have the bridge reopened to all traffic once again.

Building activity:

It was unusual to see 5 telescopic cranes on the Northam skyline recently with the NAEIC, Avon Bridge, Dome Cafe, new shopping centre and Boulevard shopping centre refurbishment projects all using these cranes to keep the jobs going. I can't remember when so much building activity was occurring in the area so hopefully the benefits of these projects will be there for all to see very soon.

Gt. Eastern Highway Bakers Hill redesign:

Road works have commenced in Bakers Hill with Main Roads constructing a new road through Hooper Park as planned.

Northam Aboriginal and Environmental Interpretive Centre (NAEIC):

Construction is progressing at a good pace with the steel skeleton of the basic structure of the building evolving daily.

Strategic matters

Avon Region of Councils (AROC):

The next meeting of AROC is on the 7th August. The main item on the agenda is the result of a Recreation Facilities audit of member Councils. New members, the Shire of York, were unable to provide data input into the audit which was unfortunate. The Shire of Chittering is looking to exit the AROC group by 30/6/18. We now need to decide how to progress from this audit in terms of providing future facilities regionally rather than locally.

Strategic Community Plan (SCP) 2018 - 2022

Community comment has been sought regarding the final draft SCP. Final adoption by Council should occur at the August meeting.

2016 Census

The ABS statistics continue to be progressively released showing the current population for the Shire as 11,112.

The male/female split is virtually 50/50.

There were 643 Aboriginal and Torres Strait people i.e. 5.8% of our total population. Interestingly, the age demographic is roughly 7% for each 5 years age grouping dropping to 5% or less once over 70 years.

There were 4978 private dwellings .however 727 of those appeared to be unoccupied!

We had just over 2 cars per household

837 (or 22%) of households do not/cannot access the internet from their dwelling.

Median weekly income was \$1178.

Median weekly rent was \$275.

Median mortgage repayments monthly were \$1408

WA Regional Capitals Alliance (WARCA)

Access to Regional Capitals funding is the main topic being worked on by this group involving innovation hubs. There is Federal support funding potentially available for these sorts of hubs as well as possible State support.

5. PUBLIC QUESTION/STATEMENT TIME

5.1 PUBLIC QUESTIONS

5.2 PUBLIC STATEMENTS

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

7. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

7.1 PETITIONS

Nil

7.2 PRESENTATIONS

Nil

7.3 DEPUTATIONS
Nil

8. APPLICATION FOR LEAVE OF ABSENCE

Nil

9. CONFIRMATION OF MINUTES

9.1 SPECIAL COUNCIL MEETING HELD 31 JULY 2017

RECOMMENDATION

That the minutes of the Ordinary Council meeting held on Monday 31 July 2017 be confirmed as a true and correct record of that meeting.

9.2 ORDINARY COUNCIL MEETING HELD 19 JULY 2017

RECOMMENDATION

That the minutes of the Ordinary Council meeting held on Wednesday 19 July 2017 be confirmed as a true and correct record of that meeting.

9.3 NOTES FROM THE COUNCIL FORUM MEETING HELD 9 AUGUST 2017

RECOMMENDATION

That Council receive the notes from the Council Forum meeting held Wednesday, 9 August 2017

10. ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY

Nil

11. REPORTS OF COMMITTEE MEETINGS

Nil



12. OFFICER REPORTS

12.1 **CEO'S** OFFICE

12.1.1 Strategic Community Plan

Address:	
Owner:	Shire of Northam
File Reference:	2.3.1.10
Reporting Officer:	Jason Whiteaker
Responsible Officer:	As above
Voting Requirement	Absolute Majority

BRIEF

For Council to adopt its 2017 Strategic Community Plan.

ATTACHMENTS

Attachment 1: Strategic Community Plan Draft

BACKGROUND / DETAILS

The Council has been through a significant consultation process in the development of the strategic community plan, with the process commencing in November 2016, with the appointment of 'Integral Development' to coordinate the planning process on behalf of Council.

The full details of the consultation process are contained within the Strategic Community Plan as presented.

CONSIDERATIONS

Strategic Community / Corporate Business Plan

This item represents a complete review of the Strategic Community Plan, which will then guide the development of the Corporate Business Plan.

Financial / Resource Implications

The financial/resource implications are significant. The adoption of the strategic community plan will guide the development of the Corporate Business Plan, consequently the allocation of all Council resources (financial, human, technological and policy) will be influenced by its contents.

Legislative Compliance

Local Government Act 1995

5.56. Planning for the future

- (1) A local government is to plan for the future of the district.
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Local Government (Administration) Regulations 1996

19C. Strategic community plans, requirements for (Act s. 5.56)

Policy Implications

Significant – the Strategic Community Plan will guide the Council's decision making into the future.

Stakeholder Engagement / Consultation

As detailed in the presented Strategic Community Plan document.

Risk Implications

OFFICER'S COMMENT

The draft Strategic Community Plan presented has been presented to the Community for comment. This included both general advertising and also a direct email to individuals and organisations who have been in the planning process to date. One submission was received.

The submission received contained the following key points;

- Congratulated Council on the contents of the plan and its presentation, as being easily interpreted;
Response: Noted
- Thanks Council for opportunity to comment;
Response: Noted
- Raised concern for youth not being retained in Northam, felt that while the plan adequately addressed the 'development of local jobs', it did not address the opportunity for faster, more connected, access to Northam from the City.
Response: Generally supported by staff. There may be an opportunity to incorporate additional comment within the plan in this area. Outcome 2.3 (page 13 of the Strategic Community Plan, could be strengthened as follows (adjustments in blue);

OUTCOME 2.3

A needs-driven public transport system is available for residents of the Shire of Northam.



Objectives:

- Develop a feasible public transport service within the Shire giving access to key services and facilities; and
- Lobby for transport links from Northam to the metropolitan area to be improved to ensure they are fast, reliable and appropriate, this will include continued provision of a regular daily AvonLink train service.

- Raised concern in relation to the Local Government Act and the need for Council to ensure that its application does not disadvantage the Shire of Northam, or more generally rural communities.

Response: This can be addressed through the current process of reviewing the Local Government Act, being undertaken by the current State Government

- Referenced the significant focus on heritage and tourism to facilitate economic growth, however felt the plan largely ignored the communities outside of Northam, being Wundowie, Bakers Hill, and Grass Valley – which all had significant existing heritage tourism opportunities. Cited an opportunity with graffiti art to explore our heritage in partnership with local youth.

Response: Theme, Four – Environment & Heritage is worded very clearly to ensure that the plan references the Shire of Northam generally and not just the town of Northam.

- Shire image and connectivity of its staff with stakeholders. Acknowledges that outcome 6.2 addresses this, however feels that Council could go a step further by holding at least 1 Council meeting each year in the 'outlying' major towns within the Shire.

Response: This is a decision for Council. There is no specific reason why Council meetings could not occur in outlying communities.

- Noted there appears to be an increased reliance on processes which are not people interactive. Encourages more direct connection between staff and the community.

Response: It is correct that there has been a significant increase in process driven outcomes. This has been a very deliberate strategy over the past four years to address organisational inadequacies. Staff do not share the view that the process driven culture decreases interaction with the community.

RECOMMENDATION

That Council endorse the 2017 Strategic Community Plan (**'plan'**) as presented, with the following adjustments;

- a. **Adjust outcome 2.3 to read;** 'Lobby for transport links from Northam to the metropolitan area to be improved to ensure they are fast, reliable and appropriate, this will include continued provision of a regular daily Avon Link train service'.
- b. Any final publishing adjustments approved by the Chief Executive Officer.

Absolute Majority Required

Attachment 1



Shire of Northam
Heritage, Commerce and Lifestyle

Strategic Community Plan 2017—2019



Strategic Community Plan 2017-2019



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DRAFT



Strategic Community Plan 2017-2019



Key Points of the Plan

Theme	Key Indicator/s	Outcomes
Economic growth	<p>Grow labour force as measured by DEEWR by 10% over 5 years.</p> <p>Increase Gross Regional Product by 10% over 5 years.</p>	<ul style="list-style-type: none"> • The Shire of Northam is an attractive investment destination for a variety of economic sectors. • Local businesses are valued and supported by investors and residents within the Shire of Northam. • Northam central business area is a strong and vibrant centre with a variety of cultural/art, retail and hospitality choices on offer every day of the week • A robust tourism industry which contributes to the economic development of the Shire of Northam and optimises Northam's role as a hub for tourists to the region. • The Shire of Northam is recognised for its education services and research and development excellence.
Community Wellbeing	<p>5% population growth per annum.</p> <p>Socio Economic Index For Areas (SEIFA) rating increases and improves by 2022.</p>	<ul style="list-style-type: none"> • People in the Shire of Northam feel that their community is caring and inclusive. • There are a variety of recreation and leisure activities available for all ages, across the Shire of Northam. • A needs-driven public transport system is available for residents of the Shire of Northam. • Aged residents are able to remain in or near to their local community in the Shire of Northam at all stages of care. • Northam continues to be a regional health services centre providing specialist, general and ancillary health services.
Safety and Security	<p>A continuous downward trend in crime and anti-social behaviour, and concern about these issues, as evidenced by crime statistics and Shire community surveys.</p>	<ul style="list-style-type: none"> • The Shire of Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.
Environment and Heritage	<p>Determine a baseline carbon footprint for Council and identify strategies to reduce carbon emissions.</p>	<ul style="list-style-type: none"> • The Shire of Northam is visually pleasing and easy to find your way around. • The Shire of Northam honours, and is recognised for, its unique heritage and cultural identity.

Strategic Community Plan 2017-2019



Theme	Key Indicator/s	Outcomes
	<p>Avon River water quality remains at same or improved level by 2022.</p> <p>No decrease in the number of high and medium value heritage assets on the municipal heritage inventory.</p>	<ul style="list-style-type: none"> Residents and organisations within the Shire of Northam are supported to reduce their environmental impact. Rivers and waterways in the Shire of Northam are greatly valued and maintained to a high natural standard.
Infrastructure and Service Delivery	<p>Asset sustainability and consumption ratios are maintained at no less than Department of Local Government benchmark levels.</p>	<ul style="list-style-type: none"> The Shire of Northam sensitively facilitates urban renewal and improved urban realm. Environmental risks are proactively managed to minimise impact on residents. To have safe, well-maintained community infrastructure and services to a standard expected of a Regional Centre.
Governance and Leadership	<p>Community Perceptions Survey measures increased satisfaction that the Council is leading the Shire of Northam in the right direction.</p> <p>Nil non-compliance with Local Government Act requirements.</p>	<ul style="list-style-type: none"> The Shire of Northam is recognised as a desirable place to live and residents are proud to live here. Residents and other stakeholders are actively listened to and their input into decision-making processes is valued. The Shire of Northam Council is a sustainable, responsive, innovative and transparent organisation. The Elected Members of the Shire of Northam provide accountable, strong and effective community leadership.

Strategic Community Plan 2017-2019



Message from the Shire President

It is my privilege to introduce the Shire of Northam Strategic Community Plan, which has been strongly influenced by our community and developed after extensive public consultation.

The Strategic Community Plan reflects the community's needs and aspirations, gathered through an extensive consultation process, and will be the framework for determining the Shire of Northam's activities and services over the next ten years. The Strategic Community Plan will set the Shire of Northam on a journey to transform it from a typical rural local government area with a small service centre, to one which offers its residents a wider range of quality services, akin to a regional city.

The Shire of Northam is in a fortunate position of having in excess of \$200,000,000 planned invested into our community during the 2017 – 2019 years. This investment is a strong mix of private sector commitment, federal government supported projects, state government initiatives and of course local government projects. It is a period of growth which is unprecedented for our community and growth which we will endeavour to build on to ensure our Shire reaches its aspirational goals and objectives.

The Strategic Community Plan is based on the key themes that emerged during its development, and has taken into consideration all feedback received from the community. The Plan considers the undertakings required to ensure optimum social, economic and environmental development under an effective governance platform. We will continue to work with the community on the ongoing development and implementation of plans and strategies.

I look forward to the general community, the public and private sectors, as well as state and federal government, working collaboratively with us on this very exciting journey into a bright future for the Shire of Northam and the wider region.

Steven Pollard
President



Strategic Community Plan 2017-2019



About the Shire of Northam

Prior to settlement and Northam's gazettal as a town in 1836, people in the area now known as the Shire of Northam were part of the Noongar nation and the Avon River has great cultural significance for the Ballardong people. The Shire of Northam Council acknowledges the traditional custodians of the land and is currently working with elders to develop an Aboriginal and Environmental Interpretive Centre on the bank of the Avon River to celebrate the region's rich Aboriginal cultural heritage.

Northam has one of the highest concentrations of heritage places of any town in regional WA, showcasing and highlighting our rich European heritage. It's collection of heritage places reflects the important role that the town played from the earliest days of the colony.

Northam was one of the first towns to be established following the founding of the Swan River Colony in 1829. In the 1860s, the town started to grow due to the establishment of a flour mill, and by the 1890s, Northam has become a vital part of the Western Australian map as the 'Gateway to the Goldfields' when the Perth to Eastern Goldfields railway was routed through Northam. Northam continued to prosper during the twentieth century, as epitomised in the stunning 1970s Brutalist style Town Council Offices and Library. (<http://www.stateheritage.wa.gov.au/conservation-and-development/conservation-principles/photo-galleries/northam-heritage>)

Northam is located in one of Australia's 15 biodiversity hotspots, known as the Central and Eastern Avon Wheatbelt. The dominant vegetation of this area includes woodlands of Wandoo, York Gum, Salmon Gum, Casuarina and some areas of proteaceous scrub heaths. The woodlands contain many of Western Australia's threatened plants and birds. The area is particularly rich in endemic plants - Grevilleas, Hakeas, Eucalypts, Acacias, Eriostemons, and the Asteracea family - and invertebrates, particularly ground-dwelling spiders. (<http://www.environment.gov.au/biodiversity/conservation/hotspots/national-biodiversity-hotspots#hotspot10>)

The Shire of Northam is located within the picturesque Avon Valley and is the key administration, business, industry and service centre for the broader Avon Region. Comprising around 1,400 square kilometres, the western boundary lies 60 kilometres east of Perth and the townsite of Northam is a further 35 kilometres east. With more than 11,500 residents¹ the Northam Shire contains 42% of the Avon Region population. In addition to the town of Northam, key localities include Bakers Hill, Clackline, Grass Valley, Spencers Brook and Wundowie.

The Shire of Northam is part of the significant Avon Valley agricultural region of more than 2.6 million hectares. The region produces around one billion dollars of exports with agricultural produce representing the largest export product. The high value of agricultural produce results from the intensive cropping throughout the area.

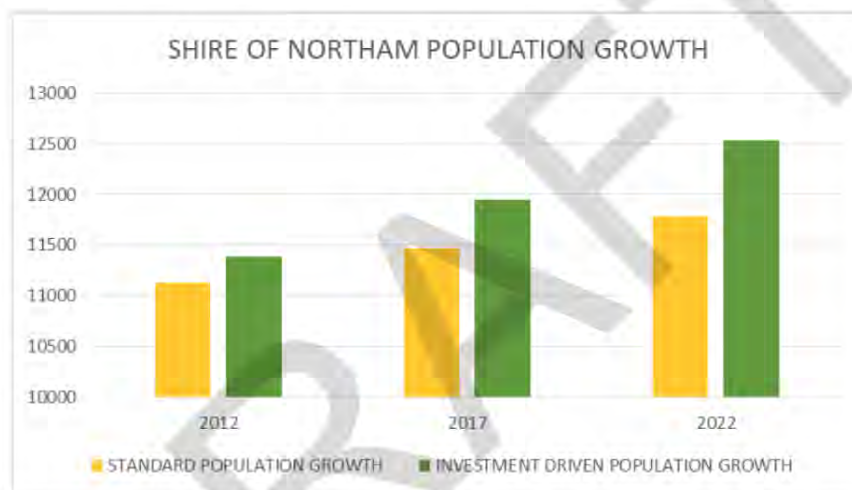
¹ ABS, Census 2011, Western Australia Tomorrow Population Report No 10 estimate is 12,320 in 2016.

Strategic Community Plan 2017-2019



The Shire of Northam is the most populous Shire in the Wheatbelt. Growing at around 5% per annum it is expected that Shire of Northam will reach the projected population² of 20,000 people by 2031 and will be the service hub for 50,000 people in the Avon Region. It has a culturally diverse population with many of the migrants and refugees offered support following World War II deciding to stay and build new lives in the area.

Compared to many other areas in WA a greater proportion of the population is over 65 or under 15, reflecting a trend for young people to leave for education and employment opportunities. Aboriginal and Torres Strait Islander people represent almost 6% of the population³ and around half are aged under 20.



² Northam Regional Centre Growth Plan

³ ABS, Census 2011

Strategic Community Plan 2017-2019



Future trends

Steady increases in the number of people in the Shire of Northam and surrounds will drive the expansion of services – particularly health and education, aged care services and professional services such as legal and financial services. In addition to the expansion of these services other changes are generating new business opportunities. For example:

- Technological change and the globally connected knowledge economy;
- The focus on renewable energy sources and innovation with solar power;
- Improved transport options and investment in road and rail infrastructure;
- High cost of housing in metropolitan Perth and the attraction of a 'tree change';
- Changing food markets with an emphasis on Australia's clean food reputation and rising affluence of Asian markets;
- Education industry expansion and specialist training services with the potential to attract overseas students;
- Mining of micro minerals and new processing technology; and
- Cultural & environmental tourism.

The Shire of Northam is going through a period of unprecedented growth. Investment from the private and government sectors is consolidating Northam townsite as the Regional Centre for the Avon. With existing transport linkages to Perth and availability of industrial, commercial and residential land, it is likely the investment trend will continue.

Together these changes are creating a climate of opportunity. They also impact on the Shire of Northam Council operations, in particular: planning for adequate and affordable housing; expansion of local government services and essential infrastructure; and, its capacity to support growth in the business community. Encouraging emerging industry and businesses to develop in the area will continue to expand and diversify the economic base.

Major projects underway in the Shire of Northam (approved and under construction mid-2017):

- Northam Aboriginal and Environmental Interpretive Centre (Shire of Northam)
- Hospital redevelopment (WA Department of Health)
- Sub-station and training rooms (St John Ambulance)
- Avon Bridge refurbishment (Main Roads WA)
- New shopping centre (Windsor Knight)
- Coffee shop, accommodation, wine bar, tourism (DOME Café)
- Northam Boulevard redevelopment (Perdaman Property Group)
- New local Station Facilities (WA Police)
- Expansion of regional facilities (Department of Agriculture and Food WA)
- Stage 2 rural residential development (Mauravillo Estate)
- Over 45s Lifestyle Village (H&H Developments)
- Main Roads WA Regional Office development

The community's expectations in the Shire of Northam also need to be managed in the context of continuing economic development and population growth. The Shire Council will need to play a role in managing key risks including climate change readiness, anti-social behaviour, community cohesion and adequate internet connectivity.

Strategic Community Plan 2017-2019



Vision for the future

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

In order to achieve our Vision the Shire of Northam has established an organisational Mission commitment, which is;

To deliver responsive, sustainable services in a manner that preserves and enhances our environment and lifestyle whilst respecting our heritage and facilitating economic growth.

DRAFT

Strategic Community Plan 2017-2019



Strategic Themes

What the community said

ECONOMIC GROWTH: Diversifying and growing the economy for prosperity and employment

We need alternative business investments, investments that don't solely rely on farming.

Improve the public support of local businesses and help ensure their success.

We need many more activities that attract visitors to the region on a consistent basis including food, wine and produce opportunities and establishing a café culture.

Encouraging businesses, particularly in the main Central Business District, to be open on weekends to support tourism.

Improving educational outcomes would help grow opportunities in the Wheatbelt to stay and work and grow the region. Northam could become a centre of excellence for education.

COMMUNITY WELLBEING: A cohesive community with access to quality services

We want Northam to be a safe, caring and inclusive community; it has lost its caring country feel.

I think there could be more variety of social sports offered at the Recreation Centre and that access to these sports needs to be made more affordable for families.

We need a more comprehensive and extensive public transport system to and from Perth and other nearby towns, and cheaper travel.

The population is ageing and people would like to stay in Northam but there is a lack of high care beds for the aged in Northam.

Public health services must be prioritized.

SAFETY & SECURITY: A community without fear of crime or antisocial behaviour

For a long time this town has had a bad reputation due to anti-social behaviour being tolerated including drug, alcohol abuse and crime. Until this is dealt with no one wants to be here or bring his or her families here.

Community safety, especially at night, is not great.

Strategic Community Plan 2017-2019



ENVIRONMENT & HERITAGE: Preserving the natural and historic beauty of the Shire of Northam

The entrances to Northam need completely cleaning up with verges mowed, weeded and gardened to make them appealing to bring up the whole look of the Shire.

Stop the demolition of our old heritage buildings. It is very important that we keep our old buildings for future generations and future tourism opportunities.

Access state and federal funding grants to further deploy technology that fits with broader sustainability goals and is in keeping with the Wheatbelt region.

We should be greening the Shire rather than cutting down trees and spraying everything that is green.

We need to make the most of our river. A lot of country towns in WA don't have something like we have. There needs to be more family friendly areas set up, more picnic areas further down. It needs to be more attractive and more accessible.

INFRASTRUCTURE & SERVICE DELIVERY: Liveable, connected communities with well-maintained assets

Nothing can be achieved without growth of new housing for families.

We should convert Cunderdin airport into a FIFO airport, as this will attract miners and their families to move to Northam.

Improve the roads for rural blocks and lifestyle blocks by sealing unsealed roads.

GOVERNANCE & LEADERSHIP: Leading with accountability, connection and openness

Change the "perception" of Northam as a place to live. Northam has all the basics but is still perceived as a welfare town.

The Shire needs to adhere to residents complaints and listen, not ignore.

There are a lot of good community spirited people who live in this Shire. However the Shire administration does not seem to interact well with the residents and needs to work on this.

Shire Officers need to have a greater understanding of the Shire rules and regulations as we seem to get a different answer each time you talk to one of them.

Strategic Community Plan 2017-2019



THEME AREA 1: ECONOMIC GROWTH

Diversifying and growing the economy for prosperity and employment

Key indicators of success:

- Grow labour force as measured by DEEWR by 10% over 5 years; and
- Increase Gross Regional Product by 10% over 5 years.

OUTCOME 1.1

The Shire of Northam is an attractive investment destination for a variety of economic sectors.

Objectives:

- Ensure the Shire of Northam is a welcoming and easy place for quality investment to occur;
- Communicate clearly and widely the benefits of doing business in the Shire of Northam;
- Pursue a range of developments in sectors including retirement living, renewable energy, agribusiness, innovation, logistics and aviation;
- Embrace technology as an enabler for development, and lobby for high speed internet connectivity; and
- Promote the business case for Government Offices servicing the Wheatbelt to choose to locate in the Shire of Northam.

OUTCOME 1.2

Local businesses are valued and supported by investors and residents within the Shire of Northam.

Objectives:

- Encourage local consumers to 'buy local' and support local businesses; and
- Support existing and future local businesses in maximising subcontracting opportunities within the Shire of Northam.

OUTCOME 1.3

Northam central business area is a strong and vibrant centre with a variety of cultural/art, retail and hospitality choices on offer every day of the week.

Objectives:

- Improve and expand the retail and hospitality offerings in Northam; and
- An activated and attractive town centre with low retail vacancy rates.

Strategic Community Plan 2017-2019



THEME AREA 1: ECONOMIC GROWTH (Cont'd)

OUTCOME 1.4

A robust tourism industry which contributes to the economic development of the Shire of Northam and optimises Northam's role as a hub for tourists to the region.

Objectives:

- Develop tourism opportunities based around the Shire's unique cultural, heritage and environmental assets;
- Position Northam as an ideal destination to attract regional, state and second-tier national events;
- Effectively market the tourism options available within the Shire of Northam including annual flagship events; and
- Collaborate with surrounding areas to create Avon Valley tourism growth.

OUTCOME 1.5

The Shire of Northam is recognised for its education services and research and development excellence.

Objectives:

- Maintain an innovative and broad-ranging education system that is recognised and valued by the community and the Region;
- Offer via education providers a wide range of tertiary programs, either directly or through brokerage arrangements;
- Be recognised for excellence in agricultural research and development; and
- Facilitate growth in knowledge industries enabled by broadband.

Strategic Community Plan 2017-2019



THEME 2: COMMUNITY WELLBEING

A cohesive community with access to quality services

Key indicators of success:

- 5% population growth per annum; and
- Socio Economic Index for Areas (SEIFA) rating increases and improves by 2022.

OUTCOME 2.1

People in the Shire of Northam feel that their community is caring and inclusive.

Objectives:

- Residents of all ages are well informed about activities and services in the Shire;
- Support is provided to encourage a strong culture of volunteering;
- Services targeted at parent support and building stronger families are available;
- Opportunities are provided for residents to gain a greater understanding and appreciation of the diverse cultures within the community;
- People with disabilities are able to live a safe and fulfilling life in the Shire; and
- Improved facilities and activities for youth are available within the Shire.

OUTCOME 2.2

There are a variety of recreation and leisure activities available for all ages, across the Shire of Northam.

Objectives:

- Maintain a range of sporting facilities in Northam townsite, as expected of a Regional Centre;
- Maintain local facilities in other local communities in the Shire of Northam;
- Facilitate the provision of varied cultural and artistic activities;
- Provide a range of quality activities for specific demographics, including seniors and youth;
- A range of outdoor leisure activities available throughout the Shire of Northam; and
- To have well maintained reserves within the Shire of Northam.

OUTCOME 2.3

A needs-driven public transport system is available for residents of the Shire of Northam.

Objectives:

- Develop a feasible public transport service within the Shire giving access to key services and facilities; and
- Lobby for the continued provision of a regular daily AvonLink train service.

Strategic Community Plan 2017-2019



THEME 2: COMMUNITY WELLBEING (Cont'd)

OUTCOME 2.4

Aged residents are able to remain in or near to their local community in the Shire of Northam at all stages of care.

Objectives:

- Provide support to enable seniors to remain living in their own homes as long as possible;
- Establish a range of care options to ensure people can remain in their local communities as they age; and
- Offer seniors activities that are accessible across the Shire.

OUTCOME 2.5

Northam townsite continues to be a regional health services centre providing specialist, general and ancillary health services.

Objectives:

- Specialist health and support services are available within the Shire Northam for residents and the region; and
- Support establishment of new ancillary health service businesses within the Shire of Northam.

Strategic Community Plan 2017-2019



THEME AREA 3: SAFETY AND SECURITY

A community without fear of crime or antisocial behaviour

Key indicator of success:

- A continuous downward trend in crime and anti-social behaviour, and concern about these issues, as evidenced by crime statistics and shire community surveys.

OUTCOME 3.1

Shire of Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.

Objectives:

- Plan and implement strategies to address crime and safety within the Shire of Northam:
 - Increase community participation in identifying and reporting of crime;
 - Increase community awareness and understanding of how to prevent crime and improve community safety; and
 - Work with key stakeholders and community groups to plan and implement community safety and crime prevention initiatives;
- Engage with all segments of our population to understand their challenges and coordinate services to meet those challenges; and
- Inform community of long term crime trends and comparisons.

Strategic Community Plan 2017-2019



THEME 4: ENVIRONMENT & HERITAGE

Preserving the natural and historic beauty of the Shire of Northam

Key indicators of success:

- Determine a baseline carbon footprint for Council and identify strategies to reduce carbon emissions;
- Avon River water quality remains at same or improved level by 2022; and
- No decrease in the number of high and medium value heritage assets on the municipal heritage inventory.

OUTCOME 4.1

The Shire of Northam is visually pleasing and easy to find your way around.

Objectives:

- Verges and roadsides are neat, tidy and attractive; and
- Information and way finding signage is clear, visible and easy to find.

OUTCOME 4.2

The Shire of Northam honours, and is recognised for, its unique heritage and cultural identity.

Objectives:

- The Shire of Northam is a destination for heritage tourism and heritage buildings are easily located and interpreted;
- The Shire of Northam's heritage buildings and locations are well maintained;
- There is a strong, respected and valued Aboriginal community and culture in the Shire of Northam; and
- The Shire of Northam recognises its multi-cultural community and supports its inclusion.

OUTCOME 4.3

Residents and organisations within the Shire of Northam are supported to reduce their environmental impact.

Objectives:

- Increase energy efficiency in Shire-controlled buildings and increased procurement of renewable energy;
- Sustainable waste management with the aim of reducing and reusing waste effectively;
- Deliver a well-planned and implemented street tree program;
- Support locally grown food initiatives; and
- Promote water re-use and water efficiency.

Strategic Community Plan 2017-2019



THEME 4: ENVIRONMENT & HERITAGE (Cont'd)

OUTCOME 4.4

Rivers and waterways in the Shire of Northam are greatly valued and maintained to a high natural standard.

Objectives:

- The Shire of Northam is widely known and maintained as a biodiversity hotspot and the premier destination to experience the Avon River; and
- The Avon River and its tributaries are healthy, appreciated and used by the community and visitors for both passive and active recreation.

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Strategic Community Plan 2017-2019



THEME 5: INFRASTRUCTURE AND SERVICE DELIVERY Liveable, connected communities with well-maintained assets

Key indicators of success:

- Asset sustainability ratio is between 90% and 110%; and
- Asset consumption ratio is between 50% and 75%.

OUTCOME 5.1

The Shire of Northam sensitively facilitates urban renewal and improved urban realm.

Objectives:

- Work with the Housing Authority to deliver newer public housing stock;
- Pursue a Land Rationalisation Strategy; and
- Implement a Laneways Strategy to enable subdivision access.

OUTCOME 5.2

Environmental risks are proactively managed to minimise impact on residents.

Objectives:

- Focus on stormwater management in both urban and rural areas;
- Continued bushfire management planning and mitigation works; and
- Proactive weed and pest management.

OUTCOME 5.3

To have safe, well-maintained community infrastructure and services to a standard expected of a Regional Centre.

Objectives:

- Implement robust asset management plans which promote efficient, safe and quality infrastructure;
- Deliver infrastructure projects effectively, on budget and schedule, aligned with local community plans and infrastructure projects;
- Build on community service delivery models to ensure services are continuously improved and modernised to meet community needs;
- Improve and encourage utilisation of existing airport facilities and associated air services; and
- Maintain an efficient and safe regional road network.

Strategic Community Plan 2017-2019



THEME 6: GOVERNANCE & LEADERSHIP

Leading with accountability, connection and openness

Key indicators of success:

- Community Perceptions Survey measures increased satisfaction that the Council is leading the Shire of Northam in the right direction; and
- Nil non-compliance with Local Government Act requirements.

OUTCOME 6.1

The Shire of Northam is recognised as a desirable place to live and residents are proud to live here.

Objectives:

- Positive internal and external perceptions about the Shire of Northam;
- Foster a sense of community pride; and
- Develop a clear brand identity and market it within the Shire of Northam, and beyond the Shire to investors, visitors and potential residents.

OUTCOME 6.2

Residents and other stakeholders are actively listened to and their input into decision-making processes is valued.

Objectives:

- Decisions made by the Shire of Northam are communicated and the reasoning clearly articulated to residents and stakeholders;
- Complaints are heard and resolved transparently;
- Effective and efficient two-way communication between the Shire of Northam and stakeholders; and
- Clearer understanding of the roles of Elected Members in the community.

OUTCOME 6.3

The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

Objectives:

- Provide outstanding customer service;
- Ensure robust financial management;
- Implement systems and processes which deliver quality outcomes for our community;
- Maintain a high standard of corporate governance;
- Improve community access to information to ensure they are able to be informed of our activities;
- Encourage active community participation in our local government;
- Undertake our regulatory roles in a safe, open, accountable and respectful manner; and
- Be an organisation where people want to work.

Strategic Community Plan 2017-2019



THEME 6: GOVERNANCE & LEADERSHIP (Cont'd)

OUTCOME 6.4

The Elected Members of the Shire of Northam provide accountable, strong and effective community leadership.

Objectives:

- Open, accountable and effective decision making;
- Effectively communicate the Shire of Northam's vision and strategic priorities, internally and externally;
- Be a valued member and leader in our regional context;
- Develop clear policy settings to guide our organisation and community; and
- Ensure effective and well-utilised long term planning.

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Strategic Community Plan 2017-2019



The Shire's role

Local governments are closer to the community than any other level of government. They create a sense of place through promoting and enhancing local identity, and by promoting social cohesion and health and wellbeing. The Shire of Northam Council engages with the community to encourage participation, shares information and provides opportunities for residents to influence Council decision-making.

The Shire of Northam provides strategic leadership by understanding how changes in the environment impact on opportunities and risks for the region and by using this understanding to drive planning for the long term and the short term. A central role is to guide the use of land to balance economic, environmental and community values, through land use planning and preparing local planning schemes and strategies. It also plays an active role in ensuring the Shire of Northam is an attractive environment in which to invest, live, work and visit.

Economic development is progressed by the Shire of Northam Council through its partnerships with local state and Commonwealth governments and by working with the business community. Attracting and retaining investment and supporting sustainable economic growth are priorities for the Shire of Northam. It is a responsible financial manager, delivers a wide range of services and manages a complex array of assets to meet the needs of the community.

The Shire of Northam delivers...

- Local Laws;
- Finance and Administration;
- Planning and Development Services;
- Building Services;
- Engineering and Works Services;
- Ranger Services;
- Waste management;
- Emergency Services;
- Environmental Health Services;
- Community Development;
- Aged respite care;
- Youth services;
- Community safety;
- Recreation activities;
- Tourism;
- Investment attraction and business development;
- Communication and digital innovation;
- Cemetery; and
- Airport.

Strategic Community Plan 2017-2019

Community Input

This plan was developed as an outcome of significant community engagement by the Shire of Northam. The process was independently facilitated, and each stage of consultation generated content that was fed into latter stages to ensure consistency and validity. A representative mix of responses from across the Shire of Northam was achieved by cross referencing themes with local area plans for the town sites across the Shire, for example Wundowie and Bakers Hill. In addition to the face to face consultation activities, a survey was posted to all registered ratepayers across the Shire of Northam.



Strategic Community Plan 2017-2019



The purpose of Strategic Community Planning

The Shire of Northam Strategic Community Plan is the overarching planning document for the Shire of Northam Council and guides its planning for the future of the region. It is a reflection of the beliefs and aspirations of the community and identifies the major themes and priorities that emerged from consultations. The Plan contains strategies to bring the priorities to fruition and the measures that will be used to gauge their success. It is reviewed every two years and updated after five years. The Council's Annual Report identifies the progress and any issues that impacted on the achievement of these priorities.

While the community has identified its priorities for action, there needs to be an extensive detailed planning process to put those actions in place. This is given effect through the Corporate Business Plan. It has a four year horizon and spells out how the priorities will be delivered using strategies and activities and the responsibilities and resources that are needed. The Strategic Community Plan identifies what should happen, the Corporate Business Plan identifies how it can happen. Both are turned into reality through annual budget setting and operational plans for the different areas of the Council administration.

Sitting alongside the Corporate Business Plan are the Long Term Financial Plan, Asset Plan and Workforce Plan. These focus on the essential resource management concerns, the ability to attract, retain and train staff, the ability to secure adequate income and to maintain the condition of existing infrastructure while providing essential new infrastructure.

Other plans are also developed by Council to meet legislative requirements such as Equal Opportunity and the Disability Services Acts, or to meet environmental objectives and social priorities. More technical plans such as risk management plans and information communications technology plans also help provide depth and robustness to Council planning.



Northam SCP, prepared by Integral Development | 23

Strategic Community Plan 2017-2019



Review Schedule

It is important to assess progress on the Strategic Community Plan, review and adjust the priorities in response to changes in the community. The review schedule includes a mid-term review of the Strategic Community Plan which involves gaining input from the community. The mid-term review is an important means of maintaining the community's role as an active player in the future directions of the Shire of Northam.

DRAFT

12.1.2 Shire of Northam Corporate Plan

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	2.3.1.1
Officer:	Jason Whiteaker – Chief Executive Officer
Officer Interest:	N/A
Policy:	N/A
Voting:	Absolute Majority
Date:	31 July 2017

PURPOSE

For Council to give consideration to endorsing the 2017/18 Corporate Business Plan.

ATTACHMENTS

Attachment 1: Shire of Northam Corporate Plan

BACKGROUND

The Corporate Business Plan is an internal business planning tool that translates Council priorities identified in its strategic community plan into operations within the resources available.

The plan details the services, operations and projects a local government will deliver within a defined period. It also includes the processes for delivering these and the costs associated.

As a result of the review of the Shire of Northam Strategic Community Plan, the Corporate Business Plan has been reviewed in its entirety to ensure a strong alignment, whilst the format has been changed to improve readability.

STATUTORY REQUIREMENTS

A Corporate Business Plan for a district is to —

- a) Set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and
- b) Govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and
- c) Develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- d) A local government is to review the current corporate business plan for its district every year.

- e) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.
 - f) A Council is to consider a Corporate Business Plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
- *Absolute majority required.
- g) If a Corporate Business Plan is, or modifications of a Corporate Business Plan are, adopted by the Council, the plan or modified plan applies to the district for the period specified in the plan.

Regulations also require that 'significant' modifications made to the corporate business plan be detailed in the annual report of Council.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

The Corporate Business Plan has been prepared and fully integrates with the Shire of Northam Strategic Community Plan.

BUDGET IMPLICATIONS

The draft Corporate Business Plan has been utilized to guide the annual budgeting process.

OFFICER'S COMMENT

The plan has been developed to ensure alignment with the Shire of Northam Strategic Community Plan. The Corporate Business Plan has been developed in strong consultation with the executive team and staff.

While this plan represents a complete re-write and re-formatting of the 2016/17 corporate business plan, the major key additions have been highlighted in red text throughout the document.

RECOMMENDATION

That Council:

1. Endorse the 2017 Corporate Business Plan as presented, with the following adjustments;
 - a. Any final publishing adjustments approved by the Chief Executive Officer.
2. Requires the Chief Executive Officer to detail the alterations to Corporate Plan in the Annual Financial Report 2016/17 in accordance with 19CA of the Local Government (Administration) Regulations.

Absolute Majority

Attachment 1

SHIRE OF NORTHAM CORPORATE BUSINESS PLAN

2017/18

Safe

Open

Accountable

Respectful

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1. Introduction

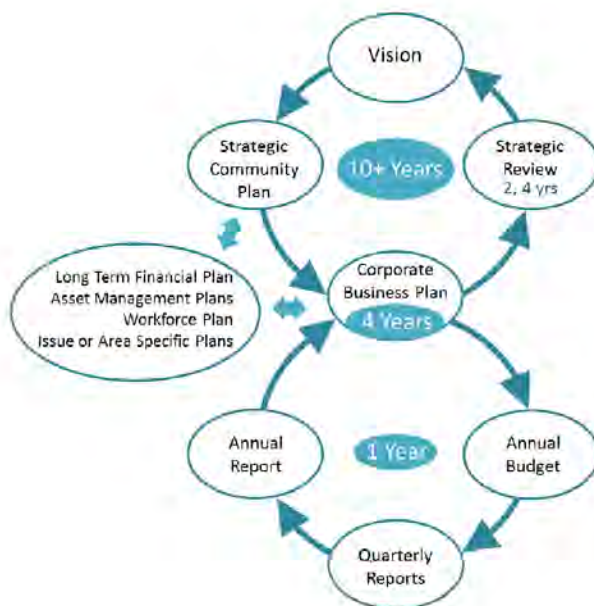
The *Corporate Business Plan* is the Shire of Northam’s 5-year service and project delivery program. It is aligned to the strategic direction and priorities set within the *Strategic Community Plan 2012–2022*

All operational planning and reporting is driven by the *Corporate Business Plan 2013–2018*, which is reviewed annually as a precursor to the Annual Budgeting process of the Shire to ensure priorities are achievable and effectively timed.

Whilst the Shire recognises the importance of long term planning it is also cognisant of the importance flexibility and adaptability in acknowledgment of the fast paced environment in which we live and operate. As such it is critical that the Corporate Business Plan is read in this context and acknowledged by the reader that the Council needs to retain the ability to adjust to external and internal influences as they arise. The annual review process enables the Shire to frequently assess its progress and realign actions and tasks against the most currently available information.

2. Planning Context

This document is part of a series of strategic and forward planning documents used by the Shire. The overall process is shown below.



3. Informing Documents & Plans

Document/Plan	Date Adopted
Avon Sub Regional Economic Strategy	February 2013
Shire of Northam bio Diversity Strategy	19 August 2015
Local Emergency Management Arrangements	16 March 2011
Local Emergency Management Recovery Plan	16 March 2011
Northam Land Rationalisation Strategy	20 March 2013
Northam Railway Station Improvement Plan	December 2014
Drainage Master Plan	June 2014
Northam Regional Centres Growth Plan; a. Social infrastructure Audit b. Physical Infrastructure Audit c. Northam office Accommodation Strategy d. Opportunities and Gaps Assessment e. Commercial Investment & employment Strategy f. Economic & Commercial Profile	19 September 2012
Bakers Hill Drainage Report	December 2009
Local Planning Scheme 6	21 March 2012
Local Planning Strategy	21 March 2012
Northam Town Centre Parking Strategy	21 December 2011
Laneway Strategy	20 March 2013
Minson Avenue Design Guidelines	17 August 2011
Northam Townsite Laneway Review	17 August 2011
Avon Regional Organisation of Councils Strategic Waste Management Plan 2015-2020	19 August 2015
Inkpen Waste facility Management Plan	2009
Old Quarry Road Waste Management Plan	2008
Bakers Hill Community Plan	2017 (being finalised at time of publishing CPB)
Grass Valley Community Plan	2002
Wundowie Community Plan	2017
Safety & Risk Management Plan	25 September 2014
Strategic Community Plan	18 June 2014
Corporate Business Plan	25 May 2015
Long term Financial Plan	17 July 2013
Integrated Workforce Plan 2013-2017	17 July 2013
Asset Management Plan – Roads, Footpaths, Drainage	17 July 2013
Shire of Northam's Local Bicycle Plan	16 May 2012
Northam Shire Alcohol & Other Drugs Management Plan	26 February 2016
Community Safety Plan	15 June 2011
Tracks Master Plan	17 February 2010
Recreation Facilities Development Plan	21 July 2009
Municipal Heritage Inventory	19 September 2012
Community Engagement Plan	12 October 2011
Bernard Park Masterplan	19 March 2014
Disability Access & Inclusion Plan	19 August 2015
Shire of Northam Records Keeping Plan	2013

4. Strategic Context

a. Our Vision for Northam

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

In order to achieve this Vision, the Council will commit to display;

- **LEADERSHIP**
 - to recognise the community's expectations to provide leadership
- **RESPECT**
 - to respect differences in age, culture, values and opinion
- **TEAMWORK**
 - to achieve through the efforts of the team
- **EXCELLENCE**
 - to aspire to one standard
- **OPENNESS**
 - to engender trust through openness

b. Our Mission

To deliver responsive, sustainable services in a manner that preserves and enhances our environment and lifestyle whilst respecting our heritage and facilitating economic growth.

In order to achieve this Mission, the Organisation will commit to being;

- **SAFE**
Focus on importance of safety in the organisation
- **OPEN**
Engage in two way communication, with transparency and trust
- **ACCOUNTABLE**
Know what you are responsible for, take ownership and deliver accordingly
- **RESPECTFUL**
Demonstrate respect for other's skills, knowledge and differing value systems

Our cultural change emblem which includes an acronym of the values and behaviours we want embedded in our culture will remind us to soar high in our aspirations and work together as an organisation to achieve them.



c. Key Drivers

- Agricultural sector
- Transport and logistics
- Government agency and service sectors
- Location, commutable to and from Perth
- Strong infrastructure connections to Perth and mining centres
- Status as a regional centre and Super Town

Over the 2017 – 2019 period it is estimated that in excess of \$200m will be invested into the Shire of Northam. This investment is a mix of private sector investment (approximately \$110m) and Federal, State & Local Government investment.

The private sector investment ranges from retail, to industrial, service sector, while the Government is investing in key amenity, medical and tourism related projects. More information is available at www.northam.wa.gov.au

d. Challenges facing the Shire of Northam

The Shire of Northam faces a variety of challenges as it develops over the next 10 years. The critical challenges affecting the Shire have been identified through community engagement and the Strategic Community planning process. The Corporate Business Plan has been developed in consideration of these, which include;

- Difficulties attracting and retaining specialised labour to the area
- Economic development and, in particular, the development of a more balanced economy with diversity and choice in employment
- Increasing the engagement of youth through a range of programs and services
- Social and economic issues connected with drive in drive out (DIDO) and population transience
- Perception of Northam from outside of the community
- Ensuring a balanced housing stock attractive to current and potential residents
- Developing an active healthy community
- Crime and vandalism trends

The development of this plan is based on the Shire's current knowledge. However, there are some critical uncertainties that the Shire has no control over, which may affect its planning, resourcing and implementation of the key initiatives described in this plan. Such critical uncertainties include:

- Growth planning funding gap
- Global financial conditions that may affect the resources industry and the Australian economy
- Change of State or Federal government policy
- Climatic/weather changes



e. Key Opportunities

- Realising the benefits of proximity to the City of Perth
- State Government recognition of Northam as having significant growth potential (Super Towns)
- Diversification of economy into the areas of transport and logistics, professional services, mining related manufacturing
- Developing a tourism market around the natural and manmade assets already existing in Northam, particularly around heritage tourism, recreational aviation and adventure tourism
- Further development of Northam as a health and educational service provider to the wider region
- Land development opportunities, particularly in the smaller communities such as Wundowie and Bakers Hill
- Current commercial interest in the community including the development of a new local shopping precinct, Dome Café, car wash facility.

f. Our Roles & Responsibilities

i. The role of the Elected Council;

Council

Council is responsible for setting our strategic direction, which the Shire's administration then implements. In fulfilling this role, Council oversees the Shire of Northam finance and resources, determines its policies, and ensures that the Shire is meeting its statutory and community responsibilities effectively and efficiently.

The Shire of Northam meets twice monthly, on the second Wednesday of the month for an Agenda review and third Wednesday of the month for Full Council, both meetings are open to the public. In addition to this the Council have a quarterly strategic meeting, providing the opportunity for the Elected Council and Executive to discuss high level strategic issues, opportunities and challenges which may be facing the community. All meetings of Shire of Northam and its committees are conducted in accordance with the Local Government Act. Meeting times and dates are published on the Northam website.

Shire President

The Local Government Act 1995 states that the role of the Shire President is to:

- preside at meetings in accordance with this Act;
- provide leadership and guidance to the community in the district;
- carry out civic and ceremonial duties on behalf of the local government;
- speak on behalf of the local government;
- perform such other functions as are given to the Mayor or president by this Act or any other written law; and
- liaise with the CEO on the local government's affairs and the performance of its functions.

Councillors

The Local Government Act 1995 states that the role of a Councillor is to:

- represent the interest of electors, ratepayers and residents of the district;
- provide leadership and guidance to the community in the district;
- facilitate communication between the community and the Council;
- participate in the local government's decision-making processes at Council and Committee Meetings; and
- perform such other functions as are given to a Councillor by the Local Government Act or any other written law.

ii. The Council Executive

The Local Government Act 1995 states that the role of the CEO is to:

- advise the council in relation to the functions of a local government under this Act and other written laws;
- ensure that advice and information is available to the council so that informed decisions can be made;
- cause council decisions to be implemented;
- manage the day to day operations of the local government;
- liaise with the mayor or president on the local government's affairs and the performance of the local government's functions;
- speak on behalf of the local government if the president agrees;
- be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees);
- ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

The following table provides further insight into the role of the various Departments within the Shire of Northam

CHIEF EXECUTIVE'S OFFICE

Service Area	Responsibility	Description	Outputs
Governance	Chief Executive Officer	Provide leadership to the organisation, liaise with all appropriate stakeholders, and ensure compliance within the legislative framework	<ul style="list-style-type: none"> • Advocacy and lobbying • Staff Management • Coordinate staff newsletter • Compliance • Executive Team Leadership • Media liaisons
Councillor Activity / Liaison	Chief Executive Officer	Provide support services for the Shire President, Elected Members and Full Council	<ul style="list-style-type: none"> • Councillor liaison • Councillor induction and training • Committee meetings • Council meetings • Council agendas and minutes • Shire travel arrangements
Regional Development	Chief Executive Officer	Provide input into projects and initiatives on a regional basis	<ul style="list-style-type: none"> • Avon Regional Organisation of Councils (AROC) • Wheatbelt Regional Blueprint (WDC)
Economic Development	Chief Executive Officer	Facilitate and promote economic development in the Shire	<ul style="list-style-type: none"> • Economic Development Plan • Advocacy for economic development
Human Resources	Human Resource Coordinator	Manage human resources policies, procedures and services for the organisation	<ul style="list-style-type: none"> • Human resources administration • Recruitment, selection, induction and retention • Employee and Industrial relations • Staff training and development • Staff performance and appraisal systems • Human resources policies and procedures • Workforce Plan

Occupational Health and Safety	Human Resource Coordinator	Manage occupational health and safety policies, procedures and services for the organisation	<ul style="list-style-type: none"> • Occupational Health and Safety Plan • Occupational Health and Safety policies and procedures • Occupational Health and Safety Committee • Oversee minutes of Safety meetings and action plans • Occupational Health and Safety awareness and education • Accident investigation and incident reporting • Oversee and manage return to work programs • Provision of safety equipment
Risk Management	Human Resource Coordinator	Provide risk management services for the Shire	<ul style="list-style-type: none"> • Audit reports of Shire locations • Develop overall risk management policy for Council to endorse • Train staff and elected members to establish context for assessing potential risks • Define the organisations risk appetite, tolerance and likelihood guidelines • Identify, analyse, evaluate, treat, monitor and communicate risks associated with any activity, function or process in a way that will maximise the potential to achieve goals and objectives and minimise potential for harm or loss management services for the Shire

CORPORATE SERVICES

Service Area	Responsibility	Description	Outputs
Administration	Executive Manager Corporate Services	Provide and manage Corporate Services for the Shire	<ul style="list-style-type: none"> • Compliance (Acts, Regulations, Local Laws) • Compliance Audit • Financial management of service area • Insurance management and review • Staff management and development • Purchasing and compliance • Complaints and dispute handling • Council elections • Management of leases associated with Shire controlled land & facilities (including Airport) • Processing insurance claims
Environment	Administration Officer	Administration of Cemetery	<ul style="list-style-type: none"> • Compliance (Local Law, Act and Regulations) • Maintaining Burial Register • Liaison with Funeral Directors
Customer Service	Executive Manager Corporate Services	Provide internal and external customer service for the Shire	<ul style="list-style-type: none"> • Front counter service • Telephone service • Department of Transport Licensing • Charter & processes • Information Statement
Finance	Accountant	Provide financial services for the Shire	<ul style="list-style-type: none"> • Payment of creditors • Invoicing and collection of charges • Managing and investing Shire funds • Payroll management • Rating and property management • Administering collection and remittance of Emergency Services Levy (ESL) • Management of the asset register • Financial management reports • Statutory reporting • Annual budget • Long Term Financial Plan • Financial audit • Audit Committee

Information Technology	Executive Manager Corporate Services	Provide information and communication systems for the Shire	<ul style="list-style-type: none"> • Maintenance and support • Security of critical applications and data • Telecommunications management • IT Contract management • Purchase of IT equipment • Licensing compliance • Website coordination
Records Management	Senior Records Officer	Provide record management services for the Shire that meet compliance requirements.	<ul style="list-style-type: none"> • Registration of incoming and outgoing correspondence • Distribution of incoming correspondence • Registration of building and planning applications • Filing, retrieving and archiving of files • Disposal of records according to legislation • Freedom of Information requests

COMMUNITY DEVELOPMENT

Account Area	Responsibility	Description	Outputs
Aquatics	Recreation Centre Manager	Provide and manage Northam and Wundowie town pools	<ul style="list-style-type: none"> • Aquatic operations • Aquatic centres administration • Swim school • Fitness programs • Kiosks • Contribute to the planning of maintenance programs for Aquatic Centres
Art & Culture	Executive Manager Community Services	Provide appropriate services and facilities which recognise the importance of art & culture to the community	<ul style="list-style-type: none"> • Art & Culture Development • Managing Shire art collection • Coordinating Shire Arts Committee
Community Events	Events Officer	Provide ongoing support to Council authorised events and activities in the Shire Provide a coordination role for all external events and support community groups in the application process	<ul style="list-style-type: none"> • Youth Arts Projects • Events and Festivals • Coordinate the Event Approval process
Community	Community Development Officer	Assist community groups and clubs to develop their organisation and deliver services to the community	<ul style="list-style-type: none"> • Liaison with Culturally and Linguistically Diverse groups • Community Safety and Crime Prevention Plan • Alcohol Management Plan implementation • Liaison with government agencies and non-government organisations, Community small grants program • Review and Implement the Northam Disability Access & Inclusion Plan
Communications	Community Development Officer	Manage the Shire's internal and external communication,	<ul style="list-style-type: none"> • Assisting with Shire staff communication • Oversee Shire's corporate communication policy • Monthly newsletter update • Oversee Shire style guide • Oversee Social Media usage • Oversee website content ensure up to date and relevant

<p>Information & Innovation (Library)</p>	<p>Manager Information & Innovation</p>	<p>Provide library and information services in Northam & Wundowie</p>	<ul style="list-style-type: none"> • Information technology and innovation • Library administration • Collection management • Lending services • Reference and information • Local history collection • Northam and Wundowie library management • Community education programs • Public computer access
<p>Tourism and Promotion</p>	<p>Manager Tourism and Events</p>	<p>To contribute to the marketing of Northam Shire as a tourism destination and provide services to assist Visitors to the area</p>	<ul style="list-style-type: none"> • Manage the Visitor Centre / servicing • Contribute to marketing and promotion of the region • Contribute to the marketing and promotion of the Shire • Christmas Decorations
<p>Recreation</p>	<p>Recreation Manager</p>	<p>Manage Recreation Services</p>	<ul style="list-style-type: none"> • Manage activation of recreation reserves (bookings, payments, events etc) • Provision of community recreation activities • Liaise with stakeholder agencies • Recreation centres management • Liaise/coordinate with sporting groups/clubs • Reserves and facility bookings management
<p>Youth</p>	<p>Community Development Officer</p>	<p>Provide opportunities to recognise achievements and facilitate the engagement of youth within the community</p>	<ul style="list-style-type: none"> • Consultation with youth groups • National Youth Week • Youth sponsorship • Liaison with government agencies and non-government organisations

Respite	Killara Centre Manager	Provide respite opportunity to the Shire of Northam Community	<ul style="list-style-type: none"> • Manage Killara facility • Work with other respite service providers
Aged	Executive Manager Community Services	Provide opportunities to recognise achievements and facilitate the engagement of the aged within the community	<ul style="list-style-type: none"> • Recognising and responding to the needs of the aged community • Providing services and facilities which are relevant and accessible to the aged
Grants Management	Community Development Officer	To identify and facilitate the securing and management of grants both to and from the Shire of Northam	<ul style="list-style-type: none"> • Opportunity identification • Application facilitation • Acquittal facilitation • Process oversight

DEVELOPMENT SERVICES

Service Area	Responsibility	Description	Outputs
Statutory Land Use Planning	Manager Planning	Provide development control in accordance with the Local Planning Scheme #6	<ul style="list-style-type: none"> • Assessment of development applications • Planning and Development Act administration • Sub-division process management • State Administrative Tribunal reviews response • Provision of advice to customers and internal stakeholders on planning matters • Local Planning Scheme amendments • Structure Planning • Local planning policies • Compliance with local planning scheme requirements • Liaison and referral to relevant government agencies
Strategic Planning	Manager Planning	Manage all matters that relate to strategic land use planning, primarily with respect to land use planning for the future development of the Shire	<ul style="list-style-type: none"> • Review and implement the Local Planning Strategy • Develop and review planning strategic documents Input to State planning legislation and policy. • Provide strategic planning advice to customers. • Review precinct plans including structure plans and design guidelines • Shire Land holdings management

<p>Building Services</p>	<p>Senior Building Surveyor</p>	<p>Manage building services to ensure overall compliance with all statutory building related legislation, codes and standards</p>	<ul style="list-style-type: none"> • Certified and uncertified building permits. • Building control including compliance with Building legislation, Local Laws & Policies • Applications for built strata subdivisions response. • Inspections and issue of certificates where appropriate • Occupancy permits & building approval certificates • Building statistics to the Australian Bureau of Statistics, Valuer Generals Office, Building Commission and BCITF • Advice to customers on statutory building matters • 4-yearly swimming pool inspections • Plan search requests
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<p>Environmental Health</p>	<p>Senior Environmental Health Officer</p>	<p>Manage health services to ensure overall compliance with all statutory environmental health related legislation, codes and standards.</p> <p>Manage all matters that relate to strategic environmental health planning for the future development of the community as identified.</p>	<ul style="list-style-type: none"> • Food Businesses Approvals and Assessment • Food Sampling (Legal and LHAAC Coordinated) • Approval of Skin Penetration Premises • Sampling and Assessment of aquatic facilities. • Sampling & Assessment of Reclaimed Waste Water Reuse Scheme • Lodging House Inspection and Registration • Vector Investigation • Health Promotion • Registration of Offensive Trades • Issue permits for stallholders, street traders, morgues, stable licences and portable signs • Onsite Effluent Disposal Systems • Advise on Environmental Health related matters • Public Building Approvals and Assessments • Section 39 Liquor Licencing Approvals • Public Event Assessment, Permits and Monitoring • Unsightly Land/ Hoarding • Complaints (noise, noxious odours, poultry, dust) • Liaison with DER & Industry regards lead levels in community
<p>Environment</p>	<p>Environmental Officer</p>	<p>Provide natural environmental services for the Shire and wider community</p>	<ul style="list-style-type: none"> • Investigate and recommend appropriate action on Shire controlled contaminated sites • Environmental compliance and complaints • Environmental assessment and clearances for development • Environmental strategies



			<ul style="list-style-type: none"> • Avon River Town Pool • Implement Biodiversity Strategy
Emergency	Community Emergency Services Coordinator	Coordinate emergency management services to provide safety and security to the local community	<ul style="list-style-type: none"> • Emergency management • Liaison with government agencies and non-government organisations • Compliance with relevant legislation, policies, codes, regulations • Development and ongoing review of Emergency Management Plans • Training in emergency management practices and response • Local & District emergency management committee • Education programs • Monitoring and informing of emergencies • Local recovery plans • Bushfire mitigation plans
Ranger	Ranger Coordinator	Administer Ranger Services in accordance with state and local legislation to ensure compliance and safety of the local community	<ul style="list-style-type: none"> • Animal control • Parking management • Permits issued under Local Laws • Local Law enforcement • Litter control • White Swan colony management • Liaison with government agencies and non-government organisations • Assist with provision of bushfire mitigation and management • Implementation of community education programs

<p>Landfill operations</p>	<p>Senior Environmental Health Officer / Waste Management Coordinator</p>	<p>Provide and manage landfill operations</p>	<ul style="list-style-type: none"> • Manage Contracts for Old Quarry Road and Inkpen Road Waste Management Facilities • Waste Management Business Planning and Operations • Monthly Invoicing and Customer Management • Strategic Site Management and Consultant Liaison • Site Licence Renewals and Compliance • Ground Water Bore Monitoring and Sampling • Annual DER Licence and Quarterly DER Levy Reporting • Assessment of Contaminated Waste Disposals • Management of controlled waste disposal
<p>Waste collection & recycling services</p>	<p>Senior Environmental Health Officer / Waste Management Coordinator</p>	<p>Provide and manage waste collection and recycling services for the Shire</p>	<ul style="list-style-type: none"> • Manage contracted waste and recycling services for Domestic and Commercial Collection • Contract Renewals and Implementation • Strategic Waste Management Plan Implementation • Waste and Recycling Promotion • New Services and Master List Maintenance • Complaints and Missed Bins

ENGINEERING SERVICES

Service Area	Responsibility	Description	Outputs
Engineering Services Administration	Executive Manager Engineering Services	Manage and administer Engineering services for the Shire	<ul style="list-style-type: none"> • Compliance (Local Laws, Acts, and Regulations) • Directorate financial management and reporting • Staff management • Procurement and probity • Regional Road Group membership • Complaints and dispute resolution • Policy review • Staff development
Infrastructure Design	Asset Manager	Manage and co-ordinate internal engineering design	<ul style="list-style-type: none"> • Development of standard drawings • Design of minor infrastructure improvement projects • Development and maintenance of mapped asset infrastructure
Asset Management	Assets Manager	Manage the Shire's assets in accordance with asset management principles	<ul style="list-style-type: none"> • Asset Management framework • Development of Asset Management Plans across all asset classes • Funding submission applications • Project renewal modelling • Asset Management reports • Preventative maintenance planning • Asset information systems management • Asset management information recording. • Data collection and analysis

<p>Building maintenance</p>	<p>Building & Project Supervisor</p>	<p>Maintain Council buildings to an acceptable standard</p>	<ul style="list-style-type: none"> • Building Asset Management Plan • Scheduled and unscheduled maintenance to buildings, , CCTV, town clock • Upgrades to Council buildings • Building Project management • Design of building modifications • Liaise with stakeholders • Supervision of contractors • Preparation and management of tenders and contracts <ul style="list-style-type: none"> • Assist with preparation of specifications for grant applications • Identify and implement energy saving opportunities • Carry out minor repairs of buildings • Manage provision of service utilities to new building infrastructure
<p>Engineering Operations</p>	<p>Operations Manager</p>	<p>Provide construction and maintenance services for the Shire's roads, drainage, and pathways networks</p>	<ul style="list-style-type: none"> • Depot management • Roads and laneways construction and maintenance • Pathways construction and maintenance • Risk assessments • Drainage construction and maintenance • Street & footpath sweeping • Private Works



THEME AREA 1: ECONOMIC GROWTH

Diversifying and growing the economy for prosperity and employment

Key indicators of success:

- *Grow labour force as measured by DEEWR by 10% over 5 years*
- *Increase Gross Regional Product by 10% over 5 years*

OUTCOME 1.1

The Shire of Northam is an attractive investment destination for a variety of economic sectors.

Objectives:

Ensure the Shire of Northam is a welcoming and easy place for quality investment to occur
Communicate clearly and widely the benefits of doing business in the Shire of Northam
Pursue a range of developments in sectors including retirement living, renewable energy, agribusiness, innovation, logistics and aviation
Embrace technology as an enabler for development, and lobby for high speed internet connectivity
Promote the business case for Government offices servicing the Wheatbelt to choose to locate in Northam

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Lobby Land Corp to undertake Avon Industrial Park Stage 3 development, if existing Industrial Park at 80% capacity	Northam Regional Centre Growth Plan	Economic Development						
Develop incentives for relocation of existing businesses to established industrial area, physical improvements to sites, encourage private investment								
Actively pursue the NBN Co to provide broadband into Northam								
Encourage increase in professional services to the community								
Assess opportunities in equestrian development area	Northam Regional Centre Growth Plan (Page 153)							
LIA Capacity Assessment (key infrastructure requirements)	Northam Regional Centre Growth Plan (Page 153)	Strategic Planning						
Review Local Planning Strategy to acknowledge mineral resources in and adjacent to the Shire of Northam	Local Planning Strategy							
Assess opportunities in equestrian development area	Northam Regional Centre Growth Plan (Page 153)							
Develop a POS Strategy that identifies existing areas of POS (undeveloped and developed) in relation to current and future development including timeframes for proposed development/rationalisation								
Review Developer Contribution Policy	Local Planning Scheme #6							
Develop Northam Smart Cities/Regions Plan	Strategic Community Plan	Information & Innovation						
Lobby Government to establish & maintain Regional Government Offices and potential State Government Departments in Northam	Strategic Community Plan	Economic Development						
Develop Shire of Northam investment prospectus	Strategic Community Plan							
Actively encourage employers to employ local residents	Strategic Community Plan							

OUTCOME 1.2

Local businesses are valued and supported by investors and residents within the Shire of Northam.

Objectives:

- Encourage local consumers to 'buy local' and support local businesses
- Support existing and future local businesses in maximising subcontracting opportunities within the Shire of Northam

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
In liaison with the Chamber of Commerce develop a marketing strategy focused on local business development	Northam Regional Centre Growth Plan & Northam Development Plan	Economic Development						
Lobby Land Corp to Develop and Implement a marketing strategy for the Avon Industrial Park	Industrial Skilled Labour Force Attraction in the Avon Valley	Economic Development						
Coordinate Council works to maximise opportunities for local business	Strategic Community Plan	Engineering Services Administration						
Be recognised as a small business friendly Council	Strategic Community Plan	Economic Development						
Review Local & Regional Price Preference Policy	Strategic Community Plan	Economic Development						

OUTCOME 1.3

Northam central business area is a strong and vibrant centre with a variety of cultural/art, retail and hospitality choices on offer every day of the week.

Objectives:

- Improve and expand the retail and hospitality offerings in Northam
- An activated and attractive town centre with lower retail vacancy rates

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Develop and market Victoria Oval redevelopment plan	Northam Regional Centre Growth Plan	Strategic Planning						
Develop & implement street scaping plan for the CBD, focusing on connectivity (parking and path networks)	Northam Regional Centre Growth Plan							
Apply Minson Avenue Design Guidelines to assist activate the area from Avon to Peel Terrace bridges. Encourage demonstration building along Minson Ave and promote detailed/precinct concept plan.	Minson Avenue Design Guidelines/Growth Plan (Page 160)	Statutory Planning						
Continue the development of Bernard Park as central focus of the CBD	Northam Regional Centre Growth Plan	Parks, Gardens and Reserves						
Consider re-alignment of Beavis Place	Northam Regional Centres Growth Plan (commercial and government office accommodation strategy) Page 34	Engineering						
Work with Chamber of Commerce to develop incentives for businesses in CBD to open on weekends		Economic Development						
Develop incentives and identify opportunities for businesses to establish in CBD								

OUTCOME 1.4

A robust tourism industry which contributes to the economic development of the Shire of Northam and optimises Northam's role as a hub for tourists to the region.

Objectives:

- Develop tourism opportunities based around the Shire's unique cultural, heritage and environmental assets
- Position Northam as an ideal destination to attract regional, state and second-tier national events
- Effectively market the tourism options available within the Shire of Northam including annual flagship events
- Collaborate with surrounding areas to create Avon Valley tourism growth

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Manage the Northam Visitor Centre	Strategic Community Plan	Tourism and promotion						
Develop a Northam tourism marketing strategy (focusing on the Shire's natural, social & built environments) in the context of the Avon marketing strategy	Strategic Community Plan							
Attend and contribute to the Avon Valley Tourism Committee	Strategic Community Plan							
Contribute to the development and review of a regional marketing strategy	Strategic Community Plan							
Review events package to assist and guide local event and festival providers	Strategic Community Plan	Community Events						
Develop a policy to guide Council in the support of various local events and festivals	Strategic Community Plan							
Support monthly local markets	Strategic Community Plan							
Encourage small business to operate 7 days	Strategic Community Plan	Economic Development						
Advocate for AFL football match at Henry Street Oval (NAB cup, WAFL, AFL intra club)	Strategic Community Plan	Recreation						
Identify and lobby for 1 second tier State of National Event to occur in Northam each year	Strategic Community Plan	Community						
Develop and implement an Annual Calendar of events in conjunction with identified stakeholders								

OUTCOME 1.5

Shire of Northam is recognised for its education services and research and development excellence.

Objectives:

- Maintain an innovative and broad-ranging education system that is recognised and valued by the community and the Region
- Offer via education providers a wide range of tertiary programs, either directly or through brokerage arrangements
- Be recognised for excellence in agricultural research and development
- Facilitate growth in knowledge industries enabled by broadband

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Develop education precinct master plan	Northam Regional Centre Growth Plan	Strategic Planning						
Review current educational services and develop actions to create additional value	Northam Regional Centre Growth Plan							
Investigate resource audit of child care facilities and services within Shire	Strategic Community Plan	Community						

THEME 2: COMMUNITY WELLBEING

A cohesive community with access to quality services

Key indicators of success:

- 5% population growth per annum
- Socio Economic Index For Areas (SEIFA) rating increases and improves by 2022

OUTCOME 2.1

People in the Shire of Northam feel that their community is caring and inclusive.

Objectives:

- Residents are well informed about activities and services in the Shire
- Support is provided to encourage a strong culture of volunteering
- Services targeted at parent support and building stronger families are available
- Opportunities are provided for residents to gain a greater understanding and appreciation of the diverse cultures within the community
- People with disabilities are able to live a safe and fulfilling life in the Shire
- Improved facilities and activities for youth are available within the Shire

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Review the Shire of Northam Disability access and inclusion plan	Disability Services Act	Community						
Partner with community groups providing services to the aged and people with disabilities								
Implement Wundowie Community Master Plan								
Develop & Implement Bakers Hill Community Master Plan								
Develop & Implement Grass Valley Community Master Plan								
Identify and support Local Service providers to deliver Youth programs								
Develop Northam Youth Space								
Review and implement strategies in the HACC Quality Assurance Policy & guidelines as required		Respite						
Maintain Senior Citizens Centre (Memorial Hall)	Memorial Hall Deed	Building Maintenance						

OUTCOME 2.2

There are a variety of recreation and leisure activities available for all ages, across the Shire of Northam.

Objectives:

- Maintain a range of sporting facilities in Northam, as expected of a Regional Centre
- Maintain local facilities in other local communities in the Shire of Northam
- Facilitate the provision of varied cultural and artistic activities
- Provide a range of quality activities for specific demographics, including seniors and youth
- A range of outdoor leisure activities available throughout the Shire
- To have well maintained reserves within the Shire of Northam

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Implement a recreation facilities master plan for the Shire of Northam, in the context of current and previously archived plans	Northam Recreation Facilities Plan, Northam Trails Master Plan 1999, Tracks Master Plan 2010	Recreation						
Review/develop a Shire wide bike trails master plan	Northam Recreation Facilities Plan, Northam Trails Master Plan 1999, Tracks Master Plan 2010							
Manage the Northam & Bakers Hill Recreation Centres								
Manage the Shire Swimming Pool facilities in Northam & Wundowie								
Develop annual program of active recreational activities for the Shire of Northam								
Review the Recreation Centre (aquatic facility) concept plan and develop funding strategy	Northam Regional Centre Growth Plan							
Develop Northam Swimming Pool at either recreation Centre or current location								
Implement Seniors Activity Program around active ageing								
Assist local sporting clubs to develop their governance and expand their participation levels	Service Area of Sport and Recreation Club Development Program Plan							
Implement annual program of events in partnership with Inclusion WA								
Develop, implement and review policy and procedures relating to Library Services.		Information & Innovation						
Deliver a supportive library service								

OUTCOME 2.3

A needs-driven public transport system is available for residents of the Shire of Northam.

Objectives:

- Develop a feasible public transport service within the Shire giving access to key services and facilities
- Lobby for the continued provision of a regular daily AvonLink Service

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Develop a long term local bus service business case (noting importance of other services such as Taxi)	Northam Regional Centre Growth Plan	Community						
Implement a 6 month trial community bus from Wundowie to Northam, via Bakers Hill and Clackline								
Lobby to maintain the Avon Link train service								
Promote the use of Taxi and Uber Services in Northam								

OUTCOME 2.4

Aged residents are able to remain in or near to their local community in the Shire of Northam at all stages of care.

Objectives:

- Provide support to enable seniors to remain living in their own homes as long as possible
- Establish a range of care options to ensure people can remain in their local communities as they age
- Offer seniors activities that are accessible across the Shire

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Implement the Wheatbelt Integrated Aged Care Plan		Community						
Investigate opportunities for expansion of community aged care units								
Manage the Killara Adult Day Care and Respite Services		Respite						
Implement the Aged Care WAAFI (WA Assessment Framework Interface) to promote collaboration with other service providers within the Avon region								
Review and monitor the financial sustainability for the Killara facility		Finance						
Manage & Maintain Kuringal Village (8units)	Community Housing Guidelines	Building Maintenance						

OUTCOME 2.5

Northam continues to be a regional health services centre providing specialist and general and ancillary health services.

Objectives:

- Specialist health and support services are available within the Shire Northam for residents and the region
- Support establishment of new ancillary health service businesses within the Shire

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Ongoing development of Avon Health & Emergency Services Precinct	Avon Health & Emergency Services Precinct business case	Economic Development						

THEME AREA 3: SAFETY AND SECURITY

A community without fear of crime or antisocial behaviour

Key indicator of success:

- A continuous downward trend in crime and anti-social behaviour, and concern about these issues, as evidenced by crime statistics and shire community surveys

OUTCOME 3.1

Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.

Objectives:

- Plan and implement strategies to address crime and safety within the Shire of Northam
 - increase community participation in identifying and reporting of crime
 - increase community awareness and understanding of how to prevent crime and improve community safety
 - work with key stakeholders and community groups to plan and implement community safety and crime prevention initiatives
- Engage with all segments of our population to understand their challenges and coordinate services to meet those challenges
- Inform community of long term crime trends and comparisons

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Review and implement the Shire of Northam Community Safety and Crime Prevention Plan 2016-2020	Community Safety & Crime Prevention Plan 2011-2015	Community						
Continue to implement Community Alcohol Management Plan								
Monitor and maintain the Shire's CCTV network	Community Crime Prevention Plan	Building Maintenance						
Lobby to maintain adequate police services in the Shire of Northam		Governance						

THEME 4: ENVIRONMENT & HERITAGE

Preserving the natural and historic beauty of the Shire of Northam

Key indicators of success:

- Determine a baseline carbon footprint for Council and identify strategies to reduce carbon emissions
- Avon River water quality remains at same or improved level by 2022
- No decrease in the number of high and medium value heritage assets on the municipal heritage inventory

OUTCOME 4.1

The Shire of Northam is visually pleasing and easy to find your way around.

Objectives:

- Verges and roadsides are neat, tidy and attractive
- Information and way finding signage is clear, visible and easy to find

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Audit existing community signage with view of renewing and standardising		Community						
Develop incentives and policies to encourage residents to maintain property verges in both town and rural areas		Parks, Gardens & Reserves						
Develop and implement a rural verge maintenance program								
Develop and implement a town site verge maintenance program for main arterial routes								

OUTCOME 4.2

Northam honours, and is recognised for, its unique heritage and cultural identity.

Objectives:

- Northam is a destination for heritage tourism and heritage buildings are easily located and interpreted
- Northam's heritage buildings and locations are well maintained
- There is a strong, respected and valued Aboriginal community and culture in the Shire of Northam

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Facilitate and promote interpretative initiatives								
Construct Northam Aboriginal & Environmental Interpretive Centre	Northam Interpretive Centre Business Case	Community						
Manage Northam Aboriginal & Environmental Interpretive Centre	Northam Interpretive Centre Business Case							
Develop Reconciliation Action plan								
Manage and maintain the Shire's Art Collection		Arts & Culture						
Review Municipal Heritage Inventory and develop Heritage List	Heritage Act	Planning						
Implement Northam Heritage Design Guidelines for Fitzgerald & Gordon St areas		Strategic Planning						
Adopt Heritage Policy to guide development of privately owned buildings(refer c4.1 above)	Municipal Inventory, Local Planning Scheme							
Support Community groups to assist them raise their profiles and obtain grant funding to develop their infrastructure		Community						
Develop a plan to identify and market Northam's heritage assets.	Municipal Inventory/Northam Development Plan	Tourism and Promotion						

OUTCOME 4.3

Residents and organisations within the Shire of Northam are supported to reduce their environmental impact.

Objectives:

- Increase energy efficiency in Shire-controlled buildings and increased procurement of renewable energy
- Sustainable waste management with the aim of reducing and reusing waste effectively
- Deliver a well-planned and implemented street tree program
- Support locally grown food initiatives
- Promote water re-use and water efficiency

Actions and Projects	Informing Policy/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Review and implement the regional waste management strategy initiatives.	Strategic Waste Minimisation Plan	Waste Management						
Contract manage waste facilities, to process general waste, inert waste, and liquid waste and green waste operations and access in accordance with regulations and licence conditions.	Old Quarry Road & Inkpen Road Waste Management Plans							
Update Landfill Sites Waste Management Plans	Waste Management Plans							
Review Operation of Waste Disposal Local Laws	Local Law							
Formalise Contract for Inkpen Waste Management Facility	Waste Management Plan							
Provide general rubbish bin kerbside collections, skip bin verge & street bin service.	Strategic Waste Minimisation Plan							
Review Waste Local Law								
Develop waste minimisation community awareness campaign	Strategic Waste Minimisation Plan							
Provide kerbside and drop-off recycling facilities to reduce waste to landfill	Strategic Waste Minimisation Plan							
Develop a climate change adaptation position and potential strategy	WALGA Climate Change Management Toolkit	Environment						
Identify and remediate Shire of Northam controlled contaminated sites	Contaminated Sites Act							
Review Pest Plant Local Law								
Implement Shire of Northam Biodiversity Strategy in liaison with Wheatbelt NRM	Local Government Biodiversity Planning Guidelines							
Liaise with Water Corporation in regards to need for waste water treatment plant upgrade								
Investigate the upgrading of existing water reuse system for use by the Shire of Northam and possible expansion for other users								
Identify opportunities to implement water efficiency into Council facilities and operations	Department of Water Policy 1.02							
Commit to water saving initiative program such as ICLEI – Local Governments for Sustainability –	ICLEI Guidelines							
Investigate incentives to encourage water reuse systems	Department of Health Grey Water Guidelines							
Review Shire of Northam street tree guidelines	W5.5 Street Tree policy							
Audit adequacy of street trees in Northam								
Audit adequacy of street trees in Wundowie, Bakers Hill & Grass Valley								

<p>Investigate and enforce compliance regards unlawful activities that are detrimental to the environment</p>	<p>Health Act</p>	<p>Environmental Health</p>						
<p>Identify opportunities to implement energy efficiency into Council facilities and operations</p>	<p>Building Act & Building Code of Australia</p>	<p>Building Services</p>						
<p>Introduction of water-wise programs at the swimming pools & recreation centre</p>	<p>Water Corporation Water Wise Community program</p>	<p>Recreation</p>						



OUTCOME 4.4

Rivers and waterways in the Shire of Northam are greatly valued and maintained to a high natural standard.

Objectives:

- The Shire of Northam is widely known and maintained as a biodiversity hotspot and the premier destination to experience the Avon River
- The Avon River is healthy, appreciated and used by the community and visitors for both passive and active recreation

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Develop / Endorse management plan for the Avon River Town Pool	Proposed Avon Town Pool Management Plan	Environment						
Implement strategies to improve the health and aesthetics of the Avon River Town Pool	Northam Town Pool Water Quality Management Plan 2013 Northam Regional Centre Growth Plan							
Promote additional passive and active recreational use of the Avon river		Community						
Support the Avon descent								

THEME 5: INFRASTRUCTURE AND SERVICE DELIVERY

Liveable, connected communities with well-maintained assets

Key indicators of success:

- Asset sustainability ratio is between 90% and 110%
- Asset consumption ratio is between 60% and 75%

OUTCOME 5.1:

The Shire of Northam sensitively facilitates well planned development, urban renewal and improved urban realm.

Objectives:

- Well planned and legible urban and rural areas
- Work with the Housing Authority to deliver newer public housing stock
- Pursue a land rationalisation strategy
- Investigate a laneways strategy to enable subdivision access

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Review Local Planning Strategy	Planning & Development Act	Strategic Planning						
Review Local Planning Scheme 6	Planning & Development Act							
Facilitate planning for West Northam redevelopment precinct	Northam Regional Centre Growth Plan							
Facilitate planning for Avon Vale redevelopment precinct in partnership with Department of Housing	Northam Regional Centre Growth Plan							
Review Local Planning Policies	Local Planning Scheme 6 and Strategy							
Develop Urban renewal/regeneration plans for identified areas	Northam Regional Centre Growth Plan							
Process development and DAP applications in accordance with LPS 6	Planning & Development Act	Statutory Planning						
Manage and implement local planning policies.	Local Planning Scheme No.6							
Undertake compliance proceedings on development	Local Planning Scheme No.6							
Guide / control the development and use of agricultural land in the Shire and minimise potential for land use conflict as identified in the precincts contained within the LPS	Local Planning Strategy							
Review Extractive Industries Local Law								
Process development and DAP applications in accordance with LPS 6	Local Planning Scheme							
Undertake compliance proceedings on development	Local Planning Policies							
Input into subdivision applications	Local Planning Strategy							
Facilitate clean-up of disused commercial & residential properties	Northam Regional Centre Growth Plan	Environmental Health						

OUTCOME 5.2:

Environmental risks are proactively managed to minimise impact on residents.

Objectives:

- Focus on stormwater management in both urban and rural areas
- Continued bushfire management planning and mitigation works
- Proactive weed and pest management

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Review Local Emergency Management Arrangements	Emergency Management Act 2005	Emergency Services						
Develop and Conduct an emergency exercise for the LEMC annually	Local Emergency Management Arrangements							
Develop & coordinate delivery of community Emergency Services	Local Emergency Management Arrangements							
Encourage safe & effective bushfire mitigation management on non-Council controlled Reserve Land								
Develop, implement and conduct bushfire mitigation on (shire controlled) land in conjunction with BFB's and residents	Local Emergency Management Arrangements							
Maintain Emergency services Directory for the Shire of Northam								
Support local bushfire brigades in bushfire management	Bushfire Management Plan							
Support the bushfire brigades in the maintenance and acquiring of suitable plant and equipment	Bushfire Management Plan							
Provide training and support to BFB volunteers to perform firefighting operations to acceptable standard	Bushfire Management Plan							
Provide Recovery Support to Emergency Services								
Review Bushfire Management Plan	Bushfire Management Plan							
Inspect and report on properties with regard to fire breaks and fire control		Ranger						
Support protection of existing & remnant vegetation and revegetation along waterways	Local Planning Scheme Special Control Area Strategies	Environment						
Encourage and support community environmental projects	Environmental Protection Act							
Identify opportunities for buffer zones to protect the natural environment against development	Local Planning Strategy / Scheme	Strategic Land use Planning						

OUTCOME 5.3:

To have safe, well-maintained community infrastructure and services to a standard expected of a Regional Centre.

Objectives:

- Implement robust asset management plans which promote efficient, safe and quality infrastructure.
- Deliver infrastructure projects effectively, on budget and schedule, aligned with local community plans and infrastructure projects.
- Build on community service delivery models to ensure services are continuously improved and modernised to meet community needs.
- Improve and encourage utilisation of existing airport facilities and associated air services
- Maintain an efficient and safe regional road network

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Develop and implement drainage maintenance plan	Asset Management Plan	Asset Management						
Develop 2 year footpath construction program	Asset Management Plan							
Deliver footpath program	Operational Plan							
Develop and Maintain 2 year road construction program	Asset Management Plan	Engineering Services Administration						
Lobby for the upgrading of Newcastle Road Bridge	Northam Regional Centre Growth Plan							
Lobby for the development of the 'orange route' Great Eastern Highway								
Input into the Avon Regional Roads Group								
Advocate for the Bakers Hill Great Eastern Highway redesign works		Engineering Operations						
Implementing the Northam Bike & Footpath Plan.	Northam Local Bicycle Plan							
Maintain Roads within the Shire								
Develop road maintenance plan	Asset Management Plan	Engineering Operations						
Deliver Annual construction program	5 year Construction Program							
Implement footpath maintenance plan	Asset Management Plan							
Lobby to retain the Avon Link Rail Service with improved scheduling	Northam Regional Centre Growth Plan	Governance						
Input into revised/appropriate Avon Link Rail Service	Northam Regional Centre Growth Plan							
Encourage strong connectivity between Train Station and CBD	Northam Regional Centre Growth Plan	Strategic Planning						
Review Airport Master Plan								
Manage the Shire's Airport and maintenance	Airport master plan	Airport						

Manage the leasing of airport infrastructure	Airport Lease / Policy / Structure Plan	Administration					
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THEME 6: GOVERNANCE & LEADERSHIP

Leading with accountability, connection and openness

Key indicators of success:

- *Community Perceptions Survey measures increased satisfaction that the Council is leading the Shire of Northam in the right direction*
- *Nil non-compliance with Local Government Act requirements*

OUTCOME 6.1:

The Shire of Northam is recognised as a desirable place to live and residents are proud to live here.

Objectives:

- Positive internal and external perceptions about Northam
- Foster a sense of community pride
- Develop a clear brand identity and market it within the Shire, and beyond the Shire to investors, visitors and potential residents

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Develop a 'brand' strategy for the Shire of Northam		Economic Development						
Market Northam's 'brand' both externally and internally								

OUTCOME 6.2:

Residents and other stakeholders are actively listened to and their input into decision-making processes is valued.

Objectives:

- Decisions made by the Shire are communicated and the reasoning clearly articulated to residents and stakeholders
- Complaints are heard and resolved transparently
- Effective and efficient two-way communication between the Shire and stakeholders
- Clearer understanding of the roles of Elected Members in the community

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Review Shire of Northam communications plan		Governance						
Implement a framework for regular community meetings								
Undertake biennial Community Survey								
Actively promote local government elections								
Proactively promote Shire of Northam decisions								
Actively promote the role and profile of Elected Members								
Maintain an open & transparent complaints process								

OUTCOME 6.3:

The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.

Objectives:

- Provide outstanding customer service
- Ensure robust financial management
- Implement systems and processes which deliver outcomes for our community
- Maintain a high standard of corporate governance
- Improve community access to information to ensure they are able to be informed of our activities
- Encourage active community participation in our local government
- Undertake our regulatory roles in a safe, open, accountable and respectful manner
- Be an organisation where people want to work

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Provide management and leadership to the organisation and stakeholders	Corporate Plan	CEO & Executive Management						
Manage and administer the Shire's financial systems and procedures.		Finance						
Review the Shire's rates strategy.								
Review UV to GRV rating for rural residential properties under 5 hectares								
Manage and implement Fair Value of assets to meet legislative requirements								
Review Council Insurance coverage		Human Resources						
Provide occupational health & safety advice and fit for work support to Shire of Northam staff	OSH Policy, Injury Management Manual							
Review attraction & retention strategy	Workforce Plan							
Maintain a staff development framework	Workforce Plan							
Manage customer services through use and maintenance of appropriate systems and processes.		Customer Service						
Implement Shire of Northam Customer Services Charter								
Implement an organisational wide process for dealing with/responding to customer requests/complaints								
Maintain provision of Department of Transport licensing services for the community		Ranger						
Provide a proactive approach to responsible animal (dog, cat) ownership and management within the community Ranger								
Develop/implement community education program on animal management requirements								
Coordinate the Council Community grant contributions and processes		Community						
Provide records management systems and services while maintaining compliance with relevant legislation.		Records						
Review current method of electronic management of records, with a focus registering electronic mail.								
Ensure latest retention and disposal guidelines are met								

Administer and review of the Shire's Record Keeping Plan.																			
Manage the Shire's plant, equipment and vehicle fleet.		Plant and Fleet																	
Review Plant Replacement Strategy.																			
Ensure telecommunication needs of the Council are met to an adequate standard.		Administration																	
Review the provision of the Department of Transport licensing services by the Shire																			
Oversee the ongoing maintenance and support services for Shire systems and applications.		Information Technology																	
Develop and implement an IT Strategy for the Shire.																			
Review adequacy of Administration Building		Building Services																	
Review Council Building Asset Management Plan.	Asset Management Strategy	Asset Management																	
Review Council Road Asset Management Plan.	Asset Management Strategy																		
Review Council Footpath Asset Management Plan.	Asset Management Strategy																		
Review Council Drainage Asset Management Plan.	Asset Management Strategy																		
Develop Council Parks & Reserves Asset Management Plan.	Asset Management Strategy																		
Develop/implement environmental health programs	Public Health Planning Guide 2011		Environmental Health																
Implement a Public Health & Wellbeing Plan.	Public Health Bill																		
Assessment and approval of stallholders, portable signs, effluent disposal systems, temporary accommodation and public events	Health Act & Regulations, Food Act, Local Laws																		
Review Health Local Law	Health Local Law																		
Regular inspections of commercial establishments - food premises, lodging houses, offensive trades, caravan parks, stallholders, swimming pools	Health Act, Food Act, Local Laws																		
Monitoring and sampling of food and water outlets including commercial food businesses, swimming pools and wastewater reuse scheme	Health Act, Food Act																		

OUTCOME 6.4:
The elected members of the Shire of Northam provide accountable, strong and effective community leadership.

Objectives:

- Open, accountable and effective decision making
- Effectively communicate the Shire's vision and strategic priorities, internally and externally
- Be a valued member and leader in our regional context
- Develop clear policy settings to guide our organisation and community
- Ensure effective and well-utilised long term planning

Actions and Projects	Informing Plan/Legislation	Service Area	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21
Active Membership of the Avon Regional Organisation of Councils (AROC)	Strategic Community Plan	Regional Development						
Partner with the Wheatbelt Development Commission on identified regional initiatives	Strategic Community Plan							
Review Governance Policy	Council Policy Manual	Governance						
Review Community support policy	Council Policy Manual	Community Events						
Review Finance policies	Council Policy Manual	Finance						
Review Long Term Financial Plan	Corporate Business Plan							
Review Human Resource policies	Council Policy Manual	Human Resources						
Review Workforce Plan	Corporate Business Plan							
Review Works (engineering) policies	Council Policy Manual	Engineering Services Administration						
Review Health policies	Council Policy Manual	Environmental Health						
Review Building policies	Council Policy Manual	Building						

Review Administration policies	Council Policy Manual	Administration						
Review Strategic Community Plan	LG Act	Strategy						
Review Corporate Business Plan	Strategic Community Plan							
Review Asset Management Strategy	Corporate Business Plan	Asset Management						
Monitor and implement the Northam Regional Centre Growth Plan, incorporating the Northam Development Plan, to encourage population growth in the Shire	Northam Regional Centre Growth Plan	Economic Development						
Review Northam Growth Plan Implementation Schedule	Northam Regional Centre Growth Plan							

5. Priority Projects

The Shire of Northam has a significant number and range of priority projects which have been identified through its various planning processes. The priorities have been split into two distinct categories. The first category focusing on projects which will be programmed into the annual budgeting process with revenue for the project either coming entirely from the Council, is already confirmed, or likely to be confirmed by a third party. While the Council reserves the right to make a final determination as to the delivery of these projects during its annual budget process, it can be assumed that the projects will be delivered. The second category identifies projects which are more strategic and aspirational in their nature and are projects that the Council will be endeavouring to focus on and deliver, however will require a significant financial contribution from a third party which has yet to be confirmed. The nature of these projects is that they have significantly more risk in terms of deliverability within identified timeframes than those which identified in category one.

	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Playground & Open Space Improvements	75,000	75,000	75,000	75,000	75,000	75,000
Council Owned Building Maintenance	500,000	500,000	600,000	650,000	680,000	
Wundowie Sports Pavilion				1,651,681		
Wundowie Swimming Pool refurbishment						700,000
Northam Swimming Pool redevelopment*	3,800,000	4,200,000				
Northam Town Pool Dredging (subject to external funding)	1,200,000	50,000	50,000	50,000	50,000	50,000
Drainage improvements general	472,750	472,750	472,750	472,750	450,000	450,000
Administration building redevelopment*	690,000					
Northam depot redevelopment					3,033,000	
CBD Street scape	50,000	50,000	50,000	50,000	50,000	25,000
Northam Hockey Turf (subject to additional external funding)		400,000				
Develop Northam Youth sapce	850,000					
Develop Aboriginal & Environmental Centre	4,625,039					
ANNUAL TOTAL	10,762,789	5,747,750	1,247,750	2,949,431	4,338,000	1,300,000

*Include carry forwards from 2016/17 into 2017/18

6. Organisational Context

a. Project Management

Project management forms an integral part of the management of the Shire of Northam. We are not only committed to focusing on delivering projects within budgets established by Council, but we have a strong focus on delivering projects safely, within established timeframes and which deliver established outcomes.

This will be achieved through a range of initiatives which include:

Training

Staff who are required to manage or contribute to the management of projects will be provided basic project management training through a recognised training provider.

Reporting

Executive Managers will be required to report the progress of major projects to the Chief Executive Officer at agreed timeframes.

Risk Management

Executive Managers will ensure the risk matrix illustrated below is applied.

In order to assess projects and determine the level and complexity of project management required, the following framework will be applied. In many cases, projects will have elements in a number of the project categories (major, project, works). In this circumstance, the classification should reflect a conservative approach, that is, if in doubt projects are to be scaled to the higher level.

i. Project Classification

Criteria	Major Project	Project	Works
Scope of Work	Complex	Defined	Simple/well known
Budget	Above \$250k	Above \$50k to \$250k	Up to \$50k
Timing	> 10 weeks	2 – 10 weeks	Less than 2 weeks

II. Project Delivery

Criteria	Major Project	Project	Works
Project Planning	Detailed Gantt chart required utilizing MS-Project (or similar). Detailed working or engineering designs and plans required to be signed off prior to commencement by Chief Executive Officer.	Schedule of timeframes required. Detailed working or engineering designs and plans required to be signed off prior to commencement by Executive Manager.	Preliminary planning required. Detailed working or engineering designs and plans may be required generally, but are required for capital road works.
Risk Management	High Risk Complex analysis and mitigation management formalised in writing and registered on project file. Will require the assistance of Regional Risk Co-ordinator.	Medium Risk Initial analysis and priority mitigation monitored in project meeting reports. May require the assistance of Regional Risk Co-ordinator at discretion of Executive Manager.	Low risk Monitored by responsible officer. JSA required or reference to risk register.
Range of Personnel, including Sub-Contractors	High level of competence in PM required. Executive Manager to project manage or external project manager appointed with authority of CEO. Project Team to be established, which must include a minimum of two Executive Managers.	Sound level of competence in areas of technical and project management. Generally managed by Senior Officer, Manager or Executive Manager.	Managed by works supervisor, manager, or other member of staff authorised by Executive Manager.
Level of Communications	High – detailed reporting and data management to CEO on fortnightly cycles. Reports to include progress against Gantt Chart and against financial budget.	Weekly reporting to Executive Manager, or as otherwise agreed	Exception reporting to the CEO (i.e. if perceived issue arising).
Contract (if required)	Consideration to be given to contract development or vetted by legal representative.	Standard Contracts in accordance with WALGA template for single supplier contracts, else refer works schedule requirements.	Purchase Order and standard contracts in accordance with WALGA templates at discretion of Executive Manager.
Authorisation	Formal CEO sign off to commence required after presentation of project planning, may require common seal.	Executive Manager authorization to commence required (may require Council approval for tenders).	Official Council order considered sufficient sign off.
Data Management	All documents, including planning and internal documents required to be registered on file created specifically for project in question. At completion of project, summary of financial outcomes required.	All documents, including planning and internal documents require registration. Reference made to job number or chart of account number established within Synergy for future reference.	Synergy financial system records along with Notes taken and registered in accordance with standard records management practices.
Financial	Specific Chart of Account or Job Number Required. Detailed budgets to be prepared and supporting documentation to be placed on file. Budget should include breakdown by nature and type.	Either specific Chart of Account Number or Job Number required. Planning and other supporting documents to be placed on file.	Either specific Chart of Account Number or Job Number required.
Compliance & Quality Control	Detailed management plans to be developed identifying HOLD points through various stages of the project in accordance with contract specifics	Inspection Test Plans to be developed and implemented identifying HOLD points in accordance with standards and specifications	Basic checklists to be maintained as directed by Executive Manager

III. Risk Management

Risks should be identified or categorised into one of the following general areas and analysed by determining how they might affect the success of the project. Generally the impact of a risk will realise one or any combination of the following consequences:

- Project outcomes (benefits) are delayed or reduced
- Project output quality is reduced
- Timeframes are extended
- Costs are increased
- Occupational Health & Safety protocols breached

Risk Management Definitions

Term	Definition
Risk	The effect of uncertainty on objectives (may be positive, negative or a deviation from what is expected)
Consequence	Outcome of an event or change in circumstances affecting the achievement of objectives
Likelihood	The chance of something happening
Event	An occurrence or existence of a particular set of circumstances
Hazard	Object or activity which may cause a risk (now referred to as a 'risk source') - interaction with the risk source is required to create a risk
Risk Management	Coordinated activities to direct and control an organisation in regard to risk

Level Description	Consequence						
	Financial Impacts	Health & Safety	Reputation	Service Interruption	Compliance	Property	Environment
Insignificant (1)	<\$10,000	Medical type injuries	Unsubstantiated, low impact, low profile, or no news item	No material service interruption	No noticeable regulatory or statutory impact	Inconsequential damage.	Contained, reversible impact managed by on site response
Minor (2)	\$10,001 - \$25,000	Lost Time Injury <30 days	Low impact, low news item	Short term temporary interruption – backlog cleared < 1 day	Some temporary non compliances	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Medium (3)	\$25,001 - \$250,000	Lost time Injury >30 Days	Substantiated, public embarrassment, moderate impact, moderate news profile	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
High (4)	\$250,001 - \$650,000	Long term disability / multiple injuries	Substantiated, public embarrassment, high impact news profile, third party actions	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Extreme (5)	> \$650,000	Death or permanent disablement	Substantiated, public embarrassment, very high multiple impacts, high, widespread multiple news profile, third party actions	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Extensive damage requiring prolonged period of restitution. Complete loss of plant, equipment & building	Uncontained, irreversible impact

Likelihood

Description	Examples	Frequency
Almost Certain (A)	The event is expected to occur	More than once per year
Likely (B)	The event will probably occur	At least once per year
Possible (C)	The event could occur	At least once in five years
Unlikely (D)	The event could occur but probably won't	At least once in ten years
Rare (E)	The event is not expected to occur	Less than once in 20 years

Level of Risk

Consequence / Likelihood	Insignificant (1)	Minor (2)	Medium (3)	Major (4)	Extreme (5)
Almost Certain (5)	Moderate (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely (4)	Low (4)	Moderate (8)	High (12)	High (16)	Extreme (20)
Possible (3)	Low (3)	Moderate (6)	Moderate (9)	High (12)	High (15)
Unlikely (2)	Low (2)	Low (4)	Moderate (6)	Moderate (8)	High (10)
Rare (1)	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

E EXTREME RISK: Immediate action required by Executive Management

H HIGH RISK: Senior Management attention required

M MODERATE RISK: Management by specific monitoring or response procedures

L LOW RISK: Manage by routine procedures, unlikely to need specific application of resources

Mitigation of risks involves the identification of actions to reduce the likelihood that a threat will occur (preventative action) and/or reduce the impact of a threat that does occur (contingency action). This strategy also involves identifying the stage of the project when the action should be undertaken, either prior to the start of or during the project.

Risk mitigation strategies to reduce the chance that a risk will be realised and/or reduce the seriousness of a risk if it is realised should be developed. Written mitigation strategies will usually only be prepared and/or deployed for projects classified as Major, however mitigation strategies may be prepared for projects and works at the discretion of the Executive Manager.

b. Asset Management Planning

The Shire of Northam adopted an asset management plan in 2013 to cover the following asset classes;

Property Plant and Equipment

- Land
- Buildings
- Plant and Equipment

Infrastructure

- Roads
- Bridges
- Footpaths and cycleways*
- Drainage*
- Parks, open space and streetscapes
- Other Infrastructure*

Key elements of the plan and are:

- Levels of service – specifies the services and levels of service to be provided by council.
- Future demand – how this will impact on future service delivery and how this is to be met.
- Life cycle management – how Council will manage its existing and future assets to provide the required services
- Financial summary – what funds are required to provide the required services.
- Asset management practices
- Monitoring – how the plan will be monitored to ensure it is meeting Council's objectives.

Key Performance Indicator	Calculation	Standards	Current Performance	Basic Standard Achieved
Asset consumption ratio (ACR)	Depreciated replacement cost of assets (written down value) divided by current replacement costs of depreciable assets.	Standard is not met if ratio data cannot be identified or ratio is less than 50%. Basic standard is met if ratio data can be identified and ratio is 50% or greater. Advanced standard is met if this ratio is between 60% and 75%.	51%	Yes
Asset sustainability ratio (ASR)	Capital expenditure on replacement or renewal of assets divided by the depreciation expense	Standard is not met if ratio data cannot be identified or ratio is less than 90%. Basic standard is met if ratio data can be calculated and ratio is 90% or greater. Advanced standard is met if this ratio is between 90% and 110%	134%	Yes
Asset renewal funding ratio	Net present value of planned capital expenditure based on current Departmental guidance on renewals over ten years divided by the net present value of the required capital expenditures on renewals over the same period	Standard is not met if ratio data cannot be identified or ratio is less than 75% Basic standard is met if ratio data can be identified and ratio is between 75% and 95%. Advanced standard is met if this ratio is between 95% and 105% and the ASR falls within the range 90% to 110% and ACR falls within the range of 50% to 75%.	88%	Yes

- Asset management improvement plan

c. Workforce Planning

The Shire is a significant employer within the Local Government Area, employing 122 people in full time, part time and casual positions. The Shire is in an enviable position of being identified as a regional SuperTown opening up numerous opportunities for local infrastructure and redevelopment. Although infrastructure development continues across the region, the Shire as an organisation, has the ongoing challenge of delivering strong governance and sustainable service provision in an ever-changing and highly complex environment.

With the recent development of the new Strategic Community Plan 2012 – 2022, Council now has clear direction from the community and a mandate to lead. To activate the Strategic Community Plan, the newly developed Corporate Business Plan takes effect and aligns the resources of the Shire to ensure implementation occurs. Assessing the capabilities and capacity of the workforce to deliver upon the community's goals and objectives is the first step of implementation and the Integrated Workforce Plan 2013 – 2017 (IWP) is igniting that process.

The Shire of Northam is situated in the Wheatbelt Region of Western Australia which bears unique regional factors with one of those being the issue of recruiting and retaining skilled and experienced employees. The Shire reflects this issue in several ways with the current employee attrition rate of 34% p.a.

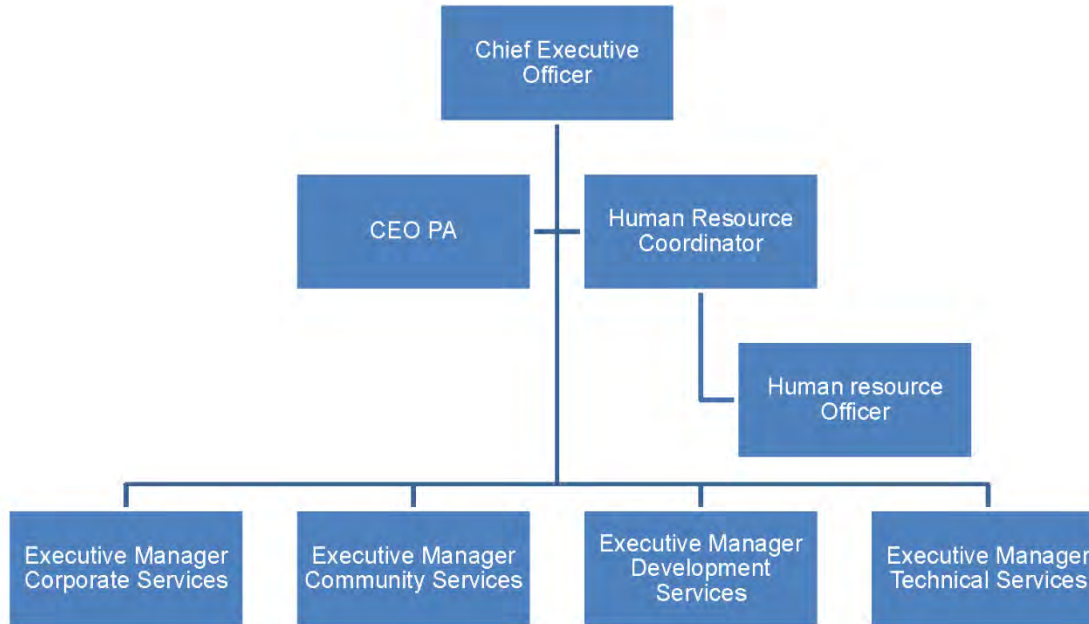
The Shire values its workforce and through the development of the Community Strategic Plan 2012-2022, the IWP is a tangible commitment to building workforce capability and capacity and ensuring that the right people are in the right place at the right time;

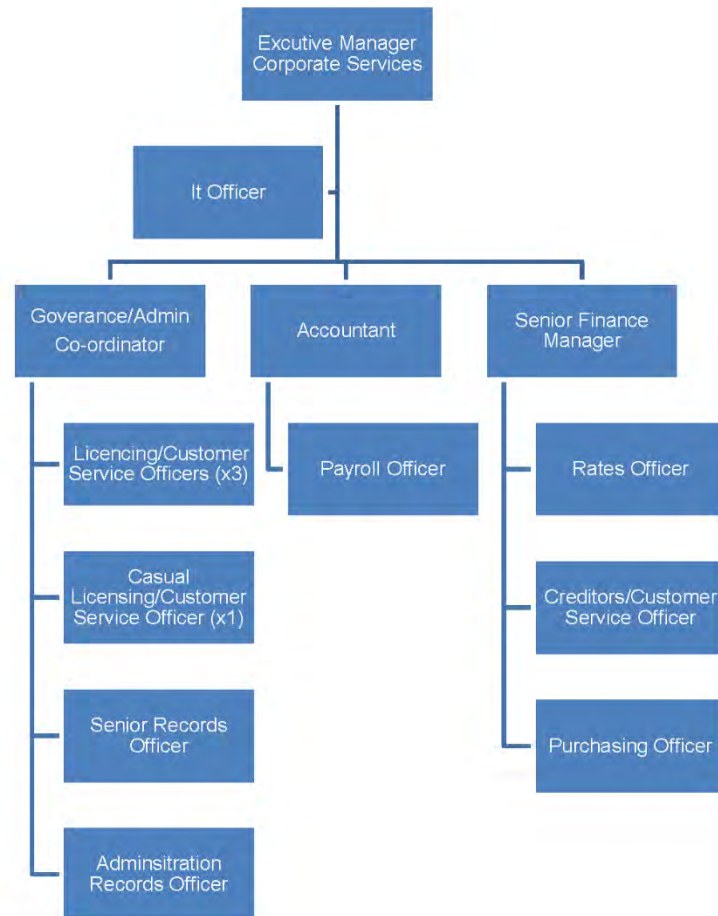
"to deliver responsive, sustainable services in a manner that preserves and enhances our environment and lifestyle whilst respecting our heritage and facilitating economic growth".
Strategic Community Plan 2012-2022 Mission Statement.

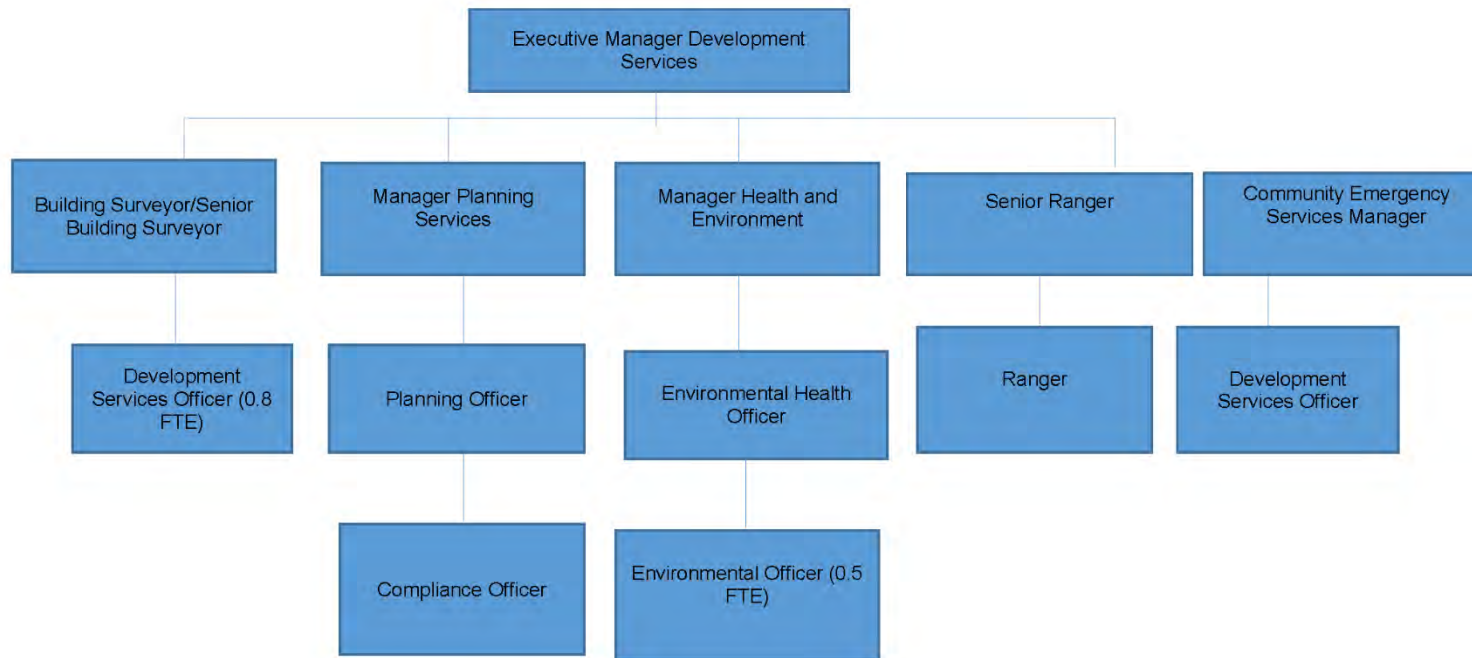
The challenge for the Shire is to maintain the focus on the traditional 'roads, rates and rubbish' functions whilst realigning the structure of the business to the new community vision, along with a more robust, systemised and integrated approach to service delivery. Improving internal communications whilst planning and developing procedural excellence will ensure the Shire can meet community and Council expectations.

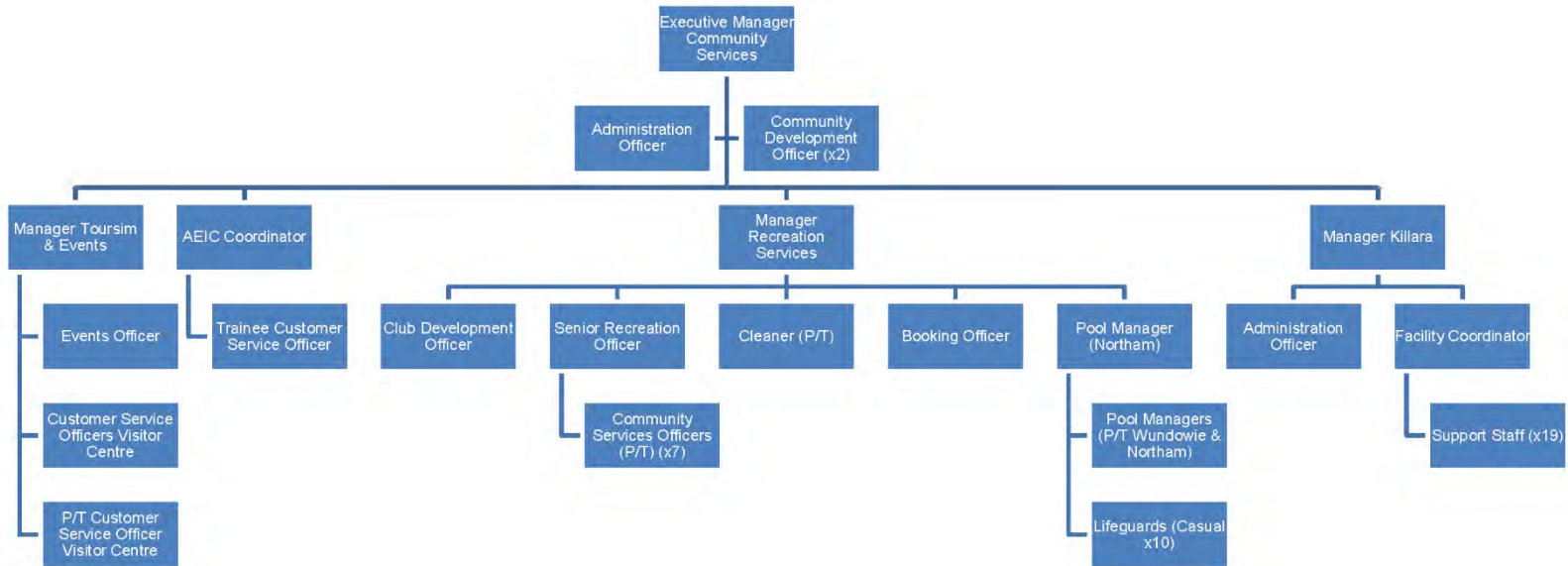
The IWP highlights key workforce risks and challenges and recommends actions that can mitigate the risk of service delivery interruptions. Workplace culture plays a big part in this challenge and through a structured and well managed strategy, the Shire can ensure that a confident, skilled, professional and accountable workforce will be sustained long into the future. The IWP is one of continuous improvement and long term commitment. The Shire does not have the discretionary funds or capacity to resolve and address all challenges immediately. What the Shire does have is a united and clear community vision, strong Council leadership, effective management and a long term commitment to its greatest asset – its people, who will continue to develop, thrive and deliver.

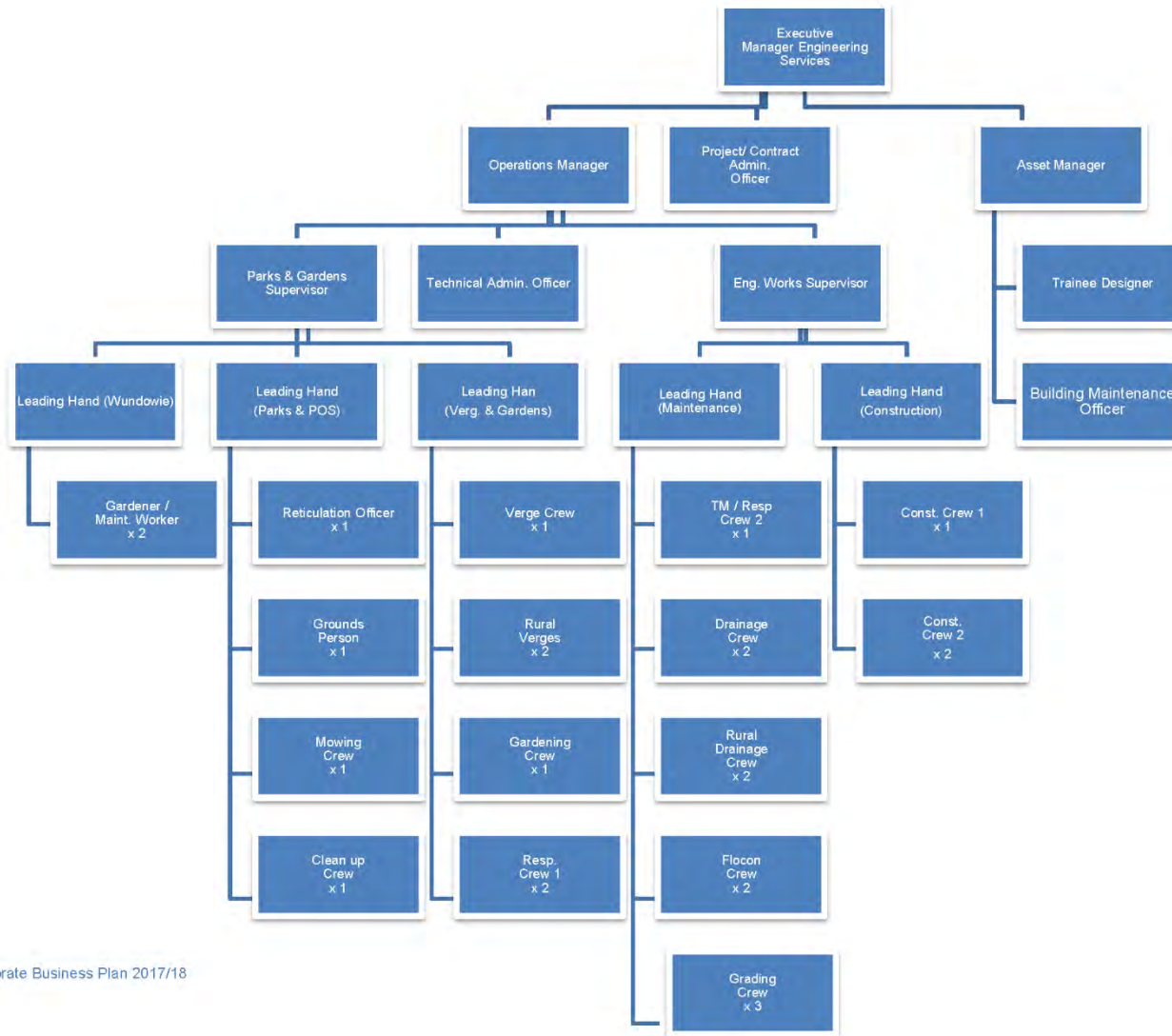
iii. Organisational Structure











d. Long Term Financial Planning

The Shire of Northam endorsed a long term financial plan in 2017.

This plan has been prepared to support the strategic planning process for the Shire. The plan addresses the operating and capital needs placed on the Shire over the next 10 years.

The plan will be reviewed every 12 months to reflect the prevailing economic conditions and changing community needs placed on the Shire. In compiling this long term plan consideration has been given to the economic drivers that will influence the future cost of providing facilities and services. The values disclosed in this plan therefore represent estimated future prices and costs.

This long-term strategic financial plan is set against economic uncertainty. The plan addresses operating and capital renewal of the period 2013/14 and concluding in 2022/23. The changing economic circumstances have meant that projections for growth and therefore community demand as facilities and services are subject to how the Australian and State economies recover from the current position.

This plan represents a financial solution to meeting the competing demands of services and facilities to the community. There are numerous ways that will enable the Shire to achieve its objectives. This plan balances the funding needs of renewal and new infrastructure assets, existing services against rating expectations, reasonable fees, debt\leverage and the use of accumulated funds held in reserve accounts. Australia's real GDP is forecast to grow 3.0% in 2012-13 and 2.75% 2013-14. Federal Government Budget forecasts for 2014/15 to 2016/17 estimate GDP to be at 3.0% per annum.

Ordinary Council Meeting Agenda
16 August 2017



The following financial projections have been taken from the Councils Long Term Financial Plan, Developed in the context of the Strategic Community Plan and Corporate Business Plan deliverables.

Forecast Statement of Funding															
For the period 2017 - 2029															
	2014-15	2015-16	Base	1	2	3	4	5	6	7	8	9	10	11	12
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-			
OPERATING															
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revenues															
Rates	8,281,186	8,666,545	8,945,651	9,598,361	10,351,371	10,818,424	11,305,883	11,814,642	12,339,138	12,877,557	13,439,501	14,026,006	14,638,150	15,277,061	
Operating grants, subsidies and contributions	15,943,916														
Profit on Asset Disposal	6,940,731	3,729,396	5,223,542	5,344,729	5,434,388	5,541,930	5,651,648	5,763,588	5,877,794	5,994,315	6,113,195	6,234,485	6,358,234	6,484,490	
	6,613,306														
	19,433	8,493	212,712												
	- Fees and charges	3,772,076	3,717,347	3,759,512	3,841,941	3,929,701	4,019,498	4,111,377	4,205,388	4,301,579	4,400,004	4,500,711	4,603,757	4,709,195	
Service charges	4,817,081	4,927,472													
	- Interest earnings - General	237,813	121,606	220,000	204,376	199,990	205,421	200,431	205,441	205,451	205,461	205,471	205,481		
Interest earnings - Reserves	205,491	120,501	120,511	107,050	111,170	81,917	88,226	86,047	92,768	97,312	102,232	104,899	112,134	117,275	
	184,322	245,815	120,000												
	124,983														
Other revenue	1,058,605	618,899	721,853	737,734	753,964	770,551	787,503	804,828	822,534	840,630	859,124	878,025	897,342	917,084	
	937,260														
	20,494,166	17,108,101	19,203,270	19,834,191	20,780,584	21,437,741	22,145,068	22,879,934	23,639,264	24,415,279	25,220,234	26,052,653	26,920,546	27,733,492	
	28,667,448														
Expenses															
Employee costs	(7,016,776)	(7,552,624)	(7,730,063)	(8,076,989)	(8,461,106)	(8,736,092)	(8,998,175)	(9,268,120)	(9,546,164)	(10,032,549)	(10,333,525)	(10,643,531)	(10,962,837)	(11,291,722)	(11,830,474)
Materials and contracts	(5,353,675)	(5,160,216)	(6,041,965)	(5,357,670)	(5,631,612)	(5,772,402)	(5,916,711)	(6,024,628)	(6,175,243)	(6,279,624)	(6,436,615)	(6,547,531)	(6,711,220)	(6,879,000)	(7,050,975)
Utility charges (electricity, gas, water etc.)	(730,325)	(868,216)	(812,191)	(843,991)	(880,046)	(908,723)	(935,179)	(962,439)	(990,527)	(1,019,470)	(1,049,293)	(1,080,024)	(1,111,691)	(1,144,322)	(1,177,948)
Depreciation on non-current assets	(3,540,043)	(3,864,126)	(4,157,607)	(4,096,036)	(4,482,686)	(4,660,246)	(4,871,136)	(5,047,193)	(5,230,299)	(5,417,069)	(5,611,184)	(5,809,529)	(6,015,544)	(6,226,419)	(6,445,215)
Loss on Asset Disposal	(2,588,954)	(95,892)	(145,676)												
Interest Expense	(188,977)	(156,812)	(143,380)	(191,987)	(173,886)	(246,055)	(308,381)	(292,744)	(276,334)	(259,104)	(241,015)	(222,322)	(202,075)	(181,831)	(162,695)
Insurance expense	(542,796)	(448,535)	(438,444)	(445,021)	(451,696)	(460,278)	(469,023)	(477,934)	(487,015)	(496,268)	(505,697)	(515,305)	(525,096)	(535,073)	(545,239)
Other expenditure	(775,790)	(340,607)	(140,566)	(143,729)	(147,322)	(151,005)	(154,780)	(158,650)	(162,616)	(166,681)	(170,848)	(175,119)	(179,497)	(183,984)	
	(188,584)														
	(20,737,336)	(18,486,820)	(19,609,892)	(19,155,423)	(20,228,354)	(20,934,801)	(21,653,385)	(22,231,708)	(22,868,198)	(23,670,765)	(24,348,177)	(24,993,361)	(25,707,960)	(26,442,351)	
	(27,401,130)														
NET OPERATIONS	(24,317,070)	(1,378,727)	(406,622)	678,768	552,230	502,940	491,683	648,226	771,066	744,514	872,057	1,059,292	1,212,586	1,291,141	
	1,266,318														
Funding Position Adjustments															
Depreciation on non-current assets	3,540,043	3,864,126	4,157,607	4,096,036	4,482,686	4,660,246	4,871,136	5,047,193	5,230,299	5,417,069	5,611,184	5,809,529	6,015,544	6,226,419	6,445,215
Net profit and losses on Disposal	2,569,521	87,399	(67,036)												
Movement in Accruals	(365,606)	(205,284)	61,021												
Movement in Deferred Pensioner Rates (Non-Current)															
Movement in Employee Benefit Provisions	144,521	184,130													
Write-off of assets															
FUNDING FROM GENERAL OPERATIONS	5,645,309	2,551,644	3,744,970	4,774,804	5,034,916	5,163,186	5,362,819	5,695,419	6,001,365	6,161,583	6,483,241	6,868,821	7,228,130	7,517,560	
	7,711,533														
CAPITAL															
Asset Acquisitions and Construction															
Purchase of land held for resale															
Purchase of Property Plant and Equipment	(818,653)	(1,426,606)	(8,114,860)	(1,855,000)	(1,310,000)	(1,410,000)	(6,149,681)	(1,495,000)	(1,505,000)	(1,520,000)	(1,530,000)	(1,540,000)	(1,550,000)	(1,560,000)	(1,570,000)
Infrastructure	(4,281,870)	(5,254,220)	(9,862,525)	(7,437,750)	(20,916,798)	(5,525,297)	(4,313,630)	(5,125,350)	(5,510,410)	(5,650,802)	(6,053,374)	(6,247,104)	(6,679,884)	(6,925,163)	(7,373,409)
Proceeds on Disposal	438,946	232,262	501,686	450,000	300,000	300,000	1,300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Non-Operating grants, subsidies and contributions	3,383,030	1,746,295	7,093,233	4,695,564	13,767,746	2,096,732	2,002,044	1,230,907	1,248,561	1,275,237	1,293,676	1,312,520	1,331,779	1,360,287	1,380,402
NET FUNDING BEFORE FINANCING	(1,278,547)	(4,702,269)	(10,382,466)	(4,147,186)	(8,159,052)	(4,538,565)	(7,161,267)	(5,089,443)	(5,466,849)	(5,595,565)	(5,989,698)	(6,174,584)	(6,598,105)	(6,824,876)	(7,263,007)
Financing Inflows															

Transfer from Reserves	609,759	1,562,271	2,761,981	665,000	1,883,127	247,871	528,404	237,871	284,871	322,027	348,371	237,871	285,871	237,871	437,871
New Borrowings	-	-	1,650,000	-	2,251,933	-	2,033,000	-	-	-	-	-	-	-	-
Self Supporting Loan	214,570	30,098	31,980	46,450	33,873	16,734	14,044	14,611	15,201	15,816	16,455	17,119	17,812	-	-
Outflows															
Transfer to Reserves	(2,001,103)	(1,036,818)	(1,439,788)	(829,932)	(712,927)	(500,288)	(441,097)	(506,918)	(466,639)	(518,683)	(455,103)	(527,270)	(491,505)	(546,146)	(482,854)
Advances to Community Groups	-	-	(150,000)	-	-	-	-	-	-	-	-	-	-	-	-
Repayment of Past Borrowings	(1,578,756)	(210,153)	(223,416)	(325,990)	(315,016)	(388,938)	(335,903)	(351,540)	(367,949)	(385,178)	(403,266)	(421,957)	(442,203)	(384,409)	(403,543)
NET FINANCING	(2,675,530)	345,338	2,630,757	(444,472)	3,140,990	(624,621)	1,798,448	(605,976)	(534,516)	(566,018)	(493,543)	(694,237)	(630,025)	(692,684)	(448,526)
ACCOUNTING PERIOD BALANCES															
Opening Balance	4,120,734	5,811,966	4,006,739	-	183,146	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Closing Balance	5,811,966	4,006,739	-	183,146	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000

Forecast Statement of Comprehensive
Income
For the period 2017 - 2029

INCOME STATEMENT	Notes	2014-15	2015-16	Base	1	2	3	4	5	6	7	8	9	10	11	12
		\$	\$	\$	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29
Revenues																
Rates	8,281,186	8,666,545	8,945,651	9,598,361	10,351,371	10,818,424	11,305,885	11,814,642	12,339,138	12,877,557	13,439,501	14,026,006	14,638,150	15,277,061	15,943,916	16,633,306
Operating grants, subsidies and contributions	6,940,731	3,729,396	5,223,542	5,344,729	5,434,388	5,541,930	5,651,648	5,763,588	5,877,794	5,994,315	6,113,195	6,234,485	6,358,234	6,484,490	6,613,306	6,744,696
Fees and charges	3,772,076	3,717,347	3,759,512	3,841,941	3,929,701	4,019,490	4,111,377	4,205,388	4,301,529	4,400,004	4,500,711	4,603,757	4,709,195	4,817,081	4,927,472	5,040,519
Service charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest earnings - General	237,813	121,606	220,000	204,376	199,990	205,421	200,431	205,441	205,451	205,461	205,471	205,481	205,491	205,501	205,511	205,521
Interest earnings - Reserves	184,322	245,815	120,000	107,050	111,170	81,917	88,226	86,047	92,769	97,312	102,232	104,899	112,134	117,275	124,988	132,760
Other revenue	1,058,605	610,899	721,853	737,734	753,964	770,551	787,503	804,828	822,534	840,630	859,124	878,025	897,342	917,084	937,260	957,888
Expenses																
Employee costs	(7,016,776)	(7,552,624)	(7,730,063)	(8,076,989)	(8,461,106)	(8,736,092)	(8,998,175)	(9,268,120)	(9,546,164)	(10,032,549)	(10,333,525)	(10,643,531)	(10,962,837)	(11,291,722)	(11,630,474)	(11,979,226)
Materials and contracts	(5,353,675)	(5,160,216)	(6,041,965)	(5,337,670)	(5,631,612)	(5,772,402)	(5,916,711)	(6,024,628)	(6,175,243)	(6,279,624)	(6,436,615)	(6,547,531)	(6,711,220)	(6,879,000)	(7,050,975)	(7,228,050)
Utility charges (electricity, gas, water etc.)	(730,325)	(868,216)	(812,191)	(843,991)	(880,046)	(908,723)	(935,179)	(962,439)	(990,527)	(1,019,470)	(1,049,293)	(1,080,024)	(1,111,691)	(1,144,322)	(1,177,948)	(1,212,574)
Depreciation on non-current assets	(3,540,043)	(3,864,126)	(4,157,607)	(4,096,036)	(4,482,686)	(4,660,246)	(4,871,136)	(5,047,193)	(5,230,299)	(5,417,069)	(5,611,184)	(5,809,529)	(6,015,544)	(6,226,419)	(6,445,215)	(6,671,050)
Interest expense	(180,977)	(156,612)	(143,300)	(191,987)	(173,886)	(246,055)	(300,381)	(292,744)	(276,334)	(259,104)	(241,015)	(222,322)	(202,075)	(181,831)	(162,695)	(144,560)
Insurance expense	(542,796)	(448,535)	(438,444)	(445,021)	(451,696)	(460,278)	(469,023)	(477,934)	(487,015)	(496,268)	(505,697)	(515,305)	(525,094)	(535,073)	(545,239)	(555,584)
Other expenditure	(775,790)	(340,607)	(140,560)	(143,729)	(147,322)	(151,005)	(154,780)	(158,650)	(162,616)	(166,681)	(170,848)	(175,119)	(179,497)	(183,904)	(188,584)	(193,329)
OPERATING RESULT																
		7,326,351	(1,291,328)	(473,678)	678,768	552,230	502,940	491,683	648,226	771,066	744,514	872,057	1,059,292	1,212,586	1,291,141	1,266,318
Revenue (Asset related)																
Non-Operating grants, subsidies and contributions	3,383,030	1,746,295	7,093,233	4,695,564	13,767,746	2,096,732	2,002,044	1,230,907	1,248,561	1,275,237	1,293,676	1,312,520	1,331,779	1,360,287	1,380,402	1,400,517
Profit on disposal of assets	19,433	8,493	212,712	-	-	-	-	-	-	-	-	-	-	-	-	-
Loss on asset disposal	(2,388,934)	(95,892)	(145,676)	-	-	-	-	-	-	-	-	-	-	-	-	-
NET RESULT																
		3,139,860	367,568	6,686,611	5,374,332	14,319,976	2,599,672	2,493,727	1,879,133	2,019,627	2,019,751	2,165,733	2,371,812	2,544,365	2,651,428	2,646,720
Other Comprehensive Income																
		94,718,041	618,484	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Other Comprehensive Income																
		97,857,901	986,952	6,686,611	5,374,332	14,319,976	2,599,672	2,493,727	1,879,133	2,019,627	2,019,751	2,165,733	2,371,812	2,544,365	2,651,428	2,646,720

7. Monitoring and Reporting

The implementation of the Corporate Business Plan will be monitored monthly and reported corporately on an annual basis through progress of action and project delivery against targets and year to date expenditure against budget. In addition, performance will be monitored and reported against corporate or operational key performance indicators. The tables below outlines the Shire's corporate key performance indicators. Where necessary, additional performance measures will be progressively developed and implemented across the organisation during 2013-2014.

As the Corporate Business Plan is integrated with and delivers on the Strategic Community Plan, monitoring and reporting of outcome performance through the strategic key performance indicators is also important in determining the effectiveness of the Shire's services and projects.

All elements of the Corporate Business Plan will be reviewed and amended as required each year prior to the annual budget process. This enables the corresponding year of the Corporate Business Plan and Long Term Financial Plan to accurately inform the annual budget

Human Resources

Performance Area	Key Performance Indicator	Formula	Target	2016/17 Actual	2015/16 Actual	14/15 Actual
Safe Working Environment						
Workplace Safety	Lost Time Injury Frequency Rate	$\frac{\text{Number of lost time injuries} \times 1,000,000}{\text{Total hours worked}}$	<15	20.4	20.1	0.00
Occupational Health and Safety Management	Percentage compliance with AS/NZS 4801:2001 requirements	Average percentage compliance over 10 sections through an independent audit *formal assessment by LGIS to be undertaken	> 76%	67%	67%	28%
Appropriately Skilled Workforce						
Professional Development	Percentage employee satisfaction with professional development opportunities	Average percentage satisfaction across all Departments determined through Tri- Annual Workforce Systems Processes People Audit	>60%	TBA	N/A	N/A
Retention of Valued Staff						
Staff Turnover	Staff turnover rate	$\frac{\text{Number of staff separations}^*}{\text{Total number of staff (less casual and Council instigated)}}$	<20%	24%	14%	19%

Financial Management

Performance Indicator	Definition	Formula	Target	16/17 Actual	15/16 Actual	14/15 Actual
Budget Management	Percentage variance in actual year to date expenditure (operating or capital) versus budgeted expenditure	$\frac{\text{Actual Expenditure} - \text{Budgeted Expenditure}}{\text{Budgeted Expenditure}} \times 100$	<10%		-6.85%	-25.22%
Current Ratio	This is a modified commercial ratio designed to focus on the liquidity position of a local government that has arisen from past year's transactions	$\frac{\text{(Current Assets MINUS Restricted Assets)}}{\text{(Current Liabilities MINUS Liabilities Associated with Restricted Assets)}}$	1:1 (100% or greater)		216%	155%
Debt Service Ratio	This ratio is the measurement of a local government's ability to repay its debt including lease payments. The higher the ratio is, the easier it is for a local government to obtain a loan	$\frac{\text{Annual Operating Surplus BEFORE Interest and Depreciation}}{\text{Principal and Interest}}$	>4			

Governance

Performance Indicator	Definition	Formula	Target	2016/17 Actual	15/16 Actual	14/15 Actual
Corporate Plan Achievement	Percentage of identified Corporate Actions achieved	$\frac{\text{Corporate Actions undertaken in current year}}{\text{Total Number of Corporate Actions}}$	100%		88% Commenced 62.5% Completed 12% Not commenced (Total of 173 Tasks)	88% Commenced 65% Completed 11% Not Commenced (Total of 185 Tasks)
Project Delivery	Percentage of Major Projects delivered	$\frac{\text{Number of Major Projects Delivered in current year}}{\text{Total Number of Major Projects Identified in Corporate Plan}}$	100%		80% Commenced 30% Completed 2% Not Commenced (10 Projects)	94% Commenced 42% Completed 6% Not Commenced (33 Projects)

Compliance

Performance Indicator	Definition	Formula	Target	2016/17 Actual	15/16 Actual	14/15 Actual
Statutory Planning						
Building Permit Processing	Average Building Permit processing time	Building Permit process times to be measured by the official date received and official date Permit issued	≤20 days		9.5	5.7
Development Application Processing	Average Development Application processing times	<u>Total days to process development applications</u> Total number of development applications Development application process times measured by the official date received and official date approval issued, less any official hold periods recorded	≤30 days (delegated decisions) ≤40 days (non-delegated decisions)			
Local Government Compliance						
Compliance Auditing	Percentage of elements identified within the annual Department of Local Government Audit Return identified as being complied with by the Shire of Northam	<u># of Audit elements complied with x 100</u> Total number Audit elements Compliance audit for the period 1st January to 31st December against the requirements of the Compliance Audit Return	≥90%		97.7%	94.8%

12.2 ENGINEERING SERVICES

12.2.1 Permanent Road Closure of Yates Street, Bakers Hill

Address:	Great Eastern Highway – Bakers Hill
Owner:	Main Roads WA
File Reference:	6.3.2.7 / I66764
Reporting Officer:	Clinton Kleynhans
Responsible Officer:	Executive Manager Engineering Services
Voting Requirement	Simple Majority

BRIEF

The purpose of this report is for Council to consider any submissions which the Shire received during the advertising period for the proposed permanent road closure of Yates Street, prior to making a determination on the proposal.

ATTACHMENTS

Attachment 1: Main Roads WA Land Dealings Plan

Attachment 2: Road Scheme Plan 201310-0575-C

Attachment 3: Received submissions

BACKGROUND / DETAILS

The town site improvement works have been the subject of ongoing discussions and design reviews between the Shire of Northam and Main Roads for several years, with the final design presented to Council by Main Roads representatives on 17th May 2017 at Council Chambers.

Following subsequent discussions with Main Roads staff provided a report to Council in April 2017, seeking endorsement of the following recommendations in order for the project to proceed:

That Council:

- 1. Pursuant to section 56 of the Land Administration Act 1997, resolves for the dedication of road and road widening as shown on Main Roads WA drawing number 1660-291-1, subject to Main Roads WA indemnifying the Shire of Northam & Minister for Lands against any claims that may arise as a result of the dedications relating to widening of Great Eastern*

Highway, in accordance with section 56(4) of the Land Administration Act 1997.

2. *Initiate the permanent closure of Yates Street, as shown on Main Roads WA drawing number 1660-291-1, by publically advertising the Councils intention for a period of 35 Days. (Noting that the matter must come back before Council for determination/resolution, once the public submission period closes)*
3. *Consent to excise the land required for the widening of Great Eastern Highway from reserves 3308 and 4166 as shown on Main Roads WA drawing number 1660-291-1*
4. *Consent for Main Roads WA and its contractors to enter Reserve 3308 & 4166 to carry out construction works which are expected to be scheduled to commence prior to the excision from the reserves being completed*
5. *Request the Department of Lands to amalgamate the current (to be closed) Yates Street into reserve 4166.*

These recommendations presented to Council were carried 8/0.

Addressing point 3 of this Council resolution, only one submission was received during the advertised period. This is presented as Attachment 3.

CONSIDERATIONS

Strategic Community / Corporate Business Plan

THEME 5: INFRASTRUCTURE AND SERVICE DELIVERY

Liveable, connected communities with well-maintained assets

OUTCOME 5.3

To have safe, well-maintained community infrastructure and services to a standard expected of a Regional Centre

Corporate Business Plan Action: Advocate for the Bakers Hill Great Eastern Highway redesign works

Financial / Resource Implications

There will be minimal administrative costs associated with the recommendation. Council has made provision in the 2017/18 (current) budget for the development of the new road in lieu of the proposed closure of Yates Road

Legislative Compliance

Land Administration Act 1997 (sections 56 & 58) (LAA)

Policy Implications

N/A

Stake Holder Engagement / Consultation

Over the past several years both the Shire of Northam and Main Roads have held numerous stakeholder and community meetings regarding this project.

Risk Implications

N/A

OFFICER'S COMMENT

It should be noted that throughout the consultation period with various stakeholders the proposed design has been commonly referred to, or implied as being a Shire driven project, rather in fact the proposed improvements are those initiated by Main Roads which are a result of safety audits and compliance with current day design requirements.

The proposed design has given consideration to the crash history data for this section of Greta Eastern Hwy which is:

Since December 2015:

7 Crashes have been recorded:

- 2 x rear end;
- 1 x side swipe;
- 2 x Right angle (T-bone) and
- 2 hitting objects off road (Swerve)

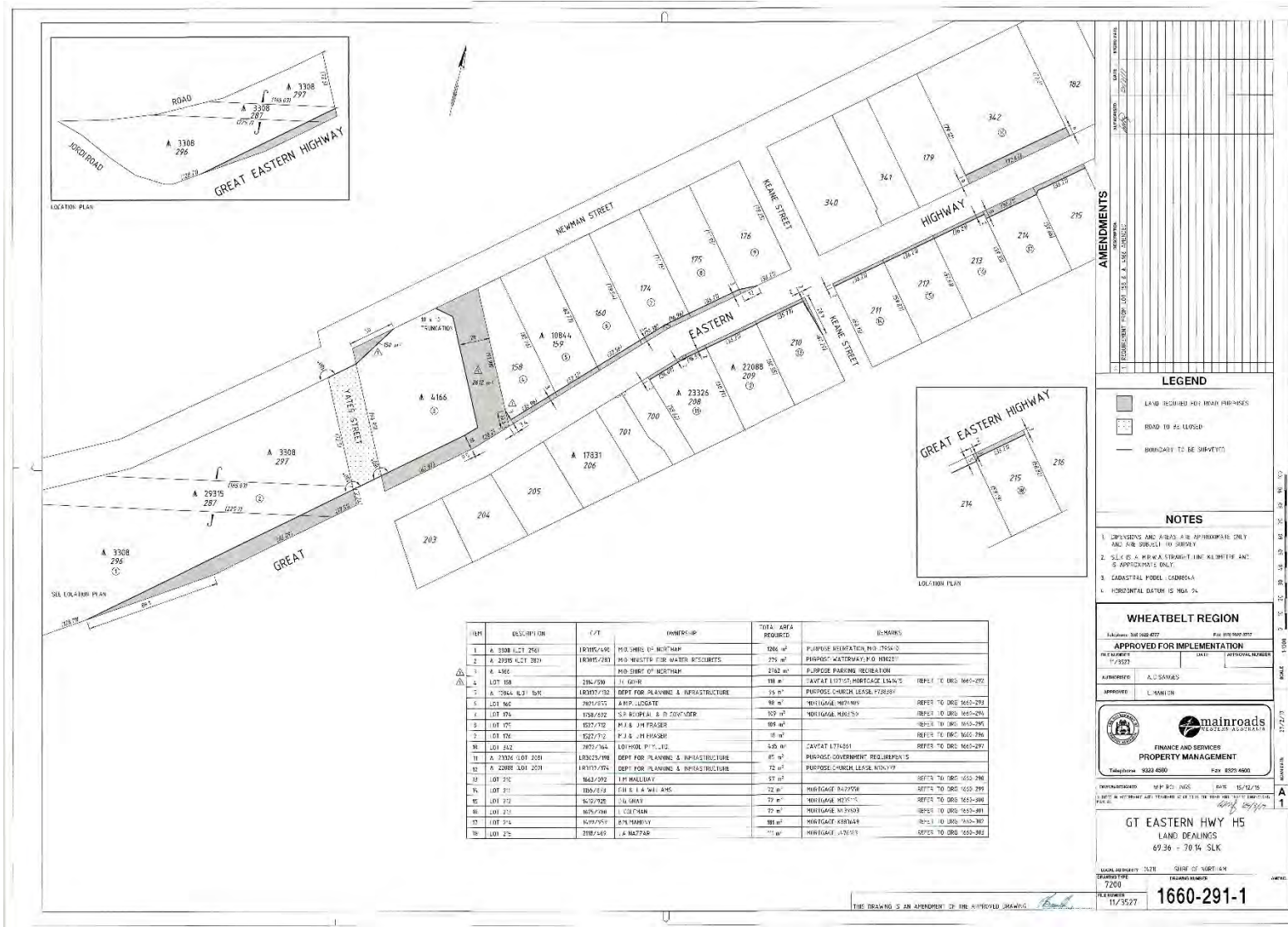
Although the project has been driven by Main Roads Shire staff are of the opinion that the proposed design offers improved safety for both drivers and pedestrians, and therefore recommend Council support their previous position by permanently closing Yates Street in Bakers Hill.

RECOMMENDATION

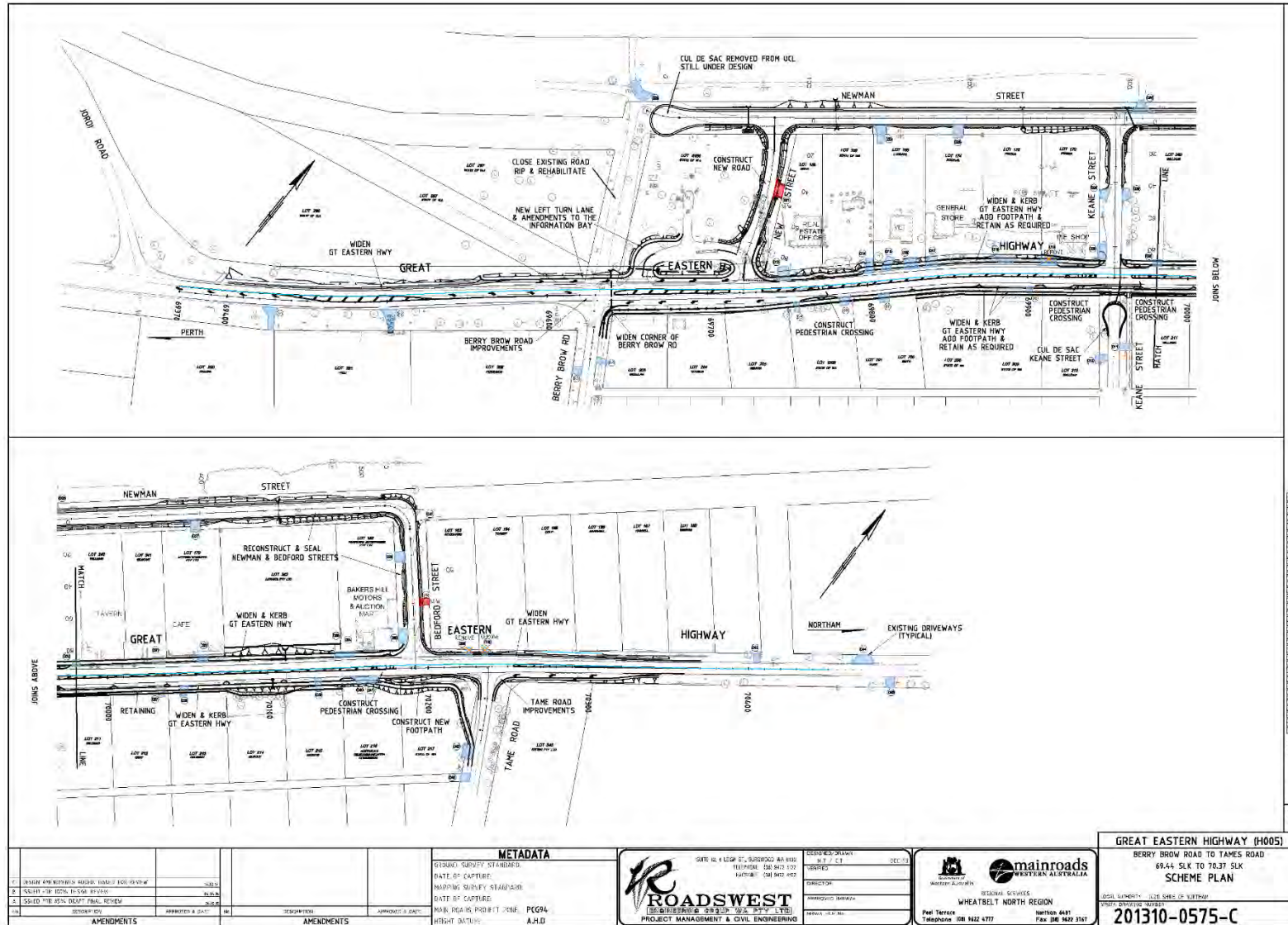
That Council:

Endorse the permanent closure of Yates Street, as shown on Main Roads WA drawing number 1660-291-1.

Attachment 1



Attachment 2



Attachment 3

From: Annette Poulton [antpoulton666@gmail.com]
Sent: Wednesday, 2 August 2017 11:07 AM
To: Clinton Kleyhans; Marlene Plews; DAVIES Elizabeth (SEM); mia.davies@mp.wa.gov.au; Cr Steven Pollard; Cr Chris Davidson; Patricia & Ulo
Subject: I70315 - Section 58 land administration Act

Hi Clinton,

Thank you for meeting us on site to discuss the future of Yates Street and explaining to us the reasoning behind the Shire's plans . After careful consideration, however, we are still oppose the closure of Yates Street as it remains an important aspect of our day to day lives, not only as the primary access point to our property but it is also the street address for all of our bills, accounts and legal administration aspects relating to the property, personal affects and our business.

Additionally, it may seem trivial from the Shire's perspective but we have become attached to Yates Street, using it daily for over thirty years and consider it very much an extension of our driveway. As explained to you during our meeting, we also believe that the Shire's plans as they stand will force local traffic from Berry Brow Road onto Great Eastern Highway, contributing to congestion and safety hazards.

Once again, thank you very much for your time in liaising with us regarding this issue and we look forward to your response.

Kind regards,

Annette and Bridgette Poulton

12.3 DEVELOPMENT SERVICES

12.3.1 Request to Amend Development Approval – Proposed Additions & Alterations to Northam Boulevard Shopping Centre - Lot 2 Grey Street, Lots 3, 6, 55 & 111 Fitzgerald Street and Lots 4 & 7 Wellington Street, Northam

Address:	Lot 2 Grey Street, Lots 3,6,55 & 111 Fitzgerald Street and Lots 4 & 7 Wellington Street, Northam
Applicant:	Perdaman Group
Owner:	Perdaman Commercial Property
File Reference:	A13246/P16111
Reporting Officer:	Chadd Hunt Executive Manager Development Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

BRIEF

Council is requested to consider amending the approval granted to Perdaman Group ('Perdaman') for the proposed additions and alterations to Northam Boulevard Shopping Centre at its Ordinary Council Meeting held on 21 December 2016 (Item 12.3.6 – Minute No. C.2890). The current planning approval was modified by Council at its meeting held on 25th January 2017 relating to condition 6 of the original approval (Item 12.3.4 – Minute No. C.2929) Condition 6 related to the amalgamation of a number of lots).

The applicants are seeking to modify the internal layout of the redevelopment and the external appearance of the main entry points into the shopping centre itself.

Staff recommend Council approve Perdaman's request by amending the development approval by suitably altering the wording of the preamble of the planning approval which references the specific plans that apply to the approval.

ATTACHMENTS

Attachment 1: Existing Approved Plans

Attachment 2: Proposed Amended Plans

BACKGROUND / DETAILS

At the Ordinary Council Meeting held on 21 December 2016, Council resolved under Item 12.3.6 to approve the application for Development Approval for the proposed additions and alterations to the Northam Boulevard Shopping Centre. The resolution of Council in approving the development references the following plans that were attached to the application –

- DA2 Rev B (Existing Site Plan),
- DA2A Rev B (Existing Site Plan),
- DA3 Rev B (Ground Floor Plan),
- DA4 Rev B (Centre Plan),
- A5 Rev B (Exterior Materials Palette),
- DA6 Rev B (Fitzgerald St Elevation - Part B),
- DA7 Rev B (North East Entrance Elevation - Part B),
- DA8 Rev B (South West Entrance Elevation - Part B),
- DA9 Rev B (Wellington Street Elevation - Part B),
- DA10 Rev B (Fitzgerald Street Entry),
- DA11 Rev B (Southern Entrance),
- DA12 Rev B (Laneway Entry),
- DA13 Rev B (View from Avon Street Mall), and
- DA14 Rev B (View from Avon Street Mall),

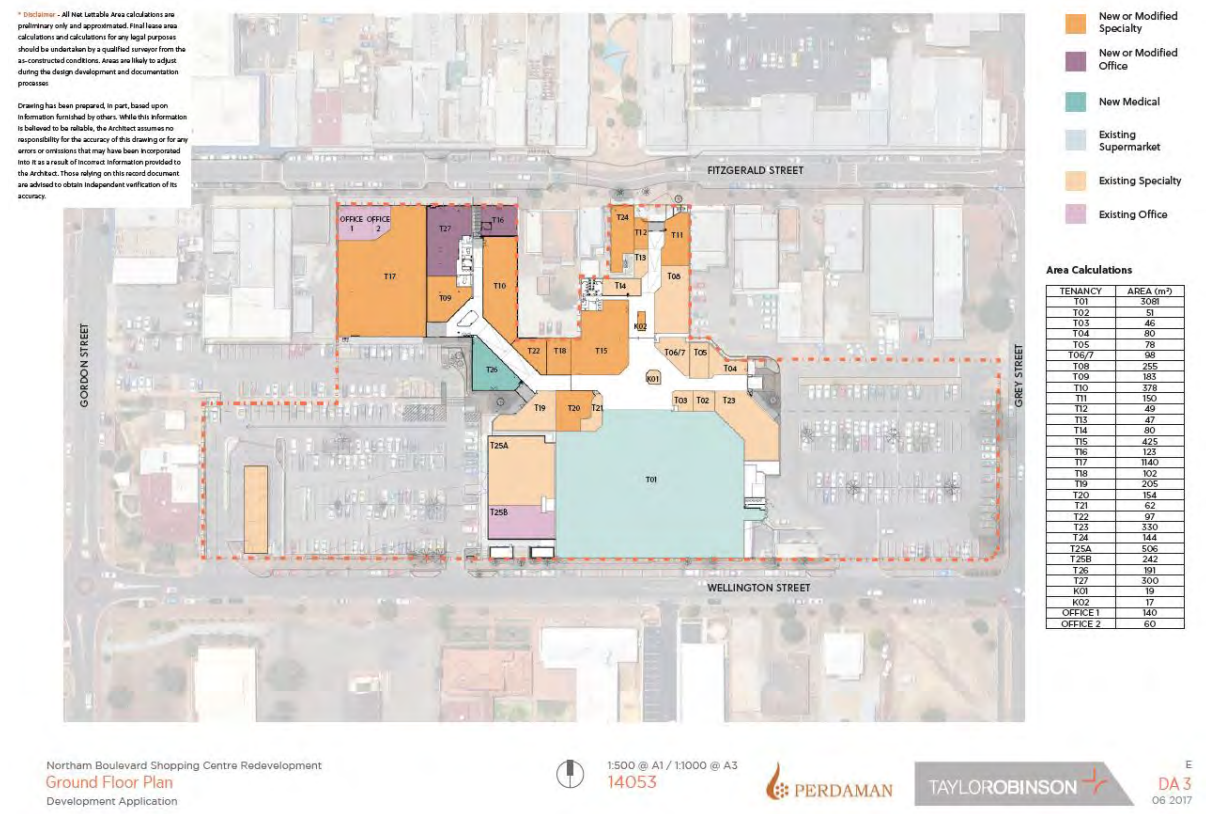
Council has received a request from the applicant to modify the approval by incorporating the following new plans –

- DA3 Rev E (Ground Floor Plan),
- DA4 Rev E (Centre Plan),
- DA6 Rev E (Fitzgerald St Elevation - Part B),
- DA7 Rev E (North East Entrance Elevation - Part B),
- DA8 Rev E (South West Entrance Elevation - Part B),
- DA10 Rev E (Fitzgerald Street Entry),
- DA11 Rev E (Southern Entrance)

The proposed modifications to the floor plan relate primarily to the area known previously as the “Arcade” and in particular the current and future Target Country store. The retail floor space has been modified to increase the office floor space in tenancies fronting Fitzgerald Street.



EXISTING DEVELOPMENT APPROVAL

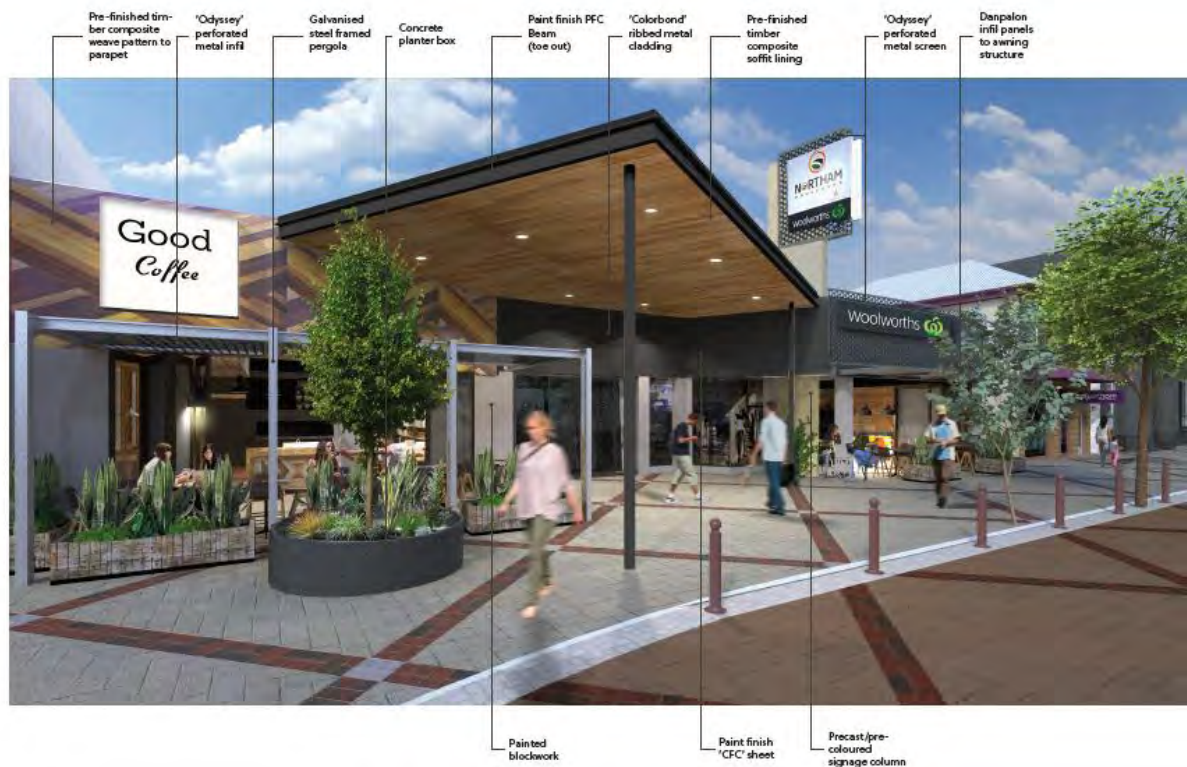


PROPOSED AMENDED PLANS

In addition the applicants are seeking to modify the design of the entry point from Fitzgerald Street (main entrance only) and the Western and Eastern carpark entries as per below



Approved Fitzgerald Street Entry



Proposed Fitzgerald Street Entry



Approved Western Carpark Entry



Proposed Western Carpark Entry



Approved Eastern Carpark Entry



Proposed Eastern Carpark Entry

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective: C1 - Create an environment that provides for a caring and healthy community.

Strategy: C1.7 - Provide an environment that enhances and builds on the liveability of the Shire.

Financial / Resource Implications

There are no direct financial and/or resource implications for the Shire of the recommendations of this report.

Legislative Compliance

The following legislation and subsidiary legislation applies to this proposal:

- *Planning and Development Act 2005*;
- *Shire of Northam Local Planning Scheme No.6*; and
- Schedule 2, Part 8, Clause 62 (form of application) and Schedule 2, Part 9, Clause 77 (amending or cancelling development approval) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Policy Implications

Nil.

Stakeholder Engagement / Consultation

External stakeholder engagement and/or consultation was not considered necessary.

Risk Implications

There is no risk to Council in considering this request.

OFFICER'S COMMENT

The proposed modifications to floor plan and allocation of retail and commercial floor spaces are generally supported by staff. Whilst the reduction of the retail floor space for the proposed target site is unfortunate, the retention of two existing offices and expansion of another on Fitzgerald Street does provide additional opportunities to activate that section of the street.

The modification to the floor spaces reduces the total retail floor space of the redevelopment. This has no additional impact on the car parking requirement for the redevelopment as the requirement for “shop” uses is greater than that of an “office” use.

With regard to the proposed changes to the entry points to the shopping centre, while staff prefer the original proposed designs the changes are not so significant as to warrant the request being rejected.

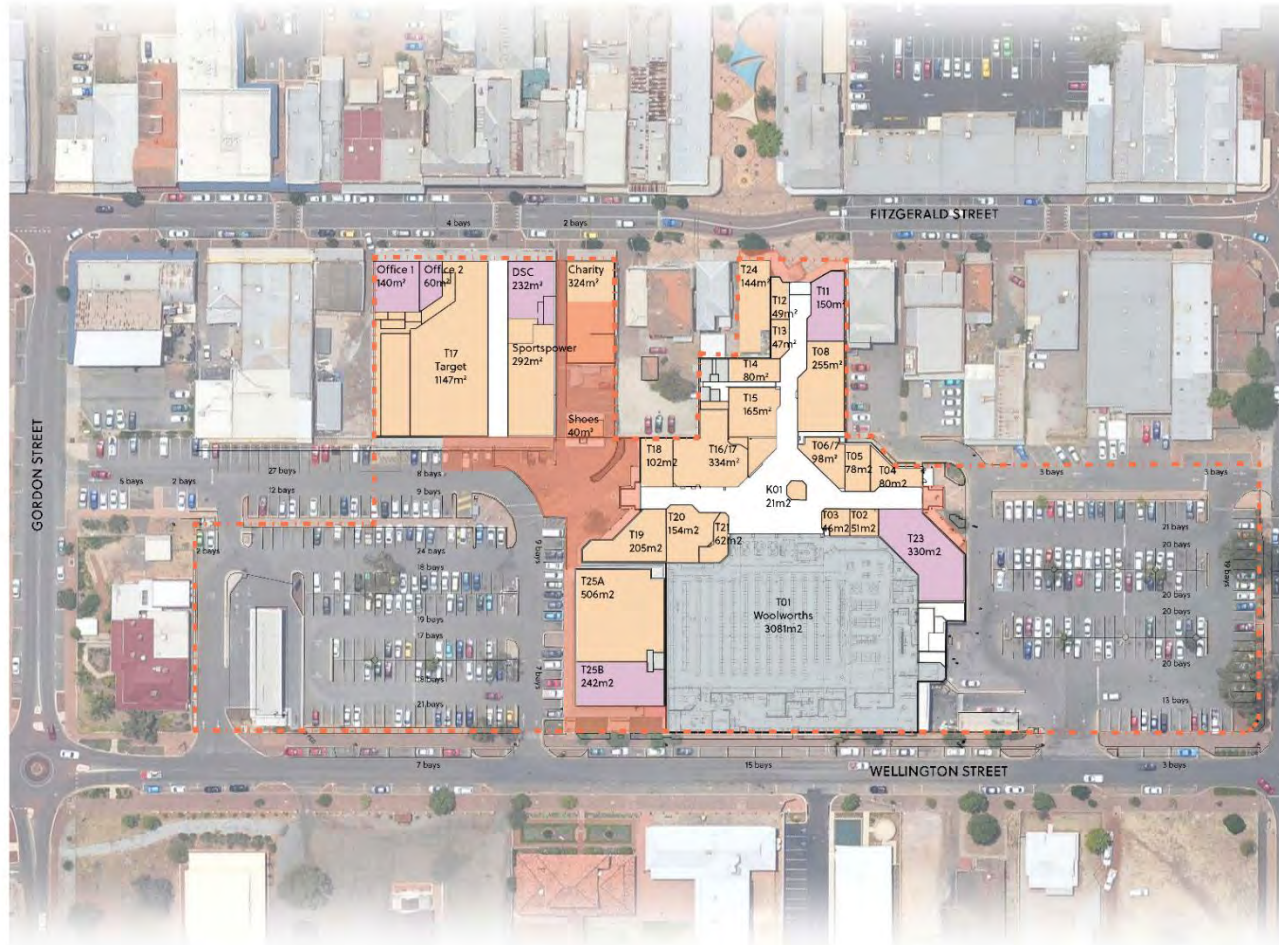
RECOMMENDATION

That Council, in respect of the development approval granted to Perdaman Group on 21 December 2016 (and amended on January 25th 2017) for the proposed additions and alterations to the Northam Boulevard Shopping Centre (Application P16111) under Minute C.2890, amends the approval as follows:

1. In the preamble of the approval, replace superseded versions of the referenced plans with the following plans;

DA3 Rev E (Ground Floor Plan),
DA4 Rev E (Centre Plan),
DA6 Rev E (Fitzgerald St Elevation - Part B),
DA7 Rev E (North East Entrance Elevation - Part B),
DA8 Rev E (South West Entrance Elevation - Part B),
DA10 Rev E (Fitzgerald Street Entry), and
DA11 Rev E (Southern Entrance)

Attachment 1



- Area of New Works
- Existing Supermarket
- Existing Specialty
- Existing Office
- - - Site Boundary

Existing NLA - 7,361m²
Retail & Lunchbar
Existing NLA - 1,154m²
Office
Total NLA - 8,515m²

Carparking Calculations

Existing Carparking
373 Bays
No. Bays on Site **285 bays**
No. Bays off Site **88 bays**

Note: Onsite bays refer to bays within the proposed lot boundaries
Offsite bays refer to bays within the council reserve and surrounding street parking

Existing Site Plan

 1:500 @ A1 / 1:1000 @ A3

DA 2A



- Existing Supermarket
- Existing Specialty
- Existing Office
- - - Site Boundary

Existing NLA - 7,361m²
Retail & Lunchbar

Existing NLA - 1,154m²
Office

Total NLA - 8,515m²

Carparking Calculations

Existing Carparking
373 Bays

No. Bays on Site **285 bays**
No. Bays off Site **88 bays**

Note: Onsite bays refer to bays within the proposed lot boundaries

Offsite bays refer to bays within the council reserve and surrounding street parking

Existing Site Plan



1:500 @ A1 / 1:1000 @ A3

DA 2

***Disclaimer** - All Net Lettable Area calculations are preliminary only and approximated. Final lease area calculations and calculations for any legal purposes should be undertaken by a qualified surveyor from the as-constructed conditions. Areas are likely to adjust during the design development and documentation processes

Drawing has been prepared, in part, based upon information furnished by others. While this information is believed to be reliable, the Architect assumes no responsibility for the accuracy of this drawing or for any errors or omissions that may have been incorporated into it as a result of incorrect information provided to the Architect. Those relying on this record document are advised to obtain independent verification of its accuracy.



- New or Modified Specialty
- New or Modified Office
- New Medical
- Existing Supermarket
- Existing Specialty
- Existing Office
- Car Bays Used for Calculation

Area Calculations

Gained NLA - 713m²
Retail & Lunchbar

Gained NLA - 189m²
Medical

Lost NLA - 459m²
Office

Net Increase NLA - 443m²

Total NLA - 8,958m²

Carparking Calculations

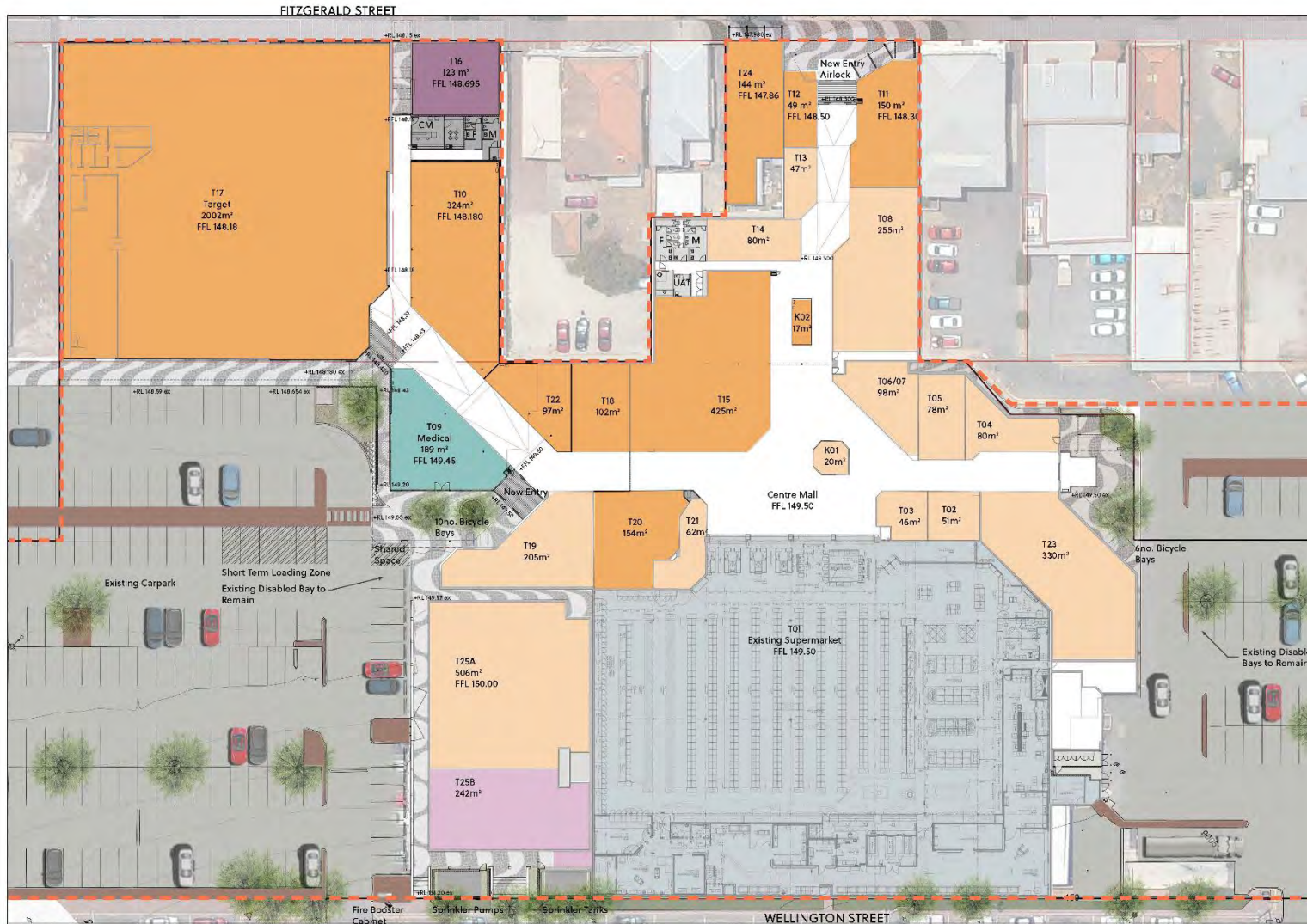
Existing Carparking
373 Bays

Proposed Carparking
378 Bays

No. Bays on Site **290 bays**
No. Bays off Site **88 bays**

Note: Onsite bays refer to bays within the proposed lot boundaries

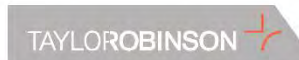
Offsite bays refer to bays within the council reserve and surrounding street parking



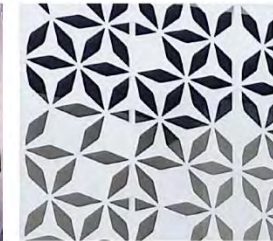
Northam Boulevard Shopping Centre Redevelopment
Centre Plan
Development Application



1:250 @ A1/ 1:500 @ A3
14053



B
DA 4
11 2016



Northam Boulevard Shopping Centre Redevelopment
Exterior Materials Palette
Development Application

14053

PERDAMAN

TAYLORROBINSON

B
DA 5
11 2016



Fitzgerald St Elevation - Part A



Fitzgerald St Elevation - Part B

Northam Boulevard Shopping Centre Redevelopment
Elevations
Development Application

1:100 @ A1 / 1:200 @ A3
14053



B
DA 6
11 2016



North East Entrance Elevation - Part A



North East Entrance Elevation - Part B

Northam Boulevard Shopping Centre Redevelopment
Elevations
Development Application

1:100 @ A1 / 1:200 @ A3
14053



B
DA 7
11 2016



South West Entrance Elevation - Part A



South West Entrance Elevation - Part B

Northam Boulevard Shopping Centre Redevelopment
Elevations
Development Application

1:100 @ A1 / 1:200 @ A3
14053



B
DA 8
11 2016

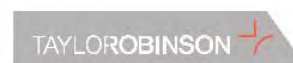


Wellington Street Elevation - Part A



Wellington Street Elevation - Part B

Northam Boulevard Shopping Centre Redevelopment
Elevations
Development Application



B
DA 9
11 2016



Northam Boulevard Shopping Centre Redevelopment
Fitzgerald Street Entry
Development Application

14053



B
DA 10
11 2016



Northam Boulevard Shopping Centre Redevelopment
Southern Entrance
Development Application

14053



B
DA 11
11 2016



Northam Boulevard Shopping Centre Redevelopment
Laneway Entry
Development Application

14053

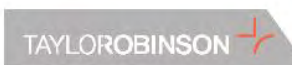


B
DA 12
11 2016



Northam Boulevard Shopping Centre Redevelopment
View From Avon Street Mall
Development Application

14053

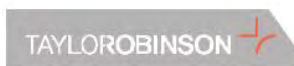


B
DA 13
11 2016



Northam Boulevard Shopping Centre Redevelopment
View From Avon Street Mall
Development Application

14053



B
DA 14
11 2016

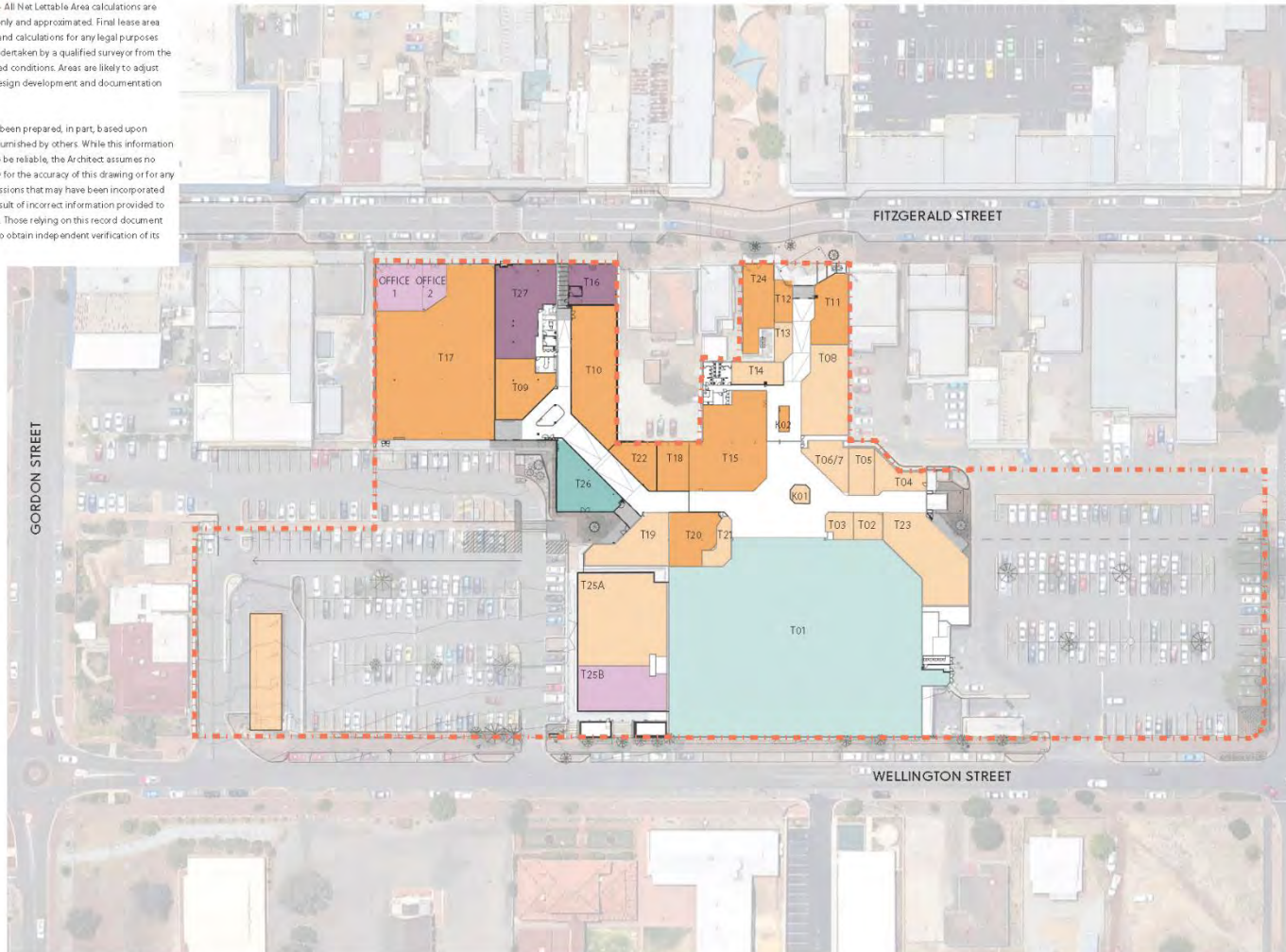
Attachment 2

Northam
Boulevard Redevelopment
Development Application Rev E July 2017
www.taylorrobinson.com.au +61 8 9388 6111



**Disclaimer - All Net Lettable Area calculations are preliminary only and approximated. Final lease area calculations and calculations for any legal purposes should be undertaken by a qualified surveyor from the as-constructed conditions. Areas are likely to adjust during the design development and documentation processes.*

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- New or Modified Specialty
- New or Modified Office
- New Medical
- Existing Supermarket
- Existing Specialty
- Existing Office

Area Calculations

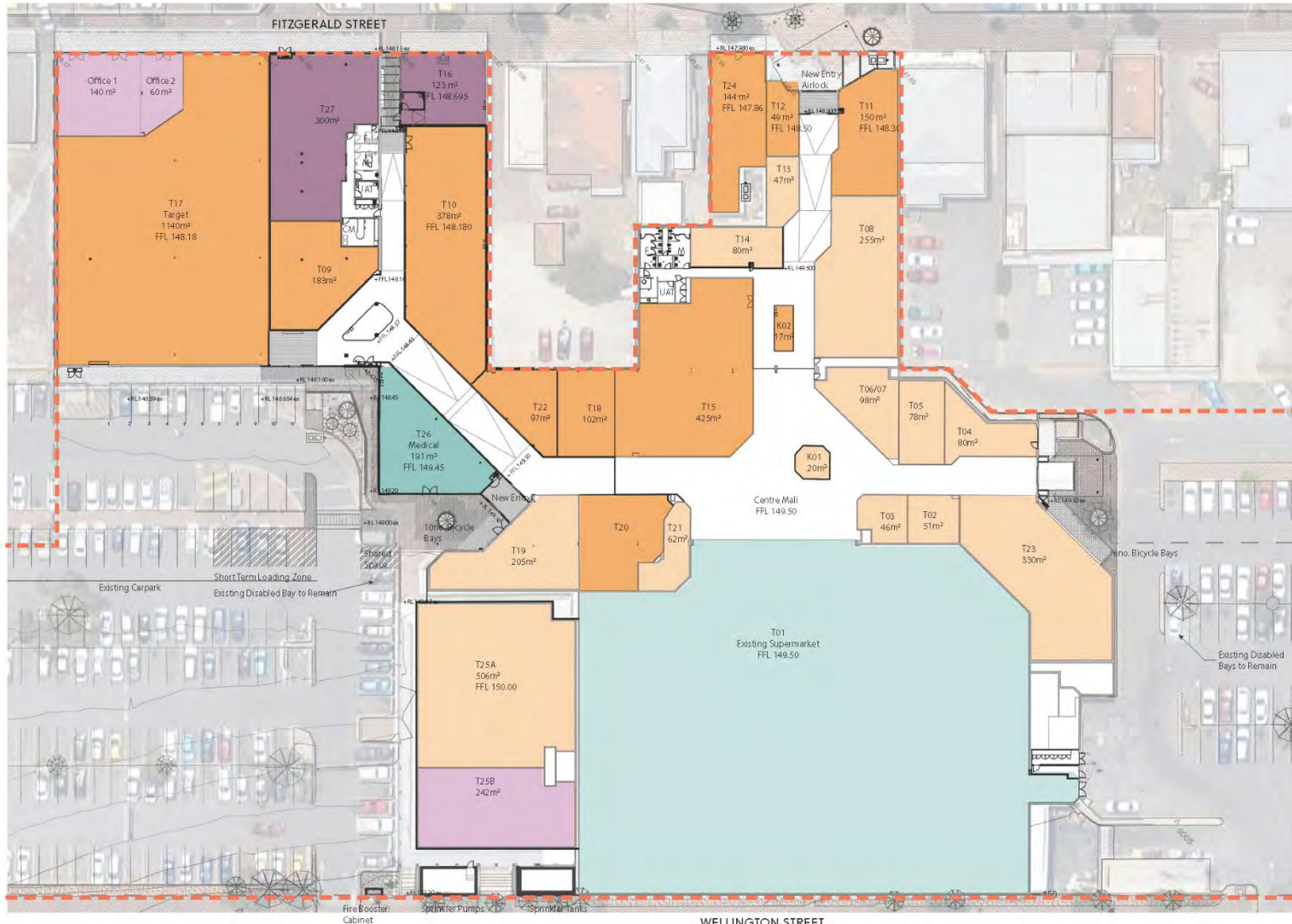
TENANCY	AREA (m ²)
T01	3081
T02	51
T03	48
T04	80
T05	78
T06/7	98
T08	255
T09	183
T10	378
T11	150
T12	49
T13	47
T14	80
T15	425
T16	123
T17	1140
T18	102
T19	205
T20	154
T21	62
T22	97
T23	330
T24	144
T25A	506
T25B	242
T26	191
T27	300
K01	19
K02	17
OFFICE 1	140
OFFICE 2	60

Northam Boulevard Shopping Centre Redevelopment
Ground Floor Plan
Development Application

1:500 @ A1 / 1:1000 @ A3
14053



E
DA 3
06 2017

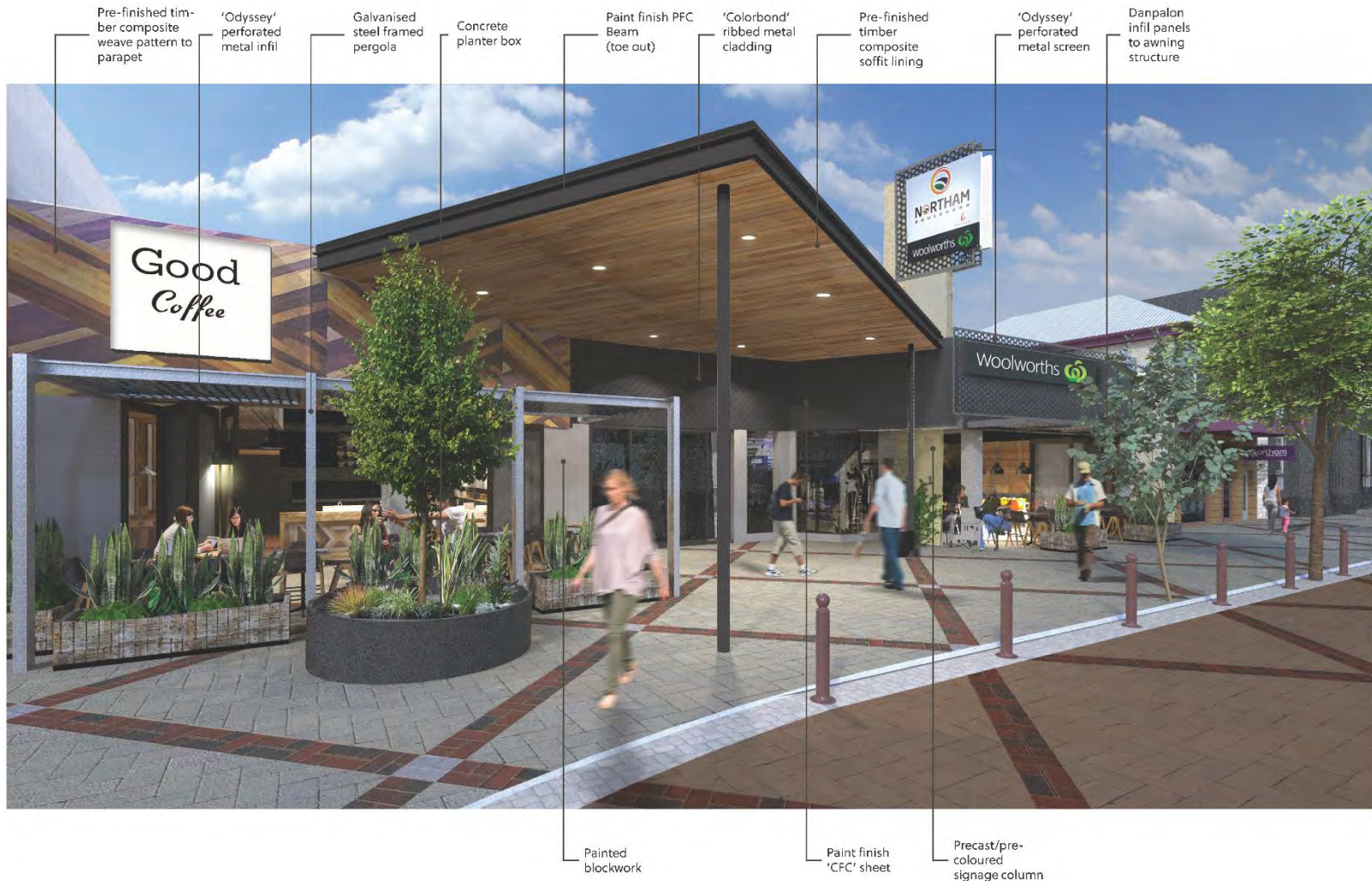


Northam Boulevard Shopping Centre Redevelopment
Centre Plan
 Development Application

1:250 @ A1/ 1:500 @ A3
14053



E
DA 4
 06 2017



Northam Boulevard Shopping Centre Redevelopment
Fitzgerald Street Entry
Development Application

14053

PERDAMAN

TAYLORROBINSON

E
DA 10
06 2017



Northam Boulevard Shopping Centre Redevelopment
 Southern Entrance
 Development Application

14053



E
 DA 11
 06 2017



Northam Boulevard Shopping Centre Redevelopment
View From Avon Street Mall
Development Application

14053



E
DA 14
06 2017



Fitzgerald St Elevation - Part A



Fitzgerald St Elevation - Part B

Northam Boulevard Shopping Centre Redevelopment
Elevations
Development Application

1:100 @ A1 / 1:200 @ A3
14053



E
DA 6
06 2017



North East Entrance Elevation - Part A



North East Entrance Elevation - Part B

Northam Boulevard Shopping Centre Redevelopment
Elevations
Development Application

1:100 @ A1 / 1:200 @ A3
14053



E
DA 7
06 2017



South West Entrance Elevation

12.3.2 Request to Amend Conditions No. 2 and 15 of Development Approval – Proposed Lifestyle Village, Lot 9000 Mt Ommanney Road, Northam

Address:	Lot 9000 Mt Ommanney Road, Northam
Applicant:	H & H Developments
Owner:	Quickfire Enterprises Pty Ltd
File Reference:	A14318/P16146
Reporting Officer:	Chadd Hunt Executive Manager Development Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

BRIEF

Council is requested to consider amending Condition 2 and 15 of the approval granted to H & H Developments at its Ordinary Council Meeting held on 15 February 2017 for the proposed development of a lifestyle village (Item 12.3.3 – Minute No. C.2945).

Condition 2 relates to development taking place in accordance with the approved plans dated 15 February 2017.

Condition 15 stipulates that the clubhouse facility (as shown on the approved plan) is to be constructed prior to the full occupation of Stage 1 of the development.

The applicant is seeking to stage the development of the clubhouse and subsequently has requested a modification to the condition requiring the full clubhouse to be constructed as part of Stage 1 of the development.

The proponent is suggesting to construct a portion of the clubhouse as part of Stage 1 (including the swimming pool and bowling green) and construct the remaining within 12 months of the full occupation of stage 3.

ATTACHMENTS

Attachment 1: Staging Plan

Attachment 2: Stage 1 Detailed Plan

Attachment 3: Original Clubhouse Plan

Attachment 4: Proposed Clubhouse Stage Plan

BACKGROUND / DETAILS

At the Ordinary Council Meeting held on 15 February 2017 Council resolved under Item 12.3.3 to approve the application for Development Approval for the proposed lifestyle village on Lot 9000 Mt Ommaney Road, Northam subject to conditions.

Condition 2 of the approval reads as follows:

2. *"The development hereby permitted taking place in accordance with the approved plans dated 15/02/2017."*

Condition 15 of the approval reads as follows :

15. *"Prior to full occupation of Stage 1 of the development, the clubhouse facility are to be constructed in accordance with the approved plans. "*

Following a discussion with the proponents regarding a number of the conditions of approval a request has been received seeking to modify both the plans for the Clubhouse facility and the timing for the construction of the full facility.

The request is to modify Condition 15 to read as follows –

15. *"Prior to the full occupation of Stage 1 of the development, construction of the first stage of the Clubhouse will commence and be completed within 12 months in accordance with the approved plans, with the balance of the Clubhouse commencing prior to the full occupation of Stage 3 of the development and being completed within 12 months in accordance with the approved plans."*

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective: C1 - Create an environment that provides for a caring and healthy community.

Strategy: C1.7 - Provide an environment that enhances and builds on the liveability of the Shire.

Financial / Resource Implications

There are no direct financial and/or resource implications for the Shire of the recommendations of this report.

Legislative Compliance

The following legislation and subsidiary legislation applies to this proposal:

- *Planning and Development Act 2005*;
- *Shire of Northam Local Planning Scheme No.6*; and
- Schedule 2, Part 8, Clause 62 (form of application) and Schedule 2, Part 9, Clause 77 (amending or cancelling development approval) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Policy Implications

Nil.

Stakeholder Engagement / Consultation

External stakeholder engagement and/or consultation was not considered necessary.

Risk Implications

Nil

OFFICER'S COMMENT

The applicants request to modify the condition of approval relating to the development of the Clubhouse facility is supported by Staff in that it gives prospective tenants in the lifestyle village the knowledge of the timing for the construction of the two stages of the clubhouse. From a practical point of view it also provides the initial tenants with clarity on the fact that the first stage of the clubhouse will be constructed and completed within a 12 month period from commencement.

RECOMMENDATION

That Council, in respect of the development approval granted to H & H Developments on 15 February 2017 for the proposed Lifestyle Village on lot 9000 Mt Ommanney Road, Northam (Application P16146) under Minute C.2945, amends the approval as follows:

1. Revise the wording of Condition 2 to read as follows:

 "2. The development hereby permitted taking place in accordance with the approved plans dated 15/02/2017 and modified plans dated 16/08/2017."

2. Replace Condition 15 with a new condition to read as follows:

 "15. Prior to the full occupation of Stage 1 of the development, construction of the first stage of the Clubhouse will commence and be completed within 12 months in accordance with the approved plans, with the balance of the Clubhouse commencing prior to the full occupation of Stage 3 of the development and being completed within 12 months in accordance with the approved plans."

Attachment 2



 RICHARD HAMMOND ARCHITECT
16/342 SOUTH TERRACE, SOUTH FREMANTLE
0438 918 753 | RICHARD@HRARCHITECTS.COM.AU
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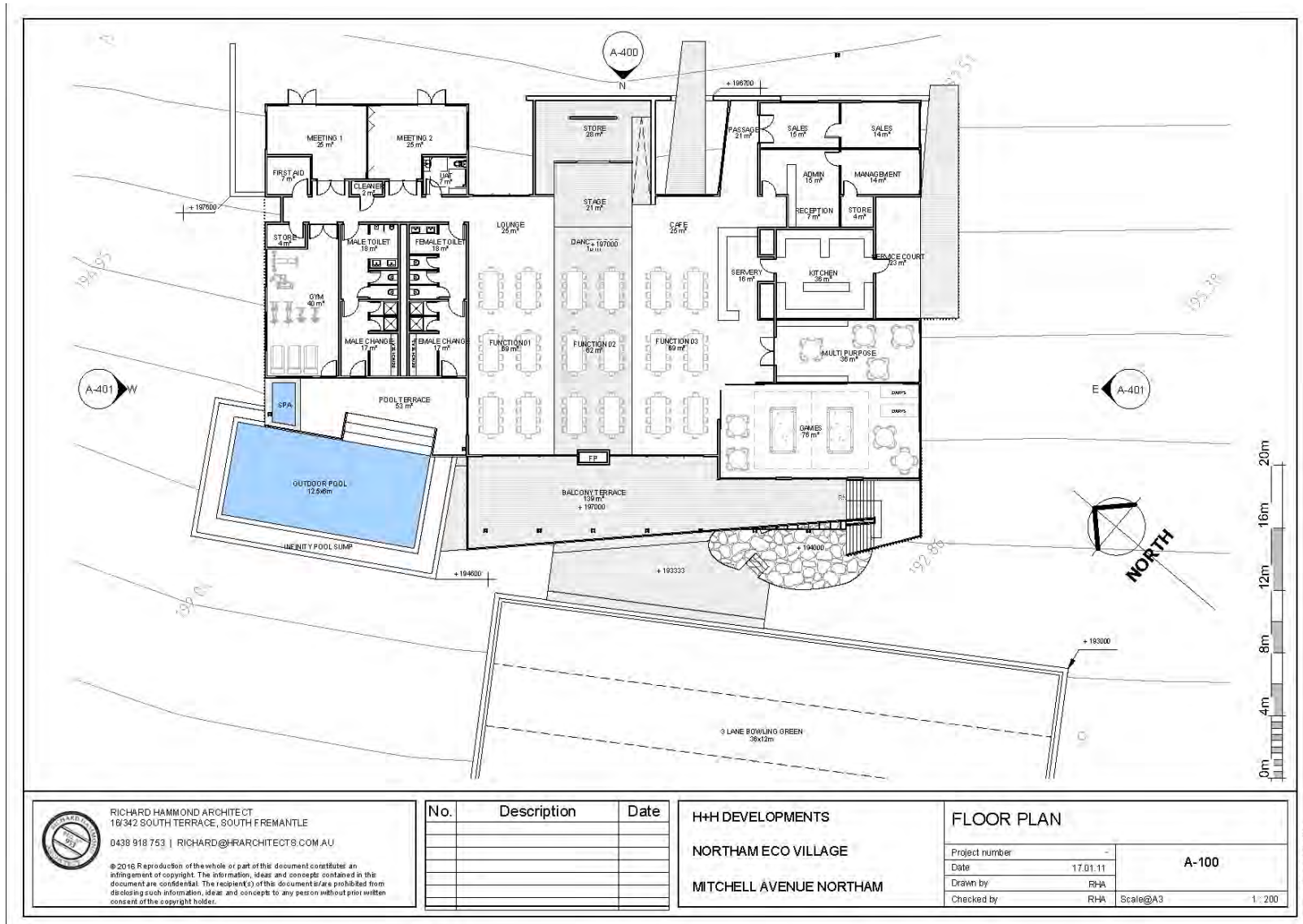
No.	Description	Date


H + H Developments
Northam
Mitchell Avenue, Northam

Stage 1 - Preliminary		
Project number	16 015	A-004
Date	17 01 12	
Drawn by	RHA	Scale@A3
Checked by	RHA	

13/01/2017 12:11:31 PM

Attachment 3



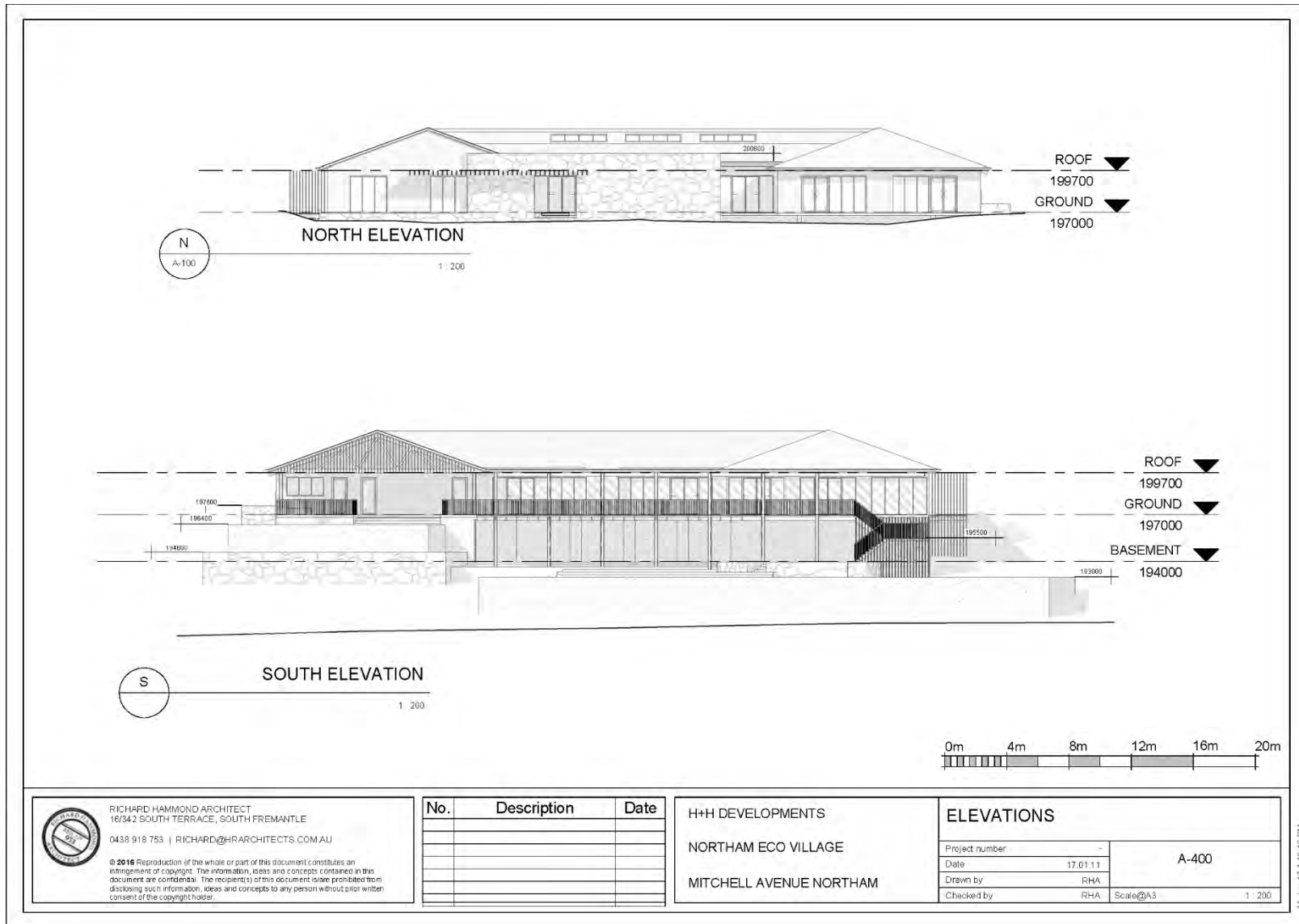
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18/342 SOUTH TERRACE, SOUTH FREMANTLE
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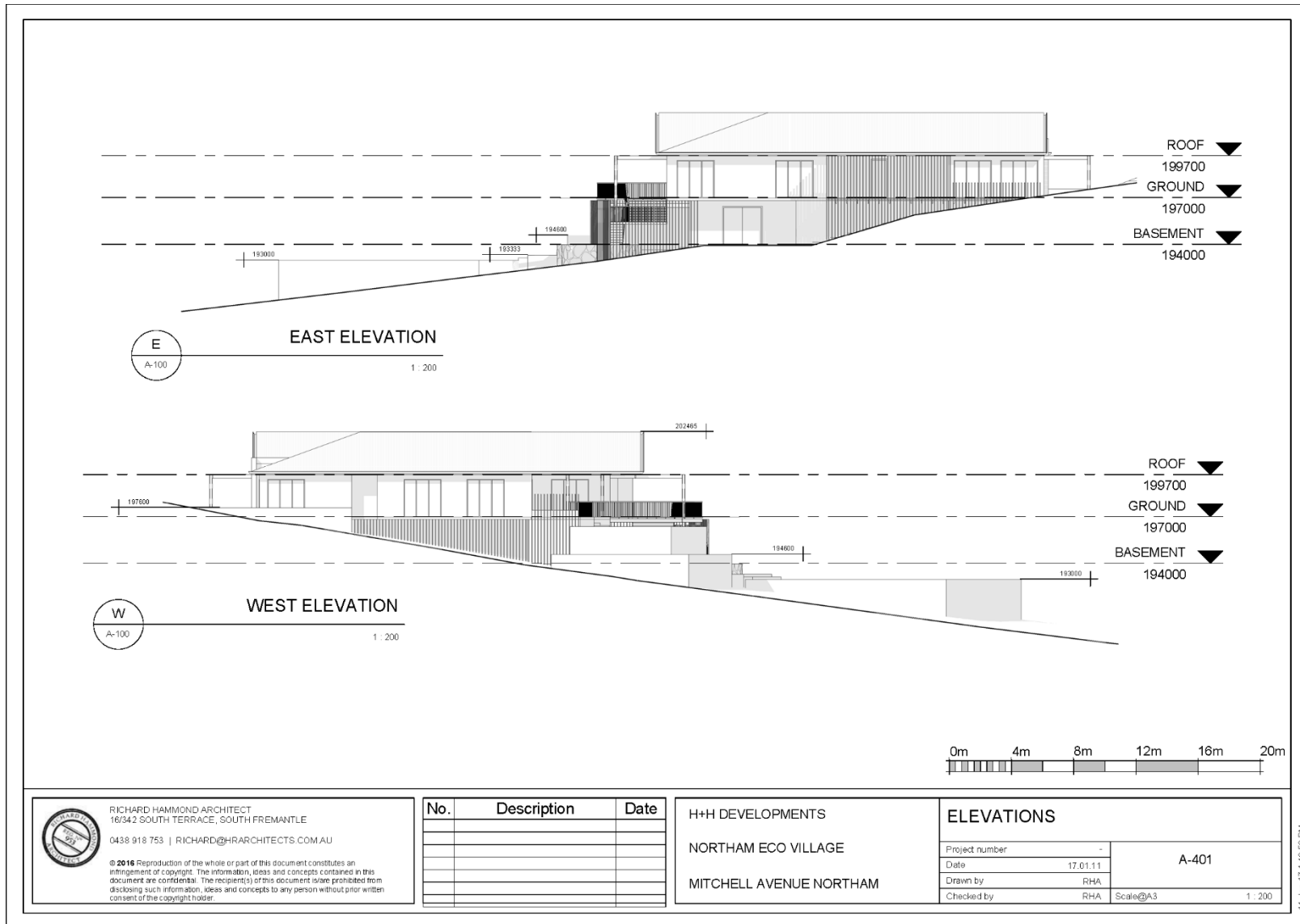
No.	Description	Date

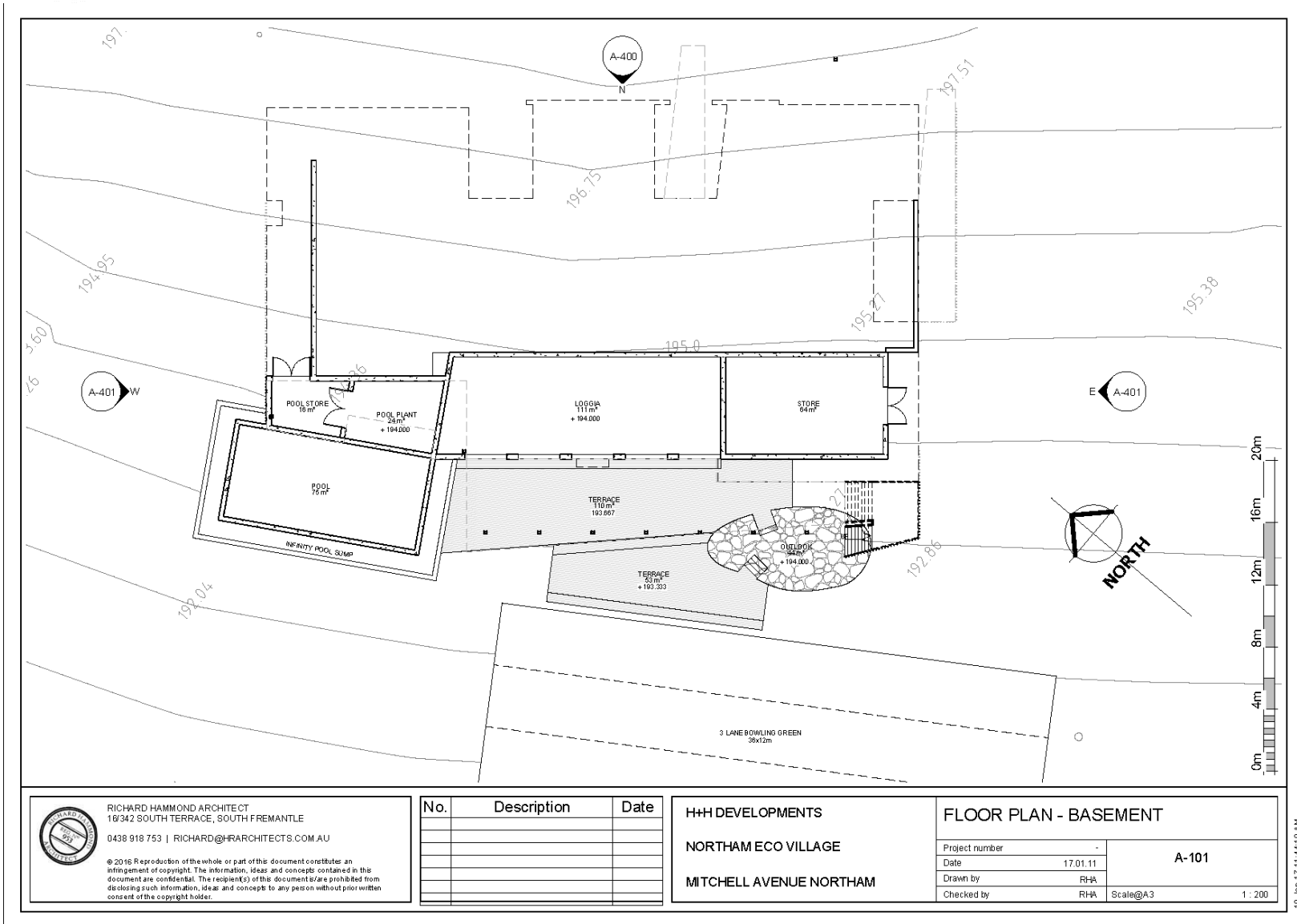
H+H DEVELOPMENTS
NORTHAM ECO VILLAGE
MITCHELL AVENUE NORTHAM


FLOOR PLAN	
Project number	A-100
Date	17.01.11
Drawn by	RHA
Checked by	RHA
Scale	A3
Scale	1:200

11-Jan-17 1:40:44 PM







 RICHARD HAMMOND ARCHITECT
18/342 SOUTH TERRACE, SOUTH FREMANTLE
0438 918 753 | RICHARD@RHARCHITECTS.COM.AU

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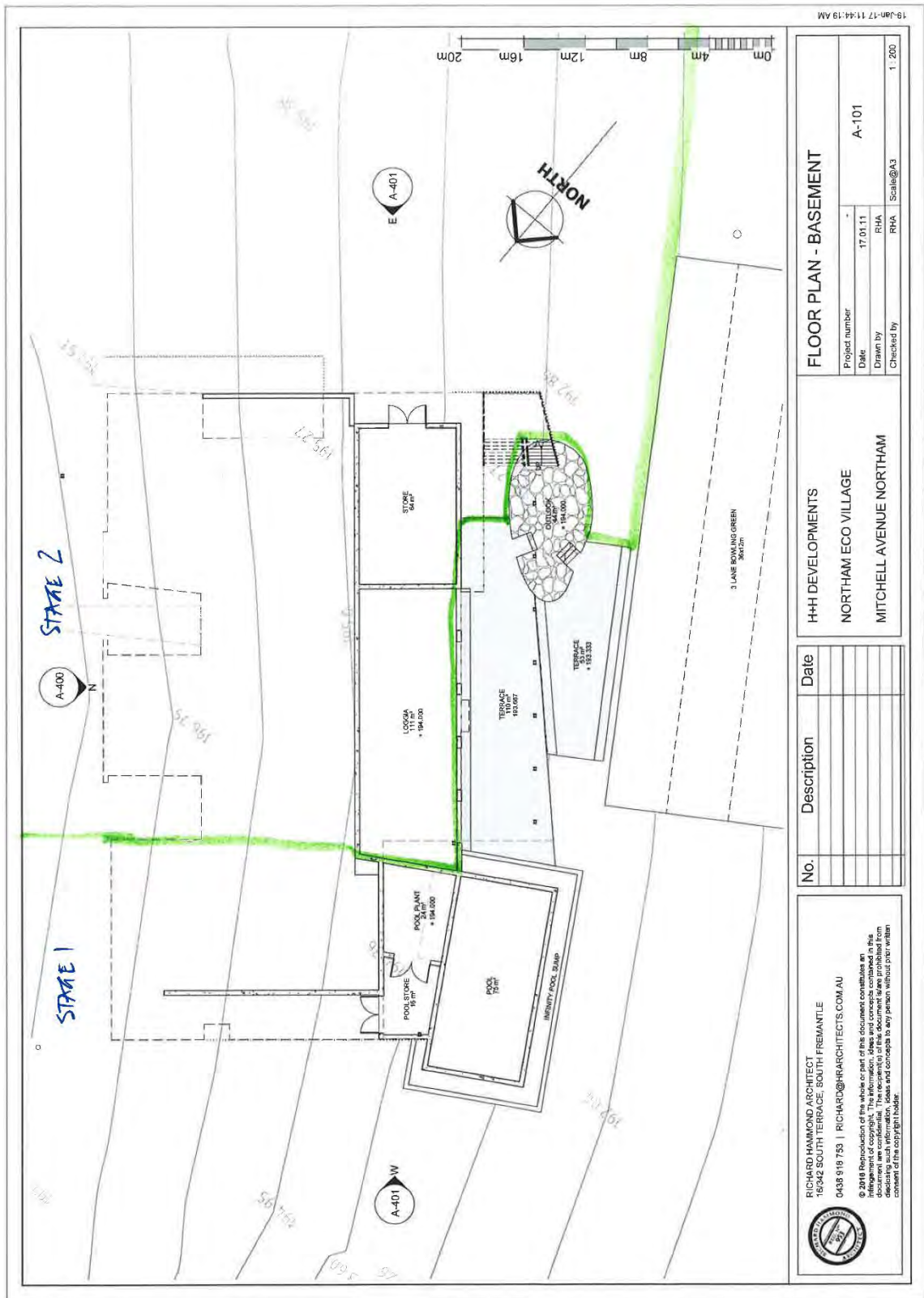
No.	Description	Date

H+H DEVELOPMENTS
NORTHAM ECO VILLAGE
MITCHELL AVENUE NORTHAM

FLOOR PLAN - BASEMENT		
Project number	-	A-101
Date	17.01.11	
Drawn by	RHA	Scale@A3
Checked by	RHA	
		1:200

19-Jan-17 11:44:19 AM

Attachment 4



FLOOR PLAN - BASEMENT

Project number: A-101

Date: 17.01.11

Drawn by: RHA

Checked by: RHA

Scale: A3

1:200

H+H DEVELOPMENTS

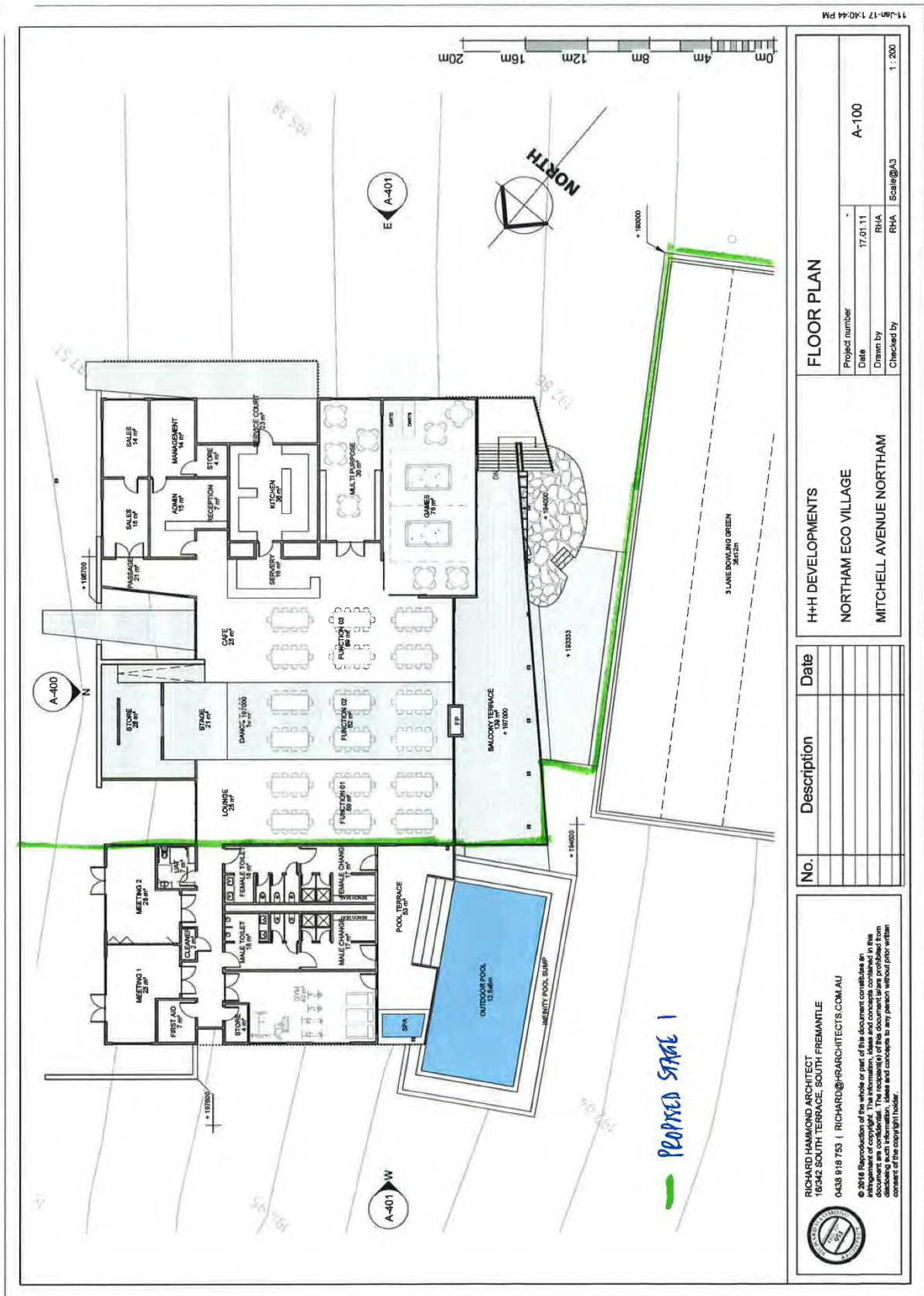
NORTHAM ECO VILLAGE

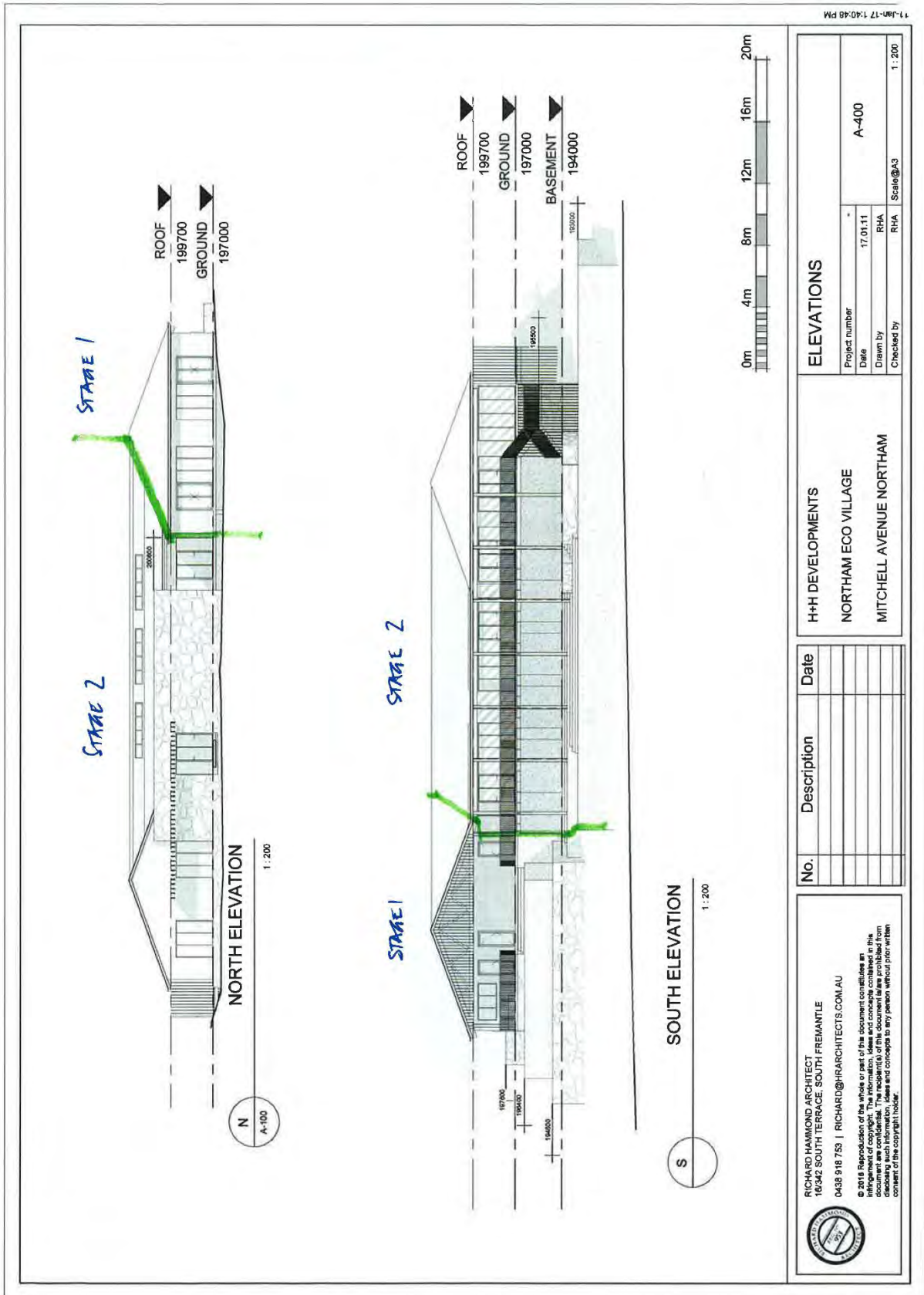
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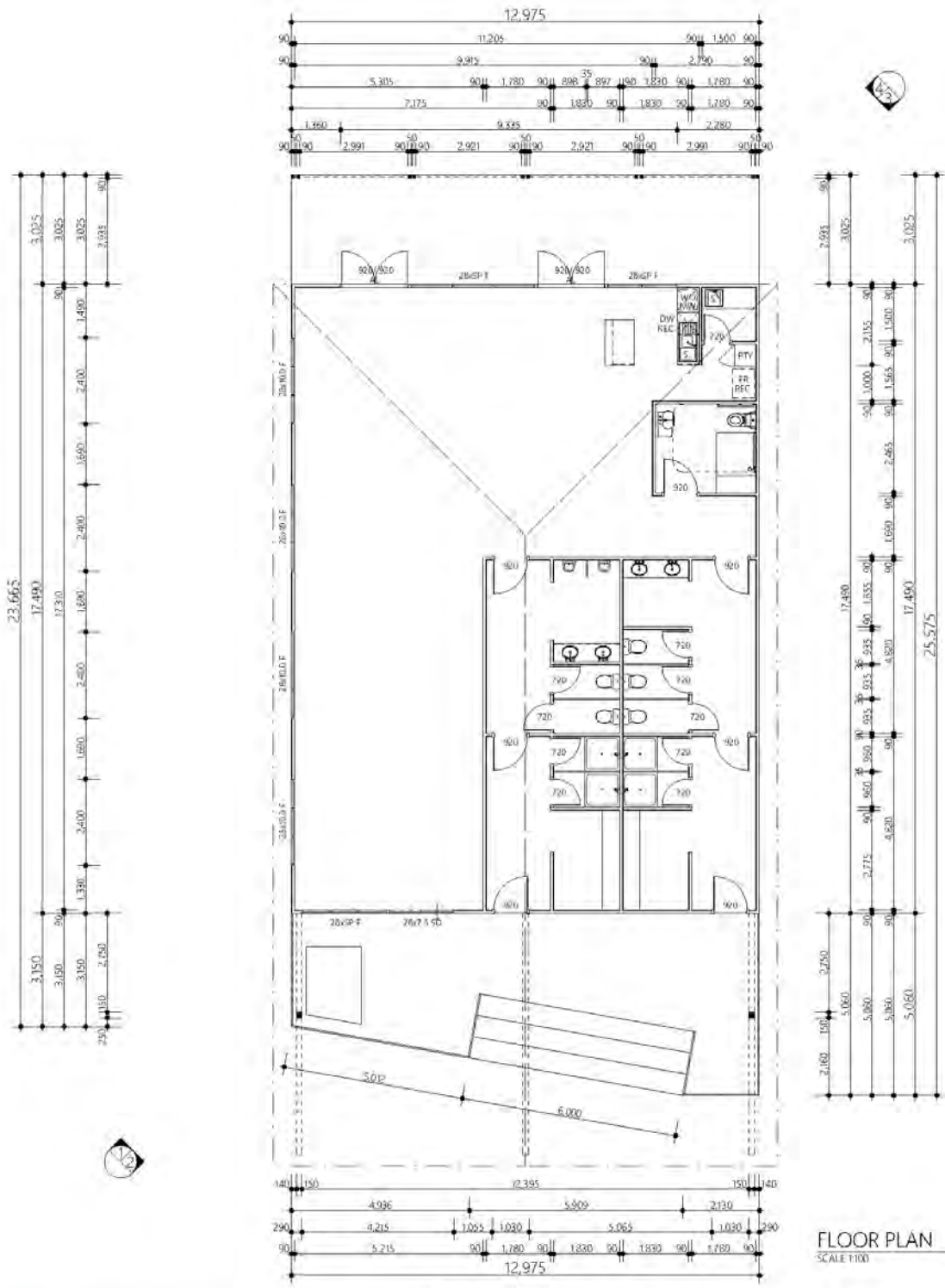
No.	Description	Date

RICHARD HAMMOND ARCHITECT
16/342 SOUTH TERRACE, SOUTH FREMANTLE
0438 919 733 | RICHARD@RHARCHITECTS.COM.AU

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FLOOR PLAN
SCALE 1:100

AREAS		
	PERIM. (m)	AREA (m ²)
CLUB HOUSE	88.93	226.93
VIEWING DECK	34.33	55.30
ENTRY VERANDAH	22.00	36.25
		321.88 m ²

REVISION	DATE	CLIENT
CONCEPT A	30-04-17	NORTHAM
CONCEPT A	01-05-17	
		ADDRESS
		NORTHAM
		MAP REF
		GRID EASTING
		COASTAL CATEGORY
		ENGINEERS DETAIL
		DATE
		01-05-17
		SHEET NO
		1 OF 5

Sub contractors to verify all dimensions on site

12.3.3 Application for Development Approval for a 24 Unit Storage Facility at Lot 4 (No. 382) and Lot 5 (No. 380) Fitzgerald Street, Northam

Address:	380 – 382 Fitzgerald Street, Northam
Owners:	GA & LA Anderson, GJ Giddings
File Reference:	A15778 & A15780
Reporting Officer:	Kobus Nieuwoudt Manager Planning Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

BRIEF

Council is asked to consider an application for development approval for a 24 unit storage facility at Lot 4 (No. 382) and Lot 5 (No. 380) Fitzgerald Street, Northam.

Public advertising has attracted one (1) objection. The matters raised in the submissions could not be resolved to the satisfaction of the delegated officer and is therefore reported to Council for determination.

Officers recommend conditional approval subject to modification to the design of the development.

ATTACHMENTS

Attachment 1: Location Plan

Attachment 2: Plans

Attachment 3: Copy of applicant's Letter

BACKGROUND / DETAILS

The Shire has received a proposal to develop a 24 unit storage facility at Lot 4 (No. 382) and Lot 5 (No. 380) Fitzgerald Street, Northam (the site). The site is located approximately 100m north of the Shire's Administration centre. A Location Plan is attached (Refer Attachment 1).

The site has a combined area of 1,054m² (Lot 4 = 508m²; Lot 5 = 546m²) and is zoned 'Mixed Use' under Shire of Northam Local Planning Scheme No. 6 (LPS6). "Storage" is a "D" use in the 'Mixed Use' zone. A "D" use means that the use is not permitted unless the Shire has exercised its discretion by granting development approval.

The objective of the Mixed Use zone include –

- Provide for the development of a range of residential, office, commercial and other compatible uses that enhance the local amenity to high standard and provide for the safe and efficient movement of pedestrians and vehicles.
- Provide a compatible interface and transition between commercial, light industrial and residential areas.

The vacant site abuts Thompson's Funeral House to the east. An unconstructed laneway and residential properties are located on the northern boundary of the site. To the west are vacant properties zoned Mixed Use.

The proposal

The proponents propose to develop the site with two (2) rows of twelve (12) 6mX3m single storey painted metal-clad buildings as shown on the plans submitted with the application (refer Attachment 2 – Plans).

Each unit will have a 2.4mX2.1m lockable roller door. The 12 units located on the eastern boundary will be set back 1m from the side and rear boundaries. To maximise the use of the relatively small site, the 12 units on the western side boundary will be located on the boundary (0m setback). The area between the units will be sealed and the stormwater system will be designed to drain into 3 soak wells.

The units are set back 3m from the front boundary. It is proposed to landscape the front setback area with native flora. The proponents propose to erect a 2.4m high garrison-style front fencing (fitted with sliding gate), whereas the side and rear fencing will remain 2.4m ring-lock and barbwire fencing. Ingress and egress from the site will be facilitated from Fitzgerald Street.

Scheme Standard Variations

The proposal seeks to vary the setback requirements in Table 2 (Site and Development Requirements Table) of LPS6. As per Table 2, the 'default' setbacks for the 'Mixed Use' zone are as follows:

	Required	Provided
Front	7.5m	3m
Rear	7.5m	1m
Side	4m	1m (east) & 0m (west)

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective: E1 – Support business and investment opportunities

Strategy: E1.1 – Promote new commercial and industrial development through appropriate zoning of land, provision of suitable infrastructure and efficient & effective business approval process

Financial / Resource Implications

There are no financial and/or resource implications for the Shire of the recommendations of this report.

Legislative Compliance

- *Planning and Development Act 2005;*
- *Shire of Northam Local Planning Scheme No.6; and*
- *Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations)*

Policy Implications

Shire of Northam Local Planning Policy No. 20 – Advertising of Planning Proposals (LPP20) apply.

Consultation

Public consultation was undertaken in the following manner:

Duration	<ul style="list-style-type: none">• 14 days - from 31 May 2017 until 14 June 2017
Method	<ul style="list-style-type: none">• Notification letters to landowner abutting the site
Submissions received:	<ul style="list-style-type: none">• One (1) objection (late)

A full copy of the submitter's objection can be made available under separate cover to Council upon request.

The relevant planning concerns are addressed in the 'Officer's Comment' section of this report.

Risk Implications

There are no risk implications for the Shire in relation to the recommendations of this report.

OFFICER'S COMMENT

The objector's submission have been summarised as follows:

Vehicular access: There will be an increase in traffic at the site and given that the entry to the site is located on a bend, road-users travelling on Fitzgerald Street and pedestrians will have limited vision of vehicles exiting the storage facility.

Response: It is considered that storage unit developments generate significantly less traffic compared to other commercial developments. The front fence will be constructed from 2.4m high garrison-style fencing. As such, lines of sight for road users will not be impeded. Users of the storage facility will enter and exit the site in a forward gear.

Modification of the proposal not required.

Unacceptable land use: The storage units are considered to be visually unacceptable for the main street of Northam as storage units are visually unsightly, and vacant land is aesthetically far better visually in this part of Northam;

Response: It is considered that the proposed units will not detract from the general amenity of the area provided that modification to the design of the units facing Fitzgerald Street and suitable landscaping is undertaken as recommended. The units will be clad in new pre-painted steel (Colorbond) cladding. This material is considered to be acceptable and is generally consistent with the external cladding of other buildings located on Fitzgerald Street West. To ensure a high degree of visual amenity is maintained, provision has been made in the officer's recommendation to require the development to be modified to provide a masonry finish and veranda to those units facing Fitzgerald Street landscaping in the front and side setback areas.

Modification of the proposal is required.

Personal views: Storage units attract the patronage of an element of society who are intent on using such storages for concealing ill-gotten gains and/or illicit material;

Response: A suspicion that the site may be used for the storage of illegal material is not a valid planning consideration. The applicants have indicated that lighting is not proposed for the development and hence no activity should be occurring on the site after daylight hours.

Modification of the proposal not required.

Opposition to the principle of development so close to the boundary: Opposes the 1m setback on that boundary as the funeral house's funeral arrangement room and chapel is on that side;

Response: It is considered that the proposal to construct the storage units 1m off the western boundary and with a nil setback on the eastern boundary provides an amenity issue. A modified design that centralises the units would provide an opportunity for a greater separation to the adjoining and property and provide an opportunity for the site to have additional screening to the boundaries. Staff are concerned that the appearance of the proposal as currently designed would resemble that of a light industrial development.

Modification of the proposal is required.

Problems arising from the construction period: Increased noise with earthworks and machinery/trucks during the construction period will impact their business and dust will increase in the area.

Response: Issues that arise from the construction phase of a new development is normally not a valid planning consideration as it is dealt with under legislation not administered by local government. Construction sites are governed by Worksafe legislation – i.e. the *Occupational Safety and Health Act 1984* and its subsidiary legislation, the *Occupational Safety and Health Regulations 1996*.

Modification of the proposal not required.

Conclusion

With respect to the reduced setbacks, planning officers consider that the setbacks for the 'Mixed Use' zone in Table 2 of LPS6, are excessive and should be reviewed as part of a formal review of the Scheme, which officers expect to progress in January 2018. It should also be noted that Council has recently (July 2016) approved reduced side and rear setbacks for an office development at 20 Gairdner Street (also in the 'Mixed Use' zone) opposite the new shopping centre currently under construction. As such, officers are generally of the view that the reduced setbacks are acceptable in the context of the locality, and it is recommended that Council consider approving the proposed development subject to modifications.

It is an objective of the 'Mixed Use' zone is to provide for the development of a range of residential, office, commercial and other compatible uses that enhance the local amenity to a high standard and provide for the safe and efficient movement of pedestrians and vehicles. To this end, it is considered that the proposed modified development at Lot 4 (No. 382) and Lot 5 (No. 380) Fitzgerald Street, Northam is consistent with the objectives of the 'Mixed Use' zone and would contribute towards the overall streetscape of Fitzgerald Street West.

On this basis, it is recommended Council conditionally approve the proposed development as outlined in the Officer's Recommendation below.

RECOMMENDATION

That Council approve the 24 unit storage facility at Lot 4 (No. 382) and Lot 5 (No. 380) Fitzgerald Street, Northam subject to the following conditions:

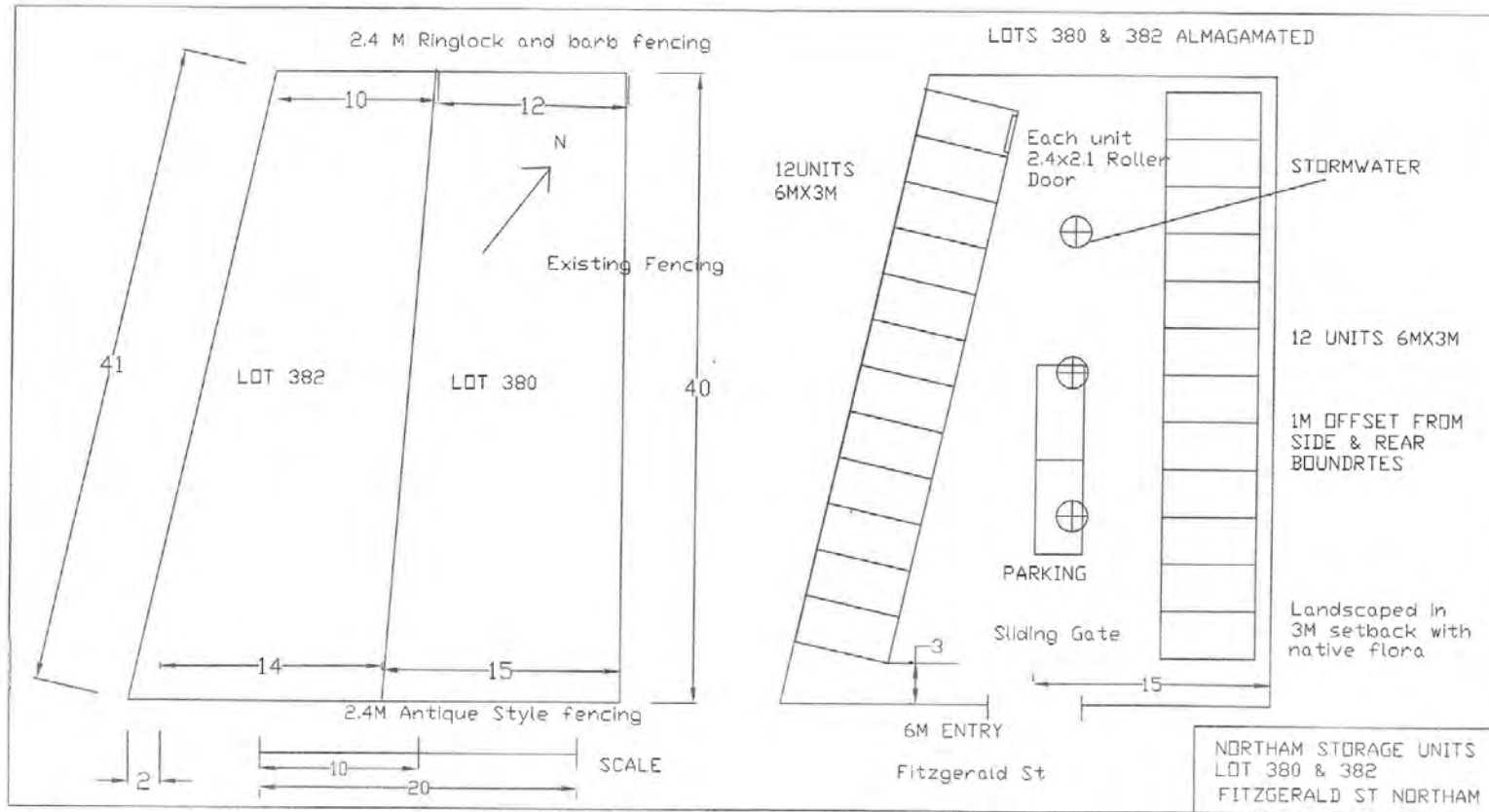
1. The development hereby permitted must substantially commence within two years from the date of this decision letter.
2. The development is to be modified to centralise the storage units on the development site, provision of increased landscaping to the front and side setback areas, provision of a masonry frontage on the units to the Fitzgerald street frontage and redesign of the access and parking areas.
3. The development hereby permitted taking place in accordance with the modified plans to the satisfaction of the Chief Executive Officer.
4. Prior to the occupation of the development, vehicle crossover(s) shall be constructed to the specification and satisfaction of the local government.
5. Vehicular access to the storage units hereby permitted shall be via Fitzgerald Street only. There is to be no direct vehicular access from the unconstructed laneway on the northern boundary to the storage units hereby permitted.
6. Prior to occupation of the development, the car parking and vehicle access and circulation areas shown on the approved site plan is to be constructed, drained, and line marked to the satisfaction of the local government.
7. All car parking and vehicle access and circulation areas are to be maintained and available for car parking / loading, and vehicle access and circulation on an ongoing basis to the satisfaction of the local government.
8. Vehicles must enter and exit the site in a forward direction.
9. Prior to occupation, the front setback area shall be landscaped in the form of lawn, ground cover, and/or one tree/shrub capable of growing to a height of one metre for every one square metre of landscaped area, to the satisfaction of the local government.
10. All landscaped areas are to be maintained on an ongoing basis to the satisfaction of the local government.
11. The stormwater shall be discharged in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the local government.
12. The on-site drainage system shall be maintained on an ongoing basis to the satisfaction of the local government.

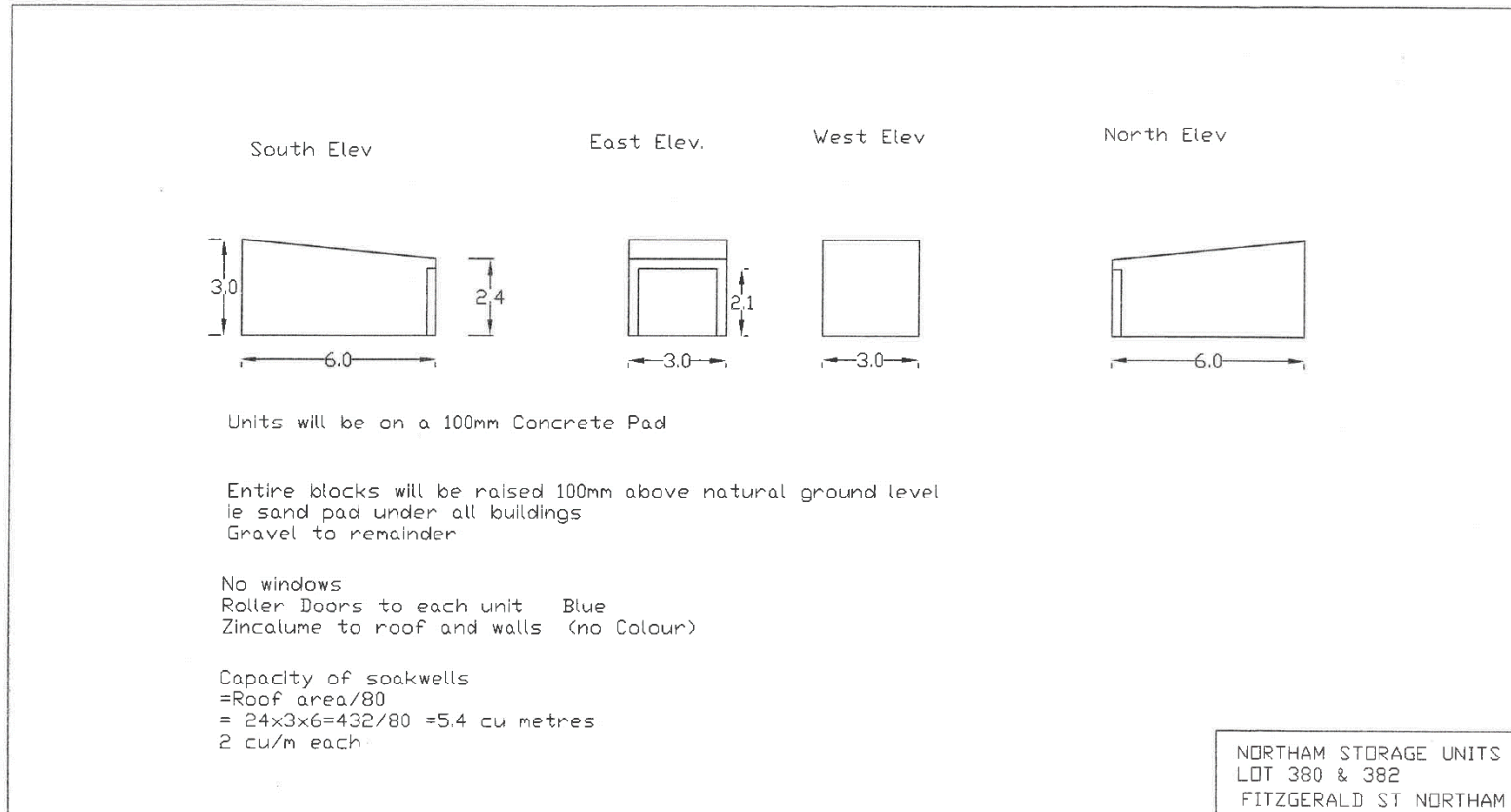
Attachment 1

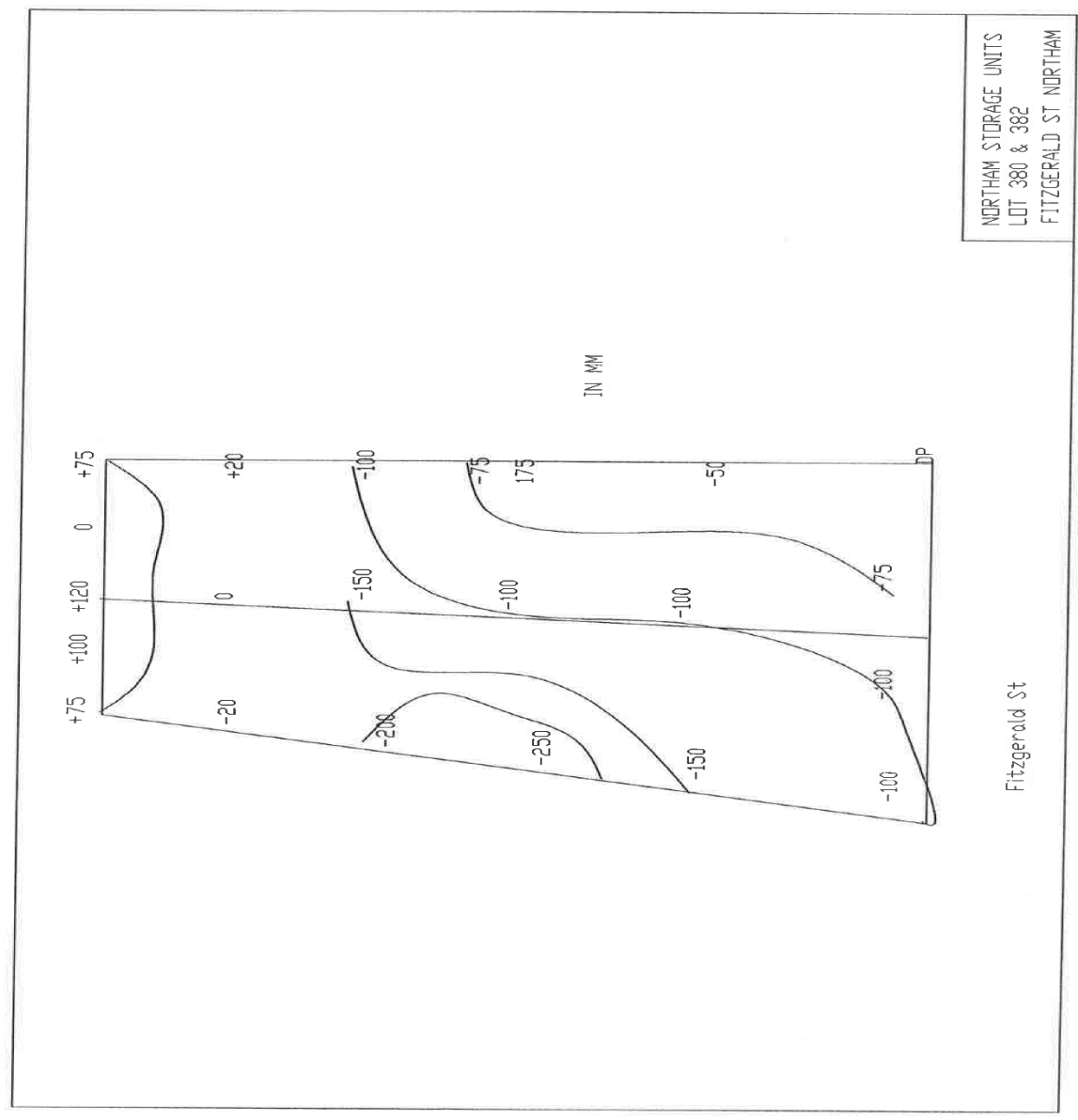
LOCATION PLAN
380 – 382 Fitzgerald Street, Northam



Attachment 2







Attachment 3

Proposed Storage Units

380 Fitzgerald St Northam

Nature of Business

Storage Facility for Public, Local Business owners and WA government departments

Operation

The occupiers will have their own keys for 24 hours, 7 days a week access. As there will be no lighting this access should be limited to daylight hours

The site will be limited to car and trailer only. NO TRUCKS allowed and no reversing onto Fitzgerald St with occupiers being told verbally and signed for in the tenancy agreement.

There will be a further sign to this notice on the gate.

This will be an unmanned site with local real estate agent "Country Realty" being the Northam managers

Security

The sliding gate on the Fitzgerald St entrance will be manually locked by tenants at this stage.

The whole site will be wired for electric gates, cameras and alarms during construction

The front fence and gate will be Black Spear type fencing

The Eastern fence will be the existing fence with Thompsons
Funerals

The remaining fencing will be “man proof” 2.4M ring lock
with barb as per drawings.

This what is recommended by the Police.

Landscaped areas to be native foliage

Hardstand to be Bitumen

Drainage is to be 3 x 2cuM soak wells

No Lighting at this stage

12.3.4 Application for Development Approval – Change of Use from **‘Residential’ to ‘Tavern’, ‘and ‘Caretaker’s Dwelling’** – Lot 146 and Lot 147 at 426 Fitzgerald Street, Northam

Address:	Lot 146 and Lot 147 at 426 Fitzgerald Street, Northam
Owner:	E.C. Bliss and K.J Mullins
File Reference:	A11194
Reporting Officer:	Kobus Nieuwoudt Manager Planning Services
Responsible Officer:	Chadd Hunt Executive Manager Development Services
Voting Requirement	Simple Majority

BRIEF

The proponents are seeking approval for the use of the former ‘The Grand Hotel’ (the premises) at Lot 146 and Lot 147 being No. 426 Fitzgerald Street, Northam for a **Tavern and Caretaker’s Dwelling** as defined under the Shire’s Local Planning Scheme No.6 (LPS6).

The premises operated as a hotel until circa 2006/7 and thereafter converted for use as a single house.

The applicants, who purchased the property in February 2016, seeks approval to utilise the premises as a Tavern (restricted) as well as for specific functions and events throughout the year. In addition the applicants seek to continue living in the property as they currently do. In order to assess the application under the current planning scheme staff have determined that there is two specific land uses applicable for the site as follows:

- a ‘Tavern’ to enable the premises to obtain a ‘Restricted Tavern’ liquor licence, which would enable patrons and guests of the site to consume alcohol in a manner that allows them to move around freely;
- a ‘Caretaker’s Dwelling’ to enable the applicants and their immediate family to reside on the property as supervisors of the premises.

The application was advertised for a period of 14 days via letters to surrounding landowners, a notice in *The Avon Valley Advocate* and on the Shire’s website. During this period, the Shire received 3 submissions on the proposal. Two objections and 1 non-objection. The objections cite noise, security / antisocial behaviour, lack of car parking as reasons for objection.

The valid planning concerns have been addressed in the report, with car parking being the most significant.

It is recommended that the Council resolve to grant conditional approval for the use of the premises as ‘Tavern’ and ‘Caretaker’s Dwelling’. For events that are described in the application as “Private Function” that will be held

outdoors past 10pm, a separate public event approval will be required to be obtained.

ATTACHMENTS

- Attachment 1: Location Plan
 - Attachment 2: Plans
 - Attachment 3: Tavern Management Plan
 - Attachment 4: Tavern Management Plan Additional Information
 - Attachment 5: Schedule of Submissions
-

BACKGROUND / DETAILS

Description of the site

Lot 146 and Lot 147 (No. 426) Fitzgerald Street, Northam have a combined land area of 2,443m². The property is located on the north-western corner of Fitzgerald Street and Millington Street. Refer Attachment 1 – Location Plan.

The building on the property (The Grand Hotel) is listed in the Shire's Municipal Heritage Inventory as Heritage Item No. 51. The Grand Hotel has historical and social significance, having been built at the turn of the previous century to cater for rail travellers and workers, and as a central venue for social gatherings in West Northam. The building is a double storey corner building and addresses both street fronts with a large verandah over the two levels.

Other buildings on the property include a domestic shed and a carport / roofed structure to accommodate 5 vehicles.

Details of the proposal

The applicant seeks approval for a 'Tavern' and 'Caretaker's Dwelling' and to hold formal functions (or ceremonial occasions) and to enable the venue to obtain a 'Restricted Tavern' liquor licence.

Plans of the proposal are attached as Attachment 2 – Plans.

The applicants have included within their submission to have functions and events (such as Weddings or Balls) primarily within the outside area. Smaller scale functions and events are also proposed to be held internally as per normal Tavern or Hotel premises.

In assessing the application staff believe the primary use of the premises will be as 'Tavern' as described by the Scheme. The holding of larger functions and

events raises a number of other issues such as carparking and noise issues that staff believe would be more appropriately handled under a separate public event approval.

To enable patrons to consume alcohol in a manner that allows patrons and guests to move freely around, e.g. having a drink prior to the meal being served and/or between meals, walking around from table to table and mingling away from the dining table, the premises must be licensed as a 'Restricted Tavern' in accordance with the *Liquor Control Act 1988*. As such, the Department of Racing, Gaming and Liquor requires the premises to be approved as a 'Tavern' under the Sire's LPS6, for the liquor licence to be granted.

Should a "Restricted Tavern" licence be granted the hours of operation that they would be normally be permitted to trade under the approval from the Department of Racing Gaming and Liquor would be as follows: –

- Monday to Saturday from 6am to 12 midnight
- Sundays from 10 am to 12 midnight
- New Year's Eve from 6am to 2am New Year's Day (10am on Sundays)
- Christmas/New Year's Midday to 10pm (ancillary to a meal)
- ANZAC Day from 10am to midday

Advice from the Department indicates that Council can impose restricted operating hours on any development approval that may be issues however the enforcement of those hours would be the responsibility of the Shire. The Department would consider the hours recommended to be imposed by Council, along with other information provided by the applicant (possibly including an acoustic report) in determining the hours of the liquor licence.

The proponents propose to provide an 8-bay carpark on Lot 147, 10 marked on-street bays, and 17 bays opposite the venue at Northam Railway Station Museum (35 car bays in total).

The applicants also advise that they have entered into an agreement with the westerly neighbour to utilise an area of approximately 325m² of his partly vacant block (Lot 145) for parking purposes, should the need arise. It is understood this area can accommodate up to 10 cars. In addition the applicants have proposed that sufficient "informal" parking is available within close proximity to the site for the use proposed.

Figure 16 on page 21 of the Tavern Management Plan document (Attachment 3) depicts the parking facilities within the vicinity of the premises. Further supporting information has also been provided in the Tavern Management Plan additional Information document (Attachment 4)

The applicant is proposing to open regularly Friday – Sunday and only mid-week for prior bookings or special events.

The applicant is seeking to cater for a maximum capacity of 250 patrons at any one time for the combined approved land uses on the site.

The proposal is further described and detailed in 2 separate documents submitted by the applicant titled 'The Grand Tavern Management Plan'. Refer Attachment 3 – Tavern Management Plan and Attachment 4 – Tavern Management Plan Additional Information.

Previous Approvals

DA Reference No.	Approval
P1195	Carport, approved under Delegated Authority, 31/08/2010.
P16017	Private Recreation - Children's Cubby House (train carriage), approved under Delegated Authority, 22 March 2016.
P17003	Retrospective Retaining Wall, deck & Outbuilding, approved under Delegated Authority, 16 January 2017.

Zoning and Permissibility of Use

The subject land is zoned 'Commercial' under LPS6, further subject to the specific provisions of Clause 5.2 of LPS6 – Special Control Area No. 1 (SCA1) – Avon & Mortlock Rivers Special Control Area.

A 'Tavern' is defined by LPS6 as: -

"... premises licensed as a tavern under the Liquor Control Act, 1988 and used to sell liquor for consumption on the premises"

A 'Caretaker's Dwelling' is defined by LPS6 as: -

"... a dwelling on the same site as a building, operation, or plant, and occupied by a supervisor of that building, operation or plant"

A 'Caretaker's Dwelling' is defined as a 'P' (Permitted) use within the 'Commercial' zone. The use class 'Tavern' is a 'D' (Discretionary) use in the Commercial zone.

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective: C1 – Create an environment that provides for a caring and healthy community.

Strategy: C1.7 – Provide an environment that enhances and builds on the liveability of the Shire.

Financial / Resource Implications

There are no direct financial implications for the Shire resulting from the recommendations of this report.

Legislative Compliance

- *Local Planning Scheme No. 6*
- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*

Policy Implications

Nil.

Consultation

Internal consultation

The application was referred to the Shire's Development Control Unit ('DCU', i.e. Environmental Health, Building and Engineering Services Units). Comments received from the Environmental Health Services Unit are reflected in this report. None of the other comments received from DCU had any material bearing on consideration of the application.

Public Consultation

Notwithstanding that a 'Tavern' land use is designated as a "D" use (i.e. mandatory public advertising not required) in the 'Commercial' zone, Council's Local Planning Policy No. 20 – Advertising of Planning Proposals (LPP20) dictate that, where a land use depicted with the symbol 'D' in LPS6 proposes to vary a standard in the Scheme, public consultation is to be undertaken at Level 3. The intent of Level 3 in LPP20 is to inform the immediate vicinity of an impending development. The immediate vicinity will generally be determined as those properties that share a common boundary with the proposal site, or would share a common boundary if a road reserve or other public place is removed.

Public consultation was undertaken in the following manner:

Duration	<ul style="list-style-type: none">• 14 days from 28 June 2017 until 12 July 2017
Method	<ul style="list-style-type: none">• Notification letters to landowners in the immediate vicinity;• Publication of a Notice in <i>The Avon Valley Advocate</i>; and• Publication of a Notice on the Shire's website.
Submissions received:	<ul style="list-style-type: none">• One (1) non-objection; and• Two (2) objections.

The objections to the proposal raised the following concerns: -

- increased noise;
- security issues;
- potential for antisocial behaviour; and
- lack of adequate on-site parking.

The relevant planning concerns are addressed in the Schedule of Submissions (Attachment 4) as well as under 'Officer's Comment' section of this report.

Risk Implications

There are no risk implications for the Shire resulting from the recommendations of this report.

If Council resolves to refuse the application, the applicant will have a right of review by the State Administrative Tribunal.

OFFICER'S COMMENT

The key-issues in determining the application are the following: -

- Noise Emission Impacts;
- Security issues and the potential for anti-social behaviour in the immediate locality of the site; and
- The under-provision of carparking relative to Scheme standards.

Each of the above key-issues is outlined and discussed below under separate sub-headings.

Noise Emission Impacts

One objector on Millington Street raised concerns regarding increased noise from outdoor speakers from a band getting ready at 4pm for a recently-hosted one-off event, including loud music later that evening.

Response:

The proposed Tavern and any associated activities are required to comply at all times with the *Environmental Protection (Noise) Regulations 1997*.

Table 1 of *Regulation 8 - Assigned Levels*, stipulates the permitted noise levels when the noise is received at noise sensitive premises, such as a residential dwelling and the allowances vary slightly, depending on the time of the day or night.

Table 1

Type of premises receiving noise	Time of day	Assigned level (dB)		
		LA 10	LA 1	LA max
Noise sensitive premises: highly sensitive area	0700 to 1900 hours Monday to Saturday	45 + influencing factor	55 + influencing factor	65 + influencing factor
	0900 to 1900 hours Sunday and public holidays	40 + influencing factor	50 + influencing factor	65 + influencing factor
	1900 to 2200 hours all days	40 + influencing factor	50 + influencing factor	55 + influencing factor
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays	35 + influencing factor	45 + influencing factor	55 + influencing factor

Further to the above specified noise levels, under *Regulation 9 – Intrusive or Dominate Noise Characteristics*, additional penalties between 10 decibels and 15 decibels are also applied when the noise emitting is from music and whether that music contains impulsive characteristics.

Table 2

Adjustment where noise emission is not music. These adjustments are cumulative to a maximum of 15 dB.			Adjustment where noise emission is music	
Where tonality is present	Where modulation is present	Where impulsiveness is present	Where impulsiveness is not present	Where impulsiveness is present
+5 dB	+5 dB	+10 dB	+10 dB	+15 dB

It is the Shire of Northam's responsibility to investigate noise complaints and take action against any offending parties should non compliances with Regulation 8 or 9 be determined. The *Environmental Protection Act 1986* indicates the penalties of \$62,500 for an individual and \$125,000 for a Body Corporate, for the emission of unreasonable noise from a premises. Unreasonable noise is defined in the act as, noise that interferes with the health, welfare, convenience, comfort and amenity of any person.

It should also be noted that the Shire has already received noise complaints from a previous one off function held in March 2017 stating that the noise from the function caused them significant discomfort to their amenity.

As the proposed development intends to have amplified music, bands and microphone equipment to host functions, it is important to note that compliance with this legislation may be considered difficult for the venue to comply with, due to its close proximity to nearby residential buildings.

It is therefore recommended that an Acoustic report is submitted to the Shire of Northam prior to any outdoor functions be held on the premises to ensure that the proposed activities can comply with *Environmental Protection (Noise) Regulations 1996*.

It is also recommended that Council impose a condition on any approval that requires the playing of amplified music to cease by 10.00pm on any given day. The playing of amplified music/noise beyond this time will require prior demonstration from a suitable noise consultant that the noise emissions will not breach the noise regulations to the satisfaction of the Shire. It should be noted that it is understood that the Department of Racing Gaming and Liquor have indicated that an acoustic report will likely be required as part of their assessment of the liquor licence application.

Security issues and anti-social behaviour

The Northam Heritage Forum, who operates from the old *Northam Railway Station building, has raised concerns regarding the potential for anti-social behaviour that would arise at the site of the old Northam Railway Station, given

that it is apparent that the operators of The Grand intend to utilise the station's car park.

*Northam Railway Station is Crown land, managed with Power to Lease by the Shire of Northam and leased to Northam Heritage Forum, Avon Valley Vintage Vehicle Association of WA and the Northam Railway Preservation Group. The premises is being used as a museum.

Response: A suspicion that the proposed tavern at 426 Fitzgerald Street would increase the potential for anti-social behaviour at the nearby old Northam Railway Station, whether reasonable or not, is not normally a relevant planning consideration.

It is noted, however, that the proponents intend to install a closed-circuit TV (CCTV) system throughout the venue, including at all entrance and exit points. The applicant advises that the CCTV system will provide vision / footage that would enable identification, as defined by the current Australia and New Zealand Policing Advisory Agency *ANZPAA Recommendations for CCTV Systems and the WA Police Local Interpretation Guide for the ANZPAA Recommendations for CCTV Systems*.

Under-provision of carparking relative to Scheme standards

The principal issue that arises for determination in relation to this matter, is the under-provision of carparking relative to LPS6 standards.

Under Table 3 – Car Parking Guidelines of LPS6, the minimum number of car parking spaces required for the land uses are as follows: -

Land Use	Table 3 Requirements	Minimum number of car parking spaces required
Tavern	1 per 5 m ² public area + 1 per 4 restaurant dining seats	400 (based on an estimated 'public area' of 2,000m ²)
Caretaker's Dwelling	a use not listed under Table 3 - As determined by the local government after consideration of the parking needs generated by the use	2

The carparking requirements in the Scheme do not distinguish between outdoor area and internal spaces. As such the beer garden component of the proposal is calculated the same as the internal bar and function/dining rooms.

In addition, the Health (Public Building) Regulations stipulate what the maximum capacity of venues such as hotels and taverns can accommodate, based on a number of criteria including number and type of ablution facilities,

emergency exits, and access / egress requirements. In this particular case the applicants have applied for a maximum number of patrons for the entire facility of 250. One of the restricting factors in this application is the number of toilets that are available for patrons (no additional facilities are proposed under this application).

Utilising the figure of 1 patron per 0.85m² of public area/licenced area (as provided for in the Public Building Regulations), the number of patrons could be 1,700 assuming that there are no other restrictions (such as toilets). Utilising this ratio, the number of persons accommodated per bay would be 4.25. Using the maximum number of people proposed by the applicants for the entire facility (250) and the above ratio would require 59 bays assuming the facility is at full capacity. Including the two required for the caretakers use above would result in a total requirement of 61 bays.

As stated elsewhere in this report (refer 'details of the proposal' subheading), the proponents propose to provide an 8-bay carpark on Lot 147, whilst there is also access to 10 marked on-street bays, and 17 bays opposite the venue at Northam Railway Station Museum (35 car bays in total). The applicants also advise that they have entered into an agreement with the westerly neighbour to utilise an area of approximately 325m² of his partly vacant block (Lot 145) for parking purposes, should the need arise. It is understood this area can accommodate up to 10 cars.

With respect to the parking on Lot 145, Council is advised that the land use 'Carpark' is depicted as a "D" land use in the Zoning Table of LPS6. A "D" use means the use is not permitted unless the Shire has exercised its discretion by granting development approval. Therefore, unless the Shire has granted development approval for Lot 145 to be formally used and constructed as a carpark, the parking bays that site can yield cannot be considered or calculated as parking towards the proposed venue. Should an application for approval be made for the adjoining land be made and approved then staff support the use of these bays towards the car parking provided for the development.

There are, essentially, four options (or a combination of several options) for addressing the shortfall of parking: –

1. Via a Reduction in Public Area /Number of patrons
2. Via an increase in on-site carparking provision and/or a reduction in the maximum number of patrons such that levels of carparking provision are brought into consistency with Scheme standards;
3. Via a relaxation of Scheme standards pursuant to Clause 4.6 of LPS6; or
4. via off-site carparking provision, potentially via a cash payment *in lieu* of on-site carparking provision.

Whilst all the options are explored in more detail below, in this case Council Officers are recommending options 3 and 4 as the most appropriate.

1. Via a Reduction in Public Area

A reduction in the number of patrons could also be considered, but this may be contrary to the purpose of the project. This option, whilst potentially allowing for a development that would meet Scheme carparking standards, would clearly not meet the proponents' objectives. As such, this option is not considered further.

2. Via an increase in on-site carparking

The simplest way to achieve an increase in carparking provision would be to dedicate more space on-site for a carpark, thereby allowing more of the site to be used for carparking. That would, however, significantly add to the cost of the development. The numbers required under the Scheme for a Tavern use would not be able to be accommodated on the property.

3. Via a relaxation of Scheme standards pursuant to Clause 4.6 of LPS6
Clause 4.6 of LPS6 provides for 'Variations to Site and Development Standards and Requirements'. Clause 4.6 states that, *inter alia*-

"4.6.1 ... if a development is the subject of an application for development approval and does not comply with a standard or requirement prescribed under the Scheme, the local government may, despite the non-compliance, approve the application unconditionally or subject to such conditions as the local government thinks fit.

4.6.2 In considering an application for development approval under this clause, where, in the opinion of the local government, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is the subject of consideration for the variation, the local government is to –

(a) consult the affected parties by following one or more of the provisions for advertising uses under clause 64 of the deemed provisions; and

(b) have regard to any expressed views prior to making its determination to grant the variation."

As such, were the Shire to relax Scheme standards, it should first be satisfied that –

1. The development will not generate the level of peak carparking demand predicted by the Scheme; and/or

2. For the foreseeable future, existing public carparking provision in the locality is sufficient to make up for any shortfall in on-site carparking provision.

In staff's opinion the most appropriate method of calculating the required car parking is utilising the ratio of bays per persons accommodated. Utilising the ratio mentioned above and relaxing the scheme provisions would require a total of 61 bays.

With respect to whether or not, for the foreseeable future, existing public carparking provision in the locality (carpark located at the old Northam Railway Station and the public car park at the Shire Offices) is sufficient to make up for any shortfall in on-site carparking provision, there is clearly some spare capacity much of the time. In addition, it is considered that peak demand for the proposed venue will generally not coincide with peak demand for the museum at the old Northam Railway Station or the Shire Offices.

4. Via off-site carparking provision

The carparking shortfall could be addressed through off-site provision, either by providing carparking on another, nearby site, or via making a cash payment *in lieu* of on-site provision.

Local Planning Scheme No 6 provides Council with an opportunity to vary the on-site parking requirements if it is satisfied that other off street facilities are available. The relevant section of the scheme is as follows –

4.13.5 Where an applicant for development approval can demonstrate that other off-street parking facilities are available to be shared with other land uses operating at different times, the local government may approve a development with less than the required number of on-site car bays provided –

(a) the local government is satisfied that no conflict will occur in the operation of land uses for which the joint use of parking facilities is proposed; and

(b) landowners who request sharing of parking facilities enter into a legal agreement to the local government's satisfaction for reciprocal access to parking facilities.

Nearby sites

While the public carpark at the old Northam Railway Station Museum may be available to the proposed venue, the operators of the museum, Northam Heritage Forum (NHF), have objected to the use of the carpark by patrons of the venue. NHF advises that they lease the parking area from the Shire of

Northam together with the land between the Shire Administration offices and the old Northam Railway Station. NHF further advises that their financial income may suffer if they lose their visitor entry and parking to the proposed Tavern venue.

Anecdotal evidence suggests that there is some spare capacity for public carparking much of the time at the old Northam Railway Station. In addition, peak demand for the proposed Tavern may not coincide with peak demand for the museum. On this basis, it is considered that 10 of the 17 bays opposite the venue could be calculated as car parking towards the venue. On that basis, the venue can realistically provide 28 car bays. This represents a shortfall of 23 bays.

Having looked at the availability of parking in the vicinity of the premises, it would appear that there are opportunities to provide perpendicular parking bays on Fitzgerald Street. Rough calculations suggest that approximately 38 vehicles could be accommodated on the verge, south of Fitzgerald Street in the areas shown on the sketch below.

Figure: Parking on Fitzgerald Street



Cash payment *in lieu* of on-site provision

The other option for meeting the shortfall via off-site carparking provision is via a cash payment *in lieu* of on-site provision, the principal statutory context for which is Clause 4.13.7 of the Scheme. Clause 4.13.7 states that -

"In the Commercial Zone, where a developer can satisfy the local government that the minimum car parking requirements cannot be provided on the site, the local government may accept a cash payment in lieu of the provision of car parking spaces, but subject to the requirements of this clause –

- (a) A "cash-in lieu" payment shall be not less than the estimated cost to the owner of providing and constructing the parking spaces required by the scheme, plus the value as estimated by the Valuer General, or by a licensed valuer appointed by local government of that area of the applicant's land which would have been occupied by the parking spaces.*
- (b) Before the local government agrees to accept a cash payment "in lieu" of the provision of parking spaces, the local government must either have already provided public car parking nearby, or must have firm proposals to provide public car parking nearby within a period of not more than 18 months from the time of agreeing to accept the cash payment.*
- (c) Payments made under this clause shall be paid into a special fund to be used to provide public car parks and the local government may use this fund to provide public car parking anywhere in the immediate vicinity."*

Within the application the proponent has suggested that for normal operating hours there is sufficient formal and informal parking to ensure that parking will not be an issue (refer to Attachment 4). Whilst it is recognised that there is potential for the development of these other off-site parking areas, the concern is that Council should not be required to fund improvements to facilitate a private development. It is also recognised by staff that due to the nature of the proposed application monitoring the development (if approved) and reassessing following operation for a 12 month period is reasonable.

It is therefore recommended as a condition of approval that the proponents enter into an agreement with the Shire for the provision of off-site car parking in accordance with Clause 4.13.7 of the Scheme, in order to construct a minimum of 23 parking bays on the verge of Fitzgerald Street in the areas depicted on the figure above. In order for staff and the applicants to monitor the issues surrounding carparking it is proposed that the agreement will stipulate that the carparking arrangements will be reviewed over 12 months of operating to determine if construction of the bays is required. If parking on Fitzgerald Street road reserve is an issue during the normal operating of the development, then the formal construction of the bays maybe required.

Conclusion

The redevelopment of the site to provides a number of issues with respect to the management of noise and parking. Staff are cognisant of the challenges faced with redeveloping the former hotel site and have recommended that Council exercise its discretion in several areas relating to the car parking issue.

It will be a requirement that staff and the applicant reassess the proposed parking arrangement within 12 months of operation to ensure that there are no safety or amenity issues. On the basis of the above, it is recommended that Council conditionally approve the application.

RECOMMENDATION

That Council;

1. With respect to the application for development approval for a **“Tavern” and “Caretaker’s Dwelling” at Lot 146 and Lot 147 (No. 426)** Fitzgerald Street, Northam, resolves in accordance with Clause 4.6.1 of Shire of Northam Local Planning Scheme No.6 to vary the carparking requirements for the proposed **“Tavern”** use from 1 bay per 5m² public area to a total of 61 car parking bays.
2. In accordance with 4.13.5 of Shire of Northam Local Planning Scheme No.6 approves the use of off-site bays on Lot 145 Fitzgerald Street, Reserve 31355 and Fitzgerald Street, Northam.
3. Approve the use of The Grand at Lot 146 and 147 (No. 426) Fitzgerald **Street, Northam for “Tavern”, and “Caretaker’s Dwelling” subject to the** following conditions:
 - 3.1 The use and development hereby permitted must substantially commence within two years from the date of this decision letter.
 - 3.2 The development hereby permitted taking place in accordance with the approved plans.
 - 3.3 Patrons of the premises shall be limited to no more than 250 persons.
 - 3.4. A Management Strategy for the tavern premises is to be submitted to the Chief Executive Officer for approval after the conditional grant of the licence by the licensing authority and prior to the unconditional grant of licence. The Management Strategy is to address the following matters:
 - a) **Suitable methods of monitoring patrons’ numbers;**
 - b) Patron control (including staff training and external surveillance);
 - c) Access to taxi service and complementary calling service;

- d) Lighting in and around the perimeter of the tavern premises;
- e) Cleaning of the site and the public area around the site;
- f) Servicing times and service vehicle route for the tavern premise in terms of deliveries and pick up.

The tavern shall thereafter be operated in accordance with the approved Management Strategy, subject to any written law, policy of the licensing authority, or other condition or requirement determined by the licensing authority.

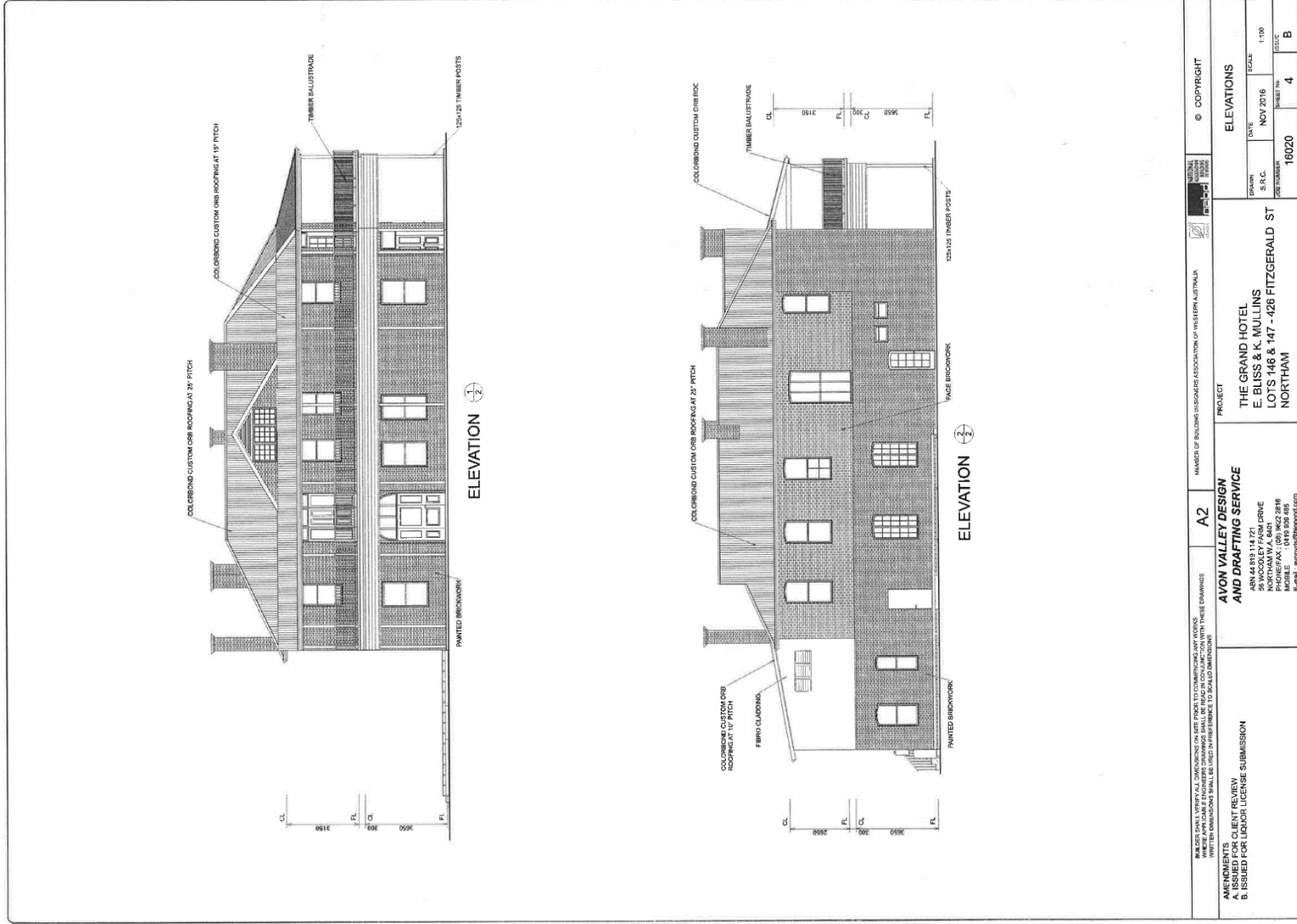
- 3.5. Prior to the occupation of the development, vehicle crossover(s) shall be constructed to the specification and satisfaction of the local government.
- 3.6. Prior to occupation of the development, the proponents entering into an agreement with the local government for the provision of off-site car parking in accordance with Clause 4.13.7 of the Shire of Northam Local Planning Scheme No.6 to accommodate a minimum of 23 vehicles at any given time. Costs associated with the preparation of the agreement to be borne by the proponents.
- 3.7. Prior to the occupation of the development, the onsite car parking and loading area(s), and vehicle access and circulation areas shown on the approved site plan, including the provision of universally accessible (disabled) car parking, is to be constructed, drained, and line marked to the satisfaction of the local government.
- 3.8. All onsite car parking/loading areas, and vehicle access and circulation areas are to be maintained and available for car parking/loading, and vehicle access and circulation on an ongoing basis to the satisfaction of the local government.
- 3.9. Vehicle access to the premises shall be restricted to that shown on the approved site plan.
- 3.10. Prior to commencement of development, a detailed landscaping plan is to be submitted to and approved by the local government.
- 3.11. Prior to occupation, landscaping is to be completed in accordance with the approved plans or any approved modifications thereto to the satisfaction of the local government.
- 3.12. All landscaped areas are to be maintained on an ongoing basis to the satisfaction of the local government.
- 3.13. External lighting shall comply with the requirements of AS4282 – *Control of Obtrusive Effects of Outdoor Lighting*.
- 3.14. Amplified music/noise shall cease to be played at the premises after 10.00pm on any given day, unless the applicant has submitted an acoustic report and management plan which demonstrates that the noise emissions will be in compliance with the *Environmental Protection (Noise) Regulations 1997*, to the specifications and satisfaction of the local government. Any noise control/measures therein required to be implemented in full without exception.

- 3.15. Should development approval for the carpark proposed on adjoining lot 145 be issued with a separate development approval, these bays will be deducted from the shortfall in car parking bays in Condition 3.6 above.
- 3.16 The operating hours of the Tavern be restricted to 10pm on Sundays.

Attachment 1

**LOT 146 & 147 (426) FITZGERALD STREET, NORTHAM
LOCATION PLAN - 'THE GRAND'**





ELEVATION

ELEVATION

AMENDMENTS A. ISSUED FOR CLIENT REVIEW B. ISSUED FOR LIQUOR LICENSE SUBMISSION	AVON VALLEY DESIGN AND DRAFTING SERVICE ABN 44 819 114 721 25 WOODLEY FARM DRIVE WOODLEY FARM PERTH WA 6107 PHONE/FAX : (08) 9422 2819 MOBILE : 0419 926 885 E-mail : avonvalleydesign.com	PROJECT THE GRAND HOTEL E. BLISS & K. MULLINS LOTS 146 & 147 - 426 FITZGERALD ST NORTHAM	NUMBER OF BUILDING DESIGNER ASSOCIATION OF WESTERN AUSTRALIA	© COPYRIGHT
			A2	ELEVATIONS
BUILDERS SHALL VERIFY ALL DIMENSIONS ON SITE PRIOR TO COMMENCING ANY WORKS IN THESE DOMAINS. WRITTEN DIMENSIONS WILL BE USED IN PREFERENCE TO SCALE DIMENSIONS.		DRAWN S.R.C.	DATE NOV 2016	SCALE 1:100
		JOB NUMBER 18020	SHEET No 4	ISSUE B

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ELEVATION 1

ELEVATION 2

AMENDMENTS A. ISSUED FOR PLAT REVIEW B. ISSUED FOR LIQUOR LICENSE SUBMISSION	AVON VALLEY DESIGN AND DRAFTING SERVICE AS/NZS 4489:2014 90 WINDMILL AVENUE NORTHAM, WA 6411 PHONE/FAX: (08) 9622 2816 MOBILE: 0819 399 644 Email: info@avonvalleydesign.com	PROJECT THE GRAND HOTEL E. BLISS & K. MULLINS LOTS 146 & 147 - 428 FITZGERALD ST NORTHAM	NUMBER OF BUILDING TENDERS ASSOCIATION OF WESTERN AUSTRALIA (B-T-T)	MEDIA (M) (P) (S) (E)	© COPYRIGHT
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TAVERN MANAGEMENT PLAN



426 Fitzgerald St, NORTHAM WA 6401

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1 INTRODUCTION

The applicant is applying for a 'Restricted Tavern' licence in accordance with the Liquor Control Act 1988. The definition is as follows:

TAVERN RESTRICTED LICENCE authorises the sale and supply of liquor for consumption on the licensed premises only (i.e. no packaged liquor sales). A holder of a tavern restricted licence does not need to provide accommodation.

As such, the Department of Racing, Gaming and Liquor requires the premises to be approved as a 'Tavern' under the Shire's Local Planning Scheme No. 6, in order for the liquor licence to be granted.

The applicant is therefore seeking approval for the use of The Grand, previously known as the Grand Hotel, at 426 Fitzgerald St West, Northam for a 'Tavern' as defined under the Shire's Local Planning Scheme No. 6 (LPS6).

"tavern" means premises licensed as a tavern under the Liquor Control Act, 1988 and used to sell liquor for consumption on the premises; (LPS6)

2 SITE DETAILS

The lots which are the subject of this application are Certificate of Title Volume 2118 Folio 481 and 482 on Plan 4110 Lot 146 and Lot 147 at 426 Fitzgerald St Northam, which is located on the corner of Fitzgerald St West and Millington Street. The two lots have a combined land area of 2443sqm. The dimensions of the combined lots are 40.24m along the Fitzgerald Street frontage and 60.35m along Millington Street. The land is currently zoned as Commercial as shown in Figure 2.



Figure 1 Location of proposed premises

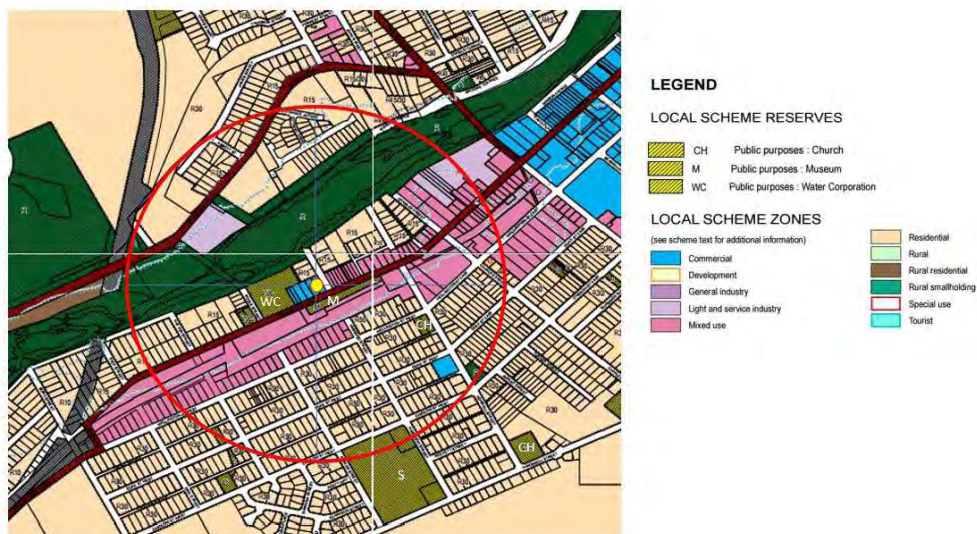


Figure 2: LPS6 500m from proposed premises

SOURCE: SHIRE OF NORTHAM LOCAL PLANNING SCHEME NO. 6

3 APPLICANT'S DETAILS

The applicant is Esther Bliss who resides at the proposed premises: The Grand, Northam, 426 Fitzgerald St West, Northam 6401.

Mrs Bliss' hospitality and business experience started initially over 25 years ago running a successful pub for Whitbread Brewery in the UK. The 'Deer Leap' as a destination venue was largely seasonal and was where Mrs Bliss' passion for events and marketing began.

For the last 15 years Mrs Bliss has been a Director and active partner in Faversham House, York. Faversham House is a historic guest manor in Western Australia, listed with the National Trust and registered on the National Estate of the Australian Heritage Commission. The impressive heritage mansion operates as a country house wedding venue, as well as a unique location for corporate functions. It has hosted over 150 weddings during the past 15 years, as well as many conferences and company meetings for national corporations, government departments and universities, many of which were repeat bookings.

While managing Faversham House Mrs Bliss successfully grew the business and completed the accreditation of the business with the Tourism Council of WA.



Mrs Bliss was also responsible for initiating systems and process in the York Palace Hotel. A licensed hotel (Tavern license 6020034629) in York of which she is also a Director.

Mrs Bliss is an active and well-respected member of Board of the Northam Chamber of Commerce and is also on the Executive committee of the Northam Women in Business, raising the business profile of women in the wheatbelt.

Mrs Bliss has successfully run and managed both respected venues for weddings and events within the business and events community. The applicant has the requisite experience, skills and ability to operate licensed premises within the local community without causing harm or ill-health.

4 HISTORY OF THE GRAND

Listed on the municipal heritage register, the Grand, is a two-story brick and iron hotel built by Michael Cody, during 1904-05. The building is a fine representative example of Federation Filigree architecture in a rural town. Features of this include the double-storey veranda which is one of the few historical Hotels in the area with its veranda still intact.

Located prominently on a corner site, as is typical of many country pubs, the Grand Hotel was located close to the West Northam Station, to take advantage of passengers using the eastern railway line and the population that developed around west Northam station following the major expansion of this station in 1897.



Figure 3 West Northam Railway with The Grand Hotel located nearby.

The Hotel continued its very close association and popularity with the railway and its passengers until the West Northam station was closed in 1966. The new Eastern Railway route then became operational but the Grand Hotel, as it was known, continued to be a popular pub within the town.

Since the closure of the Railway station in 1966, The Grand Hotel has been owned by a variety of operators including one of the local sporting clubs, The Federals football club, who continued its legacy as one of the most popular establishments in Northam.

The previous owners bought the hotel in 2006 but only ran it for a short time before letting the licence lapse and closing the doors of the Grand Hotel.

5 PROPOSAL

The applicant intends to open the venue for functions and events in addition to trading at weekends as a family friendly destination pub serving inhouse meals and providing a safe and relaxing place to visit.

The venue will be available to hire exclusively for large functions such as Weddings or Balls or alternatively designated areas of the venue are available for smaller groups to host private events and meetings. The venue is unique in its capacity to host functions for larger groups due to its large lawn, with the capacity to erect a marquee with additional space surrounding it. It is also unique to the area in its provision of a play area so parents can socialise while supervising their children.

PREMISES

OUTDOOR LAWN (Capacity of approximately 150)

There is a grassed area suitable for weddings, picnics, parties or casual drinks and dining experience with friends. A large part of the lawn will provide an open space for children to play whilst remaining in view of their parents on the deck or in the beer garden. Large enough for a marquee, this lawn area will be available for private functions as well as general clientele.



Figure 4 Large lawn area for long table lunches

At night, the emphasis will be on a sophisticated venue for adults with functions in the lawn area illuminated with festoon lights being a perfect setting for an evening event as shown below.



Figure 5: Evening functions and festoon lights

OUTDOOR DECK

The outdoor deck is a large area which can be sectioned off for private groups and can accommodate seating for 50 guests. Within licensed premises, upright drinking spaces have been identified as areas which have a greater potential for harm, therefore the applicant has designed much of the licensed area to include comfortable seating rather than standing bar tables.



Figure 6: Deck

INDOOR MEETING ROOM (CAPACITY 50)

Our indoor meeting room is styled beautifully with period furniture, providing both the opportunity for formal table meetings or more casual gatherings on club lounges around the fireplace. The meeting room will be attractive to those groups who require a meeting space with privacy and style, however more formal tables with conference style seating will be available when required.



Figure 7 Meeting room

Wood fires and smaller intimate chairs and tables in the alcoves will provide additional areas for conversation when the room is not booked for private functions. This area will be also promoted as an additional area for seated drinks and casual dining.



Figure 8 Casual meetings

INDOOR BAR AND CASUAL DINING (CAPACITY 100)

The indoor bar and casual dining area is the perfect place to sit in front of the open fire in winter or naturally cooled rooms in summer.



Figure 9: Current indoor bar

The railway benches have been moved inside to provide a casual dining experience or customers can choose one of the comfortable lounges to nibble on tapas or dishes from our seasonal menu.

TRADING HOURS

The legal opening hours for a tavern licence issued by the Department of Racing Gaming and Liquor are as follows:

- Monday to Saturday from 6 a.m. to 12 midnight;
- Sunday from 10 a.m. to 12 p.m.;
- Christmas Day and Good Friday from 12 noon to 10 p.m. where the liquor is sold ancillary to a meal supplied by the licensee
- New Year's Eve from 12 midnight to 2 a.m. on New Year's Day;
- No trading is permitted before noon on Anzac Day

The applicant is proposing to open regularly Friday – Sunday and only mid-week for prior bookings or special events.

ENTERTAINMENT

The applicant is very aware of the need to monitor the impact on local residents in relation to music and entertainment. The applicant is not proposing a function centre or live music venue with frequent entertainment but a family friendly venue for dining and socialising with the facilities for occasional weddings and other private functions.

The applicant sees 3 scenarios of music and entertainment

- Scenario A: In house background recorded music;
- Scenario B: Venue provided entertainment
- Scenario C: Private function

Scenario A: In house background recorded music;

- The majority of entertainment at the venue will be restricted to background music played via an in-house system at a volume allowing normal conversation between patrons controlled by way of an 'in-house' sound limiting equipment.
- The venue also has the facility to change the music chosen and volume in each area to allow personal music played for private functions without disturbing the other patrons. Eg classical music for the Arts committee.

Scenario B: Venue provided entertainment

- The applicant would like to provide some entertainment to patrons especially in the warmer months of the year, primarily on a Sunday afternoon or occasionally a Saturday evening. Family friendly music will add enormously to the ambiance and experience for patrons.
- The applicant proposes small acoustic groups or background DJs concluding by 10pm.
- Music and entertainment will be appropriate for the venue and manner of trade. The applicant intends to source the artists locally. Music will be played at a level that permits conversation to occur and will likely be acoustic guitarists, a jazz duet or other mild-mannered genre. There won't, for example, be heavy-metal or electronic dance music as this is not in keeping with the target patrons of the venue.
- There may be the occasion of a function of less than 50 people. In this case, the applicant would propose the interior of the venue as a suitable function area and allow a DJ or trio to perform.
- The size of the interior prohibits any large-scale events or bands.

Scenario C: Private functions

- The applicant does not anticipate that private functions with live music / DJs will be a substantial number throughout the year but since there is a lack of suitable function facilities in the locality the applicant is aware of the likelihood of private functions being booked at the venue.
- Typically, these events start entertainment at approximately 8.30pm and the applicant proposes all recorded music played by a DJ or a live band will conclude by 11.30pm.
- Once more, music and entertainment will be appropriate for the venue and manner of trade
- Venue providing equipment to monitor decibel levels to ensure they do not cause harm or annoyance to local residents in these instances.

For all of the above scenarios the applicants have created a noise management plan as follows. The applicant is committed to monitoring noise during all live music or planned entertainment to ensure that all reasonable and practicable measures are taken to minimise the overall sound level and low frequency noise at noise-affected premises.

NOISE MANAGEMENT PLAN

- Not permitting more than an acceptable number of patrons to be present on the premises at any given time;
- No packaged liquor will be sold.
- Adhering to RSA principles thus reducing the likelihood of patrons causing noise and participating in other anti-social activities;
- Not allowing violent, quarrelsome or disruptive conduct on or near the premises;
- Music and entertainment will be appropriate for the venue and manner of trade. No heavy metal, rock bands, techno music with strong bass undertones.
- Acoustic monitoring by the use of a sound level meter to take regular sound measurements from reference points both inside and outside the venue during live music and entertainment.
- Following monitoring the applicant will ensure that all reasonable and practicable measures are taken to minimise the overall sound level and low frequency noise at noise-affected premises
- The applicant will then maintain a record of these measurements in a 'noise diary'
- All outdoor live music and entertainment will conclude by 10pm unless booked for a private function;
- During private functions, indoor and outdoor live music and entertainment will conclude by 11.30pm;
- All musicians and entertainment providers will be advised regarding sound management practices.
- A communication plan that includes notifying neighbors and authorities for all functions and events that include live music / DJ;
- Maintain a complaint register and train staff in the use and handling of complaints
- Staff closing procedures designed to minimise the risk of noise or disturbance being caused to residents.
- To prevent the disturbance of amenity in the area deliveries will occur between the hours of 8am and 6pm only.
- Minimising operational noise in considering local residents when disposing of rubbish and recycled material; eg Recycled bottles to be collected midweek between the hours of 8am and 6pm
- Appropriate signage requesting patrons be mindful of the neighborhood in leaving the premises and area quietly;
- Adequate security and lighting in external areas, to discourage loitering when patrons leave the premises.
- Anticipating the need for transport for functions and events at the venue.

STAFF TRAINING

Sections 33 and 103A of the Liquor Control Act 1988 ('the Act') impose mandatory training requirements on licensees, approved managers, supervisory staff, bar staff and crowd controllers in relation to the management of licensed premises and the responsible service of alcohol.

As required by Section 103AA of the Act, the applicant will maintain a training register that records employee information and their training compliance.

In addition to the required "Provide Responsible Service of Alcohol" (SITHFAB002) unit, all staff will be trained using an in-house Policy and Procedure manual which sources units of competency from relevant Training packages. For example:

- Manage conflict
- Interact with Customers
- Managing incidents
- Managing unacceptable behavior
- Monitor individual and crowd behavior

PATRONS

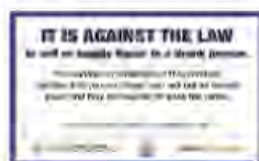
In order to minimise the potential for undue harm or ill-health the applicant proposes the following:

- Creating and maintaining high quality premises in all respects, both physically and operationally since studies conducted have indicated poorly lit, badly maintained premises have a higher likelihood of violence and trouble;
- Supporting and promoting various government campaigns to minimise harm / ill health by displaying posters;



Figure 10 Example of Government campaign, aimed at minimising harm and ill-health

- As recommended by the 'Designing out Crime Planning guidelines' the applicant will ensure all public areas are well lit, encouraging pedestrian access and surveillance;
- Having a strong food focus and making food available during all hours of trade;
- Pricing drinks at levels high enough to discourage rapid and excessive consumption;
- Prohibiting the sale of energy drinks mixed with liquor;
- Prohibiting the sale of liquor by way of an emotive title that may encourage rapid consumption of liquor;
- Not providing any TAB facilities;
- Providing more than ample seating for patrons;
- No bar stools available at the bar;
- Restrict standing at the bar by indicating it as a "Service Only" area;
- Providing a very clear training program for staff on all appropriate matters including responsible service of liquor;
- Creating a warm, relaxed and inviting atmosphere;
- Public health and safety posters will be displayed prominently, along with responsible service of alcohol messages, as follows;



This property will be targeting a specific market segment and the applicant believes it will be very capable of catering to the requirements of tourists, professional people and local families in a very responsible manner without negatively impacting on the locality nor with any measurable potential to increase harm.

Many of these strategies are also continued in the Applicants Code of Conduct, House Management Policy and Management Plan.

CAPACITY

The applicant is applying for an allowance of 150 patrons internally and a total of 250 on the entire licensed area. These patron numbers are based on the size of the public areas. These are set to prevent overcrowding inside the venue and to minimise the risk to patron safety, reduce fire hazards and impacts on local amenity.



In terms of monitoring patron numbers the duty manager will be responsible for managing and monitoring these restrictions. The venue internally is not a large open space but a series of small rooms as shown. These rooms can cater for numbers as shown and in line with health requirements will not and cannot be exceeded. Penalties are severe for exceeding numbers and the applicants have a duty of care to ensure a safe environment for their patrons

For larger functions patron numbers will be monitored by the use of a 4 digit tally counter and CCTV throughout the venue.

Toilet facilities will be maintained using the Director of Liquor Licensing's Maintenance of Toilet Facilities Policy as a guideline ie. facilities are checked regularly and maintained at more than acceptable levels.

VANDALISM, LITTER, CRIMINAL ACTS

- No take-away sales are proposed which will considerably reduce the risk of litter being generated by the premises.
- No guests will be permitted to remove any alcohol in any form from the premises and deterred by security at exits.
- Staff closing procedures will include an external inspection of the building and perimeter to ensure litter has been disposed of correctly.
- The applicant intends to install CCTV cameras throughout the venue and in addition at all entrance and exits points. See Figure 13 Proposed CCTV installation
- All surveillance areas (interior and exterior) will be well lit. This will be a deterrent to those potential troublemakers entering and leaving the venue and indeed any of those in the vicinity outside.
- Sensor lights will be fitted on exterior walls whilst considering potential inconvenience to neighbors.
- There will be a zero-tolerance policy on rowdy and aggressive behaviour and bad language. Staff will be trained to manage it and signs used such as the one below to remind patrons of it.

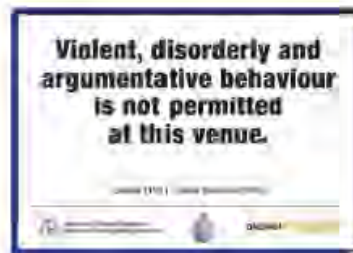


Figure 12 Pubix: Health and Safety poster

Staff will be trained in the areas of:

- risk identification;
- risk control procedures;
- warning signs;
- appropriate responses;
- interpersonal/ diffusing aggression skills;
- recognising signs of potential trouble (eg nonverbal behavior); and
- how to deal with bad behavior.

It will be stressed to staff that dealing with or reporting bad behavior / language immediately will ensure it does not escalate and become a problem to others at a later date or time.

Sourced from the WA Planning Commission, *“Designing Out Crime Planning Guidelines”* there is a growing body of research that finds,

‘opportunities for crime are reduced by increasing the range of activities in public spaces, in other words, by putting ‘more eyes on the street’

By granting the applicant planning approval, the venue generates activity which in turn creates surveillance opportunities both by CCTV and patrons to the area.

Since neighbouring businesses such as the Railway Museum / Heritage Centre opposite closes at 3pm and with little or no activity in the area at night, it effectively becomes a potential target for possible vandalism and criminal activity.

The applicant will increase activity in the area with professionals, families, and other people within its target market visiting the venue; therefore, potentially diffusing vandalism, nuisance, and incidents of crime.

The quality and type of furnishings, focus on family friendly dining, socialising and conversation, private events (weddings, black tie fundraisers, conferences, community group meetings), a strict dress code and security are factors which will deter many of the criminal element.

The open nature of the deck and beer garden, CCTV installed throughout and around the venue will also reduce the likelihood of petty criminal acts being committed on or near the premises.

DISTURBANCE OR INCONVENIENCE TO LOCAL RESIDENTS OR BUSINESS OPERATORS

Any business has the potential to cause some offence, annoyance, disturbance or Inconvenience. However, the applicant is both the owner, operator and will have a hands-on role to ensure it is run responsibly, tightly managed and without causing annoyance, disturbance or inconvenience.

It is in the applicant’s best interests to ensure residents or other business operators are not offended by the venues operations to continue to receive their patronage and support.

Strategies include

- Staff will be trained in warning signs, appropriate response interpersonal/ diffusing aggression skills, recognising signs of potential trouble via nonverbal behavior and how to deal with bad behavior.
- It will be stressed to staff that failure in dealing with, or reporting, bad behavior / language may cause offence, annoyance, disturbance or inconvenience to other patrons or nearby residents / businesses in the immediate future.
- Mid strength and non-alcoholic drinks will be available in addition to side dishes encouraging the consumption of food with drinks.
- A Parking management plan has been developed and transport including taxis and charter buses will be available and arranged by the applicant for larger groups.

- Large boisterous groups such as buck's nights or sporting club 'pub crawls' will not be permitted entry. The location of the venue from the nearest walking licensed establishment will deter the venue in any inclusion of any 'pub crawl'. This combined with the manner of trade will serve as a deterrent to the troublesome element in the community likely to cause annoyance, disturbance or inconvenience to local residents or business operators.
- A complaints file will be available for all staff to record any complaints received in person or by any other means.

This ensures complaints can be addressed at the time in addition to providing better customer service by following up issues that needs additional investigation.

It also ensures the applicant can review any complaints over time to identify problems and address issues that would subsequently be forgotten or not communicated.
- Closed Circuit TV (CCTV) installed throughout the venue including all entrance and exit points. This system will provide vision / footage that enables identification, as defined by the current Australia and New Zealand Policing Advisory Agency (ANZPAA) *ANZPAA Recommendations for CCTV Systems* and the [WA Police Local Interpretation Guide for the ANZPAA Recommendations for CCTV Systems](#)

PROPOSED CCTV



Figure 13 Proposed CCTV installation

The applicant, husband and her young family (Charlie 5yo & Lily 6yo) also reside at the premises, therefore noise and antisocial activity will be monitored 24/7.

Finally, the applicant's style of operations and the family friendly focus will be some form of a deterrent to anti-social behavior.

TAXIS

There are no local bus services within the area however there is a taxi service (Avon Valley taxis) which patrons will be encouraged to use by the use of supporting Government campaign posters.



Figure 14 Example of Government campaign

Avon Valley Transfers is a charter company in the locality that offers transport for groups bookings such as events, weddings etc. The applicants will develop close working relationships with both the taxi services and Avon Valley Transfers to ensure transport is available for individuals and events at The Grand.

There will be a free phone available at the front bar to call the Northam taxi service. The number for the service will be displayed on a sign above the phone or the patron can ask a member of staff to arrange a taxi for them.



There are also a number of sporting clubs with buses who are available to hire. These were arranged for the Northam Women in Business fundraising ball held at the Grand in March that enabled more than 150 guests to make their way home quickly and quietly following the event.

TRAFFIC AND PARKING

The applicant does not anticipate that the approval of the premises as a tavern will significantly impact on traffic in relation to deliveries to the premises. Most supplies will be sourced locally however alcohol will be sourced from Perth. Located near to the Great Eastern Hwy, once the bridge is re-opened



Figure 15 Main Roads network (source: Main Roads)

The minimum number of car parking spaces required under the Shire of Northam's LOCAL PLANNING SCHEME NO. 6 is shown below:

Shirework	1 / 100 m ² per 1 employee
Tavern	1 / 5 m ² public area + 1 / 4 restaurant dining seats
Veterinary Consultancy	4 / practitioners

Based on the LOCAL PLANNING SCHEME NO. 6 the applicants would need to supply more than 400 car parking bays just based on the public area requirement of "1 per 5m²"

Patrons exiting the venue and area safely and quickly is in the interest of maintain good relationships with local residents in the vicinity. The provision of 400 car bays is not possible and therefore the applicants provide the following information on strategies to address anticipated parking issues:

There are 8 parking bays on site at the proposed premises with an additional 10 marked bays on the road directly outside the premises. Opposite the venue at the Northam Heritage Forum / Railway Museum there are 17 bays.



Figure 16 Parking facilities within the vicinity of the premises.

The applicants have also entered into an agreement with a neighbour to utilise his empty block for parking should the need arise for events. This area of 325m² can accommodate an extra 10 cars quite comfortably although this will not be necessary most of the time.

For parking purposes, the venue is not situated in a high-density area. The images below show in addition to parking availability indicated in, on road parking is sufficient to cater for anticipated patrons without causing nuisance to the residences located nearby with private driveways.



Figure 17 Millington St (parallel to proposed Venue)



Figure 18 Fitzgerald St West

The applicant realises its responsibilities for patron's enjoyment do not conclude when they exit the venue. Details for local taxis will be available and for larger functions the applicant will either arrange transport for groups or provide details to organisers to hire transport prior and after the function.

Eg. At the recent Northam Women in Business Ball the applicant did arrange for a local sports club to provide transport for the 150 guests as part of a fundraising activity for the sports club.

BENEFITS FOR THE COMMUNITY

The applicant feels the proposed planning application will be in the public interest for a variety of social, economic and cultural factors. It will benefit the community in ways both directly and indirectly through employment, a 'shop local' policy and by attracting visitors to the region. Some of the specific reasons are given below:

- The current lack of family friendly outdoor venues for dining out, small events and weddings etc ensure The Grand Northam will appeal to many residents and visitors to the locality;
- Increased amenity to the area adding to the evolving local precinct which is developing in the area;
- Increased employment opportunities;
- The redevelopment of a tired, old licensed premise being rejuvenated to a modern and appealing destination for consumers.
- Increased tourism activity, such as the applicants proposes, will provide economic benefits to the local community by leveraging existing infrastructure and amenity and encouraging a higher quality of retail, accommodation and public infrastructure that would not otherwise be supported by local residential expenditure alone.

Rather than renovating the premises and returning its operations to a typical country tavern operations with TAB, skimpies and cheap beer, the applicant has considered the demographics and needs of the area, the lack of sophisticated function facilities and created a business plan around this need.

The following respondents to the applicant's survey reinforce this:

'We need alternative attractions for the higher end of the market - for too long there have been ugly beer swilling places that feed social disengagement. We need another attraction for families as well as an alternative venue for conferences, business meetings'

Paul Tomlinson President, Northam Chamber of Commerce

'Beautiful old building going to waste'

Amy Utz

'Restoration of venues such as this, as well as locally owned and run small businesses, should be supported, particularly when offering public spaces different to those already on offer. The Grand will be an asset to the Avon Valley'

Jaron Leask

'It's a Grand old building and will add amenity value back to the West end of town. Looking forward to it opening and huge congrats to the owners for bringing this wonderful building back to life with great visions for the future of Northam's hospitality.'

Randle Beavis

The Grand will generate and contribute to the community in a considerable range of positive benefits including:

RECREATIONAL

- By establishing an enjoyable socialising venue which provides food, drink and function options. A safe environment for families and groups to whom the current venues may not appeal due to their provision of TAB facilities, TVs or lack of open space.
- By providing a sophisticated environment not solely focused on alcohol consumption but dining and moderate drinking in relaxing surroundings.

CULTURAL

- The Grand will provide a venue with a cultural shift from a typical tavern with vertical drinking, barstools, pool tables and multiple TV screens to providing a venue for people to meet, mingle and enjoy quality food and beverage service.
- The Grand will also be a destination venue for events and other cultural traditions which the applicant has considerable experience in managing. Eg, weddings, birthdays, fundraising events etc

EMPLOYMENT

- The Grand, Northam will require local staff of approximately 10-15 for day to day operations in front and back of house roles but considerably more for planned functions and events;
- Staff employed for a one-off function in March 2017 (*Northam Women in Business Fundraising Ball*), prior to the submission of this application, included those usually disadvantaged in the workforce by personal circumstances. 1 parent families, mothers returning to work and young adults looking for work experience. As a mother of 2 young children, the applicant is committed to assisting those who require some flexibility in their employment;
- By the adaptation of a 'Be local Buy Local' policy through its renovations and planned operations the Grand will also contribute to employment and economic growth in other businesses;
- By becoming a destination venue, the Grand will attract indirect benefits to the town. By attracting visitors to the area who will utilise other businesses. Eg. accommodation, retail, other goods and services. This creates a flow on effect promoting the region and assisting in stimulating economic growth. Essential actions in a regional area such as the Wheatbelt.

TOURISM

The Shire's Local Planning Strategy (LPS) and identifies the following vision for tourism within the Shire:

“Develop the Shire’s tourism potential so that it becomes an increasingly popular tourism destination, provides opportunity for local employment, complements established land uses and protects and enhances the natural environment and local heritage values.”

The *State Government Strategy For Tourism In Western Australia 2020* states the goal for tourism in WA is “To double the value of tourism in WA” with Regional Travel being identified as 1 of the 7 strategic pillars of growth to achieve this.

- The Wheatbelt is in a prime position to capitalise on the growing demand for experiential services (e.g. tourism), particularly for the Asian market. The clear skies and open spaces that are a trade mark of the Wheatbelt are highly attractive to Asian (and other) tourists who venture from densely populated urban environments. Innovative and targeted marketing of the regions tourism assets is required to improve knowledge of the Wheatbelt as currently it is not a well-known area to tourists domestically or internationally.
- The tourism industry in the Wheatbelt is an increasingly important contributor to the economy. According to the “Wheatbelt: A Region in Profile” (DRD, 2014) the region hosts the second most visitors outside Perth after the South West region.
- Between 2006 and 2011, the Avon region attracted an average 638,000 tourists/short-term visitors per year representing an average 23 visitors per resident (*Tourism Research Australia 2012*). This is well above the State average of 8 visitors per resident, highlighting the strong performance of the sub-region in spite of the small population.
- The region’s close proximity to Perth ensures it receives a large number of stop over visitors (primarily domestic rather than international) and allows it to cater for the day trip market. Between 2006 and 2011, approximately 80% of visitors to the Avon were day trip visitors, with the domestic overnight visitors accounting for 19%.
- This reflects the fact that tourism in the Avon is characterised predominantly by day trip visitors which the Grand will be able to supply food and beverage services.
- Northam is currently being promoted as a ‘Heritage, Commerce and Lifestyle’ centre with tourism focused on three key areas and their associated attractions:
 - Adventure tourism;
 - Events tourism; and
 - Heritage tourism.

The Grand will look to capitalise on the interest in Events and Heritage tourism providing a suitable venue for visitors to Northam to dine in comfortable, and in relation to the rail carriage, unique surroundings.

BENEFITS TO STREETScape AND ATMOSPHERE OF THE AREA

The Grand Hotel was built opposite the West Northam Station, to take advantage of passengers using the eastern railway line and the population that developed around west Northam station following the major expansion of this station in 1897. It was a well-known destination for travellers and town locals from the early 1900's until fairly recently.



Figure 19 Mardi Gras Parade in Northam 1961

The applicant would like to revitalise this empty building and is supported by comments received through its survey as follows:

"Will fit in nicely with the existing railway museum across the road & maintain a heritage feature of the town." Karen Carter respondent #17

"The more such areas are made active the better" Steven Respondent #300

"We definitely need to draw people to the west end of Northam and somewhere to have coffee while also viewing the museum opposite, it would be lovely and very beneficial." Respondent #136

The Shire of Northam's Local Planning strategy (LPS) has identified the

"Need to encourage and provide opportunity for the revitalisation of various areas in the Northam townsite that have fallen into decline as a result of changes to the pattern of land" including "The old railway station and disused railway land located at the western end of Fitzgerald Street and Wellington Street West;"

The *Plan for the Future 2010 – 2020* is a 10-year outlook plan (financial and strategic goals) developed by the Wheatbelt Development Commission, Landcorp and Shire of Northam. It detailed the planned services and facilities that can be provided in terms of funding estimates. It provides further detail on the new initiatives within Northam. The document reflects on the growth being experienced in Northam with specific developments including:

"Northam Cultural Centre (\$1.9 million): Built around the existing Old Railway Station, the Centre will accommodate Arts, Heritage, and Cultural exhibitions with space for workshops, cafe, and community groups. In the longer term, it is envisaged that this facility will be at the heart of a redeveloped West Northam housing and commercial area." (The Plan for the Future 2010 – 2020)

SUPPORT

The applicant has consulted industry groups, the public and received letters of support from

- Mr Mark McGowan MLA Premier, Western Australia
- Ms Mia Davies MLA Member for Central Wheatbelt
- Cnr Stephen Pollard, President, Shire of Northam Council
- Mrs Jo Hill, President, Northam Women in Business Group
- Mr Paul Tomkinson, President, Northam Chamber of Commerce

A survey was also conducted within the community by the applicant. This involved a survey available via social media directed at community pages, schools P&F, heritage and interest groups. In addition, members of the public were also approached on 2 consecutive Saturdays in the centre of Northam and asked to complete the survey.

The applicant received 410 completed surveys which are submitted to the Shire with this submission. The survey asked various questions relating to existing premises in the area, the proposed premises, possible harm, annoyance and demographic data of the respondent (age, family status and postcode).

A summary below:



Figure 20 Q1 from applicant's community survey.

"It will be a great addition to the town" Bev Hodges

"We need something that is different from the usual pub style venues that are currently operating in Northam. The Grand will also be a great venue for weddings and events - Northam doesn't have this available at the moment". Georgia Trainor

"Finally someone willing to bring excitement to Northam and generate tourism and a reason for family and friends to visit the area". Ally Keyes

"Lack of sophisticated dining and associated experiences is a road block for attracting people to Northam" Paul Tomlinson

"I am looking forward to having a professional venue that will be able to cater for a variety of functions which I organise throughout the year. The size of the more favourable venues currently (the Dukes Inn and Laura's Bar) restricts larger functions so I feel The Grand will fill the niche perfectly." Sharon Lugget-Hassell



Figure 21 Q7 from applicants community survey

"It will be good to see the old building restored and utilised once again, uplifting the end of town that has become quite desolate...." Petula Dowd

"I welcome any project which will enhance Northam for tourism and development of the region, a family friendly safe place which can also provide facilities for businesses is a welcome development in a small regional town " Andrea Carling

"It will be great to have a family friendly place to go for entertainment, food and a quiet cold one where mum and dad can relax with the kiddies. This is something that is not possible in town." Cara

ANNEXURE A - LETTERS OF SUPPORT

Premier Mr Mark McGowan MLA



LETTER OF SUPPORT - Leader of WA Nationals Mia Davies MLA

Tavern Management Plan - The Grand Northam

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Mia Davies MLA
Member for Central Wheatbelt

Our ref: 20160508 / RL

To whom it may concern

LETTER OF SUPPORT: THE GRAND, NORTHAM

I am pleased to offer my support to Mrs Esther Bliss who is seeking to obtain a liquor license for the re-opening of The Grand in Northam that is currently under renovation and expected to be completed in October this year.

The business activities proposed by The Grand Northam, specifically the rejuvenation of a heritage building will further promote tourism in the Northam area with the addition of their family friendly venue, offering a diverse function and catering facility.

The property is being furnished with antiques and an old rail carriage has been fitted out in comfortable lounges, appealing to families and visitors to the region seeking a family friendly dining experience.

With other significant investments in Northam, The Grand Northam will further enhance tourist attractions and appeal to the diversity of people visiting the region. The proprietors are committed to being part of the Shire of Northam's "Plan for the Future", fostering the development of safe, friendly and inclusive communities, providing a place that reflects and enhances the unique character of the area.

It is important that a range of services can be offered to visitors to regional towns and holiday destinations so as to enhance their experience and encourage growth in tourism. I believe Mrs Bliss's vision for The Grand Northam will serve the community well.

Your favourable consideration of the application for a liquor license would be much appreciated.

Yours sincerely



MIA DAVIES MLA
Member for the Central Wheatbelt
- 8 MAY 2017



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REGIONALS for Regional WA

LETTER OF SUPPORT - Shire of Northam President

Tavern Management Plan - The Grand Northam

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LETTER OF SUPPORT - Northam Chamber of Commerce President



LETTER OF SUPPORT – Northam Women In Business President





TAVERN MANAGEMENT PLAN

ADDITIONAL INFORMATION

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1 Parking management

The Shire Of Northam Car Parking Strategy references Todd Litmans research *Parking Management Best Practices*¹ where Litman describes an integrated approach to parking management.

Traditionally, agencies have tried to address parking demand by increasing supply. That is addressing a parking supply problem instead of treating it as a parking management problem. Litman advocates the use of a wide range of parking management strategies to make the most efficient use of existing parking. Two of the strategies the applicants propose include:

1. Increasing the efficiency of existing parking through sharing, regulating and pricing,
2. Using signage and maps to provide better information to drivers

The applicants propose using existing parking facilities as shown in the diagram and table below in addition to contingency-based planning suggestions which identify solutions that will be implemented if problems develop.

- By utilizing the parking outside the Railway museum at times outside of museum operating times.
- By providing suitable signage if required to advise parking for railway visitors only during the museums opening hours.
- By advising patrons of the Grand via signs and website / social media that parking is not permitted in the Railway museum carpark during their opening hours and providing maps for suggested parking areas and contact details for taxis.
- By recommending patrons are mindful of those in the nearby locality at all times while parking and leaving the venue (noise management).
- By recommending nearby office parking which is full during weekdays but has plenty of unoccupied spaces during evenings and weekends

The applicants are not proposing Litman's research is sufficient evidence to grant planning approval. This research should be considered with the applicant's evidence of existing parking and other suggested parking management strategies that provide alternatives rather than just increasing supply which would be cost prohibitive and detrimental to the urban environment.

¹ Litman, Todd. *Parking Management Best Practices*. Washington, DC, USA: Planners Press, 2006.

Proposed parking for patrons to The Grand, Northam



SCALE 100M

KEY

On road parking
Off road parking

Designated bays on road parking
Designated bays off road parking

The applicants provide the following table to demonstrate the parking available surrounding the proposed premises. These calculations are based on the following dimensions provided by the Shire for car parking requirements.

Car Parking Width 2.7m
Car Parking Length 5.5m

The applicants have suggested an approximate distance of 3m for each driveway.

Diagram No.	Location	Meters	Parking type	No. of Driveways	Parking Capacity
1	The Grand Northam onsite Parking	-	-	-	8
2	Millington St West - Grand Boundary	52	Parallel	1	8*
3	Fitzgerald St North - Grand Boundary	36	Parallel	0	6*
4	430 Fitzgerald St - Vincent's land West	19	Parallel	0	7#
5	430 Fitzgerald St - Vincent's land East	19	Parallel	0	7#
6	Fitzgerald St West – Depot Driveway to 2nd Depot Driveway	87	Perpendicular	2	30
7	Fitzgerald St East Shire Offices to Railway Museum (395-401)	75	Perpendicular	0	28
8	Fitzgerald St East – Shire Offices to Railway Museum (395-401)	75	Parallel	0	14
9	Fitzgerald St West - Beswick Pl to Millington St	98	Parallel	1	14
10	Railway Museum Formal Parking				17
11	Shire Offices Formal Parking - 395 Fitzgerald St				47
12	Millington St West	87	Parallel	3	16
13	Millington St East	137	Parallel	6	19
Total					221

Notes

- * Currently the 10 marked bays outside The Grand are 7.2m x 2.2m
- # The applicants have entered into a verbal agreement with their neighbour to use part of his lot at 430 Fitzgerald St as overflow parking as a last resort when required. The applicants and their neighbour will formalise an agreement in writing once all planning, building, health and Liquor Licences have been granted.

As the table above and **Figure 1 Available parking surrounding proposed premises** show, there is the capacity for more than 200 car parking bays less than 200 metres from the venue.

2 Patron numbers

The applicant's do not believe patron numbers will reach the requested maximum (250) on a regular basis. The numbers have been requested to cover those few occasions throughout the year where events arranged within the Shire but not by the applicant (Avon Descent weekend, Balloon Fiesta, Flying 50s, Heritage Forum Christmas Festival) may result in an unexpected increase in patron numbers. The applicants do not want any possibility of an infringement notice being issued and so on those few occasions require the capacity to accommodate 250 patrons.

Where numbers are anticipated to be significant due to an event arranged by the applicant, if it requires a special event approval, a parking and noise management plan will be submitted for these occasions. They will include strategies as mentioned in the Tavern Management Plan submitted to the Shire such as venue arranged transport to and from the venue thus minimising parking issues and increased traffic

In addition to anecdotal evidence of support for the proposed venue the applicant has submitted completed surveys of more than 380 supporters of the proposal to provide a family friendly environment. Something different to currently offered within the Shire and with the potential to increase visitor numbers to other tourism operations, most obviously the Railway museum.

If the applicants were to reduce the size of the outdoor licensed area and therefore reduce the capacity it would lose the applicants point of difference in providing a welcoming environment for families with children. It would then become like other licensed premises in Northam, providing limited space for parents.

3 Operating hours

It is correct that the applicants do not meet the minimum car parking requirements required under the Shire of Northam Local Planning Scheme No 6. However, the Scheme provides an opportunity to include a number of “off-street” carparking bays as within the overall calculation:

4.13.5 Where an applicant for development approval can demonstrate that other off-street parking facilities are available to be shared with other land uses operating at different times, the local government may approve a development with less than the required number of on-site car bays provided

- a) the local government is satisfied that no conflict will occur in the operation of land uses for which the joint use of parking facilities is proposed; and*
- b) landowners who request sharing of parking facilities enter into a legal agreement to the local government’s satisfaction for reciprocal access to parking facilities.*

The current opening hours ² for the Northam Railway Museum managed by the Northam Heritage Forum are as follows:

SUNDAY	11 AM TO 3.00PM
MONDAY	12.30PM TO 2.30PM
TUESDAY	11AM TO 3.00PM
WEDNESDAY	1.00PM TO 3.00PM
THURSDAY	1.00PM TO 3.00PM
FRIDAY	1.00PM TO 3.00PM
SATURDAY	1.00PM TO 3.00PM

Peak parking demand for patrons to the venue are anticipated to be on Friday and Saturdays from 6pm which falls outside the museum opening times.

Parking occupancy rates at the museum are consistency low (< 30%) unless one of the cultural groups has a meeting then the occupancy rises to 50%. The annual Christmas in July event the Heritage Forum arranges does require additional parking and patrons utilise the off-road parking the applicants propose to utilise as shown in Figure 1. The hours for that event are from 8am – approximately 2pm.

The applicants proposed opening hours in the TMP submitted to the Shire show an overlap of 2 hours on Saturday and 4 hours on Sunday. These are not peak trading times for the venue.

5 Cars and capacity

As the applicants have shown there are potentially more than 200 formal and informal car parking bays within 200 metres from the venue. Although the applicants have requested a capacity of 250 patrons this does not equate to 250 vehicles.

Not every patron visiting the venue will be arriving in their own car. Traditionally visiting a tavern is not an individual activity but a more sociable one with patrons frequently arriving by taxi or sharing a lift with others. Especially if they intend to drink liquor which the venue supplies. As mentioned in the original TMP the venue will be promoting government drink driving messages and providing taxi and alternative transportation as the need arises.

The venue is also providing a space for families to socialize by the provision of a large grassed area. This target group will be comprised of children and juveniles accompanied by a responsible adult or adults. This also supports the applicants view that a capacity of 250 does not equate to 250 vehicles, or even 125 vehicles.

During typical operations, where many patrons may arrive together, via taxi or may be dropped off by other means, the applicants expect an average of ten vehicles parked at any one time with the average patrons remaining for one to two hours.

Attachment 5

Shire of Northam Local Planning Scheme No.6
Application for Planning Approval – Lot 146 and Lot 147 (No. 426) Fitzgerald Street, Northam
Schedule of Submissions

No.	Date Received	Name & Address of Affected Property	Summary of Comments Made	Summary of Applicant's Responses	Local Government Comments & Recommendations
1	Received	Millington Street landowner (name and address supplied)	<p>Recently lodged a complaint with the Shire regarding:</p> <ul style="list-style-type: none"> Excessive noise emanating from the application site when the proponents had a one-off function; and Cars driving up and down Millington Street (lack of onsite parking at the venue) 	<ul style="list-style-type: none"> Advises that The Grand is zoned 'Commercial' under the Scheme; Advises that the Police attended the property when they had a one-off function. The Police advised that they deemed that the sound level was appropriate and did not require that the sound level be reduced; Advises that they are unsure why cars driving along Millington St should be an issue unless they were breaking the law. Further advises that being adjacent to a commercial area, Millington Street would receive significant traffic noise from heavy vehicles far in excess of the noise produced by a passenger vehicle; and Advises that they have received no direct complaints from anyone. 	<p>The submission is noted.</p> <p><u>Noise</u> The Shire has already received noise complaints from a previous one-off function held in March 2017, stating that the noise from the function caused them significant discomfort to their amenity.</p> <p>The proposed Tavern and any associated activities are required to comply at all times with the <i>Environmental Protection (Noise) Regulations 1997</i>.</p> <p>It is recommended that an Acoustic report is submitted to the Shire of Northam prior to any outdoor functions be held on the premises to ensure that the proposed activities can comply with <i>Environmental Protection (Noise) Regulations 1996</i>.</p> <p><u>Parking</u> Refer to comments and recommendations under submission no. 3 below.</p>
2		Millington Street landowner (name and address supplied)	Supports the proposal.	Nil.	The submission is noted.

No.	Date Received	Name & Address of Affected Property	Summary of Comments Made	Summary of Applicant's Responses	Local Government Comments & Recommendations
3	Received	Northam Heritage Forum (NHF) (Lessee), 401 Fitzgerald Street, Northam (old Northam Railway Station), Crown land managed by Shire of Northam	<p>Raised concerns regarding the following matters:</p> <ul style="list-style-type: none"> ▪ Use of the old Northam Railway Station's carpark by patrons of the proponent's venue at 426 Fitzgerald Street, despite the premises being leased by NHF from the Shire of Northam; ▪ Security at the old railway station premises would be compromised and the potential for anti-social behaviour that would arise at the site of the old Northam Railway Station, given that it is apparent that the operators of The Grand intend to utilise the station's car park. 	<ul style="list-style-type: none"> • Advises that they believe there is a low risk of The Grand patrons impinging on the available parking spaces during the Museum's operating times; • Advises that the Shire of Northam Planning Scheme No. 6 provides an opportunity to include a number of "off-street" carparking bays for commercial businesses; • Advises that they do not consider that The Grand will increase "unwanted activities" in the vicinity of the Museum; • Advises that there will be 10 surveillance cameras on The Grand premises, with at least one for each entry/exit and two covering the front of the Grand on Fitzgerald Street. 	<p>The submission is noted.</p> <p><u>Reciprocal use of the public carpark located at the old Northam Railway Station</u></p> <p>It is considered that peak demand for parking at the proposed venue will generally not coincide with peak demand for parking at the old Northam Railway Station. On this basis, it is considered that the carpark at the museum can be shared with the venue given that the 2 premises will, for the most part, be operating at different times.</p> <p><u>Parking shortfall</u></p> <p>The under-provision of carparking relative to LPS6 standards has been identified as one of the key issues in determining the application.</p> <p>Planning staff have determined that a total of 61 bays would be required for the venue. It has also been determined that the venue can realistically provide 28 car bays. This represents a shortfall of 33 bays.</p> <p>To make up the shortfall, it is recommended that the proponents enter into an agreement with the Shire for the provision of off-site car parking in accordance with Clause 4.13.7 of the Scheme, in order to construct a minimum of 33 parking</p>

No.	Date Received	Name & Address of Affected Property	Summary of Comments Made	Summary of Applicant's Responses	Local Government Comments & Recommendations
					<p>bays on the verge of Fitzgerald Street.</p> <p><u>Security</u> A suspicion that the proposed tavern at 426 Fitzgerald Street would increase the potential for anti-social behaviour at the nearby old Northam Railway Station, whether reasonable or not, is not normally a relevant planning consideration.</p> <p>It is noted, however, that the proponents intend to install a closed-circuit TV (CCTV) system throughout the venue, including at all entrance and exit points. The applicant advises that the CCTV system will provide vision / footage that would enable identification, as defined by the current Australia and New Zealand Policing Advisory Agency ANZPAA Recommendations for CCTV Systems and the WA Police Local Interpretation Guide for the ANZPAA Recommendations for CCTV Systems.</p>

- END OF SCHEDULE OF SUBMISSIONS -

12.4 CORPORATE SERVICES

12.4.1 Accounts & Statements of Accounts – JULY 2017

Address:	N/A
Owner:	N/A
File Reference:	2.1.3.4
Reporting Officer:	Creditors Officer Kathy Scholz
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Simple Majority

BRIEF

For Council to receive the accounts for the period from 1 July 2017 to 31 July 2017

ATTACHMENTS

Attachment 1: Accounts & Statements of Accounts – July 2017

Attachment 2: Declaration.

BACKGROUND / DETAILS

The reporting of monthly financial information is a requirement under section 6.4 of the Local Government Act 1995, and Regulation 34 of the Local Government (Financial Management) Regulations.

Pursuant to Financial Management Regulation 13, a list of payments made from Municipal and Trust accounts is required to be presented to Council on a periodical basis. These details are included as Attachment 1. In accordance with Financial Management Regulation 12, the Chief Executive Officer has delegated authority to make these payments.

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective G2: Improve organisational capability and capacity.

Strategy G2.3: Operate / manage organisation in a financially sustainable manner.

Financial / Resource Implications

Payments of accounts are in accordance with Council's 2016/17 Budget.

Legislative Compliance

Section 6.4 of the Local Government Act

Financial Management Regulations 2007 9

Section 6.26(2)(g) of the Local Government Act 1995

Policy Implications

Nil.

Stakeholder Engagement / Consultation

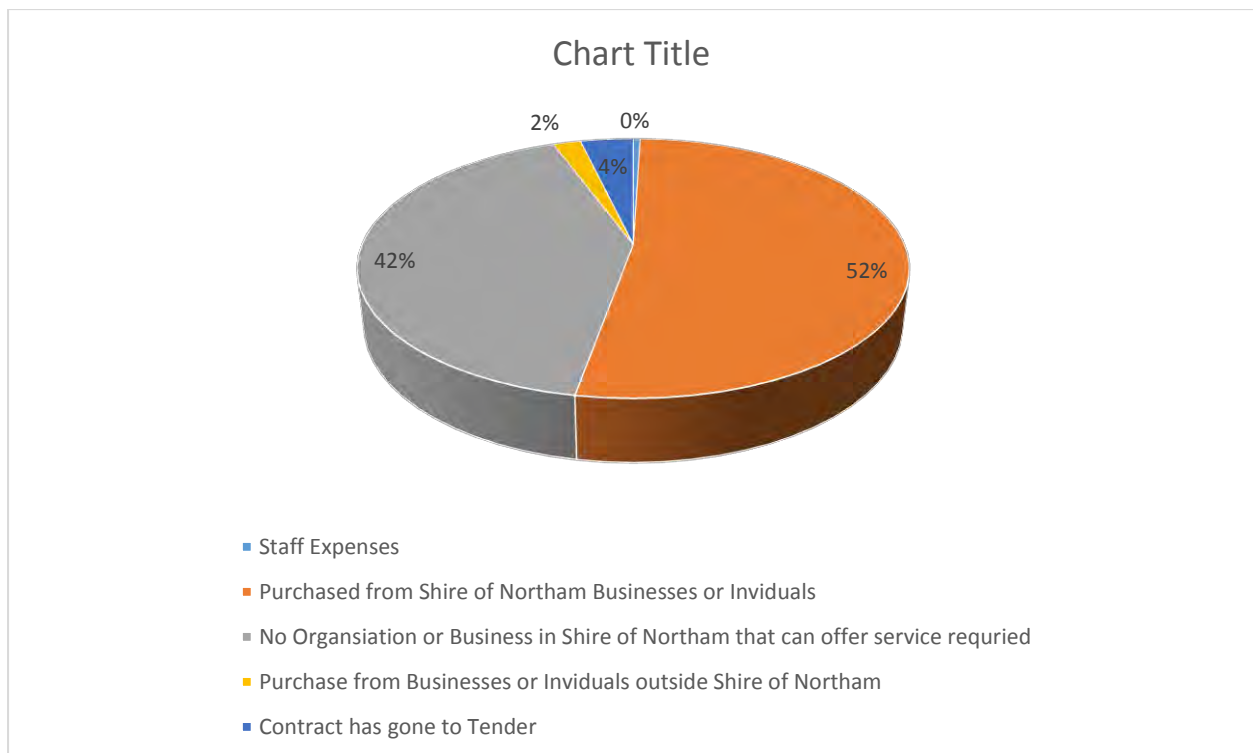
Not applicable.

Risk Implications

Nil.

OFFICER'S COMMENT

The matter of Council 'supporting local business' has been raised over a long period. To assist in providing a greater understanding of the purchasing patterns of the Shire of Northam, the following graph summarises the payments made locally for the month of June 2017;



RECOMMENDATION

That Council endorse the payments for the 1st July 2017 to 31st July 2017, as listed, which have been made in accordance with the delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
2019	27/07/2017	SHIRE OF NORTHAM	PROJECT 106 (NORTHAM) WHEATBELT DEVELOPMENT COMMISSION - NORTHAM CBD REVITALISATION PROJECT.	2		35,425.00
INV T419	27/07/2017	SHIRE OF NORTHAM	FUNDRAISING MONEY USED FOR STORM DAMAGE BY SHIRE OF NORTHAM	2	175.00	
INV T957	27/07/2017	SHIRE OF NORTHAM	RECEIPT OF SHIRE AROC FUNDS - GST PAID \$750.00 & GST RECEIVED (3000.00).	2	2,250.00	
INV T965	27/07/2017	SHIRE OF NORTHAM	PROJECT 106 (NORTHAM) WHEATBELT DEVELOPMENT COMMISSION - NORTHAM CBD REVITALISATION PROJECT.	2	33,000.00	
2020	27/07/2017	TOM MAINDOK	REFUND OF BOND FOR CAT TRAP HIRE.	2		100.00
INV T991	27/07/2017	TOM MAINDOK	REFUND OF BOND FOR CAT TRAP HIRE.	2	100.00	
EFT26877	13/07/2017	WA GRAVEL PTY LTD	SUPPLY OF GRAVEL FROM WA GRAVEL PTY LTD CHITTY ROAD GRAVEL PIT FOR NEWMAN STREET ROAD WORKS @ \$7.00 PER TONNE.	1		38,120.39
INV 0000001330/06/2017		WA GRAVEL PTY LTD	GRAVEL CARTING TO WILSON STREET GRASS VALLEY.	1	694.69	
INV 0000001330/06/2017		WA GRAVEL PTY LTD	SUPPLY OF GRAVEL FROM WA GRAVEL PTY LTD CHITTY ROAD GRAVEL PIT FOR BEDFORD STREET ROADWORKS @ \$7.00 PER TONNE.	1	356.20	
INV 0000001330/06/2017		WA GRAVEL PTY LTD	SUPPLY OF GRAVEL FROM WA GRAVEL PTY LTD CHITTY ROAD GRAVEL PIT FOR TRIMMER ROAD 1668 TONNE @ \$7.00 PER TONNE.	1	3,173.32	
INV 0000001330/06/2017		WA GRAVEL PTY LTD	SUPPLY OF GRAVEL FROM WA GRAVEL PTY LTD CHITTY ROAD GRAVEL PIT FOR NEWMAN STREET ROAD WORKS @ \$7.00 PER TONNE.	1	14,851.61	
INV 0000001330/06/2017		WA GRAVEL PTY LTD	GRAVEL CARTING TO STRICKLAND AVENUE NORTHAM.	1	946.64	
INV 0000001330/06/2017		WA GRAVEL PTY LTD	GRAVEL CARTING TO PERINA PLACE NORTHAM.	1	371.76	
INV 0000001330/06/2017		WA GRAVEL PTY LTD	GRAVEL CARTING TO LAWLEY AVENUE NORTHAM.	1	1,278.97	
INV 0000001330/06/2017		WA GRAVEL PTY LTD	GRAVEL CARTING TO LANCE STREET NORTHAM.	1	1,476.40	
INV 0000001330/06/2017		WA GRAVEL PTY LTD	GRAVEL CARTING TO QUEEN STREET NORTHAM.	1	1,120.35	

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INV 0000001330/06/2017		WA GRAVEL PTY LTD	SUPPLY OF GRAVEL FROM WA GRAVEL PTY LTD CHITTY ROAD GRAVEL PIT FOR LEAVER ROAD, ROAD WORKS @ \$7.00 PER TONNE.	1	13,850.45	
EFT26878	17/07/2017	AUSTRALIAN SERVICES UNION	Payroll deductions	1		27.45
INV DEDUCT11/07/2017		AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
EFT26879	17/07/2017	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END 11/7/2017.	1		49,270.00
INV PAYG 11.11/07/2017		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END 11/7/2017.	1	49,270.00	
EFT26880	17/07/2017	CHILD SUPPORT AGENCY	Payroll deductions	1		1,110.01
INV DEDUCT11/07/2017		CHILD SUPPORT AGENCY	Payroll deductions		1,110.01	
EFT26881	17/07/2017	CYNTHIA FRED	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ART.	1		220.00
INV JW06072006/07/2017		CYNTHIA FRED	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ART.	1	220.00	
EFT26882	17/07/2017	EASIFLEET	Payroll deductions	1		1,394.47
INV DEDUCT11/07/2017		EASIFLEET	Payroll deductions		987.11	
INV DEDUCT11/07/2017		EASIFLEET	Payroll deductions		407.36	
EFT26883	17/07/2017	FRANCES GILLESPIE	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ART.	1		840.00
INV JW06072006/07/2017		FRANCES GILLESPIE	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ART.	1	840.00	
EFT26884	17/07/2017	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	Payroll deductions	1		20.50
INV DEDUCT11/07/2017		LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	Payroll deductions		20.50	
EFT26885	17/07/2017	YVONNE KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ART.	1		220.00
INV JW06072006/07/2017		YVONNE KICKETT	NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE ABORIGINAL ART.	1	220.00	

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EFT26886	17/07/2017	ASTRO SYNTHETIC TURF	SUPPLY & INSTALL 50MM DEEP SYNTHETIC MULCH TO THE TREE WELLS FOR 78 TREES IN THE MAIN STREET & AVON MALL AS PER QUOTE# 16262.	1		24,838.00
INV 0000040327/06/2017		ASTRO SYNTHETIC TURF	SUPPLY & INSTALL 50MM DEEP SYNTHETIC MULCH TO THE TREE WELLS FOR 78 TREES IN THE MAIN STREET & AVON MALL AS PER QUOTE# 16262.	1	17,160.00	
INV 0000040428/06/2017		ASTRO SYNTHETIC TURF	SUPPLY AND INSTALL 15MM SINGLE DENISTY BLUE ASTRO PLAYSFAFE PREMIUM SOFT FALL RUBBER TO A CONCRETE BASE (48.8M2) AS PER QUOTE 16261	1	7,678.00	
EFT26887	17/07/2017	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	AUSTRAL - GENERAL PROCEDURE CLAIM RUN - GST	1		30,412.36
INV 70259	28/06/2017	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	AUSTRAL - GENERAL PROCEDURE CLAIM RUN - GST	1	30,412.36	
EFT26888	17/07/2017	AUSTRALIA POST	POSTAGE FOR JUNE 2017 - ADMIN, KILLARA, & LIBRARY.	1		1,165.56
INV JUNE 20103/07/2017		AUSTRALIA POST	POSTAGE FOR JUNE 2017 - ADMIN, KILLARA, & LIBRARY.	1	1,165.56	
EFT26889	17/07/2017	AVON VALLEY CONTRACTORS	GRAVEL CARTING FROM CAPITAL RECYCLING (THE LAKES) TO LEAVER ROAD	1		25,183.64
INV 1859	22/06/2017	AVON VALLEY CONTRACTORS	1 LOAD (25 TONNE) YELLOW BRICKIES SAND	1	625.00	
INV 1868	30/06/2017	AVON VALLEY CONTRACTORS	OLD QUARRY ROAD REFUSE SITE - CUT NEW DRAINAGE FOR STORMWATER, FIX BOUNDARY FENCE & CLEAN UP RUBBISH IN Paddock.	1	1,683.00	
INV 1869	30/06/2017	AVON VALLEY CONTRACTORS	OLD QUARRY ROAD REFUSE SITE - INSTALL CULVERT & DIVERT WATER FROM POND 2 & DIVERT WATER FROM STORM WATER CATCHMENT DAM.	1	2,882.00	
INV 1860	22/06/2017	AVON VALLEY CONTRACTORS	GRAVEL CARTING FROM CAPITAL RECYCLING (THE LAKES) TO LEAVER ROAD	1	9,996.82	
INV 1860	22/06/2017	AVON VALLEY CONTRACTORS	GRAVEL CARTING FROM CAPITAL RECYCLING (THE LAKES) TO LEAVER ROAD	1	9,996.82	
EFT26890	17/07/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	COMPLETION OF DRAINAGE WORKS AT MITCHELL AVENUE.	1		53,499.60
INV 136	08/05/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	COMPLETION OF DRAINAGE WORKS AT MITCHELL AVENUE.	1	47,559.60	
INV 142	23/05/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	HIRE OF EXCAVATOR WHILE BACKHOE IS BEING REPAIRED	1	5,940.00	

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EFT26891	17/07/2017	BETTA ROADS PTY LTD	POLYCOM IN 2KG CONTAINERS	1		24,948.00
INV 0000021426	06/2017	BETTA ROADS PTY LTD	POLYCOM IN 2KG CONTAINERS	1	24,948.00	
EFT26892	17/07/2017	BLUE FORCE PTY LTD	PROVISION OF CCTV INFRASTRUCTURE AS PER 4 OF 2016 PROGRESS CLAIM NO 3.	1		64,709.10
INV 70166	28/03/2017	BLUE FORCE PTY LTD	PROVISION OF CCTV INFRASTRUCTURE AS PER 4 OF 2016 PROGRESS CLAIM NO 3.	1	38,409.94	
INV 72586	30/06/2017	BLUE FORCE PTY LTD	PROVISION OF CCTV INFRASTRUCTURE AS PER 4 OF 2016 - PROGRESS CLAIM 6.	1	26,299.16	
EFT26893	17/07/2017	DOWNER EDI WORKS PTY LTD	SUPPLY & LAY ASPHALT QUEEN STREET NORTHAM FOR THE ASPHALT PROGRAM TENDER 7 OF 2015.	1		107,271.98
INV 6001856	15/06/2017	DOWNER EDI WORKS PTY LTD	SUPPLY & LAY ASPHALT QUEEN STREET NORTHAM FOR THE ASPHALT PROGRAM TENDER 7 OF 2015.	1	46,205.81	
INV 6001854	15/06/2017	DOWNER EDI WORKS PTY LTD	SUPPLY & LAY ASPHALT LAWLEY AVENUE NORTHAM FOR THE ASPHALT PROGRAM TENDER 7 OF 2015.	1	42,445.66	
INV 6001853	15/06/2017	DOWNER EDI WORKS PTY LTD	SUPPLY & LAY ASPHALT PERINA PLACE NORTHAM	1	18,620.51	
EFT26894	17/07/2017	DUNNING INVESTMENTS PTY LTD	FUEL CHARGES FOR JUNE 2017.	1		18,726.36
INV JUNE 20130	06/2017	DUNNING INVESTMENTS PTY LTD	FUEL CHARGES FOR JUNE 2017.	1	18,726.36	
EFT26895	17/07/2017	HI CONSTRUCTIONS AUST PTY LTD	MOBILIZATION OF PLANT & EQUIPMENT TO THE NORTHAM TOWN HALL- HILTI EXPOXY STAINLESS STEEL REO BAR PLUS MISC EQUIPMENT - PINNING IN PROGRESS ON GORDON STREET NOTE / EXTRA PINNING WAS REQUIRED AS TO THE NATURE OF THE CRACKS THIS BECAME MORE VISIBLE ONCE THE THE SCAFFOLDUBG WAS IN PLACE.	1		14,135.00
INV NTHM-2	23/06/2017	HI CONSTRUCTIONS AUST PTY LTD	MOBILIZATION OF PLANT & EQUIPMENT TO THE NORTHAM TOWN HALL- HILTI EXPOXY STAINLESS STEEL REO BAR PLUS MISC EQUIPMENT - PINNING IN PROGRESS ON GORDON STREET NOTE / EXTRA PINNING WAS REQUIRED AS TO THE NATURE OF THE CRACKS THIS BECAME MORE VISIBLE ONCE THE THE SCAFFOLDUBG WAS IN PLACE.	1	14,135.00	

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EFT26896	17/07/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	MITCHELL AVENUE NORTHAM RED ASPHALT APPLICATION - REMOVE EXISTING FOOTPATH, KERB & PRAM RAMPS APPROX 700MTRS OF PATH, 50M KERB & 6 PRAM RAMPS. LOAD & CART BY TRUCK TO TIP. SITE WORKS FOR NEW FOOTPATH, 2M IN FRONT OF SWIMMING POOL & 2.5M FOR THE REST OF THE SITE UNLESS BLENDING INTO EAST & WEST ENDS. PREPARE MINOR SECTIONS OF ROAD FOR NEW KERB TO SIT ON IF REQUIRED (THIS WILL BE INVOICED AS A SEPERATE ITEM ONCE AGREED ON SITE AS IT IS A VARIABLE ITEM THAT IS UNKNOWN TO QUOTE ON). HAND OVER TO SHIRE FOR INSTALLATION OF KERB &	1		73,232.50
INV 001186	16/06/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	APPLICATION - REMOVE EXISTING FOOTPATH, KERB & PRAM RAMPS APPROX 700MTRS OF PATH, 50M KERB & 6 PRAM RAMPS. LOAD & CART BY TRUCK TO TIP. SITE WORKS FOR NEW FOOTPATH, 2M IN FRONT OF SWIMMING POOL & 2.5M FOR THE REST OF THE SITE	1	11,132.00	
INV 001185	16/06/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	MITCHELL AVENUE NORTHAM RED ASPHALT APPLICATION - REMOVE EXISTING FOOTPATH, KERB & PRAM RAMPS APPROX 700MTRS OF PATH, 50M KERB & 6 PRAM RAMPS. LOAD & CART BY TRUCK TO TIP. SITE WORKS FOR NEW FOOTPATH, 2M IN FRONT OF SWIMMING POOL & 2.5M FOR THE REST OF THE SITE UNLESS BLENDING INTO EAST & WEST ENDS. PREPARE MINOR SECTIONS OF ROAD FOR NEW KERB TO SIT ON IF REQUIRED (THIS WILL BE INVOICED AS A SEPERATE ITEM ONCE AGREED ON SITE AS IT IS A VARIABLE ITEM THAT IS UNKNOWN TO QUOTE ON). HAND OVER TO SHIRE FOR INSTALLATION OF KERB &	1	48,691.50	
INV 001155	03/05/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	RECONSTRUCT BOTH REPAIRS ON WERIBEE ROAD WOOROLOO. RIP EXISTING MATERIAL, TOP UP WITH GRAVEL, ADD CEMENT & MIX REQUIRED MOISTURE. COMPACT & GRADE TO LEVEL. TRIM TO TIE IN TO EACH END WITH SMOOTH	1	1,309.00	

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INV 001151	03/05/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	RECONSTRUCT BOTH REPAIRS ON WERIBEE ROAD WOOROLOO. RIP EXISTING MATERIAL, TOP UP WITH GRAVEL, ADD CEMENT & MIX REQUIRED MOISTURE. COMPACT & GRADE TO LEVEL. TRIM TO TIE IN TO EACH END WITH SMOOTH TRANSITION. SUPPLY & SPRAY 10MM & 7MM 2 COAT EMULSION SEAL AS PER QUOTE DATED 20/04/2017.	1	12,100.00	
EFT26897	17/07/2017	MALATESTA ROAD PAVING & HOT MIX	SUPPLY & LAY SPRAY SEAL AT WERRIBEE ROAD NORTHAM AS PER TENDER 6 OF 2015.	1		17,745.29
INV I31524	16/05/2017	MALATESTA ROAD PAVING & HOT MIX	SUPPLY & LAY SPRAY SEAL AT WERRIBEE ROAD NORTHAM AS PER TENDER 6 OF 2015.	1	17,745.29	
EFT26898	17/07/2017	RETAIL DECISIONS (COLES)	COLES PURCHASES FOR JUNE 2017 - FOR CARD HOLDERS - MILTON BROOKS, SUSAN BURLEY, BEV BULL, ALISON ROWLAND, CHRISTINE WATERS, KRISTY ROBINSON, ALYSHA MAXWELL. WENDY SOFOULIS, VICTORIA JONES.	1		2,634.92
INV JUNE 20130/06/2017		RETAIL DECISIONS (COLES)	COLES PURCHASES FOR JUNE 2017 - FOR CARD HOLDERS - MILTON BROOKS, SUSAN BURLEY, BEV BULL, ALISON ROWLAND, CHRISTINE WATERS, KRISTY ROBINSON, ALYSHA MAXWELL. WENDY SOFOULIS, VICTORIA JONES.	1	2,634.92	
EFT26899	17/07/2017	SPECIALISED TREE SERVICE	HIRE OF CHERRY PICKER TO REATTACH WIND SOCK	1		1,795.00
INV 2557	28/06/2017	SPECIALISED TREE SERVICE	REMOVE TREE ON HOLTFRETER AVE IN	1	400.00	
INV 2561	30/06/2017	SPECIALISED TREE SERVICE	PRUNE TREES AS RECOMMENDED BY ARBORIST (ICS63607 & ICS63764)	1	630.00	
INV 2566	30/06/2017	SPECIALISED TREE SERVICE	HIRE OF CHERRY PICKER TO REATTACH WIND SOCK	1	765.00	
EFT26900	17/07/2017	SUPERCIVIL	MITCHELL AVENUE ADDITIONAL WORKS - 50M OF KERBING @ \$23 + GST PER M AS PER QUOTE# 00006940.	1		28,077.50
INV 0000695930/06/2017		SUPERCIVIL	MITCHELL AVENUE ADDITIONAL WORKS - 50M OF KERBING @ \$23 + GST PER M AS PER QUOTE# 00006940.	1	28,077.50	

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EFT26901	17/07/2017	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL FROM PUMA STORES - JUNE 2017.	1		1,853.08
INV JUNE 20130/06/2017		WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL FROM PUMA STORES - JUNE 2017.	1	1,853.08	
EFT26902	17/07/2017	ABBOTT & CO PRINTERS	10,000 SHIRE OF NORTHAM LETTERHEAD.	1		1,339.82
INV 1,013,10630/06/2017		ABBOTT & CO PRINTERS	X 10 GRANT OF RIGHT TO BURIAL BOOKS.	1	458.71	
INV 1,013,03630/06/2017		ABBOTT & CO PRINTERS	10,000 SHIRE OF NORTHAM LETTERHEAD.	1	881.11	
EFT26903	17/07/2017	AG IMPLEMENTS NORTHAM PTY LTD	BLR6893 BLADES FOR KUBOTA MOWERS	1		1,011.70
INV 301810	30/06/2017	AG IMPLEMENTS NORTHAM PTY LTD	FERRIS MOWER BLADES GA POWER BLR6589	1	189.60	
INV 301426	28/06/2017	AG IMPLEMENTS NORTHAM PTY LTD	BLR6893 BLADES FOR KUBOTA MOWERS	1	822.10	
EFT26904	17/07/2017	ALLVEHICLES (NORTHAM RADIATOR SPECIALISTS & AVON 4WD CENTRE)	EQUIPMENT FOR CESM VEHICLES - PRESSURE GUAGES, PUNCTURE REPAIR KIDS, AIR COMPRESORS KITS	1		1,553.91
INV 57543/5716/06/2017		ALLVEHICLES (NORTHAM RADIATOR SPECIALISTS & AVON 4WD CENTRE)	EQUIPMENT FOR CESM VEHICLES - PRESSURE GUAGES, PUNCTURE REPAIR KIDS, AIR COMPRESORS KITS	1	1,553.91	
EFT26905	17/07/2017	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	PUMP FITTINGS	1		76.35
INV 5949341	27/06/2017	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	PUMP FITTINGS	1	76.35	
EFT26906	17/07/2017	AUS RECORD	x 200 TRADITIONAL TUBE CLIP SET	1		151.80
INV 0008576020/06/2017		AUS RECORD	x 200 TRADITIONAL TUBE CLIP SET	1	151.80	
EFT26907	17/07/2017	AUSTRALIAN ASPHALT PAVING ASSOCIATION	SPRAYED SEALING FIELD PROCEDURES TRAINING FOR TRACEY PEARCE - 08/09/2017	1		855.00
INV INV-185729/05/2017		AUSTRALIAN ASPHALT PAVING ASSOCIATION	SPRAYED SEALING FIELD PROCEDURES TRAINING FOR TRACEY PEARCE - 08/09/2017	1	855.00	
EFT26908	17/07/2017	AUSTRALIAN PAPER	X 4000 WINDOW FACE ENVELOPES FOR SHIRE ADMIN BUILDING.	1		143.79
INV 9584311930/06/2017		AUSTRALIAN PAPER	X 4000 WINDOW FACE ENVELOPES FOR SHIRE ADMIN BUILDING.	1	143.79	
EFT26909	17/07/2017	AUTOPRO NORTHAM	10L FUEL CONTAINERS	1		109.62

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INV 673987	08/06/2017	AUTOPRO NORTHAM	RUBBER MOUNTS FOR HIRE PROFILER	1	50.24	
INV 676050	21/06/2017	AUTOPRO NORTHAM	10L FUEL CONTAINERS	1	59.38	
EFT26910	17/07/2017	AVN NORTHAM PTY LTD T/AS AVON VALLEY NISSAN & MITSUBISHI	PURCHASE OF NEW 2017 MITSUBISHI TRITON 4X2 SINGLE CAB UTE.	1		19,797.20
INV 293360	15/06/2017	AVN NORTHAM PTY LTD T/AS AVON VALLEY NISSAN & MITSUBISHI	60,000KM SERVICE ON MITSUBISHI OUTLANDER N11131.	1	249.00	
INV 2308918	30/06/2017	AVN NORTHAM PTY LTD T/AS AVON VALLEY NISSAN & MITSUBISHI	PURCHASE OF NEW 2017 MITSUBISHI TRITON 4X2 SINGLE CAB UTE.	1	16,850.00	
INV 292790	06/06/2017	AVN NORTHAM PTY LTD T/AS AVON VALLEY NISSAN & MITSUBISHI	34000KM SERVICE TO MITSUBISHI TRITON N11254 - PN1517.	1	484.00	
INV 293692	22/06/2017	AVN NORTHAM PTY LTD T/AS AVON VALLEY NISSAN & MITSUBISHI	RANGER SERVICES REPAIR BRAKE LIGHTS, REPLACE LEFT HAND REAR WHEEL SEAL & REPLACE BROKEN SWAY BAR BRACKET ON BCI PROMA DX WHEELCHAIR BUS KILLARA2.	1	2,214.20	
EFT26911	17/07/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE	1		4,704.00
INV 0056	18/06/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE 6/6/2017 TO 18/06/2017.	1	1,568.00	
INV 0057	02/07/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE	1	1,568.00	
INV 0150	09/04/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE	1	1,568.00	
EFT26912	17/07/2017	AVON TELECOMS PTY LTD	INSTALL ADDITIONAL PHONE & DATA POINTS IN THE SHIRE ADMIN BUILDING.	1		1,917.00
INV 0000450227/06/2017		AVON TELECOMS PTY LTD	SERVICE CALL FOR RESTORING THE INTERNET AND NETWORK SWITCH CONNECTION	1	198.00	
INV 0000450929/06/2017		AVON TELECOMS PTY LTD	INSTALL ADDITIONAL PHONE & DATA POINTS IN THE SHIRE ADMIN BUILDING.	1	660.00	
INV 0000450929/06/2017		AVON TELECOMS PTY LTD	SUPPLY 2 ADDITIONAL ARIA PHONES AT THE SHIRE ADMIN MIN BUILDING.	1	220.00	
INV 0000450627/06/2017		AVON TELECOMS PTY LTD	SERVICE CALL OUT TO CHECK & EXPLAIN ARMING & DISARMING OF SECURITY SYSTEM AT OLD RAILWAY STATION.	1	198.00	
INV 0000452701/07/2017		AVON TELECOMS PTY LTD	SECURITY MONITORING AT ASSORTED BUILDINGS IN THE SHIRE OF NORTHAM FOR JULY 2017.	1	641.00	

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EFT26913	17/07/2017	AVON VALLEY BAKERY	CATERING MORNING TEA WITH PERDAMAN GROUP AND MINISTER ALANNAH MAC TIERNAN 2 MAY 2017 15 X MIXED SANDWICHES 15 X CAKES/SLICES 15 X PARTY PIES 15 X PARTY SAUSAGE ROLLS	1		339.50
INV 2463	07/06/2017	AVON VALLEY BAKERY	CATERING MORNING TEA WITH PERDAMAN GROUP AND MINISTER ALANNAH MAC TIERNAN 2 MAY 2017 15 X MIXED SANDWICHES 15 X CAKES/SLICES 15 X PARTY PIES 15 X PARTY SAUSAGE ROLLS	1	154.50	
INV 2483	12/07/2017	AVON VALLEY BAKERY	CATERING FOR JDAP MEETING - 15 JUNE 2017	1	45.00	
INV 2483	12/07/2017	AVON VALLEY BAKERY	100 X HOTDOG ROLLS, 100 X ROUND ROLLS INCLUDING DELIVERY TO NORTHAM REC CENTRE ON 16/06/2017 FOR THE 2017 VOLUNTEER FIREFIGHTER	1	140.00	
EFT26914	17/07/2017	AVON VALLEY GLASS	REPLACE CHIPPED WINDSCREEN IN HOLDEN TRAILBLAZER PN1618 - N10721.	1		930.15
INV 0000804428/06/2017		AVON VALLEY GLASS	REPLACE CHIPPED WINDSCREEN IN HOLDEN TRAILBLAZER PN1618 - N10721.	1	930.15	
EFT26915	17/07/2017	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION IN THE SHIRE OF NORTHAM FOR THE FORTNIGHT ENDING 23/06/2017.	1		118,337.50
INV 25105	23/06/2017	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION IN THE SHIRE OF NORTHAM FOR THE FORTNIGHT ENDING 23/06/2017.	1	82,230.77	
INV 25326	07/07/2017	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION IN THE SHIRE OF NORTHAM FOR THE FORTNIGHT ENDING 07/07/2017.	1	36,106.73	
EFT26916	17/07/2017	BARCODE DIRECT	NEW BARCODE SCANNER- NORTHAM LIBRARY	1		462.00
INV 0011486516/06/2017		BARCODE DIRECT	NEW BARCODE SCANNER- NORTHAM LIBRARY	1	462.00	
EFT26917	17/07/2017	BEAUREPAIRES	TYRES AT FOR THE GRADERS.	1		6,153.26

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INV U52434613/06/2017		BEAUREPAIRES	INKPEN 2.4 - JACK UP AND REMOVE WHEELS THEN RE-FIT	1	279.95	
INV U52434616/06/2017		BEAUREPAIRES	MOBILE GRADER REPAIR - TRIMMER ROAD - PN1314.	1	30.00	
INV U52434620/06/2017		BEAUREPAIRES	TYRES AT FOR THE GRADERS.	1	5,020.00	
INV 6409020426/04/2017		BEAUREPAIRES	TUBE AND FITTING FOR PN1502	1	216.51	
INV U52434629/06/2017		BEAUREPAIRES	REPAIR TYRE - SLOW LEAK (PN2116)	1	156.52	
INV 6409020426/04/2017		BEAUREPAIRES	NEW TYRE & FITTING ON HINO WATER TRUCK 1DZI621.	1	900.56	
INV 6600216326/04/2017		BEAUREPAIRES	CREDIT NOTE DUE TO BEING CHARGED FOR TWO NEW TYRES & FITTING WHEN WE ONLY GOT ONE.	1	-450.28	
EFT26918	17/07/2017	BENARA NURSERIES	X19 PYRUS CALLERYANA "REDSPIRE" IN 90LTR POTS FOR MITCHELL AVENUE.	1		4,364.25
INV 395681	27/06/2017	BENARA NURSERIES	X19 PYRUS CALLERYANA "REDSPIRE" IN 90LTR POTS FOR MITCHELL AVENUE.	1	4,364.25	
EFT26919	17/07/2017	BLACKWELL PLUMBING PTY LTD	REPAIR LEAKING ASBESTOS PUMP LINE, REPLACING BROKEN SECTION WITH 200MM BLUE BRUTE AND CONNECTING TO ASBESTOS WITH VAR-GIBS, INCLUDING EXCAVATION AND BACKFILL - AS PER	1		3,291.45
INV INV-163327/06/2017		BLACKWELL PLUMBING PTY LTD	REPAIR LEAKING ASBESTOS PUMP LINE, REPLACING BROKEN SECTION WITH 200MM BLUE BRUTE AND CONNECTING TO ASBESTOS WITH VAR-GIBS, INCLUDING EXCAVATION AND BACKFILL - AS PER	1	1,991.00	
INV INV-163223/06/2017		BLACKWELL PLUMBING PTY LTD	ATTEND WUNDOWIE HALL TO INVESTIGATE SEWER LINE BETWEEN HALL AND LIBRARY BLOCKAGES USING CAMERA DEVICE.	1	494.45	
INV INV-163730/06/2017		BLACKWELL PLUMBING PTY LTD	KATRINE TOILETS - PLEASE ATTEND SITE, IT HAS BEEN REPORTED THE TOILET IS LEAKING . PLEASE REPAIR.	1	202.00	
INV INV-163730/06/2017		BLACKWELL PLUMBING PTY LTD	VISITORS CENTRE - LADIES PUBLIC LAST TOILET - LEAKING ON THE FLOOR - PLEASE REPAIR.	1	105.00	
INV INV-163530/06/2017		BLACKWELL PLUMBING PTY LTD	KURINGAL VILLAGE WUNDOWIE - UNIT 5 - FIRST PICK UP A WEST COOK ELEVATED GAS STOVE-OVEN FROM BETTA HOME LIVING WHICH IS WAITING THERE, THEN REMOVE EXISTING FROM THE UNIT AND INSTALL NEW ONE. PLEASE COLLECT KEY FROM OUR HEAD OFFICE. ASK FOR SUE OR BRETT FOR KEY.	1	499.00	

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EFT26920	17/07/2017	CBCA WA BRANCH (INC)	2017 BOOKWEEK POSTER	1		37.25
INV 0000421118/06/2017		CBCA WA BRANCH (INC)	2017 BOOKWEEK POSTER	1	37.25	
EFT26921	17/07/2017	CHEFMASTER AUSTRALIA	X1 50CTN JUMBO VET BAGS FOR RANGER SERVICES.	1		166.20
INV 0001947328/06/2017		CHEFMASTER AUSTRALIA	X1 50CTN JUMBO VET BAGS FOR RANGER SERVICES.	1	166.20	
EFT26922	17/07/2017	CHRISTIE PARKSAFE	DOOR ONLY COMPLETE, P/COAT S/STEEL FOR PUSH BUTTON BRICK IN BARBECUE AS PER QUOTE QU85740	1		528.00
INV 0000051128/06/2017		CHRISTIE PARKSAFE	DOOR ONLY COMPLETE, P/COAT S/STEEL FOR PUSH BUTTON BRICK IN BARBECUE AS PER QUOTE QU85740	1	528.00	
EFT26923	17/07/2017	CLARK EQUIPMENT	HIRE OF PROFILER PICK UP 6 JUNE 2017	1		1,210.00
INV 201826	23/06/2017	CLARK EQUIPMENT	HIRE OF PROFILER PICK UP 6 JUNE 2017	1	1,210.00	
EFT26924	17/07/2017	COLIN DUNCAN GRANT	CLEANING OF WUNDOWIE HALL FOR THE PERIOD 02/06/2017 TO 30/06/2017.	1		2,348.50
INV P868	30/06/2017	COLIN DUNCAN GRANT	CLEANING OF NORTHAM SENIORS HALL FOR THE PERIOD 05/06/2017 TO 26/06/2017.	1	616.00	
INV P869	30/06/2017	COLIN DUNCAN GRANT	CLEANING OF WUNDOWIE HALL FOR THE PERIOD 02/06/2017 TO 30/06/2017.	1	924.00	
INV P870	30/06/2017	COLIN DUNCAN GRANT	CLEANING OF WUNDOWIE LIBRARY FOR THE PERIOD 02/06/2017 TO 30/06/2017.	1	808.50	
EFT26925	17/07/2017	COUNTRY COMFORTSTYLE NORTHAM	1500 X 1500 WORKSTATIONS - GREY COLOUR	1		2,097.00
INV 3527	20/06/2017	COUNTRY COMFORTSTYLE NORTHAM	1800L X 750D X 730H WORKSTATION - GREY	1	499.00	
INV 3527	20/06/2017	COUNTRY COMFORTSTYLE NORTHAM	1500 X 1500 WORKSTATIONS - GREY COLOUR	1	798.00	
INV 3422	31/05/2017	COUNTRY COMFORTSTYLE NORTHAM	BERMUDA OFFICE CHAIR - JODIE	1	400.00	
INV 3396	19/05/2017	COUNTRY COMFORTSTYLE NORTHAM	BERMUDA OFFICE CHAIR FOR J BECKER.	1	400.00	
EFT26926	17/07/2017	COUNTRY COPIERS NORTHAM	TONER CARTRIDGE FOR EXEC MANAGER ENGINEERING SERVICES PRINTER.	1		679.20
INV 40668	30/06/2017	COUNTRY COPIERS NORTHAM	LAMINATING TWO POSTERS FOR NORTHAM LIBRARY.	1	23.00	
INV 40668	30/06/2017	COUNTRY COPIERS NORTHAM	ASSORTED STATIONARY ITEMS FOR NORTHAM LIBRARY.	1	64.20	

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INV 40635	30/06/2017	COUNTRY COPIERS NORTHAM	ASSORTED STATIONARY ITEMS FOR NORTHAM LIBRARY.	1	196.65	
INV 40635	30/06/2017	COUNTRY COPIERS NORTHAM	TONER CARTRIDGE FOR EXEC MANAGER ENGINEERING SERVICES PRINTER.	1	300.80	
INV 40635	30/06/2017	COUNTRY COPIERS NORTHAM	ASSORTED STATIONARY ITEMS FOR NORTHAM LIBRARY.	1	94.55	
EFT26927	17/07/2017	COUNTRYWIDE POOLS	CHAINSAW CHAPS FOR WUNDOWIE	1		1,995.31
INV 23427	13/06/2017	COUNTRYWIDE POOLS	CHAINSAW BARS & CHAINS FOR HUSQVARNA	1	541.97	
INV 23442	15/06/2017	COUNTRYWIDE POOLS	STARTER REWIND PLUS FREIGHT-STARTER ASSY HONDA GX100-GX160	1	106.24	
INV 23408	09/06/2017	COUNTRYWIDE POOLS	EDGER BLADES	1	100.00	
INV 23466	21/06/2017	COUNTRYWIDE POOLS	DRESS CHAINSAW BAR (WUNDOWIE), NEW CHAINSAW CHAIN, CHAINSAW FILE, BAR OIL	1	164.90	
INV 22994	20/03/2017	COUNTRYWIDE POOLS	CHAINSAW CHAPS FOR WUNDOWIE	1	739.20	
INV 23182	26/04/2017	COUNTRYWIDE POOLS	20 X 12" EDGER BLADES M-S COMMERCIAL FOR ENGINEERING SERVICES.	1	154.00	
INV 23485	26/06/2017	COUNTRYWIDE POOLS	CHAINSAW THROTTLE REPLACEMENT FOR HUSQVARNA	1	189.00	
EFT26928	17/07/2017	COVS PARTS PTY LTD	SOCKET ADAPTOR	1		24.72
INV 1690012607/06/2017		COVS PARTS PTY LTD	SOCKET ADAPTOR	1	24.72	
EFT26929	17/07/2017	DANIELS HEALTH SERVICES PTY LTD	STEEL WALL SAFE SERVICE AT BAKERS HILL TOILETS ON 14/06/2017 & 28/06/2017.	1		411.62
INV 1573731	30/06/2017	DANIELS HEALTH SERVICES PTY LTD	STEEL WALL SAFE SERVICE AT BAKERS HILL TOILETS ON 14/06/2017 & 28/06/2017.	1	164.65	
INV 1573734	30/06/2017	DANIELS HEALTH SERVICES PTY LTD	STEEL WALL SAFE SERVICE AT WUNDOWIE PUBLIC TOILETS ON 14/06/2017.	1	82.32	
INV 1573732	30/06/2017	DANIELS HEALTH SERVICES PTY LTD	STEEL WALL SAFE SERVICE AT BERNARD PARK ON 16/06/2017.	1	164.65	
EFT26930	17/07/2017	DAVID GRAY & CO PTY LTD	MGB 240LT DARK GREEN BIN INCLUDING PACKAGING AND DELIVERY TO SHIRE OF NORTHAM OPERATIONS DEPOT.	1		345.36

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INV 1451994	12/06/2017	DAVID GRAY & CO PTY LTD	MGB 240LT DARK GREEN BIN INCLUDING PACKAGING AND DELIVERY TO SHIRE OF NORTHAM OPERATIONS DEPOT.	1	345.36	
EFT26931	17/07/2017	DOWERIN EVENTS MANAGEMENT INC	REMAINING SITE FEES- DOWERIN FIELD DAYS 2017	1		368.00
INV 11413	16/06/2017	DOWERIN EVENTS MANAGEMENT INC	REMAINING SITE FEES- DOWERIN FIELD DAYS 2017	1	368.00	
EFT26932	17/07/2017	DUN & BRADSTREET AUSTRALIA	EXTERNAL SOLICITORS - SOLICITORS COSTS A1446 CHRISTOPHER CHARLES SHANNON	1		302.05
INV 795228	30/09/2016	DUN & BRADSTREET AUSTRALIA	EXTERNAL SOLICITORS - SOLICITORS COSTS A1446 CHRISTOPHER CHARLES SHANNON	1	302.05	
EFT26933	17/07/2017	E FIRE & SAFETY	NORTHAM DEPOT - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS2293.2 (6 MONTHLY TESTING @ \$7.70 PER UNIT BASED ON 47 UNITS).	1		4,344.45
INV 0020443927/06/2017		E FIRE & SAFETY	NORTHAM TOWN HALL - TESTING OF THE FIRE ALARM PANEL (CONVENTIONAL VIGILANT) IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.	1	161.15	
INV 0020443527/06/2017		E FIRE & SAFETY	NORTHAM RECREATION CENTRE - TESTING OF THE FIRE ALARM PANEL (FIRE FINDER & EWIS) IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851- JUNE 2017	1	226.60	
INV 0020443827/06/2017		E FIRE & SAFETY	KILLARA AGED CARE CENTRE - TESTING OF THE FIRE ALARM PANEL & OWS (FIRE FINDER & MIMIC) IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.8. JULY 2016.	1	218.90	
INV 0020415328/06/2017		E FIRE & SAFETY	REFUGE SITE / DOG POUND - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	203.50	
INV 0020415228/06/2017		E FIRE & SAFETY	MORBY COTTAGE - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	55.00	
INV 0020414828/06/2017		E FIRE & SAFETY	NORTHAM SOUND SHELL - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	55.00	
INV 0020414726/06/2017		E FIRE & SAFETY	OLD NORTHAM FIRE STATION - TESTING OF THE FIRE	1	55.00	

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INV 0020415528/06/2017		E FIRE & SAFETY	VINTAGE AUTO MUSEUM - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	55.00	
INV 0020415028/06/2017		E FIRE & SAFETY	RAILWAY MUSEUM - TESTING OF THE FIRE	1	55.00	
INV 0020416626/06/2017		E FIRE & SAFETY	BAKERS HILL FIRE STATION - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	55.00	
INV 0020414928/06/2017		E FIRE & SAFETY	BERNARD PARK PLAYGROUP - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	148.50	
INV 0020415426/06/2017		E FIRE & SAFETY	AVON VALLEY ARTS - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	163.90	
INV 0020415628/06/2017		E FIRE & SAFETY	NORTHAM POOL - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	154.00	
INV 0020417127/06/2017		E FIRE & SAFETY	TEST EXIT/EMERGENCY LIGHTS AT BERT HAWKE PAVILION.	1	148.50	
INV 0020417127/06/2017		E FIRE & SAFETY	SERVICE FIRE EQUIPMENT AT BERT HAWKE PAVILION.	1	23.10	
INV 0020417227/06/2017		E FIRE & SAFETY	TEST EXIT & EMERGENCY LIGHTS AT NORTHAM VISITOR CENTRE/RIVERSEdge CAFE.	1	148.50	
INV 0020417227/06/2017		E FIRE & SAFETY	SERVICE FIRE EQUIPMENT AT NORTHAM VISITOR CENTRE/RIVERSEdge CAFE.	1	77.00	
INV 0020417526/06/2017		E FIRE & SAFETY	TEST EXIT & EMERGENCY LIGHTS AT GRASS VALLEY HALL.	1	148.50	
INV 0020417526/06/2017		E FIRE & SAFETY	SERVICE FIRE EQUIPMENT AT GRASS VALLEY HALL.	1	23.10	
INV 0020417626/06/2017		E FIRE & SAFETY	SERVICE FIRE EQUIPMENT AT GRASS VALLEY FIRE STATION.	1	55.00	
INV 0020418127/06/2017		E FIRE & SAFETY	SERVICE FIRE EQUIPMENT AT NORTHAM MEMORIAL HALL.	1	53.90	
INV 0020418127/06/2017		E FIRE & SAFETY	TEST EXIT & EMERGENCY LIGHTS AT NORTHAM MEMORIAL HALL.	1	181.50	
INV 0020417326/06/2017		E FIRE & SAFETY	TEST EXIT & EMERGENCY LIGHTS AT SOUTHERN BROOK HALL.	1	181.50	
INV 0020417726/06/2017		E FIRE & SAFETY	TEST EXIT & EMERGENCY LIGHTS AT CLACKLINE COMMUNITY HALL.	1	148.50	

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INV 0020417726/06/2017		E FIRE & SAFETY	SERVICE FIRE EXTINGUISHERS AT CLACKLINE COMMUNITY HALL.	1	23.10	
INV 0020417326/06/2017		E FIRE & SAFETY	SERVICE FIRE EQUIPMENT AT SOUTHERN BROOK HALL.	1	15.40	
INV 0020416428/06/2017		E FIRE & SAFETY	NORTHAM DEPOT - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS2293.2 (6 MONTHLY TESTING @ \$7.70 PER UNIT BASED ON 47 UNITS).	1	1,027.40	
INV 0020416526/06/2017		E FIRE & SAFETY	BAKERS HILL RECREATION CENTRE - TESTING OF THE EXIT & EMERGENCY LIGHTS IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS2293.2 (6 MONTHLY TESTING).	1	148.50	
INV 0020416526/06/2017		E FIRE & SAFETY	BAKERS HILL RECREATION CENTRE - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS2293.2 (6 MONTHLY TESTING @ \$7.70 PER UNIT BASED ON 7 UNITS).	1	53.90	
INV 0020414426/06/2017		E FIRE & SAFETY	INKPEN FIRE STATION - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	225.50	
INV 0020414626/06/2017		E FIRE & SAFETY	IRISHTOWN FIRE STATION - TESTING OF THE FIRE EQUIPMENT IN ACCORDANCE WITH AUSTRALIAN STANDARDS AS1851.1 (6 MONTHLY TESTING).	1	55.00	
EFT26934	17/07/2017	FEDERALS FOOTBALL CLUB	CATERING AND MANAGING OF BAR AT 2016 SHIRE OF NORTHAM STAFF FUNCTION	1		750.00
INV 033/2017	01/07/2017	FEDERALS FOOTBALL CLUB	CATERING AND MANAGING OF BAR AT 2016 SHIRE OF NORTHAM STAFF FUNCTION	1	750.00	
EFT26935	17/07/2017	FULTON HOGAN INDUSTRIES PTY LTD	IT BULKA BAGS OF COLD MIX TO BE PICKED UP BY SHIRE OF NORTHAM 23 JUNE 2017	1		3,520.00
INV 5194246	07/06/2017	FULTON HOGAN INDUSTRIES PTY LTD	IT BULKA BAGS OF ASPHALT TO BE PICKED UP BY THE SHIRE OF NORTHAM 6/6/17	1	1,408.00	
INV 1073382729/06/2017		FULTON HOGAN INDUSTRIES PTY LTD	IT BULKA BAGS OF COLD MIX TO BE PICKED UP BY SHIRE OF NORTHAM 23 JUNE 2017	1	2,112.00	
EFT26936	17/07/2017	GARPEN PTY LTD	GSP2DE SUMP PUMP (2 INCH) - 6M CABLE WITH DIESEL ENGINE	1		2,500.00
INV SI-00030	23/06/2017	GARPEN PTY LTD	GSP2DE SUMP PUMP (2 INCH) - 6M CABLE WITH DIESEL ENGINE	1	2,500.00	

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EFT26937	17/07/2017	GLENN STUART BEVERIDGE	PAINT DOUBLE STREET LIGHT POLES IN FITZGERALD STREET NORTHAM	1		1,778.00
INV 6	21/10/2016	GLENN STUART BEVERIDGE	EMERGENCY REPAIR TO NEW FIRE DOOR CLIPS (STADIUM) AT THE NORTHAM RECREATION CENTRE X 2	1	150.00	
INV 95	21/06/2017	GLENN STUART BEVERIDGE	PAINT DOUBLE STREET LIGHT POLES IN FITZGERALD STREET NORTHAM	1	1,628.00	
EFT26938	17/07/2017	GRAFTON ELECTRICS	VARIOUS JOBS- VISITOR CENTRE	1		902.72
INV 1042	03/04/2017	GRAFTON ELECTRICS	VARIOUS JOBS- VISITOR CENTRE	1	803.72	
INV 1062	17/05/2017	GRAFTON ELECTRICS	CHECK POWER POINT- NORTHAM VISITOR CENTRE	1	99.00	
EFT26939	17/07/2017	GROVE WESLEY DESIGN ART	EVENT CALENDARS 2017 X2000	1		871.20
INV 4580	30/06/2017	GROVE WESLEY DESIGN ART	EVENT CALENDARS 2017 X2000	1	871.20	
EFT26940	17/07/2017	GWY PAINTING SERVICE	REPAINT INTERIOR TO UNIT 5 KURINGAL VILLAGE.	1		3,751.00
INV 1540	20/05/2017	GWY PAINTING SERVICE	REPAINT INTERIOR TO UNIT 5 KURINGAL VILLAGE.	1	3,751.00	
EFT26941	17/07/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	SERVICES PROVIDED BY GEOFFREY COPLEY IN POSITION OF WORKS SUPERVISOR FOR THE WEEK ENDING 18/06/2017.	1		8,318.89
INV 6695017	05/07/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	SERVICES PROVIDED BY GEOFFREY COPLEY IN POSITION OF WORKS SUPERVISOR FOR THE WEEK ENDING 02/07/2017.	1	2,960.96	
INV 6674396	28/06/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	SERVICES PROVIDED BY GEOFFREY COPLEY IN POSITION OF WORKS SUPERVISOR FOR THE WEEK ENDING 25/06/2017.	1	2,396.97	
INV 6674395	28/06/2017	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	SERVICES PROVIDED BY GEOFFREY COPLEY IN POSITION OF WORKS SUPERVISOR FOR THE WEEK ENDING 18/06/2017.	1	2,960.96	
EFT26942	17/07/2017	HILLS CONCRETE PRODUCTS	375MM PIPE	1		3,540.00
INV 8481	23/06/2017	HILLS CONCRETE PRODUCTS	450 PIPES	1	1,380.00	
INV 8478	23/06/2017	HILLS CONCRETE PRODUCTS	375MM PIPE	1	2,160.00	
EFT26943	17/07/2017	IMAGE SOURCE	NORTHAM MOTORSPORT FESTIVAL BANNERS	1		2,128.50

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INV 435267	15/06/2017	IMAGE SOURCE	NORTHAM MOTORSPORT FESTIVAL BANNERS	1	2,128.50	
EFT26944	17/07/2017	IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS FROM 19/06/2017 TO 24/06/2017.	1		12,087.90
INV 4185	01/07/2017	IMMACU SWEEP	SWEEPING OF THE TOWN CENTRE FOOTPATHS FROM 19/06/2017 TO 24/06/2017.	1	4,029.30	
INV 4184	01/07/2017	IMMACU SWEEP	STREET SWEEPING FOR 12/06/2017 TO 17/06/2017.	1	4,029.30	
INV 4183	01/07/2017	IMMACU SWEEP	STREET SWEEPING FROM 5/6/2017 TO 10/06/2017.	1	4,029.30	
EFT26945	17/07/2017	IREDALE PEDERSEN HOOK ARCHITECTS	CONTRACT ADMINISTRATION FOR THE ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE BUILDING PROJECT FROM 1/6/2017 TO 30/06/2017.	1		13,808.89
INV 0000459105/07/2017		IREDALE PEDERSEN HOOK ARCHITECTS	CONTRACT ADMINISTRATION FOR THE ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE BUILDING PROJECT	1	4,762.89	
INV 0000459205/07/2017		IREDALE PEDERSEN HOOK ARCHITECTS	CONTRACT ADMINISTRATION FOR THE ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE BUILDING PROJECT	1	1,100.00	
INV 0000459305/07/2017		IREDALE PEDERSEN HOOK ARCHITECTS	CONTRACT ADMINISTRATION FOR THE ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE BUILDING PROJECT	1	675.00	
INV 0000457805/07/2017		IREDALE PEDERSEN HOOK ARCHITECTS	CONTRACT ADMINISTRATION FOR THE ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE BUILDING PROJECT FROM 1/6/2017 TO 30/06/2017.	1	7,271.00	
EFT26946	17/07/2017	IXOM OPERATIONS PTY LTD	CHLORINE SERVICE FEE FOR THE PERIOD 01/06/2017 TO 30/06/2017.	1		337.26
INV 5842695	30/06/2017	IXOM OPERATIONS PTY LTD	CHLORINE SERVICE FEE FOR THE PERIOD 01/06/2017 TO 30/06/2017.	1	337.26	
EFT26947	17/07/2017	KIM COLBOURNE	REIMBURSEMENT FOR NATIONAL POLICE CHECK CERTIFICATE.	1		49.90
INV 5016726815/06/2017		KIM COLBOURNE	REIMBURSEMENT FOR NATIONAL POLICE CHECK CERTIFICATE.	1	49.90	
EFT26948	17/07/2017	KLEENWEST DISTRIBUTORS	CLEANING PRODUCTS FOR KILLARA.	1		446.06
INV 0002525206/06/2017		KLEENWEST DISTRIBUTORS	BIN LINERS FOR REC CENTRE.	1	96.97	
INV 0002550121/06/2017		KLEENWEST DISTRIBUTORS	CLEANING PRODUCTS FOR KILLARA.	1	349.09	

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EFT26949	17/07/2017	LANDGATE	IDENTIFICATION OF LAND PARCELS BY TECHNICAL DESCRIPTION - DP408212 - OYSTON RD.	1		40.50
INV 6080845317	02/2017	LANDGATE	IDENTIFICATION OF LAND PARCELS BY TECHNICAL DESCRIPTION - DP408212 - OYSTON RD.	1	40.50	
EFT26950	17/07/2017	LANDMARK	PARTS TO REMOVE WATER FROM BEHIND LANDFILL SITE & PUMP BETWEEN SEPTAGE PONDS.	1		2,282.61
INV 9944049519	06/2017	LANDMARK	PARTS TO REMOVE WATER FROM BEHIND LANDFILL SITE & PUMP BETWEEN SEPTAGE PONDS.	1	1,624.34	
INV 9944151719	06/2017	LANDMARK	PARTS TO REMOVE WATER FROM BEHIND LANDFILL SITE AND PUMP BETWEEN SEPTAGE PONDS.	1	613.80	
INV 9946467526	06/2017	LANDMARK	GAS BOTTLE FOR FLOCON	1	44.47	
EFT26951	17/07/2017	LANDMARK ENGINEERING & DESIGN T/A EXTERIA	X4 NORFOLK 240L BIN SURROUNDS IN ALUMINIUM WITH HOOD POWDERCOATED 'HERITAGE RED' WITH DIGITAL WRAP GRAPHICS.	1		10,767.90
INV 0000699230	06/2017	LANDMARK ENGINEERING & DESIGN T/A EXTERIA	X4 NORFOLK 240L BIN SURROUNDS IN ALUMINIUM WITH HOOD POWDERCOATED 'HERITAGE RED' WITH DIGITAL WRAP GRAPHICS.	1	10,767.90	
EFT26952	17/07/2017	LAURA GRAY	CONSULTANT FOR MHI REVIEW & PREPARATION OF HERITAGE LIST.	1		16,005.50
INV 2306201723	06/2017	LAURA GRAY	CONSULTANT FOR MHI REVIEW & PREPARATION OF HERITAGE LIST.	1	16,005.50	
EFT26953	17/07/2017	LEI-LANI WILKIE	REFUND OF CANCELLED SWIMMING LESSONS.	1		45.00
INV MB2806228	06/2017	LEI-LANI WILKIE	REFUND OF CANCELLED SWIMMING LESSONS.	1	45.00	
EFT26954	17/07/2017	LO-GO APPOINTMENTS	LEONIE KEMPIN - ENGINEERING ADMINISTRATION OFFICER FROM 12/06/2017 TO 30/06/2017	1		4,655.20
INV 0041598017	06/2017	LO-GO APPOINTMENTS	LEONIE KEMPIN - ENGINEERING ADMINISTRATION OFFICER FROM 12/06/2017 TO 30/06/2017	1	2,327.60	
INV 0041602524	06/2017	LO-GO APPOINTMENTS	LEONIE KEMPIN - ENGINEERING ADMINISTRATION	1	2,327.60	
EFT26955	17/07/2017	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA NSW	EXECUTIVE MANAGEMENT PROGRAM - 29-31 MAY 2017 - CLINTON KLEYHANS	1		4,250.00
INV 5,370	01/05/2017	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA NSW	EXECUTIVE MANAGEMENT PROGRAM - 29-31 MAY 2017 - CHADD HUNT	1	1,950.00	

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INV 5,371	01/05/2017	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA NSW	EXECUTIVE MANAGEMENT PROGRAM - 29-31 MAY 2017 - CLINTON KLEYHANS	1	2,300.00	
EFT26956	17/07/2017	MALINOWSKI HOLDINGS PTY LTD	WATER RATES, LAND TAX, SHIRE RATES FOR 174 FITZGERALD STREET FROM 01/07/2016 TO JUNE 2017.	1		4,944.43
INV 02519	22/06/2017	MALINOWSKI HOLDINGS PTY LTD	WATER RATES, LAND TAX, SHIRE RATES FOR 174 FITZGERALD STREET FROM 01/07/2016 TO JUNE 2017.	1	4,944.43	
EFT26957	17/07/2017	MARKETFORCE	ADVERTISING FOR ASSET/DESIGN MANAGER SATURDAYS NEWSPAPER.	1		7,058.47
INV 15014	28/06/2017	MARKETFORCE	MONTHLY UPDATE 16/17 IN HILLS GAZETTE.	1	1,526.00	
INV 15015	28/06/2017	MARKETFORCE	ADVERT IN THE AVON VALLEY ADVOCATE ON 14/06/2017, HILLS GAZETTE ON 9/06/2017 AND SEEK FOR PLAN OPERATOR/GENERAL HAND	1	1,000.64	
INV 15022	28/06/2017	MARKETFORCE	ADVERTISEMENT IN THE WEST AUSTRALIAN ON 07/06/2017 FOR PLANNING OFFICER POSITION.	1	663.37	
INV 15021	28/06/2017	MARKETFORCE	ADVERTISEMENT ON SEEK.COM.AU ON 07/06/2017 FOR PLANNING OFFICER POSITION.	1	167.54	
INV 15019	28/06/2017	MARKETFORCE	ADVERTISING OUTBUILDINGS IN THE RURAL RESIDENTIAL	1	242.44	
INV 15020	28/06/2017	MARKETFORCE	ADVERTISING DRAFT LOCAL PLANNING POLICY	1	364.01	
INV 15023	28/06/2017	MARKETFORCE	ADVERTISING FOR ASSET/DESIGN MANAGER SATURDAYS NEWSPAPER.	1	2,557.47	
INV 15017	28/06/2017	MARKETFORCE	ADVERTISING FOR ASSET/DESIGN MANAGER.	1	167.54	
INV 15016	28/06/2017	MARKETFORCE	ADVERTISING FOR ENVIRONMENTAL HEALTH OFFICER.	1	167.54	
INV 15018	28/06/2017	MARKETFORCE	ADVERTISING OF SPECIAL COUNCIL MEETING.	1	201.92	
EFT26958	17/07/2017	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE FOR HEALTH ACT NOTICES - C. STUART & S.CHRISTENSEN, 11 CLARKE STREET, NORTHAM	1		814.94
INV 98308	28/06/2017	MCLEODS BARRISTERS & SOLICITORS	LEGAL ADVICE FOR HEALTH ACT NOTICES - C. STUART & S.CHRISTENSEN, 11 CLARKE STREET, NORTHAM	1	814.94	
EFT26959	17/07/2017	MEGA-FIX	14" BLADES FOR CONCRETE SAW (CONCRETE AND BITUMEN)	1		952.46
INV 62500	06/06/2017	MEGA-FIX	14" BLADES FOR CONCRETE SAW (CONCRETE AND BITUMEN)	1	888.66	

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INV 62965	26/06/2017	MEGA-FIX	2 X RATED SCHACKLES FOR PN1611 WATER TRUCK.	1	63.80	
EFT26960	17/07/2017	METTLER-TOLEDO LIMITED	ANNUAL CALIBRATION OF THE WEIGHBRIDGE AT THE OLD QUARRY ROAD WASTE MANAGEMENT FACILITY.	1		2,304.50
INV 0000267223/06/2017		METTLER-TOLEDO LIMITED	ANNUAL CALIBRATION OF THE WEIGHBRIDGE AT THE OLD QUARRY ROAD WASTE MANAGEMENT FACILITY.	1	2,304.50	
EFT26961	17/07/2017	MIDALIA STEEL	LENGTH OF 100 X 50 X 1.6 RHS STEEL	1		92.52
INV 6141803020/06/2017		MIDALIA STEEL	LENGTH OF 100 X 50 X 1.6 RHS STEEL	1	92.52	
EFT26962	17/07/2017	MR NATURALLY CLEAN	SECURITY CALL OUTS AT ASSORTED BUILDINGS FOR THE PERIOD 02/06/2017 TO 28/06/2017.	1		1,760.00
INV INV-025504/06/2017		MR NATURALLY CLEAN	SECURITY CALL OUTS AT ASSORTED BUILDINGS FOR THE PERIOD 02/06/2017 TO 28/06/2017.	1	1,760.00	
EFT26963	17/07/2017	NATIONAL HEART FOUNDATION OF AUSTRALIA	HFW HOST ORGANISATION REGISTRATION FEE	1		220.00
INV 145319	27/06/2017	NATIONAL HEART FOUNDATION OF AUSTRALIA	HFW HOST ORGANISATION REGISTRATION FEE	1	220.00	
EFT26964	17/07/2017	NATIONAL TRUST OF AUSTRALIA (WA)	STOCK FOR VISITORS CENTRE - THE PIPELINE O'CONNOR BUILT & O'CONNOR A BRIEF BIOGRAPHY	1		89.80
INV INV003949/06/2017		NATIONAL TRUST OF AUSTRALIA (WA)	STOCK FOR VISITORS CENTRE - THE PIPELINE O'CONNOR BUILT & O'CONNOR A BRIEF BIOGRAPHY	1	89.80	
EFT26965	17/07/2017	NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION SERVICE FEE 15.6.2017 - 14.7.2017 & MONTHLY SATELLITE SERVICE FEE 15.6.2017 - 14.7.2017	1		1,220.29
INV 9095911505/06/2017		NAVMAN WIRELESS PTY LTD	MONTHLY SATELLITE SEVICE FOR THE PERIOD 05/06/2017 TO 04/07/2017	1	417.67	
INV 9096424815/06/2017		NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION SERVICE FEE 15.6.2017 - 14.7.2017 & MONTHLY SATELLITE SERVICE FEE 15.6.2017 - 14.7.2017	1	802.62	
EFT26966	17/07/2017	NORTHAM BMX CLUB INC	KIDSPORT FUNDING	1		252.00
INV 02	21/06/2017	NORTHAM BMX CLUB INC	KIDSPORT FUNDING	1	252.00	
EFT26967	17/07/2017	NORTHAM COUNTRY CLUB	SPONSORSHIP OF NORTHAM LADIES GOLF OPEN DAY.	1		1,000.00

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INV 1721	06/06/2017	NORTHAM COUNTRY CLUB	SPONSORSHIP OF NORTHAM LADIES GOLF OPEN DAY.	1	500.00	
INV 1725	30/06/2017	NORTHAM COUNTRY CLUB	SPONSORSHIP OF NORTHAM MEN'S GOLF OPEN DAY.	1	500.00	
EFT26968	17/07/2017	NORTHAM DISCOUNT DRUG STORE	3X SHARPS CONTAINERS	1		38.97
INV 926513	19/06/2017	NORTHAM DISCOUNT DRUG STORE	3X SHARPS CONTAINERS	1	38.97	
EFT26969	17/07/2017	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL FOR MATTHEW FYFE (GARDENER / GENERAL MAINTENANCE)	1		236.50
INV 55189	23/06/2017	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL FOR MATTHEW FYFE (GARDENER / GENERAL MAINTENANCE)	1	236.50	
EFT26970	17/07/2017	NORTHAM MITRE 10 SOLUTIONS	PALLET OF RAPID SET (60 BAGS PER PALLET)	1		1,706.55
INV 1018871701/06/2017		NORTHAM MITRE 10 SOLUTIONS	RETICULATION PARTS FOR BERNARD PARK.	1	57.27	
INV 1018891602/06/2017		NORTHAM MITRE 10 SOLUTIONS	5LT PRESSURE SPRAYER FOR ENGINEERING SERVICES.	1	9.90	
INV 1019093109/06/2017		NORTHAM MITRE 10 SOLUTIONS	APOXY RESIN FOR DRAIN GRATE	1	64.51	
INV 1019088109/06/2017		NORTHAM MITRE 10 SOLUTIONS	RETICULATION PARTS FOR BERNARD PARK	1	68.45	
INV 1019160712/06/2017		NORTHAM MITRE 10 SOLUTIONS	2 X EXTENSION CORDS AND POWER BOARDS.	1	32.19	
INV 1019195613/06/2017		NORTHAM MITRE 10 SOLUTIONS	LIQUID NAILS - FAST DRY	1	16.47	
INV 1019231914/06/2017		NORTHAM MITRE 10 SOLUTIONS	VENETICAN BLINDS FOR CO-ORDINATOR OFFICE - KILLARA	1	130.16	
INV 1018865401/06/2017		NORTHAM MITRE 10 SOLUTIONS	RETICULATION PARTS AND FLOAT FOR RUSHTON PARK	1	46.83	
INV 1018860501/06/2017		NORTHAM MITRE 10 SOLUTIONS	RETICULATION PARTS AND FLOAT FOR RUSHTON PARK	1	112.33	
INV 1019259715/06/2017		NORTHAM MITRE 10 SOLUTIONS	HOSE PARTS	1	151.82	
INV 1019259515/06/2017		NORTHAM MITRE 10 SOLUTIONS	5LTR WATER BOTTLES	1	29.00	
INV 1019247015/06/2017		NORTHAM MITRE 10 SOLUTIONS	GLUE GUN AND EQUIPMENT	1	48.40	
INV 1019379520/06/2017		NORTHAM MITRE 10 SOLUTIONS	FIXINGS FOR LONG JUMP PIT	1	66.75	
INV 1019403421/06/2017		NORTHAM MITRE 10 SOLUTIONS	SCREW AND FASTNERS FOR LONG JUMP PIT	1	20.19	
INV 1019284016/06/2017		NORTHAM MITRE 10 SOLUTIONS	RETIC PARTS - FITZGERALD STREET	1	30.92	
INV 1019568326/06/2017		NORTHAM MITRE 10 SOLUTIONS	BAGS OF RAPID SET CONCRETE	1	40.50	

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INV 1019387720/06/2017		NORTHAM MITRE 10 SOLUTIONS	REPLACEMENT BATTERIES FOR BLOWER BOSCH	1	131.10	
INV 1019435222/06/2017		NORTHAM MITRE 10 SOLUTIONS	SUNDRY OTHERS BUILDING - 1 X TAPE MEASURE	1	27.00	
INV 1019610028/06/2017		NORTHAM MITRE 10 SOLUTIONS	ADMINISTRATION BUILDING - GENERAL SCREWS - NUTS & BOLTS ETC.	1	37.25	
INV 1019647429/06/2017		NORTHAM MITRE 10 SOLUTIONS	GRATE & COLLAR FINISHING	1	8.24	
INV 1019632729/06/2017		NORTHAM MITRE 10 SOLUTIONS	BROOM, SHOVEL, CAP, PROFILER	1	93.47	
INV 1019647329/06/2017		NORTHAM MITRE 10 SOLUTIONS	DOOR LOCK FOR FRONT DOOR OF DEPOT	1	78.80	
INV 1019569027/06/2017		NORTHAM MITRE 10 SOLUTIONS	PALLET OF RAPID SET (60 BAGS PER PALLET)	1	405.00	
EFT26971	17/07/2017	NORTHAM VETERINARY CENTRE	X2 EUTHANASIA, SEDATIVES & PUPPY MILK.	1		255.86
INV 59487	23/06/2017	NORTHAM VETERINARY CENTRE	X2 EUTHANASIA, SEDATIVES & PUPPY MILK.	1	255.86	
EFT26972	17/07/2017	OFFICEWORKS SUPERSTORES PTY LTD	EVOLUENT VERTICAL MOUSE 4 RIGHT BLACK AND GREY	1		213.95
INV 3609218130/06/2017		OFFICEWORKS SUPERSTORES PTY LTD	EVOLUENT VERTICAL MOUSE 4 RIGHT BLACK AND GREY	1	213.95	
EFT26973	17/07/2017	OXTER SERVICES	WUNDOWIE PUBLIC TOILETS. CLEANING 3 TIMES PER WEEK. APRIL 4 CLEANS.	1		1,922.30
INV 17747	09/03/2017	OXTER SERVICES	ADJUSTMENT NOTE FOR RETURN OF 18L TIDY BAG ON ROLL.	1	-35.15	
INV 17748	09/03/2017	OXTER SERVICES	27LTR WHITE TIDY BAG ON ROLL FOR NORTHAM DEPOT.	1	55.07	
INV 18246	30/06/2017	OXTER SERVICES	CLACKLINE TOILETS. CLEANING 3 TIMES PER WEEK. 19/6/2017 TO 30/06/2017.	1	349.80	
INV 18245	30/06/2017	OXTER SERVICES	KATRINE TOILETS CLEANING - 19/6/2017 TO 30/06/2017.	1	233.20	
INV 18250	30/06/2017	OXTER SERVICES	CLEANING AT NORTHAM CEMETERY - 19/6/2017 TO 30/06/2017.	1	233.20	
INV 18249	30/06/2017	OXTER SERVICES	WUNDOWIE PUBLIC TOILETS. CLEANING 3 TIMES PER WEEK. APRIL 4 CLEANS.	1	382.80	
INV 18248	30/06/2017	OXTER SERVICES	BAKERS HILL PAVILLION. CLEANING OF TOILET FACILITIES 2 TIMES PER WEEK 19/6/2017 TO 30/06/2017.	1	233.20	
INV 18247	30/06/2017	OXTER SERVICES	BAKERS HILL TOILETS. CLEANING 3 TIMES PER WEEK. 19/6/2017 TO 30/06/2017.	1	349.80	

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INV 18251	30/06/2017	OXTER SERVICES	TOILET ROLLS & GLOVES FOR BERNARD PARK.	1	120.38	
EFT26974	17/07/2017	PERFECT COMPUTER SOLUTIONS PTY LTD	COMPUTER CONSULTANCY SERVICES FOR THE PERIOD 26/06/2017 TO 03/07/2017.	1		977.50
INV 22634	11/07/2017	PERFECT COMPUTER SOLUTIONS PTY LTD	COMPUTER CONSULTANCY SERVICES FOR THE PERIOD 26/06/2017 TO 03/07/2017.	1	977.50	
EFT26975	17/07/2017	PERTH SAFETY PRODUCTS PTY LTD	TRAFFIC MANAGEMENT SIGNAGE.	1		4,246.00
INV 0000716701/06/2017		PERTH SAFETY PRODUCTS PTY LTD	TRAFFIC MANAGEMENT SIGNAGE.	1	4,246.00	
EFT26976	17/07/2017	PFD FOOD SERVICES PTY LTD	SUPPLY AND DELIVERY OF FOOD AS PER QUOTE VIA EMAIL ON 22/05/2017 FROM AARON PEVLICH	1		680.20
INV KF99156816/06/2017		PFD FOOD SERVICES PTY LTD	SUPPLY AND DELIVERY OF FOOD AS PER QUOTE VIA EMAIL ON 22/05/2017 FROM AARON PEVLICH	1	104.10	
INV KF98947116/06/2017		PFD FOOD SERVICES PTY LTD	SUPPLY AND DELIVERY OF FOOD AS PER QUOTE VIA EMAIL ON 22/05/2017 FROM AARON PEVLICH	1	576.10	
EFT26977	17/07/2017	PLANNING INSTITUTE AUSTRALIA	RENEWAL OF ANNUAL PIA MEMBERSHIP - KOBUS NIEUWOUDT - FULL MEMBERSHIP	1		610.00
INV 76355	19/06/2017	PLANNING INSTITUTE AUSTRALIA	RENEWAL OF ANNUAL PIA MEMBERSHIP - KOBUS NIEUWOUDT - FULL MEMBERSHIP	1	610.00	
EFT26978	17/07/2017	PRIMARIES OF WA PTY LTD	RETICULATION PARTS FOR MITCHELL AVENUE WORKS	1		269.20
INV 2520010008/06/2017		PRIMARIES OF WA PTY LTD	RETICULATION PARTS FOR MITCHELL AVENUE WORKS	1	269.20	
EFT26979	17/07/2017	QUIN'S GOURMET BUTCHERS	BBQ SAUSAGES & CRUMBED SCNITZEL STEAKS FOR 2017 VOLUNTEER FIREFIGHTER DINNER.	1		112.00
INV 54	16/06/2017	QUIN'S GOURMET BUTCHERS	BBQ SAUSAGES & CRUMBED SCNITZEL STEAKS FOR 2017 VOLUNTEER FIREFIGHTER DINNER.	1	112.00	
EFT26980	17/07/2017	R & JT CONTRACTORS PTY LTD	REMOVE PUMP STRIP DOWN AND SUPPLY QUOTE FOR OVERHAUL OF PUMP (WUNDOWIE WASTE WATER TREATMENT DAM)	1		1,045.00
INV A1458	30/06/2017	R & JT CONTRACTORS PTY LTD	REMOVE PUMP STRIP DOWN AND SUPPLY QUOTE FOR OVERHAUL OF PUMP (WUNDOWIE WASTE WATER TREATMENT DAM)	1	1,045.00	
EFT26981	17/07/2017	REFACE INDUSTRIES PTY LTD	VMI 2550i CHIP KIT FOR CD CLEANER	1		172.54

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INV 28382	30/06/2017	REFACE INDUSTRIES PTY LTD	VMI 2550i CHIP KIT FOR CD CLEANER	1	172.54	
EFT26982	17/07/2017	REGIONAL PHYSIOTHERAPY AND IN BALANCE FITNESS	SILVERSPORT FUNDING.	1		200.00
INV 0008331	30/06/2017	REGIONAL PHYSIOTHERAPY AND IN BALANCE FITNESS	SILVERSPORT FUNDING.	1	200.00	
EFT26983	17/07/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	monthly newsletter full page ad	1		3,028.08
INV 5189218	07/06/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ROAD CLOSURE -NEWCASTLE ROAD NORTHAM	1	155.23	
INV 5040306	14/06/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISING IN AVON VALLEY ADVOCATE	1	467.61	
INV 5185846	14/06/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISING COMMUNITY MEETING - BAKERS HILL 28/6/2017.	1	649.00	
INV 5040306	21/06/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	1/2 PAGE AD IN AVON VALLEY DIRECTORY	1	467.61	
INV 5005377	28/06/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISING FOR COMMUNITY MEETING IN BAKERS HILL JUNE 2017.	1	997.57	
INV 5208504	28/06/2017	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	monthly newsletter full page ad	1	291.06	
EFT26984	17/07/2017	SANTALEUCA FORRESTRY	PUBLIC NOTICE FOR THE PERMANENT CLOSURE OF YATES STREET, BAKERS HILL - AVON VALLEY ADVOCATE 28 JUNE 2017	1		235.44
INV 386	27/06/2017	SANTALEUCA FORRESTRY	STOCK PURCHASES FOR VISITORS CENTRE.	1	235.44	
EFT26985	17/07/2017	SIMON NEVILL PUBLICATIONS	STOCK PURCHASES FOR VISITORS CENTRE.	1		155.81
INV 8924	16/06/2017	SIMON NEVILL PUBLICATIONS	STOCK PURCHASES FOR NORTHAM VISITORS CENTRE.	1	155.81	
EFT26986	17/07/2017	SKILL HIRE WA PTY LTD	LABOUR HIRE RUSSELL DEGRAY FOR W/E 25/6/2017.	1		5,266.81
INV AP50504127/06/2017		SKILL HIRE WA PTY LTD	LABOUR HIRE RUSSELL DEGRAY FOR W/E 25/6/2017.	1	1,472.63	
INV AP5046513/06/2017		SKILL HIRE WA PTY LTD	LABOUR HIRE - RUSSELL DEGRAY - 6/6/2017.	1	1,178.10	
INV AP50490-21/06/2017		SKILL HIRE WA PTY LTD	LABOUR HIRE PROVIDED BY RUSSELL DEGRAY FOR THE PERIOD 12/06/2017 TO 16/06/2017.	1	1,437.98	
INV AP50541.06/07/2017		SKILL HIRE WA PTY LTD	LABOUR HIRE PROVIDED BY RUSSELL DEGRAY FOR THE PERIOD 26/06/2017 TO 29/06/2017.	1	1,178.10	

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EFT26987	17/07/2017	SOUTHERN CROSS AUSTereo PTY LTD	RADIO ADVERTISING OF ROADWORKS 1/6/21017 - 30/6/2017.	1		1,144.00
INV 7047907530/06/2017		SOUTHERN CROSS AUSTereo PTY LTD	RADIO ADVERTISING OF ROADWORKS 1/6/21017 - 30/6/2017.	1	1,064.80	
INV 7047907630/06/2017		SOUTHERN CROSS AUSTereo PTY LTD	AROUND THE TOWNS MONTHLY SLOTS JUNE 2017.	1	79.20	
EFT26988	17/07/2017	SPORTSPOWER NORTHAM	SHUTTLECOCKS TUBE	1		66.60
INV 2342	29/06/2017	SPORTSPOWER NORTHAM	MURRAY POLO SHIRT WITH SHIRE OF NORTHAM LOGO SIZE LARGE (ORANGE AND BLACK)	1	26.60	
INV 2343	29/06/2017	SPORTSPOWER NORTHAM	SHUTTLECOCKS TUBE	1	40.00	
EFT26989	17/07/2017	ST JOHN AMBULANCE AUSTRALIA	SERVICE OF FIRST AID KIT FOR VARIOUS SHIRE VEHICLES	1		246.01
INV CYINV0021/06/2017		ST JOHN AMBULANCE AUSTRALIA	SERVICE OF FIRST AID KIT FOR VARIOUS SHIRE VEHICLES	1	246.01	
EFT26990	17/07/2017	SWAN EVENT HIRE	6X9 MARQUEE FOR TAIL END CHARLIE LAUNCH IN "VILLAGE GREEN", MINSON AVE NORTHAM. BUMP IN AND SETUP PRIOR TO 0900, PACKDOWN AFTER 1600	1		1,443.00
INV 10814	07/07/2017	SWAN EVENT HIRE	6X9 MARQUEE FOR TAIL END CHARLIE LAUNCH IN "VILLAGE GREEN", MINSON AVE NORTHAM. BUMP IN AND SETUP PRIOR TO 0900, PACKDOWN AFTER 1600	1	1,443.00	
EFT26991	17/07/2017	TECHNOLOGY ONE LIMITED	INSTALL/CONFIGURE INTRAMAPS ENTERPRISE.	1		3,646.50
INV 158235	30/06/2017	TECHNOLOGY ONE LIMITED	INSTALL/CONFIGURE INTRAMAPS ENTERPRISE.	1	3,646.50	
EFT26992	17/07/2017	TENNANT AUSTRALIA	PARTS FOR CARPET CLEANERS.	1		69.17
INV 9144056609/02/2017		TENNANT AUSTRALIA	PARTS FOR CARPET CLEANERS.	1	69.17	
EFT26993	17/07/2017	THE RIVERSIDE HOTEL	CATERING - SPECIAL COUNCIL MEETING 29TH JUNE 2017	1		432.00
INV 1120	29/06/2017	THE RIVERSIDE HOTEL	CATERING - SPECIAL COUNCIL MEETING 29TH JUNE 2017	1	432.00	
EFT26994	17/07/2017	THE WATERSHED	SPRINKLER REPLACEMENT	1		499.83

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INV 1015364022/06/2017		THE WATERSHED	125MM MAXIFIT COUPLING SHORT	1	313.68	
INV 1015364122/06/2017		THE WATERSHED	RETIC FITTINGS FOR VARIOUS PARKS AND GARDENS.	1	319.35	
INV 1015363822/06/2017		THE WATERSHED	CREDIT FOR PART OF INV 10153353.	1	-3,124.00	
INV 1015363922/06/2017		THE WATERSHED	SPRINKLER REPLACEMENT	1	1,546.40	
INV 1015365223/06/2017		THE WATERSHED	SPRINKLERS FOR VARIOUS GARDENS	1	1,444.40	
EFT26995	17/07/2017	THE WORKWEAR GROUP	UNIFORM FOR SUSAN BURLEY.	1		282.31
INV 0164943429/06/2017		THE WORKWEAR GROUP	UNIFORM FOR SUSAN BURLEY.	1	217.31	
INV 0163522426/06/2017		THE WORKWEAR GROUP	BLACK FLEECE ZIP JACKET FOR MANDY MCGUIGAN.	1	65.00	
EFT26996	17/07/2017	TOTAL EDEN	CONSTRUCTION OF WUNDOWIE SKATE PARK AS PER CONTRACT 13 OF 2015.	1		3,460.47
INV 4050204404/07/2017		TOTAL EDEN	CREDIT FOR GRASS SEEDED	1	-2,420.00	
INV 4025494529/01/2016		TOTAL EDEN	CONSTRUCTION OF WUNDOWIE SKATE PARK AS PER CONTRACT 13 OF 2015.	1	5,880.47	
EFT26997	17/07/2017	TOWN PLANNING URBAN DESIGN AND HERITAGE	PREPARATION OF THE NORTHAM CBD DEVELOPMENT AND CONNECTIVITY STRATEGY TASK 4 - PHASE 5 DEVELOP DRAFT STRATEGY.	1		2,761.00
INV 43899	30/06/2017	TOWN PLANNING URBAN DESIGN AND HERITAGE	PREPARATION OF THE NORTHAM CBD DEVELOPMENT AND CONNECTIVITY STRATEGY TASK 4 - PHASE 5 DEVELOP DRAFT STRATEGY.	1	2,761.00	
EFT26998	17/07/2017	TRISLEY'S HYDRAULIC SERVICES PTY LTD	NEW SEAL HAIR & LINT POT MULTIFUNCTIN VALVE FOR ACID PUMP 24V DC RELAYS	1		1,410.86
INV 192652	28/06/2017	TRISLEY'S HYDRAULIC SERVICES PTY LTD	NEW SEAL HAIR & LINT POT MULTIFUNCTIN VALVE FOR ACID PUMP 24V DC RELAYS	1	1,057.10	
INV 192651	28/06/2017	TRISLEY'S HYDRAULIC SERVICES PTY LTD	10 X O-RINGS AND PM KIT FOR CHLORINE INJECTOR.	1	353.76	
EFT26999	17/07/2017	TYRECYCLE PTY LTD	TYRE RECYCLING OLD QUARRY ROAD WASTE MANAGEMENT FACILITY.	1		414.93
INV 633397	20/06/2017	TYRECYCLE PTY LTD	TYRE RECYCLING OLD QUARRY ROAD WASTE MANAGEMENT FACILITY.	1	414.93	

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EFT27000	17/07/2017	VERLINDENS ELECTRICAL SERVICE (WA)	SUSPENSION BRIDGE - COMPLETE WORKS AS PER	1		2,102.10
INV 85463	30/06/2017	VERLINDENS ELECTRICAL SERVICE (WA)	SUSPENSION BRIDGE - COMPLETE WORKS AS PER	1	1,290.30	
INV 85465	30/06/2017	VERLINDENS ELECTRICAL SERVICE (WA)	REPLACE AND REPAIRE LIGHTING AS PER QUOTE NQ03676 - HENRY STREET NORTHAM	1	811.80	
EFT27001	17/07/2017	VISIT MERCHANDISE	203 GALLERY MAGNETS NORTHAM FOR THE VISITOR CENTRE.	1		797.12
INV 135404	19/04/2017	VISIT MERCHANDISE	203 GALLERY MAGNETS NORTHAM FOR THE VISITOR CENTRE.	1	523.44	
INV 135009	29/03/2017	VISIT MERCHANDISE	22 ADULTS NORTHAM T-SHIRTS FOR THE VISITOR CENTRE.	1	273.68	
EFT27002	17/07/2017	WA HINO SALES & SERVICES	5,000KM FIRST SERVICE PN1611	1		486.70
INV HTFM10819	06/2017	WA HINO SALES & SERVICES	5,000KM FIRST SERVICE PN1611	1	486.70	
EFT27003	17/07/2017	WACKER AUSTRALIA PTY LTD	Part # 5000213774 SPRING-TORSION	1		81.66
INV P-INV00113	06/2017	WACKER AUSTRALIA PTY LTD	PART # 222720 - PULL START SPRING FOR CONCRETE CUTTING SAW	1	35.79	
INV P-INV00129	06/2017	WACKER AUSTRALIA PTY LTD	Part # 5000213774 SPRING-TORSION	1	45.87	
EFT27004	17/07/2017	WARRICKS NEWSAGENCY	STATIONERY FOR SHIRE ADMIN BUILDING.	1		609.89
INV KILLARA16	06/2017	WARRICKS NEWSAGENCY	ASSORTED STATIONERY ITEMS FOR KILLARA DAY CENTRE	1	58.28	
INV SN00017	30/06/2017	WARRICKS NEWSAGENCY	NEWSPAPERS FOR KILLARA.	1	39.40	
INV 46376	26/06/2017	WARRICKS NEWSAGENCY	STATIONERY FOR SHIRE ADMIN BUILDING.	1	343.73	
INV SN00017	30/06/2017	WARRICKS NEWSAGENCY	NEWSPAPERS FOR NORTHAM LIBRARY JUNE 2017.	1	168.48	
EFT27005	17/07/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	CONNECT AND INSTALL NORTHAM DEPOT SECURITY CAMERA SUPPLY AND INSTALLATION X 2 CAMERAS	1		4,171.00
INV 6997	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	CONNECT PROFILER TO PN0916 CLARK BOBCAT	1	380.00	
INV 7004	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	BATTERY CHARGER FOR LINE MARKER	1	66.00	

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INV 6957	01/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1408 - TRACTOR REPLACE AERIAL AND BEACON	1	200.00	
INV 6993	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	TRAVEL TO WUNDOWIE AND START KUBOTA MOWER	1	200.00	
INV 7000	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	TRAVEL TO SITE AND REPROGRAM UHF LOCKED OUT OF CHANNEL 36	1	270.00	
INV 7001	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	CONNECT AND INSTALL NORTHAM DEPOT SECURITY CAMERA SUPPLY AND INSTALLATION X 2 CAMERAS	1	1,000.00	
INV 7005	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REPLACE UHF IN PN1515	1	450.00	
INV 6996	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REPAIR BROKEN ARIAL ON RANGER VEHICLE PN1517 - N11254	1	275.00	
INV 7003	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REPLACE BROKEN BEACONS ON PN0908	1	450.00	
INV 6999	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	GRADER HEADLIGHTS, WORKLIGHTS AND REPLACE TAIL LIGHTS WITH LED LIGHTS	1	640.00	
INV 6998	28/06/2017	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN0908 - NEW LEFT HAND TAIL LIGHT	1	240.00	
EFT27006	17/07/2017	WHEATBELT OFFICE & BUSINESS MACHINES	REPLACEMENT PRINTER FOR CEOSEC	1		219.00
INV 21968	27/06/2017	WHEATBELT OFFICE & BUSINESS MACHINES	REPLACEMENT PRINTER FOR CEOSEC	1	219.00	
EFT27007	17/07/2017	WHEATBELT SAFETYWEAR	SAFETY SIGNAGE FOR REC CENTRE.	1		803.00
INV 7531	20/06/2017	WHEATBELT SAFETYWEAR	BOOTS ALLOWANCE FOR JUDITH HAY	1	150.00	
INV 7513	13/06/2017	WHEATBELT SAFETYWEAR	SAFETY SIGNAGE FOR REC CENTRE.	1	353.00	
INV 7508	09/06/2017	WHEATBELT SAFETYWEAR	BOOTS ALLOWANCE FOR MICK AHEARN	1	150.00	
INV 7555	27/06/2017	WHEATBELT SAFETYWEAR	BOOTS ALLOWANCE FOR IAN HARDING	1	150.00	
EFT27008	17/07/2017	WUNDOWIE AND DISTRICTS MENS SHED INC	SALE OF 1 WOODEN CAR -10% COMMISSION	1		45.00
INV 99	20/06/2017	WUNDOWIE AND DISTRICTS MENS SHED INC	SALE OF 1 WOODEN CAR -10% COMMISSION	1	45.00	
EFT27009	17/07/2017	WUNDOWIE SPRINGS PTY LTD WUNDOWIE ONE STOP	ITEMS FOR WUNDOWIE DEPOT.	1		245.84

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INV 0000022826/06/2017		WUNDOWIE SPRINGS PTY LTD WUNDOWIE ONE STOP	ITEMS FOR WUNDOWIE DEPOT.	1	245.84	
EFT27010	21/07/2017	AVON VALLEY ENVIRONMENTAL SOCIETY	TOW FLOATING ISLAND UP RIVER TO ORIGINAL POSITION.	1		110.00
INV 0000160205/07/2017		AVON VALLEY ENVIRONMENTAL SOCIETY	TOW FLOATING ISLAND UP RIVER TO ORIGINAL POSITION.	1	110.00	
EFT27011	21/07/2017	ANDY'S PLUMBING SERVICE	REPLACE EXISTING HOT WATER UNIT WITH NEW UNIT AT KILLARA.	1		2,948.00
INV A17592	03/07/2017	ANDY'S PLUMBING SERVICE	REPLACE EXISTING HOT WATER UNIT WITH NEW UNIT AT KILLARA.	1	2,948.00	
EFT27012	21/07/2017	ART GALLERY OF WESTERN AUSTRALIA	IMAGE SUPPLY & REPRODUCTION FEE X 2 1996/0073 (SHANE PICKETT - WAAGLE - RAINBOW SERPENT)	1		264.00
INV RI01692817/07/2017		ART GALLERY OF WESTERN AUSTRALIA	2011/0041 (SANDRA HILL - HOME-MAKER #4) IMAGE SUPPLY & REPRODUCTION FEE X 2 1996/0073 (SHANE PICKETT - WAAGLE - RAINBOW SERPENT) 2011/0041 (SANDRA HILL - HOME-MAKER #4)	1	264.00	
EFT27013	21/07/2017	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD APRA	RETAIL AND GENERAL - BACKGROUND MUSIC TIER 4 UP TO 999M2 01/01/17 - 31/12/17	1		467.48
INV 0119090503/07/2017		AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD APRA	RETAIL AND GENERAL - BACKGROUND MUSIC TIER 4 UP TO 999M2 01/01/17 - 31/12/17	1	467.48	
EFT27014	21/07/2017	AVON COMPUTECH	REPAIR VIDEO CARD FOR ADMIN/PROJECT COMPUTER	1		187.50
INV INV-007604/07/2017		AVON COMPUTECH	REPAIR VIDEO CARD FOR ADMIN/PROJECT COMPUTER	1	187.50	
EFT27015	21/07/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE 04/07/2017 TO 16/07/2017.	1		1,568.00
INV 0058	16/07/2017	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE 04/07/2017 TO 16/07/2017.	1	1,568.00	
EFT27016	21/07/2017	AVON TELECOMS PTY LTD	CALL OUT TO INVESTIGATE FAULTY ALARM TO GATE HOUSE BUILDING AT OLD QUARRY ROAD LANDFILL SITE	1		346.50

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INV 0000453204/07/2017		AVON TELECOMS PTY LTD	CALL OUT TO INVESTIGATE FAULTY ALARM TO GATE HOUSE BUILDING AT OLD QUARRY ROAD LANDFILL SITE	1	346.50	
EFT27017	21/07/2017	BLACKWELL PLUMBING PTY LTD	WUNDOWIE LIBRARY BUILDING MAINTENANCE - REPLACE - REPAIR DRAIN- AS PER QUOTE 2008	1		5,939.45
INV INV-163910/07/2017		BLACKWELL PLUMBING PTY LTD	WUNDOWIE LIBRARY BUILDING MAINTENANCE - REPLACE - REPAIR DRAIN- AS PER QUOTE 2008	1	5,939.45	
EFT27018	21/07/2017	BOB DAVEY REAL ESTATE RENTAL TRUST A/C	LEGAL -RATES	1		570.70
INV 5204	28/06/2017	BOB DAVEY REAL ESTATE RENTAL TRUST A/C	LEGAL -RATES	1	570.70	
EFT27019	21/07/2017	CARLY JANE PARKER	REIMBURSEMENT FOR PRE-EMPLOYMENT POLICE CLEARANCE.	1		52.60
INV 2082046	08/07/2017	CARLY JANE PARKER	REIMBURSEMENT FOR PRE-EMPLOYMENT POLICE CLEARANCE.	1	52.60	
EFT27020	21/07/2017	CENTRAL REGIONAL TAFE	FIRST AID TRAINING FOR VARIOUS STAFF.	1		1,674.51
INV I0001905	06/07/2017	CENTRAL REGIONAL TAFE	FIRST AID TRAINING FOR VARIOUS STAFF.	1	1,674.51	
EFT27021	21/07/2017	COCA-COLA AMATIL (AUST) PTY LTD	STOCK PURCHASES FOR REC CENTRE.	1		161.15
INV 2150579514/06/2017		COCA-COLA AMATIL (AUST) PTY LTD	STOCK PURCHASES FOR REC CENTRE.	1	161.15	
EFT27022	21/07/2017	DAMIAN'S PLUMBING	SOUTHERN BROOK HALL - PLEASE ATTEND SITE AND REPAIR THE LEAKING HOT WATER SYSTEM.	1		913.00
INV 1761	05/07/2017	DAMIAN'S PLUMBING	SOUTHERN BROOK HALL - PLEASE ATTEND SITE AND REPAIR THE LEAKING HOT WATER SYSTEM.	1	913.00	
EFT27023	21/07/2017	EASTERN METROPOLITAN REGIONAL COUNCIL	EMRC SUPPORT- AVON DESCENT 2017	1		5,500.00
INV 284	06/07/2017	EASTERN METROPOLITAN REGIONAL COUNCIL	EMRC SUPPORT- AVON DESCENT 2017	1	5,500.00	
EFT27024	21/07/2017	ECOMIST SWAN	SANITARY BIN 12 MONTHLY SERVICE	1		1,392.88
INV 0004314703/07/2017		ECOMIST SWAN	SANITARY BIN 12 MONTHLY SERVICE	1	1,392.88	

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EFT27025	21/07/2017	FIRM CONSTRUCTION PTY LTD	CONSTRUCTION OF THE ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE - CONTRACT NO: 5-2016 - PROGRESS CLAIM 4	1		230,794.73
INV 0000122526/06/2017		FIRM CONSTRUCTION PTY LTD	CONSTRUCTION OF THE ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE - CONTRACT NO: 5-2016 - PROGRESS CLAIM 4	1	230,794.73	
EFT27026	21/07/2017	GALAXY MERLIN	STOCK PURCHASES FOR VISITORS CENTRE.	1		125.40
INV 2027	11/07/2017	GALAXY MERLIN	STOCK PURCHASES FOR VISITORS CENTRE.	1	125.40	
EFT27027	21/07/2017	INTEGRAL DEVELOPMENT	CONSULTANCY FEE FOR THE REVIEW OF THE STRATEGIC COMMUNITY PLAN - PROGRESS CLAIM 3.	1		30,295.96
INV INV-130418/04/2017		INTEGRAL DEVELOPMENT	CONSULTANCY FEE FOR THE REVIEW OF THE STRATEGIC COMMUNITY PLAN - PROGRESS CLAIM 3.	1	13,767.24	
INV INV-136225/05/2017		INTEGRAL DEVELOPMENT	CONSULTANCY FEE FOR THE REVIEW OF THE STRATEGIC COMMUNITY PLAN - PROGRESS PAYMENT 4.	1	13,767.24	
INV INV-130518/04/2017		INTEGRAL DEVELOPMENT	CONSULTANCY FEE FOR THE REVIEW OF THE STRATEGIC COMMUNITY PLAN - REIMBURSEMENT OF CONSULTANTS TRAVEL AND ACCOMMODATION EXPENSES.	1	2,761.48	
EFT27028	21/07/2017	IT VISION	ANNUAL LICENCE FEE FOR SYNERGYSOFT FOR 01/07/2017 TO 30/06/2018.	1		73,525.10
INV 28111	01/07/2017	IT VISION	ANNUAL LICENCE FEE FOR SYNERGYSOFT FOR 01/07/2017 TO 30/06/2018.	1	73,525.10	
EFT27029	21/07/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	CART GRAVEL FROM SHINGLE HILL PIT TO SHIRE DEPOT	1		528.00
INV 001129	30/03/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	CART GRAVEL FROM SHINGLE HILL PIT TO SHIRE DEPOT	1	528.00	
EFT27030	21/07/2017	L G BUSINESS SYSTEMS PTY LTD	A4 LASER PAY ENVELOPES SELF SEAL STOCK CODE VPAY-SS AS PER QUOTE NUMBER LGQ0721	1		1,211.10
INV LG12473013/02/2017		L G BUSINESS SYSTEMS PTY LTD	A4 LASER PAY ENVELOPES SELF SEAL STOCK CODE VPAY-SS AS PER QUOTE NUMBER LGQ0721	1	1,211.10	

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EFT27031	21/07/2017	LO-GO APPOINTMENTS	LEONIE KEMPIN - ENGINEERING ADMINISTRATION OFFICER FROM 12/06/2017 TO 30/06/2017	1		2,298.51
INV 0041607301/07/2017		LO-GO APPOINTMENTS	LEONIE KEMPIN - ENGINEERING ADMINISTRATION OFFICER FROM 12/06/2017 TO 30/06/2017	1	2,298.51	
EFT27032	21/07/2017	MALINOWSKI HOLDINGS PTY LTD	RENT - 174 FITZGERALD STREET, NORTHAM - JULY 2017	1		916.66
INV 02528	26/06/2017	MALINOWSKI HOLDINGS PTY LTD	RENT - 174 FITZGERALD STREET, NORTHAM - JULY 2017	1	916.66	
EFT27033	21/07/2017	NO 90 GALLERY AND MUSIC	SAFARI - 2000 WITH RADIO MIC AND USB/MP3 MODULE AS PER QUOTE #377	1		1,297.00
INV 377	29/06/2017	NO 90 GALLERY AND MUSIC	SAFARI - 2000 WITH RADIO MIC AND USB/MP3 MODULE AS PER QUOTE #377	1	1,297.00	
EFT27034	21/07/2017	NORTHAM & DISTRICTS GLASS SERVICE	WUNDOWIE TOWN HALL. REPLACE BROKEN WINDOW.	1		413.60
INV 0000932701/07/2017		NORTHAM & DISTRICTS GLASS SERVICE	SUPPLY AND FIT SILVER TO SIDE REAR VISION MIRROR - PN1501	1	38.50	
INV 0000893613/04/2017		NORTHAM & DISTRICTS GLASS SERVICE	WUNDOWIE TOWN HALL. REPLACE BROKEN WINDOW.	1	375.10	
EFT27035	21/07/2017	NORTHAM AVON DESCENT ASSOCIATION	2017 AVON DESCENT SPONSORSHIP.	1		22,000.00
INV 2017/005 29/06/2017		NORTHAM AVON DESCENT ASSOCIATION	2017 AVON DESCENT SPONSORSHIP.	1	22,000.00	
EFT27036	21/07/2017	NORTHAM BETTA HOME LIVING	DYSON V6 CORD FREE STICK VACUUM WITH 2 TIER RADIAL CYCLONES, MOTORISED CLEANER HEAD, DOCKING STATION, COMBINATION TOOL & CREVICE TOOL FOR SHIRE ADMIN BUILDING.	1		449.00
INV 2957123506/07/2017		NORTHAM BETTA HOME LIVING	DYSON V6 CORD FREE STICK VACUUM WITH 2 TIER RADIAL CYCLONES, MOTORISED CLEANER HEAD, DOCKING STATION, COMBINATION TOOL & CREVICE TOOL FOR SHIRE ADMIN BUILDING.	1	449.00	
EFT27037	21/07/2017	NORTHAM LIQUOR BARONS	ASSORTED ALCOHOL FOR COUNCIL CHAMBERS.	1		400.00
INV 1210-115.14/07/2017		NORTHAM LIQUOR BARONS	ASSORTED ALCOHOL FOR COUNCIL CHAMBERS.	1	400.00	
EFT27038	21/07/2017	NORTHAM TOY & BIKE WORLD	CHILDRENS PLASTIC CHAIRS FOR REC CENTRE.	1		113.94
INV 065810	04/07/2017	NORTHAM TOY & BIKE WORLD	CHILDRENS PLASTIC CHAIRS FOR REC CENTRE.	1	113.94	

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EFT27039	21/07/2017	OXTER SERVICES	TOILET PAPER, PAPER TOWELS & BIN LINERS AT VARIOUS SHIRE BUILDINGS.	1		2,305.22
INV 18223	27/06/2017	OXTER SERVICES	TOILET PAPER, PAPER TOWELS & BIN LINERS AT VARIOUS SHIRE BUILDINGS.	1	2,192.14	
INV 18273	05/07/2017	OXTER SERVICES	TOILET PAPER FOR WUNDOWIE LIBRARY	1	113.08	
EFT27040	21/07/2017	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES FOR JUNE 2017.	1		140.95
INV JUNE 20130	30/06/2017	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES FOR JUNE 2017.	1	140.95	
EFT27041	21/07/2017	QUIN'S GOURMET BUTCHERS	150 BBQ SAUSAGES FOR TAIL END CHARLIE THE TRACTOR LAUNCH.	1		135.00
INV 18	07/07/2017	QUIN'S GOURMET BUTCHERS	150 BBQ SAUSAGES FOR TAIL END CHARLIE THE TRACTOR LAUNCH.	1	135.00	
EFT27042	21/07/2017	R & JT CONTRACTORS PTY LTD	REPAIR LEAKING TAPS, INSTALL NEW GAS REGULATOR FOR KITCHEN AND MODIFY GAS STOVE FOR COMPLIANCE WITH PLUMBING REGULATIONS	1		626.74
INV A1461	06/07/2017	R & JT CONTRACTORS PTY LTD	REPAIR LEAKING TAPS, INSTALL NEW GAS REGULATOR FOR KITCHEN AND MODIFY GAS STOVE FOR COMPLIANCE WITH PLUMBING REGULATIONS	1	626.74	
EFT27043	21/07/2017	RAMM SOFTWARE PTY LTD	RENTAL OF THE POCKET RAMM SOFTWARE FOR THE PERIOD 01/07/2017 TO 30/06/2018. THIS RENTAL ALLOWS YOU TO USE THIS SOFTWARE FOR ANY NUMBER OF CONTRACTS BUT ONLY ON EACH NAMED DEVICE THAT YOU HAVE PURCHASED. THIS IS NOT A CONCURRENT USER LICENSE AS EACH DEVICE MUST HAVE A LICENSE TO USE THE POCKET SOFTWARE. INCLUDES CPI OF 18.90 (2.10%).	1		8,757.62
INV RSL-137001	07/2017	RAMM SOFTWARE PTY LTD	RENTAL OF THE POCKET RAMM SOFTWARE FOR THE PERIOD 01/07/2017 TO 30/06/2018. THIS RENTAL ALLOWS YOU TO USE THIS SOFTWARE FOR ANY NUMBER OF CONTRACTS BUT ONLY ON EACH NAMED DEVICE THAT YOU HAVE PURCHASED. THIS IS NOT A CONCURRENT USER LICENSE AS EACH DEVICE MUST HAVE A LICENSE TO USE THE POCKET SOFTWARE. INCLUDES CPI OF 18.90 (2.10%).	1	8,757.62	

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EFT27044	21/07/2017	RAWORTH COTTAGE MEDICAL PRACTICE	PRE-EMPLOYMENT MEDICAL FOR KIM COLBOURNE.	1		190.00
INV 22577CL.20/06/2017		RAWORTH COTTAGE MEDICAL PRACTICE	PRE-EMPLOYMENT MEDICAL FOR KIM COLBOURNE.	1	190.00	
EFT27045	21/07/2017	RED INK HOMES	REDINK'S CLIENT FAILED TO SECURE FINANACE THEREFORE PLANNING APPLICATION (P16145) POSTPONED FOR TIME BEING.	1		950.51
INV P16145	21/12/2016	RED INK HOMES	REDINK'S CLIENT FAILED TO SECURE FINANACE THEREFORE PLANNING APPLICATION (P16145) POSTPONED FOR TIME BEING.	1	950.51	
EFT27046	21/07/2017	STAPLES AUSTRALIA PTY LIMITED	STATIONERY FOR ADMIN.	1		149.70
INV 1019696327/06/2017		STAPLES AUSTRALIA PTY LIMITED	STATIONERY FOR ADMIN.	1	149.70	
EFT27047	21/07/2017	STATE LAW PUBLISHER	SHIRE OF NORTHAM LOCAL PLANNING SCHEME NO.6 - GAZETTAL NOTICE FOR SCHEME AMENDMENT NO.7	1		73.25
INV 160303	10/07/2017	STATE LAW PUBLISHER	SHIRE OF NORTHAM LOCAL PLANNING SCHEME NO.6 - GAZETTAL NOTICE FOR SCHEME AMENDMENT NO.7	1	73.25	
EFT27048	21/07/2017	VODAFONE	HARVEST BAN LINE FOR THE PERIOD 01/07/2017 TO 31/07/2017.	1		259.51
INV 1116813406/07/2017		VODAFONE	HARVEST BAN LINE FOR THE PERIOD 01/07/2017 TO 31/07/2017.	1	259.51	
EFT27049	21/07/2017	WA CONTRACT RANGER SERVICES	RANGER RELIEF FROM 26TH - 29TH OF JUNE AND 3RD - 5TH OF JULY INCLUSIVE	1		5,258.00
INV 01047	02/07/2017	WA CONTRACT RANGER SERVICES	CAT IMPOUNDING FOR JUNE 2017.	1	385.00	
INV 01048	06/07/2017	WA CONTRACT RANGER SERVICES	RANGER RELIEF FROM 26TH - 29TH OF JUNE AND 3RD - 5TH OF JULY INCLUSIVE	1	4,873.00	
EFT27050	21/07/2017	WARRICKS NEWSAGENCY	COPIES OF THE WEST AUSTRALIAN & AVON ADVOCATE FOR JUNE 2017.	1		120.69
INV SN00006130/06/2017		WARRICKS NEWSAGENCY	DYMO LABEL MACHINE.	1	29.99	
INV SN00006130/06/2017		WARRICKS NEWSAGENCY	MARKERS & FOLD BACK CLIPS FOR KILLARA.	1	14.90	
INV SN00006130/06/2017		WARRICKS NEWSAGENCY	COPIES OF THE WEST AUSTRALIAN & AVON ADVOCATE FOR JUNE 2017.	1	75.80	

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EFT27051	27/07/2017	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 223 Fixed Component - CONSTRUCTION OF RECREATION FACILITIES	1		67,994.79
INV 223	27/07/2017	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 223 Fixed Component - CONSTRUCTION OF RECREATION FACILITIES		67,994.79	
EFT27052	27/07/2017	BRYAN LESLIE ALEXANDER	REFUND OF STANDPIPE PAID ON 28/11/2005 ON RECEIPT NO 80917.	2		50.00
INV T316S	27/07/2017	BRYAN LESLIE ALEXANDER	REFUND OF STANDPIPE PAID ON 28/11/2005 ON RECEIPT NO 80917.	2	50.00	
EFT27053	27/07/2017	FIONA AUGUSTYNEK	BOND REFUND ON TOWN HALL BOOKING #3046 - 01/07/2017.	2		100.00
INV T982	27/07/2017	FIONA AUGUSTYNEK	BOND REFUND ON TOWN HALL BOOKING #3046 - 01/07/2017.	2	100.00	
EFT27054	27/07/2017	PLUNKETT HOMES (1930) PTY LTD	REFUND KERB DEPOSIT - T988 (NO KERB ON SITE) FROM BUILDING APP.17127.	2		1,000.00
INV T988	27/07/2017	PLUNKETT HOMES (1930) PTY LTD	REFUND KERB DEPOSIT - T988 (NO KERB ON SITE) FROM BUILDING APP.17127.	2	1,000.00	
EFT27055	27/07/2017	TERRA DRILL - KOJ MRDJA	REFUND OF DEPOSIT PAID ON STANDPIPE CARD FOR RETURN OF CARD.	2		50.00
INV T938	27/07/2017	TERRA DRILL - KOJ MRDJA	REFUND OF DEPOSIT PAID ON STANDPIPE CARD FOR RETURN OF CARD.	2	50.00	
EFT27056	28/07/2017	ANDY'S PLUMBING SERVICE	RECREATION CENTRE - 6 MONTHLY PUMP CLEAN GREASE TRAP - CWTF 177163 ON THE 2/6/17	1		506.00
INV A17611	03/07/2017	ANDY'S PLUMBING SERVICE	RECREATION CENTRE - 6 MONTHLY PUMP CLEAN GREASE TRAP - CWTF 177163 ON THE 2/6/17	1	506.00	
EFT27057	28/07/2017	AUSTRALIAN SERVICES UNION	Payroll deductions	1		27.45
INV DEDUCT25/07/2017		AUSTRALIAN SERVICES UNION	Payroll deductions		27.45	
EFT27058	28/07/2017	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END 25/07/2017.	1		66,172.00
INV PAYG 2525/07/2017		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END 25/07/2017.	1	66,172.00	
EFT27059	28/07/2017	AUSTRALIAN WILDFLOWER SEEDS PTY LTD	STOCK PURCHASES FOR VISITORS CENTRE.	1		363.60
INV 170720-3:20/07/2017		AUSTRALIAN WILDFLOWER SEEDS PTY LTD	STOCK PURCHASES FOR VISITORS CENTRE.	1	363.60	

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EFT27060	28/07/2017	AVON PAPER SHRED	240 LTR BIN PAPER SHRED FOR KILLARA	1		60.00
INV 538	19/07/2017	AVON PAPER SHRED	240 LTR BIN PAPER SHRED FOR KILLARA	1	60.00	
EFT27061	28/07/2017	AVON SPICE CAFE	CATERING - ORDINARY COUNCIL MEETING 19TH JULY 2017	1		374.00
INV 057	19/07/2017	AVON SPICE CAFE	CATERING - ORDINARY COUNCIL MEETING 19TH JULY 2017	1	374.00	
EFT27062	28/07/2017	AVON VALLEY ARTS SOCIETY (INC)	STOCK PURCHASES FOR VISITORS CENTRE.	1		207.30
INV 0004658020/07/2017		AVON VALLEY ARTS SOCIETY (INC)	STOCK PURCHASES FOR VISITORS CENTRE.	1	207.30	
EFT27063	28/07/2017	AVON VALLEY CONTRACTORS	CART GRAVEL FROM CHITTY ROAD PIT TO BERRY BROW ROAD	1		2,860.00
INV 1889	13/07/2017	AVON VALLEY CONTRACTORS	CART GRAVEL FROM CHITTY ROAD PIT TO BERRY BROW ROAD	1	2,860.00	
EFT27064	28/07/2017	AVW ELECTRICAL	TRAVEL TO BELMONT ON 14/05/2017 & 21/05/2017 TO PICK UP GENSET & DELIVER TO NORTHAM VISITOR CENTRE FOR SCHEDULED POWER OUTAGE.	1		2,347.40
INV A1996	12/06/2017	AVW ELECTRICAL	TRAVEL TO BELMONT ON 14/05/2017 & 21/05/2017 TO PICK UP GENSET & DELIVER TO NORTHAM VISITOR CENTRE FOR SCHEDULED POWER OUTAGE.	1	2,347.40	
EFT27065	28/07/2017	BEAUREPAIRES	REPLACE TUBE IN FERRIS TYRE	1		15.00
INV U524346208/06/2017		BEAUREPAIRES	REPLACE TUBE IN FERRIS TYRE	1	15.00	
EFT27066	28/07/2017	BEE HAPPY APIARIES	STOCK PURCHASES FOR VISITORS CENTRE.	1		80.00
INV INV-062220/07/2017		BEE HAPPY APIARIES	STOCK PURCHASES FOR VISITORS CENTRE.	1	80.00	
EFT27067	28/07/2017	CHILD SUPPORT AGENCY	Payroll deductions	1		1,110.01
INV DEDUCT25/07/2017		CHILD SUPPORT AGENCY	Payroll deductions		1,110.01	
EFT27068	28/07/2017	CLACKLINE FENCING CONTRACTORS	REPAIRS TO VANDALISED SECTION OF FENCING AT IMPOUND VEHICLE YARD.	1		220.00
INV 1085	15/07/2017	CLACKLINE FENCING CONTRACTORS	REPAIRS TO VANDALISED SECTION OF FENCING AT IMPOUND VEHICLE YARD.	1	220.00	

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EFT27069	28/07/2017	COOK'S TOURS	INSIDE FRONT COVER AND 1/2 PAGE AD IN 2018 BEAUTIFUL SOUTH	1		2,000.00
INV 0000463017	07/2017	COOK'S TOURS	INSIDE FRONT COVER AND 1/2 PAGE AD IN 2018 BEAUTIFUL SOUTH	1	2,000.00	
EFT27070	28/07/2017	COUNTRY COMFORTSTYLE NORTHAM	REPLACEMENT OF BROKEN OFFICE CHAIR - CEO EA	1		429.00
INV 3125	21/03/2017	COUNTRY COMFORTSTYLE NORTHAM	REPLACEMENT OF BROKEN OFFICE CHAIR - CEO EA	1	429.00	
EFT27071	28/07/2017	DANIELS HEALTH SERVICES PTY LTD	APEX PARK PUBLIC TOILETS. SERVICING OF SHARPS SAFES JUNE 2016	1		164.65
INV 1573733	30/06/2017	DANIELS HEALTH SERVICES PTY LTD	APEX PARK PUBLIC TOILETS. SERVICING OF SHARPS SAFES JUNE 2016	1	164.65	
EFT27072	28/07/2017	DEPARTMENT OF ENVIRONMENT REGULATION	QUARTLEY LEVY RETURN FOR APRIL-JUNE 2017.	1		6,334.75
INV CH24072024	07/2017	DEPARTMENT OF ENVIRONMENT REGULATION	QUARTLEY LEVY RETURN FOR APRIL-JUNE 2017.	1	6,334.75	
EFT27073	28/07/2017	DORMAKABA AUSTRALIA PTY LTD	RECREATION CENTRE - PLEASE SERVICE THE TWO FRONT SLIDING DOORS WHICH ARE NOT CLOSING BY ABOUT 10mm.	1		390.50
INV 35WA-4313	07/2017	DORMAKABA AUSTRALIA PTY LTD	RECREATION CENTRE - PLEASE SERVICE THE TWO FRONT SLIDING DOORS WHICH ARE NOT CLOSING BY ABOUT 10mm.	1	390.50	
EFT27074	28/07/2017	DOWNER EDI WORKS PTY LTD	SUPPLY & LAY ASPHALT IRISHTOWN ROAD NORTHAM FOR THE ASPHALT PROGRAM TENDER 7 OF 2015.	1		135,404.49
INV 251297	15/06/2017	DOWNER EDI WORKS PTY LTD	INCORRECT RATE - INVOICE 6001851.	1	-3,902.82	
INV 6001851	15/06/2017	DOWNER EDI WORKS PTY LTD	SUPPLY & LAY ASPHALT OLD QUARRY ROAD NORTHAM FOR THE ASPHALT PROGRAM TENDER 7 OF 2015.	1	53,071.82	
INV 6001858	15/06/2017	DOWNER EDI WORKS PTY LTD	SUPPLY & LAY ASPHALT IRISHTOWN ROAD NORTHAM FOR THE ASPHALT PROGRAM TENDER 7 OF 2015.	1	86,235.49	
EFT27075	28/07/2017	DUNCAN GROUP INTERNATIONAL - CLACKLINE VALLEY OLIVES	STOCK PURCHASES FOR VISITORS CENTRE	1		90.00
INV 0000269713	07/2017	DUNCAN GROUP INTERNATIONAL - CLACKLINE VALLEY OLIVES	STOCK PURCHASES FOR VISITORS CENTRE	1	90.00	
EFT27076	28/07/2017	EASIFLEET	Payroll deductions	1		1,394.47

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INV DEDUCT25/07/2017		EASIFLEET	Payroll deductions		987.11	
INV DEDUCT25/07/2017		EASIFLEET	Payroll deductions		407.36	
EFT27077	28/07/2017	EXPERIENCE PERTH	EXPERIENCE PERTH SILVER MEMBERSHIP 2017-18	1		220.00
INV 5829	04/07/2017	EXPERIENCE PERTH	EXPERIENCE PERTH SILVER MEMBERSHIP 2017-18	1	220.00	
EFT27078	28/07/2017	GLENWARRA DEVELOPMENT SERVICES	PROVISION OF RLIEF PLANNING OFFICER SERVICES - 4 DAYS	1		1,760.00
INV 2016/17-402/07/2017		GLENWARRA DEVELOPMENT SERVICES	PROVISION OF RLIEF PLANNING OFFICER SERVICES - 4 DAYS	1	1,760.00	
EFT27079	28/07/2017	GRACE EXPEDITION	BOOKS FOR THE LIBRARY.	1		140.00
INV 46563	12/07/2017	GRACE EXPEDITION	BOOKS FOR THE LIBRARY.	1	140.00	
EFT27080	28/07/2017	GRAFTON ELECTRICS	RELOCATION OF HENRY STREET LIGHTING CONTROL BOX OUT OF THE SUN WITH LOCKABLE DOOR.	1		3,520.00
INV 1082	30/06/2017	GRAFTON ELECTRICS	RELOCATION OF HENRY STREET LIGHTING CONTROL BOX OUT OF THE SUN WITH LOCKABLE DOOR.	1	3,520.00	
EFT27081	28/07/2017	HEMA MAPS PTY LTD	STOCK PURCHASES FOR VISITORS CENTRE	1		266.07
INV C000185518/07/2017		HEMA MAPS PTY LTD	STOCK PURCHASES FOR VISITORS CENTRE	1	266.07	
EFT27082	28/07/2017	IRONBARK SUSTAINABILITY	REVIEW OF ROOF-MOUNTED SOLAR PV PROPOSALS FOR THE ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE - SYSTEM SIZE OPTIMISATION	1		770.00
INV 0000137311/07/2017		IRONBARK SUSTAINABILITY	REVIEW OF ROOF-MOUNTED SOLAR PV PROPOSALS FOR THE ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE - SYSTEM SIZE OPTIMISATION	1	770.00	
EFT27083	28/07/2017	J CARBINES	STOCK PURCHASES FOR VISITORS CENTRE.	1		366.00
INV 3497	13/07/2017	J CARBINES	STOCK PURCHASES FOR VISITORS CENTRE.	1	366.00	
EFT27084	28/07/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	BREAKDOWN PICK UP - PICK UP WATER TRUCK PN1501 AND DELIVER TO CENTRAL MOBILE MECHANICS (3HRS)	1		495.00
INV 1197	06/07/2017	KERBTECH P/L T/A GDR CIVIL CONTRACTING	BREAKDOWN PICK UP - PICK UP WATER TRUCK PN1501 AND DELIVER TO CENTRAL MOBILE MECHANICS (3HRS)	1	495.00	

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EFT27085	28/07/2017	LANDGATE	CONSOLIDATED MINING TENEMENT ROLL.	1		367.60
INV 331773-1Q29/06/2017		LANDGATE	MINING TENEMENTS CHARGEABLE SCHEDULE NO M2017/2 DATED 16/06/2017 TO 22/06/2017.	1	37.90	
INV 3317111-28/06/2017		LANDGATE	RURAL UV'S CHARGEABLE SCHEDULE:R2017/7 DATE 13/05/2017 TO 26/05/2017.	1	79.90	
INV 331521-1Q22/06/2017		LANDGATE	CONSOLIDATED MINING TENEMENT ROLL.	1	249.80	
EFT27086	28/07/2017	LGIS - LOCAL GOVERNMENT INSURANCE SERVICES	INSURANCE - MOTOR VEHICLES - 30/06/2017 TO 30/06/2018.	1		86,250.43
INV 062-196005/07/2017		LGIS - LOCAL GOVERNMENT INSURANCE SERVICES	INSURANCE - MOTOR VEHICLES - 30/06/2017 TO 30/06/2018.	1	63,325.66	
INV 062-196005/07/2017		LGIS - LOCAL GOVERNMENT INSURANCE SERVICES	INSURANCE - PERSONAL ACCIDENT - 30/06/2017 TO 30/06/2018.	1	467.50	
INV 062-196005/07/2017		LGIS - LOCAL GOVERNMENT INSURANCE SERVICES	INSURANCE SALARY CONTINUANCE - 30/06/2017 TO 30/06/2018.	1	5,392.97	
INV 062-196005/07/2017		LGIS - LOCAL GOVERNMENT INSURANCE SERVICES	INSURANCE - TRAVEL - 30/06/2017 TO 30/06/2018.	1	825.00	
INV 062-196005/07/2017		LGIS - LOCAL GOVERNMENT INSURANCE SERVICES	INSURANCE - CYBER LIABILITY - 30/06/2017 TO 30/06/2018.	1	3,300.00	
INV 062-196005/07/2017		LGIS - LOCAL GOVERNMENT INSURANCE SERVICES	INSURANCE - MANAGEMENT LIABILITY 30/06/2017 TO 30/06/2018.	1	11,949.30	
INV 062-196005/07/2017		LGIS - LOCAL GOVERNMENT INSURANCE SERVICES	INSURANCE - MARINE CARGO - 30/06/2017 TO 30/06/2018.	1	990.00	
EFT27087	28/07/2017	LGIS WA	INSURANCE PROPERTY SCHEDULE - 30/06/2017 TO 30/06/2018.	1		308,391.65
INV 100-127406/07/2017		LGIS WA	2017/18 SCHEME MEMBERSHIP CONTRIBUTIONS CREDIT FIRST INSTALMENT.	1	-20,399.06	
INV 100-127810/07/2017		LGIS WA	INSURANCE LGIS BUSHFIRE - 30/06/2017 TO 30/06/2018.	1	23,839.20	
INV 100-127810/07/2017		LGIS WA	INSURANCE - CRIME - 30/06/2017 TO 30/06/2018.	1	1,906.33	
INV 100-127810/07/2017		LGIS WA	INSURANCE PROPERTY SCHEDULE - 30/06/2017 TO 30/06/2018.	1	146,725.00	
INV 100-127810/07/2017		LGIS WA	INSURANCE - LGIS LAIBILITY - 30/06/2017 TO 30/06/2018.	1	41,718.05	
INV 100-127810/07/2017		LGIS WA	INSURANCE - LGIS WORKCARE - 30/06/2017 TO 30/06/2018.	1	114,602.13	

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EFT27088	28/07/2017	LIDIA VORONTSOVA	SEWING BADGES ON RANGERS UNIFORMS.	1		96.00
INV A014855c14/07/2017		LIDIA VORONTSOVA	SEWING BADGES ON RANGERS UNIFORMS.	1	96.00	
EFT27089	28/07/2017	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	Payroll deductions	1		20.50
INV DEDUCT25/07/2017		LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	Payroll deductions		20.50	
EFT27090	28/07/2017	LOCAL GOVERNMENT MANAGERS AUSTRALIA WA DIVISION INC	LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP 2017-18 - EMDS	1		521.00
INV 5840	14/07/2017	LOCAL GOVERNMENT MANAGERS AUSTRALIA WA DIVISION INC	LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP 2017-18 - EMDS	1	521.00	
EFT27091	28/07/2017	MEGA-FIX	BOLTS FOR SMALL PLANT	1		8.56
INV 62916	22/06/2017	MEGA-FIX	BOLTS FOR SMALL PLANT	1	8.56	
EFT27092	28/07/2017	MORRIS PEST AND WEED CONTROL	SWIMMING POOL HOUSE - As per quote 171- INSTALL PERIMETER COMPONENT OF A TERMITE BARRIER.	1		2,005.30
INV 8233	15/07/2017	MORRIS PEST AND WEED CONTROL	SWIMMING POOL HOUSE - As per quote 171- INSTALL PERIMETER COMPONENT OF A TERMITE BARRIER.	1	2,005.30	
EFT27093	28/07/2017	NETSIGHT	MYOSH MONTHLY SUBSCRIPTION - JULY 2017	1		710.60
INV INV-201601/07/2017		NETSIGHT	MYOSH MONTHLY SUBSCRIPTION - JULY 2017	1	710.60	
EFT27094	28/07/2017	NORTHAM GARDENING SERVICE	SLASHING LOT31/30 DEMPSTER ST NORTHAM.	1		770.00
INV INV-001810/03/2017		NORTHAM GARDENING SERVICE	SLASHING LOT31/30 DEMPSTER ST NORTHAM.	1	330.00	
INV INV-001910/03/2017		NORTHAM GARDENING SERVICE	SLASHING 8 ROCKETT STREET NORTHAM.	1	275.00	
INV INV-001810/03/2017		NORTHAM GARDENING SERVICE	SLASHING 76 THROSSELL STREET NORTHAM.	1	165.00	
EFT27095	28/07/2017	OXTER SERVICES	TOILET PAPER, HAND TOWELS, ETC FOR VARIOUS SHIRE BUILDINGS.	1		1,266.31
INV 18317	18/07/2017	OXTER SERVICES	TOILET PAPER, HAND TOWELS, ETC FOR VARIOUS SHIRE BUILDINGS.	1	1,266.31	
EFT27096	28/07/2017	PLUNKETT HOMES (1930) PTY LTD	REFUND KERB ADMINISTRATION FEES FROM BUILDING APP:17127.	1		183.00

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INV 17127	05/07/2017	PLUNKETT HOMES (1930) PTY LTD	REFUND KERB ADMINISTRATION FEES FROM BUILDING APP:17127.	1	183.00	
EFT27097	28/07/2017	PROMAPP SOLUTIONS LIMITED	PROMAPP PROCESS MANAGER SOFTWARE - MONTHLY SUBSCRIPTION JULY 2017	1		1,122.00
INV PM3040	25/07/2017	PROMAPP SOLUTIONS LIMITED	PROMAPP PROCESS MANAGER SOFTWARE - MONTHLY SUBSCRIPTION JULY 2017	1	1,122.00	
EFT27098	28/07/2017	SHANE ROBERT MOORHEAD	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL.	1		165.00
INV 89647	07/07/2017	SHANE ROBERT MOORHEAD	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL.	1	165.00	
EFT27099	28/07/2017	SLAV'S CLEANING SERVICE	SWIMMING POOL HOUSE - COMPLETE HOUSE CLEAN - INCLUDING WEBS OUT SIDE, FRIDGE CLEAN.	1		495.00
INV 1158	18/07/2017	SLAV'S CLEANING SERVICE	SWIMMING POOL HOUSE - COMPLETE HOUSE CLEAN - INCLUDING WEBS OUT SIDE, FRIDGE CLEAN.	1	495.00	
EFT27100	28/07/2017	THE AUSSIE POO COMPANY	STOCK PURCHASES FOR VISITORS CENTRE -	1		161.20
INV 322	19/07/2017	THE AUSSIE POO COMPANY	STOCK PURCHASES FOR VISITORS CENTRE -	1	80.60	
INV 322	19/07/2017	THE AUSSIE POO COMPANY	STOCK PURCHASES FOR VISITORS CENTRE	1	80.60	
EFT27101	28/07/2017	TOTAL PACKAGING	6 X CARTONS OF DOGGY DISPOSAL BAGS TO BE DELIVERED TO THE SHIRE DEPOT 116 PEEL TERRACE NORTHAM	1		514.80
INV 0003204325/05/2017		TOTAL PACKAGING	6 X CARTONS OF DOGGY DISPOSAL BAGS TO BE DELIVERED TO THE SHIRE DEPOT 116 PEEL TERRACE NORTHAM	1	514.80	
EFT27102	28/07/2017	VERLINDENS ELECTRICAL SERVICE (WA)	NORTHAM SUSPENSION BRIDGE. REPLACE CABLING AND FITTINGS, INSTALL LED LIGHTS AS PER QUOTE. LED LIGHTS TO BE SUPPLIED BY SHIRE OF NORTHAM.	1		16,478.00
INV 85491	30/06/2017	VERLINDENS ELECTRICAL SERVICE (WA)	NORTHAM SUSPENSION BRIDGE. REPLACE CABLING AND FITTINGS, INSTALL LED LIGHTS AS PER QUOTE. LED LIGHTS TO BE SUPPLIED BY SHIRE OF NORTHAM.	1	16,478.00	

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EFT27103	31/07/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	EARTHWORKS - COMPLETION OF MITCHELL AVENUE DRAINAGE PROJECT NEAR BP NORTHAM WA. SUPPLY OF ALL MACHINERY, VEHICLES, TOOLS & SKILLED LABOUR TO COMPLETE PROJECT. SUPPLY & DELIVERY OF ALL CONCRETE PRODUCTS. SUPPLY & DELIVERY OF ALL YELLOW SAND, GRAVEL & CEMENT. TRANSPORT & DISPOSAL OF EXCAVATED SPOIL, KERBING & ASPHALT.	1		31,051.10
INV 139	30/04/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	EARTHWORKS - COMPLETION OF MITCHELL AVENUE DRAINAGE PROJECT NEAR BP NORTHAM WA. SUPPLY OF ALL MACHINERY, VEHICLES, TOOLS & SKILLED LABOUR TO COMPLETE PROJECT. SUPPLY & DELIVERY OF ALL CONCRETE PRODUCTS. SUPPLY & DELIVERY OF ALL YELLOW SAND, GRAVEL & CEMENT. TRANSPORT & DISPOSAL OF EXCAVATED SPOIL, KERBING & ASPHALT.	1	15,895.00	
INV 141	20/06/2017	AVON VALLEY PLANT & EQUIPMENT PTY LTD	HAUL 3500T GRAVEL FROM CHITTY PIT TO NEWMAN ROAD @ \$5.50 PER TONNE	1	15,156.10	
EFT27104	31/07/2017	WESTERN AUSTRALIAN TREASURY CORPORATION	GOVERNMENT GUARANTEE FEE ACCURAL REPORT TRADE DETAIL FOR 30/06/2017.	1		7,845.01
INV GFEE JU30/06/2017	30/06/2017	WESTERN AUSTRALIAN TREASURY CORPORATION	GOVERNMENT GUARANTEE FEE ACCURAL REPORT TRADE DETAIL FOR 30/06/2017.	1	7,845.01	
34772	17/07/2017	NORTHAM FEED & HIRE	HIRE OF MEDIUM COMPACTOR FOR 11 DAYS.	1		540.00
INV 0000064619/06/2017	19/06/2017	NORTHAM FEED & HIRE	HIRE OF MEDIUM COMPACTOR FOR 11 DAYS.	1	495.00	
INV 0000061313/06/2017	13/06/2017	NORTHAM FEED & HIRE	HIRE OF PLATE COMPACTOR	1	45.00	
34773	17/07/2017	PETTY CASH	P/C REIMBURSEMENT FOR LIBRARY AS AT 30/06/2017.	1		427.35
INV P/C KILL30/06/2017	30/06/2017	PETTY CASH	PETTY CASH REIMBURSEMENT FOR KILLARA AS AT 30/06/2017.	1	14.50	
INV P/C REC 30/06/2017	30/06/2017	PETTY CASH	PETTY CASH REIMBURSEMENT FOR REC CENTRE AS AT 30/06/2017.	1	137.25	
INV P/C LIBR30/06/2017	30/06/2017	PETTY CASH	P/C REIMBURSEMENT FOR LIBRARY AS AT 30/06/2017.	1	194.75	

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INV P/C DEPG30/06/2017		PETTY CASH	PETTY CASH REIMBURSEMENT FOR DEPOT AS AT 30TH JUNE 2017.	1	80.85	
34774	17/07/2017	SYNERGY	STREET LIGHTS 01/06/2017 TO 03/07/2017.	1		38,616.05
INV 9152416403/07/2017		SYNERGY	AUXILLARY LIGHTING CHARGES 01/06/2017 TO 03/07/2017.		121.10	
INV 9168227523/06/2017		SYNERGY	WUNDOWIE TENNIS CLUB 24/04/2017 TO 23/06/2017.		52.25	
INV 3053076123/06/2017		SYNERGY	LOT 410 KURINGAL RD WUNDOWIE 24/04/2017 TO 23/06/2017.		31.10	
INV 3006770723/06/2017		SYNERGY	WUNDOWIE FOOTY PAVILLION 24/04/2017 TO 23/06/2017.		247.35	
INV 3619900326/06/2017		SYNERGY	WUNDOWIE OVAL PUMP 24/04/2016 TO 26/06/2017.		418.10	
INV 3706392323/06/2017		SYNERGY	WUNDOWIE TOWN HALL 19/04/2017 TO 19/06/2017.		346.55	
INV 4449973023/06/2017		SYNERGY	WUNDOWIE LIBRARY 19/4/2017 TO 19/06/2017.		491.15	
INV 1422759523/06/2017		SYNERGY	WUNDOWIE OVAL 24/04/2017 TO 23/06/2017.		276.75	
INV 9626429923/06/2017		SYNERGY	MEDICAL CENTRE 24/04/2017 TO 23/06/2017.		28.60	
INV 0353464126/06/2017		SYNERGY	HOOPEPARK GEH B/HILL 26/04/2017 TO 26/06/2017		108.90	
INV 1686149903/07/2017		SYNERGY	STREET LIGHTS 01/06/2017 TO 03/07/2017.		23,306.55	
INV 9812925722/06/2017		SYNERGY	BAKERS HILL REC CENTRE 21/04/2017 TO 22/06/2017.		793.20	
INV 1640077123/06/2017		SYNERGY	WUNDOWIE DEPOT - 24/04/2017 TO 23/06/2017.	1	302.20	
INV 4879640423/06/2017		SYNERGY	YORK ADVISORY COUNCIL - 24/04/2017 TO 23/06/2017.	1	29.50	
INV 7921766202/06/2017		SYNERGY	ELECTRICITY FOR VARIOUS SHIRE PROPERTIES FROM 02/06/2017 - 05/07/2017.	1	12,062.75	
34775	17/07/2017	TELSTRA CORPORATION	LANDLINE ACCOUNT FOR THE PERIOD 05/05/2017 TO 04/06/2017.	1		6,323.87
INV 2773735012/06/2017		TELSTRA CORPORATION	PHONE ACCOUNT SES TO 04/06/2017.	1	267.30	
INV 2000049020/06/2017		TELSTRA CORPORATION	BROADBAND ASL FOR NORTHAM DISTRICT SES FOR THE PERIOD 15/05/2017 TO 14/06/2017.	1	39.95	
INV 3864754812/06/2017		TELSTRA CORPORATION	PHONE & ADSL TO 4/06/2017 FOR HENRY STREET OVAL.	1	72.32	
INV 9026075012/06/2017		TELSTRA CORPORATION	LANDLINE ACCOUNT FOR THE PERIOD 05/05/2017 TO 04/06/2017.	1	4,708.53	

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INV 1342948225/06/2017		TELSTRA CORPORATION	VARIOUS MOBILE ACCOUNT FROM 24/05/2017 TO 25/06/2017.		1,211.45	
INV 6305302927/06/2017		TELSTRA CORPORATION	BAKERS HILL BFB 23/06/2017 TO 22/07/2017.		24.32	
34776	17/07/2017	WATER CORPORATION	STANDPIPE AT KEANE ST 06/04/2017 TO 07/06/2017.	1		9,257.40
INV 9007948405/07/2017		WATER CORPORATION	IRISHTOWN AGRICULTURAL HALL 02/05/2017 TO 04/07/2017		4.51	
INV 9007948305/07/2017		WATER CORPORATION	STANDPIPE AT IRISHTOWN RD 03/05/2017 TO 04/07/2017.		101.19	
INV 9007948205/07/2017		WATER CORPORATION	STANDPIPE AT KATRINE RD 03/05/2017 TO 04/07/2017.		42.53	
INV 9007946105/07/2017		WATER CORPORATION	STANDPIPE AT SPENCERS BROOK RD 03/05/2017 TO 04/07/2017.		49.30	
INV 9007945604/07/2017		WATER CORPORATION	STANDPIPE NORTHAM-TOODYAY RD 02/05/2017 TO 03/07/2017.		42.53	
INV 9007945104/07/2017		WATER CORPORATION	TOILETS AT KATRINE RD 02/05/2017 TO 03/07/2017.		196.27	
INV 9007938924/05/2017		WATER CORPORATION	STANDPIPE BODEGUERO WAY 25/03/2017 TO 23/05/2017.		39.48	
INV 9007938730/05/2017		WATER CORPORATION	STANDPIPE AT LOCKYER RD 30/03/2017 TO 29/05/2017		940.74	
INV 9007901606/07/2017		WATER CORPORATION	RAILWAY MUSEUM 04/05/2017 TO 05/07/2017.		146.27	
INV 9007901104/07/2017		WATER CORPORATION	PLAYGROUND MORRELL STREET 02/05/2017 TO 03/07/2017.		649.73	
INV 9008729706/07/2017		WATER CORPORATION	SHIRE ADMIN 04/05/2017 TO 05/07/2017		595.50	
INV 9007840208/06/2017		WATER CORPORATION	STANDPIPE AT KEANE ST 06/04/2017 TO 07/06/2017.		5,026.35	
INV 9007917219/05/2017		WATER CORPORATION	STANDPIPE AT CLARKE STREET - 17/03/2017 TO 17/05/2017.	1	1,423.00	
34777	17/07/2017	WESTERN POWER	FITZGERALD / MERVYN / MILNER STREET, NORTHAM AS PER WESTERN POWER REF: NP027967	1		7,852.00
INV CORPB0:19/05/2017		WESTERN POWER	FITZGERALD / MERVYN / MILNER STREET, NORTHAM AS PER WESTERN POWER REF: NP027967	1	7,852.00	
34778	21/07/2017	NORTHAM FEED & HIRE	BALES OF HAY FOR IMPOUNDED RAM	1		20.00
INV 0000066006/07/2017		NORTHAM FEED & HIRE	BALES OF HAY FOR IMPOUNDED RAM	1	20.00	
34779	21/07/2017	SYNERGY	GRASS VALLEY FIRESHED - 12/05/2017 TO 12/07/2017.	1		230.05

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INV 9414532312/07/2017		SYNERGY	GRASS VALLEY FIRESHED - 12/05/2017 TO 12/07/2017.	1	116.60	
INV 7471705313/07/2017		SYNERGY	SKATE PARK - 15/05/2017 TO 13/07/2017.	1	113.45	
34780	21/07/2017	TELSTRA CORPORATION	MAINLINE PHONE ACCOUNT FROM 04/7/2017 TO 04/8/2017.	1		8,536.80
INV 2773735009/07/2017		TELSTRA CORPORATION	SES BUILDING FROM 4/7/2017 TO 04/08/2017.		83.85	
INV 9026075012/07/2017		TELSTRA CORPORATION	MAINLINE PHONE ACCOUNT FROM 04/7/2017 TO 04/8/2017.		4,786.73	
INV 2726008928/06/2017		TELSTRA CORPORATION	VARIOUS MOBILE ACCOUNTS TO 27/07/2017.		3,336.20	
INV 2726008910/07/2017		TELSTRA CORPORATION	BUSHFIRE BRIGADES 10/7/2017 TO 09/08/2017.	1	330.02	
34781	21/07/2017	WATER CORPORATION	RECREATION CENTRE 11/05/2017 to 12/07/2017.	1		7,510.35
INV 9007907212/07/2017		WATER CORPORATION	WATER USE & SERVICE CHARGES FOR 182 FITZGERALD STREET NORTHAM LOT 30 ACCOUNT# 9007907298 & BILL ID 0185.	1	395.43	
INV 9007909713/07/2017		WATER CORPORATION	RECREATION CENTRE 11/05/2017 to 12/07/2017.		1,328.60	
INV 9007908611/07/2017		WATER CORPORATION	KILLARA 09/05/2017 TO 10/07/2017.		1,045.13	
INV 9007908011/07/2017		WATER CORPORATION	OLD GIRLS SCHOOL 09/05/2017 to 10/07/2017.		66.28	
INV 9007908011/07/2017		WATER CORPORATION	OLD POST OFFICE BUILDING 09/05/2017 to 10/07/2017.		122.68	
INV 9011070412/07/2017		WATER CORPORATION	SNACKBAR AT GREY ST 01/07/2017 to 31/08/2017		202.18	
INV 9007907412/07/2017		WATER CORPORATION	BERNARD PARK PLAYCENTRE 09/05/2017 to 11/07/2017.		177.65	
INV 9007906911/07/2017		WATER CORPORATION	OLD INFANT HEALTH CLINIC 09/05/2017 to 10/07/2017.		63.19	
INV 9007906711/07/2017		WATER CORPORATION	OLD FIRE STATION 09/05/2017 to 10/07/2017.		172.31	
INV 9007904012/07/2017		WATER CORPORATION	LIBRARY 10/05/2017 TO 11/07/2017.		79.82	
INV 9007904012/07/2017		WATER CORPORATION	OLD TOWN BUILDING 10/05/2017 to 11/07/2017.		850.54	
INV 9007904012/07/2017		WATER CORPORATION	MEMORIAL HALL 10/05/2017 to 11/07/2017.		253.35	
INV 9007903912/07/2017		WATER CORPORATION	ST JOHN'S HALL 10/05/2017 to 11/07/2017.		144.63	
INV 9007903710/07/2017		WATER CORPORATION	TOWN & LESSER HALL 04/05/2017 to 07/07/2017.		739.66	

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INV 9007899910/07/2017		WATER CORPORATION	GIRL GUIDES HALL 04/05/2017 to 07/07/2017.		66.28	
INV 9008729812/07/2017		WATER CORPORATION	VISITORS CENTRE 09/05/2017 TO 11/07/2017.		677.75	
INV 9020383812/07/2017		WATER CORPORATION	TRADE WASTE PERMIT - 01/07/2017 TO 30/06/2018 FOR KILLARA	1	331.92	
INV 9018699012/07/2017		WATER CORPORATION	TRADE WASTE PERMIT FOR NORTHAM RECREATION 01/07/2017 TO 30/06/2018.	1	331.92	
INV 9007908712/07/2017		WATER CORPORATION	KINDERGARDEN AT BURGGOYNE ST 10/05/2017 TO 11/07/2017.	1	461.03	
34782	28/07/2017	COMMISSIONER OF POLICE	AVON RIVER FESTIVAL 2017 ROAD CLOSURE - CATEGORY 4.	1		80.60
INV VW2607226/07/2017		COMMISSIONER OF POLICE	AVON RIVER FESTIVAL 2017 ROAD CLOSURE - CATEGORY 4.	1	80.60	
34783	28/07/2017	SYNERGY	AIRPORT 17/05/2017 TO 17/07/2017.	1		5,988.80
INV 1819945020/07/2017		SYNERGY	KILLARA NEW BUILDING 15/06/2017 TO 20/07/2017.		1,694.00	
INV 0929125212/07/2017		SYNERGY	GRASS VALLEY OVAL 12/05/2017 TO 12/07/2017.		28.50	
INV 5140678113/07/2017		SYNERGY	BERT HAWKE OVAL RETICULATION 17/05/2017 TO 17/07/2017.		918.55	
INV 1365377417/07/2017		SYNERGY	AIRPORT 17/05/2017 TO 17/07/2017.		3,347.75	
34784	28/07/2017	TELSTRA CORPORATION	HENRY ST OVAL 05/06/2017 TO 04/07/2017.	1		112.27
INV 3864754812/07/2017		TELSTRA CORPORATION	HENRY ST OVAL 05/06/2017 TO 04/07/2017.		72.32	
INV 2000490619/07/2017		TELSTRA CORPORATION	SES ACCOUNT 2000049065756 15/06/2017 TO 14/07/2017.		39.95	
34785	28/07/2017	WATER CORPORATION	CEMETERY 12/05/2017 TO 14/07/2017.	1		4,347.42
INV 9007945314/07/2017		WATER CORPORATION	STANDPIPE AT MEENAAR T/S GEH 10/05/2017 TO 13/07/2017.		44.57	
INV 9007929412/07/2017		WATER CORPORATION	AVON MALL 09/05/2017 TO 11/07/2017.		672.29	
INV 9007917017/07/2017		WATER CORPORATION	CEMETERY 12/05/2017 TO 14/07/2017.		1,008.43	
INV 9007916617/07/2017		WATER CORPORATION	MORBY COTTAGE 12/05/2017 TO 14/07/2017.		405.75	
INV 9007915517/07/2017		WATER CORPORATION	AIRPORT 16/05/2017 TO 14/07/2017.		610.80	

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INV 9007907412	07/2017	WATER CORPORATION	BERNARD PARK 09/05/2017 TO 11/07/2017.		758.30	
INV 9007907312	07/2017	WATER CORPORATION	RIVERBANK TO BROOME TCE 10/05/2017 TO 11/07/2017.		38.35	
INV 9007901710	07/2017	WATER CORPORATION	PURSLOWE PARK 04/05/2017 TO 07/07/2017.		764.78	
INV 9007951314	07/2017	WATER CORPORATION	STANDPIPE AT MEENAAR SOUTH RD 11/05/2017 TO 13/07/2017.		44.15	
34787	31/07/2017	SHIRE OF NORTHAM	REGISTRATION - N9467 - PN1621.	1		19,742.75
INV 1BMR0911	07/2017	SHIRE OF NORTHAM	1BMR091 - FIRE TRUCK - 12 MONTHS REGO	1	77.50	
INV 1TOV60317	07/2017	SHIRE OF NORTHAM	1TOV603 - SES EQUIPMENT - 12 MONTHS REGO.	1	25.10	
INV 1TAA1111	07/2017	SHIRE OF NORTHAM	1TAA111 - BRIGADES VEHICLE - 12 MONTHS REGO	1	25.10	
INV N.4177	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON VOLVO BACKHOE N.4177.	1	77.50	
INV N.5477	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON TWO WAY PIG TRAILER N.5477.	1	25.10	
INV N10759	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON MITSUBISHI FUSO TRUCK N10759.	1	368.10	
INV N11142	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON ISUZU TIP TRUCK N11142.	1	368.10	
INV N.4013	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON HINO TIP TRUCK N.4013.	1	368.10	
INV 1DZI621	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON HINO WATER TRUCK 1DZI621.	1	368.10	
INV 1TSH272	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON PIG TRAILER 1TSH272.	1	25.10	
INV N.001	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON VOLVO GRADER N.001.	1	77.50	
INV N.004	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON VOLVO BACKHOE N.004.	1	77.50	
INV N.007	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON UD TIPPER TRUCK N.007.	1	368.10	
INV N.002	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON VOLVO GRADER N.002.	1	239.65	
INV N.3856	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON KOMATSU 6 WHEEL LOADER N.3856.	1	239.65	
INV N11187	17/07/2017	SHIRE OF NORTHAM	12 MONTH VEHICLE REGISTRATION ON MITSUBISHI FUSO TIP TRUCK N11187.	1	368.10	
INV N10922	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON MITSUBISHI CANTER TIP TRUCK N10922.	1	368.10	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV N.008	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON WA HINO FLOCON N.008.	1	368.10	
INV N10863	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON CASE TRACTOR N10863.	1	77.50	
INV N.1709	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON HINO TIP TRUCK N.1709.	1	368.10	
INV N.4012	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON HINO TRUCK N.4012.	1	368.10	
INV N.3805	17/07/2017	SHIRE OF NORTHAM	12 MONTH REGISTRATION ON MITSUBISHI FUSO CANTER TIP TRUCK N.3805.	1	368.10	
INV N.4100	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N.4100 - PN1307.	1	368.10	
INV 7WE655	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - 7WE655 - P242	1	25.10	
INV 8TF590	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - 8TF590 - PN0001.	1	25.10	
INV 9RE810	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - 9RE810 - PN0002	1	25.10	
INV 1TLJ767	17/07/2017	SHIRE OF NORTHAM	REGISTRATION 1TLJ767 - PN1019.	1	25.10	
INV 1TNU4841	17/07/2017	SHIRE OF NORTHAM	REGISTRATION 1TNU484 - PN1214	1	25.10	
INV N.003	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N.003 - PN1610.	1	368.10	
INV N.2240	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.2240 - PN2240.	1	25.10	
INV N11469	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N11469 - PN1623.	1	368.10	
INV N5633	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N5633 - PN0004.	1	25.10	
INV N577	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N577 - PN1607.	1	368.10	
INV N9467	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N9467 - PN1621.	1	394.70	
INV N.5380	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N.5380 - PN0005.	1	25.10	
INV N.4259	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.4259 - PN1605.	1	368.10	
INV 1TNU887	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - 1TNU887 - PN1216.	1	25.10	
INV N.017	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N.017 - PN1213	1	77.50	
INV N.15079	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.15079 - PN1615.	1	25.10	
INV N.15080	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N.15080 - PN1616.	1	25.10	
INV N.15088	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.15088 - PN1604.	1	25.10	

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INV N.2116	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.2116 - PN2116.	1	25.10	
INV N.3433	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.3433 - PN1519.	1	394.70	
INV ITQM573	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - PN1413 - ITQM573.	1	25.10	
INV ITQM574	17/07/2017	SHIRE OF NORTHAM	REGISTRATION ITQM574 - PN1414	1	25.10	
INV ITRA501	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - ITRA501 - PN1510.	1	25.10	
INV ITRA502	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - ITRA502 - PN1510A.	1	25.10	
INV ITRB674	17/07/2017	SHIRE OF NORTHAM	REGISTRATION ITRB674 - PN1603	1	25.10	
INV 1DNH350	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - 1DNH350 - PN1007.	1	77.50	
INV N.020	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N.020 - PN020.	1	77.50	
INV KILLARA	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - KILLARA4 - PN0820.	1	394.70	
INV N.4030	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.4030 - PN1506.	1	394.70	
INV N11069	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11069 - PN1613.	1	394.70	
INV N11075	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N11075 - PN1411.	1	368.10	
INV N11084	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N11084 - PN1412.	1	368.10	
INV N11114	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N11114 - PN1507	1	394.70	
INV N11120	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11120 - PN1503.	1	368.10	
INV N11129	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N11129 - PN1505.	1	394.70	
INV N.4096	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.4096 - PN1305.	1	368.10	
INV N.4098	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.4098 - PN1309.	1	368.10	
INV N.4099	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N.4099 - PN1308.	1	368.10	
INV N10721	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N10721 - PN1618.	1	394.70	
INV N10734	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N10734 - PN1520.	1	394.70	
INV N10938	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N10938 - PN1401.	1	368.10	
INV N10996	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N10996 - PN1407.	1	368.10	
INV N11063	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11063 - PN1408	1	77.50	

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INV N11131	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11131 - PN1508.	1	394.70	
INV N.5064	17/07/2017	SHIRE OF NORTHAM	REGISTRATION N.5064 - PN5064.	1	25.10	
INV N.5066	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.5066 - PN5066.	1	25.10	
INV N.5413	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.5413 - PN0819.	1	25.10	
INV N9166	27/07/2017	SHIRE OF NORTHAM	REGISTRATION N9166 - PN5017.	1	77.50	
INV N.3505	27/07/2017	SHIRE OF NORTHAM	REGISTRATION N.3505 - PN1619.	1	239.65	
INV N642	27/07/2017	SHIRE OF NORTHAM	REGISTRATION N642 - PN1608	1	239.65	
INV N11164	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11164 - PN1511.	1	368.10	
INV N11184	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11184 - PN1514.	1	368.10	
INV N11196	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11196 - PN1516.	1	368.10	
INV KILLARA17/07/2017	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - KILLARA - PN1310.	1	394.70	
INV KILLARA17/07/2017	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - KILLARA3 - PN1311.	1	394.70	
INV N11254	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11254 - PN1517.	1	368.10	
INV N11291	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11291 - PN1602	1	368.10	
INV N11363	17/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11363 - PN1609.	1	394.70	
INV N.3862	27/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.3862 PN1005.	1	77.50	
INV N11267	27/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11267 - PN1512.	1	368.10	
INV N.4174	27/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.4174 - PN1502.	1	77.50	
INV N.3333	27/07/2017	SHIRE OF NORTHAM	REGISTRATION N.3333 - PN1614.	1	394.70	
INV N.4060	27/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.4060 - PN1302.	1	77.50	
INV N.4019	27/07/2017	SHIRE OF NORTHAM	REGISTRATION N.4019 - PN1224.	1	77.50	
INV N.006	27/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.006 - PN0916.	1	77.50	
INV N.3871	27/07/2017	SHIRE OF NORTHAM	REGISTRATION - N.3871 - PN1006.	1	77.50	
INV N11206	27/07/2017	SHIRE OF NORTHAM	REGISTRATION - N11206 - PN1601.	1	347.85	

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DD11398.1	03/07/2017	WESTNET PTY LTD	ANNUAL CHARGE FOR BROADBAND1 - ENTERPRISE OPTION 2 SERVICE NTC@WESTNET.COM.AU FOR THE PERIOD 01/06/2017 TO 01/06/2018.	1		1,135.40
INV 9035869703/07/2017	03/07/2017	WESTNET PTY LTD	ANNUAL CHARGE FOR BROADBAND1 - ENTERPRISE OPTION 2 SERVICE NTC@WESTNET.COM.AU FOR THE PERIOD 01/06/2017 TO 01/06/2018.	1	1,135.40	
DD11409.1	06/07/2017	BANKWEST	JASON WHITEAKER MASTERCARD 24/5/17 TO 22/6/17	1		3,610.90
INV C KLEYN06/07/2017	06/07/2017	BANKWEST	CLINTON KLEYNHANS MASTERCARD 24/5/17 TO 22/6/17	1	380.14	
INV C YOUN06/07/2017	06/07/2017	BANKWEST	COLIN YOUNG MASTERCARD 24/5/17 TO 22/6/17	1	1,107.00	
INV C HUNT 06/07/2017	06/07/2017	BANKWEST	CHADD HUNT MASTERCARD 24/5/17 TO 22/6/17	1	88.00	
INV D HENDI06/07/2017	06/07/2017	BANKWEST	DANIEL HENDRIKSEN MASTERCARD 24/5/17 TO 22/6/17	1	596.43	
INV R RAYSC06/07/2017	06/07/2017	BANKWEST	ROSS RAYSON MASTERCARD 24/5/17 TO 22/6/17	1	491.47	
INV J WHITE.06/07/2017	06/07/2017	BANKWEST	JASON WHITEAKER MASTERCARD 24/5/17 TO 22/6/17	1	947.86	
DD11419.1	11/07/2017	WA SUPER	Payroll deductions	1		21,351.08
INV SUPER	11/07/2017	WA SUPER	Superannuation contributions	1	18,663.81	
INV DEDUCT11/07/2017	11/07/2017	WA SUPER	Payroll deductions	1	1,582.63	
INV DEDUCT11/07/2017	11/07/2017	WA SUPER	Payroll deductions	1	79.54	
INV DEDUCT11/07/2017	11/07/2017	WA SUPER	Payroll deductions	1	32.07	
INV DEDUCT11/07/2017	11/07/2017	WA SUPER	Payroll deductions	1	324.04	
INV DEDUCT11/07/2017	11/07/2017	WA SUPER	Payroll deductions	1	25.00	
INV DEDUCT11/07/2017	11/07/2017	WA SUPER	Payroll deductions	1	419.61	
INV DEDUCT11/07/2017	11/07/2017	WA SUPER	Payroll deductions	1	43.53	

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INV DEDUCT11/07/2017		WA SUPER	Payroll deductions	1	150.00	
INV DEDUCT11/07/2017		WA SUPER	Payroll deductions	1	30.85	
DD11419.2	11/07/2017	AMG UNIVERSAL SUPER	Superannuation contributions	1		171.81
INV SUPER	11/07/2017	AMG UNIVERSAL SUPER	Superannuation contributions	1	171.81	
DD11419.3	11/07/2017	QSUPER	Superannuation contributions	1		187.71
INV SUPER	11/07/2017	QSUPER	Superannuation contributions	1	187.71	
DD11419.4	11/07/2017	BENDIGO SMART START SUPER	Superannuation contributions	1		187.75
INV SUPER	11/07/2017	BENDIGO SMART START SUPER	Superannuation contributions	1	187.75	
DD11419.5	11/07/2017	SUNSUPER	Superannuation contributions	1		442.65
INV SUPER	11/07/2017	SUNSUPER	Superannuation contributions	1	442.65	
DD11419.6	11/07/2017	VISION SUPER	Superannuation contributions	1		187.71
INV SUPER	11/07/2017	VISION SUPER	Superannuation contributions	1	187.71	
DD11419.7	11/07/2017	HOSTPLUS SUPER	Superannuation contributions	1		274.58
INV SUPER	11/07/2017	HOSTPLUS SUPER	Superannuation contributions	1	274.58	
DD11419.8	11/07/2017	UNISUPER	Superannuation contributions	1		56.20
INV SUPER	11/07/2017	UNISUPER	Superannuation contributions	1	56.20	
DD11419.9	11/07/2017	HESTA SUPER FUND	Superannuation contributions	1		115.09
INV SUPER	11/07/2017	HESTA SUPER FUND	Superannuation contributions	1	115.09	
DD11482.1	25/07/2017	WA SUPER	Payroll deductions	1		21,500.78
INV SUPER	25/07/2017	WA SUPER	Superannuation contributions	1	18,740.90	
INV DEDUCT25/07/2017		WA SUPER	Payroll deductions	1	1,608.24	
INV DEDUCT25/07/2017		WA SUPER	Payroll deductions	1	91.51	

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INV DEDUCT25/07/2017		WA SUPER	Payroll deductions	1	38.34	
INV DEDUCT25/07/2017		WA SUPER	Payroll deductions	1	324.04	
INV DEDUCT25/07/2017		WA SUPER	Payroll deductions	1	25.00	
INV DEDUCT25/07/2017		WA SUPER	Payroll deductions	1	417.53	
INV DEDUCT25/07/2017		WA SUPER	Payroll deductions	1	105.22	
INV DEDUCT25/07/2017		WA SUPER	Payroll deductions	1	150.00	
DD11482.2	25/07/2017	EW RAP SUPER	Superannuation contributions	1		147.56
INV SUPER	25/07/2017	EW RAP SUPER	Superannuation contributions	1	147.56	
DD11482.3	25/07/2017	AMG UNIVERSAL SUPER	Superannuation contributions	1		171.81
INV SUPER	25/07/2017	AMG UNIVERSAL SUPER	Superannuation contributions	1	171.81	
DD11482.4	25/07/2017	QSUPER	Superannuation contributions	1		187.71
INV SUPER	25/07/2017	QSUPER	Superannuation contributions	1	187.71	
DD11482.5	25/07/2017	BENDIGO SMART START SUPER	Superannuation contributions	1		187.75
INV SUPER	25/07/2017	BENDIGO SMART START SUPER	Superannuation contributions	1	187.75	
DD11482.6	25/07/2017	SUN SUPER	Superannuation contributions	1		442.23
INV SUPER	25/07/2017	SUN SUPER	Superannuation contributions	1	442.23	
DD11482.7	25/07/2017	VISION SUPER	Superannuation contributions	1		183.60
INV SUPER	25/07/2017	VISION SUPER	Superannuation contributions	1	183.60	
DD11482.8	25/07/2017	HOSTPLUS SUPER	Superannuation contributions	1		274.58
INV SUPER	25/07/2017	HOSTPLUS SUPER	Superannuation contributions	1	274.58	
DD11482.9	25/07/2017	UNISUPER	Superannuation contributions	1		57.54
INV SUPER	25/07/2017	UNISUPER	Superannuation contributions	1	57.54	

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DD11492.1	28/07/2017	WA SUPER	Superannuation contributions	1		44.32
INV SUPER	28/07/2017	WA SUPER	Superannuation contributions	1	44.32	
DD11492.2	28/07/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1		27.47
INV SUPER	28/07/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1	27.47	
DD11419.10	11/07/2017	KINETIC SUPER	Superannuation contributions	1		141.47
INV SUPER	11/07/2017	KINETIC SUPER	Superannuation contributions	1	141.47	
DD11419.11	11/07/2017	ESSENTIAL SUPER	Superannuation contributions	1		148.14
INV SUPER	11/07/2017	ESSENTIAL SUPER	Superannuation contributions	1	148.14	
DD11419.12	11/07/2017	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1		1,603.78
INV SUPER	11/07/2017	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1	1,603.78	
DD11419.13	11/07/2017	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1		46.09
INV SUPER	11/07/2017	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1	46.09	
DD11419.14	11/07/2017	REST INDUSTRY SUPER	Superannuation contributions	1		400.24
INV SUPER	11/07/2017	REST INDUSTRY SUPER	Superannuation contributions	1	400.24	
DD11419.15	11/07/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	1		193.57
INV SUPER	11/07/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	1	193.57	
DD11419.16	11/07/2017	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1		249.31
INV SUPER	11/07/2017	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1	249.31	
DD11419.17	11/07/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1		114.44

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INV SUPER	11/07/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1	114.44	
DD11419.18	11/07/2017	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1		281.35
INV SUPER	11/07/2017	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1	281.35	
DD11419.19	11/07/2017	AMP LIFE LIMITED	Superannuation contributions	1		653.29
INV SUPER	11/07/2017	AMP LIFE LIMITED	Superannuation contributions	1	653.29	
DD11419.20	11/07/2017	EWRAP SUPER	Superannuation contributions	1		150.95
INV SUPER	11/07/2017	EWRAP SUPER	Superannuation contributions	1	150.95	
DD11482.10	25/07/2017	KINETIC SUPER	Superannuation contributions	1		141.47
INV SUPER	25/07/2017	KINETIC SUPER	Superannuation contributions	1	141.47	
DD11482.11	25/07/2017	ESSENTIAL SUPER	Superannuation contributions	1		149.76
INV SUPER	25/07/2017	ESSENTIAL SUPER	Superannuation contributions	1	149.76	
DD11482.12	25/07/2017	HESTA SUPER FUND	Superannuation contributions	1		198.06
INV SUPER	25/07/2017	HESTA SUPER FUND	Superannuation contributions	1	198.06	
DD11482.13	25/07/2017	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1		200.56
INV SUPER	25/07/2017	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	1	200.56	
DD11482.14	25/07/2017	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1		1,511.76
INV SUPER	25/07/2017	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	1	1,511.76	
DD11482.15	25/07/2017	REST INDUSTRY SUPER	Superannuation contributions	1		544.22
INV SUPER	25/07/2017	REST INDUSTRY SUPER	Superannuation contributions	1	544.22	

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DD11482.16	25/07/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	1		194.08
INV SUPER	25/07/2017	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	Superannuation contributions	1	194.08	
DD11482.17	25/07/2017	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1		249.30
INV SUPER	25/07/2017	ZURICH AUSTRALIA LIMITED	Superannuation contributions	1	249.30	
DD11482.18	25/07/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1		86.97
INV SUPER	25/07/2017	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	Superannuation contributions	1	86.97	
DD11482.19	25/07/2017	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1		204.49
INV SUPER	25/07/2017	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	Superannuation contributions	1	204.49	
DD11482.20	25/07/2017	AMP LIFE LIMITED	Superannuation contributions	1		653.94
INV SUPER	25/07/2017	AMP LIFE LIMITED	Superannuation contributions	1	653.94	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNI FUND	2,250,790.49
2	TRUST FUND	36,725.00
TOTAL		2,287,515.49

Payment dates 01st of July 2017 to 31st July 2017

- Municipal Fund payment cheque numbers 34772 to 34787 total \$109,585.71.
- Trust Fund payment cheque numbers 2019 to 2020 total \$35,525.00.

Electronic Funds Transfer

- Municipal Fund EFT26877 to EFT27104 total \$2,082,141.31.
- Trust Fund \$1,200.00.

Direct Debits total \$59,063.47

All have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Month	Cheques 2017/2018	EFT Payments 2017/2018	Direct Debits 2017/2018	Payroll 2017/2018	Total Payments 2017/2018
July	\$ 145,110.71	\$2,083,341.31	\$ 59,063.47	\$ 391,344.81	\$ 2,678,860.30
August					\$ -
September					\$ -
October					\$ -
November					\$ -
December					\$ -
January					\$ -
February					\$ -
March					\$ -
April					\$ -
May					\$ -
June					\$ -
Total	\$145,110.71	\$2,083,341.31	\$59,063.47	\$391,344.81	\$2,678,860.30

The Following table presents all payments made for the month from Council Credit cards paid by Direct Debit 11409.1

Summary Credit Card Payments	\$	Total
Executive Manager Engineering Services		
CALTEX STAR MART - 24/5/17 - MUNDARING	85.61	
HOME BAKE SHOP - COMMUNITY WORKSHOP MRWA 25/5/17	15.00	
SAFFRON (WA) PTY LTD - INTERVIEW NEW STAFF-1/6/17	9.00	
CALTEX STAR MART - 2/6/17 - MUNDARING	89.38	
BP LAKES 1903 - 12/6/17	91.70	
CALTEX STAR MART MUNDARING - 19/6/17	89.45	380.14

CESM		
QUINNS GOURMET BUTCHERS 9/6/17 - FIRE BRIGADE-9/6/17	125.00	
COLES - SUSTANCE-9/6/17	77.00	
COLES - SUSTANCE-9/6/17	8.00	
CC LOCKSMITH - KEYS CUT-13/6/17	21.00	
RED DOT STORES - VOLUNTEER FIGHTFIGHTERS DINNER-16/6/17	58.00	
RED ROOSTER VOLUNTEER FIGHTFIGHTERS DINNER-16.6/17	155.88	
MCDONALDS THOMSONS LAKE - TRAINING COMCEN VISIT 17/6/17	104.50	
DUNNINGS NORTHAM BUS FUEL FOR TRAINING 19/6/17	47.05	596.43
Executive Manager Corporate Services		
MACAU CUISINE CHINESE - CATERING COUNCIL 25/5/17	368.00	
CITY OF SOUTH PERTH - MEETING IN PERTH-PARKING 26/5/17	19.00	
TRINITY - ACCOMMODATION CHADD HUNT 31/5/17	130.00	
WEST BEACH LAGOON - ACCOMMODATION LAURA WALSH 12/6/17	590.00	1,107.00
Executive Manager Community Services		
LOCAL GOVERNMENT PROFESSIONALS - M BLACKHURST, R RAYSON, J COLLARD - RECONCILLIATION WEEK FORUM	225.00	
HJ BELMONT 30/5/17 - REFRESHMENTS	17.30	
HJ BELMONT 30/5/17 - REFRESHMENTS	1.82	
ADOBE SYSTEMS SOFTWARE - 5/6/17	164.97	
BP THE LAKES 1903 5/6/17	37.98	
COLES EXPRESS 2128	44.40	491.47
Executive Manager Development Services		
BALLANTYNE JEWELLERS - STAFF SEND OFF - GILL MANSFIELD	49.00	
ANNUAL FEE	39.00	88.00
Chief Executive Officer		
CAFE YASOU - AVON ADVOCATE MEETING 24/5/17	11.50	
IWANNATICKET - FRINGE INNOVATIONS WITH TIM JONES & JASON ROBERTS 30/5/17	42.86	
HARVEY NORMAN - IPAD - M BLACKHURST ORGANISED PRIZE	455.95	
CITY OF PERTH - CAR PARKING 14/6/17 - GOVERNANCE ROUNDTABLE MEETING	16.56	
PRZCHARGE.PREZI.COM - MONTHLY SUBSCRIPTION 14/6/17	26.49	

BOCELLI ESPRESSO - LUNCH GOVERNANCE ROUNDTABLE MEETING	20.80	
CITY OF PERTH PARKING WA REGIONAL CAPITAL MEETING 15/6/17	12.42	
HJ MIDLAND - LUNCH WA REGIONAL CAPITAL MEETING 15/6/17	11.50	
AUSTRALIAN LOCAL GOVERNMENT 15/6/17	250.00	
FOREIGN TRANSACTION FEE	0.78	
FACILITY FEE	99.00	947.86
Total Credit Card Expenditure		\$ 3,610.90

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering vouchers and electronic fund transfer payments as per above and totalling \$2,678,860.30 was submitted to the Ordinary Meeting of Council on Wednesday, 16 August 2017.

_____ 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 \$2,678,860.30 was submitted to each member of the Council on Wednesday, 16 August 2017, 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

12.4.2 Financial Statements for the Period Ending 30th June 2017

Address:	N/A
Owner:	N/A
File Reference:	2.1.3.4
Reporting Officer:	Zoe Macdonald Accountant
Responsible Officer:	Colin Young Executive Manager Corporate Services
Voting Requirement	Simple Majority

BRIEF

For Council to receive the (unaudited) Financial Statement for the period ending 30th June 2017.

ATTACHMENTS

Attachment 1: Financial Statement for the period ending 30th June 2017.

BACKGROUND / DETAILS

The reporting of monthly financial information is a requirement under section 6.4 of the Local Government Act 1995, and Regulation 34 of the Local Government (Financial Management) Regulations.

The Statement of Financial Activity for the period ending 31 March 2017 is included as Attachment 1 to this Agenda and includes the following reports:

- Statement of Financial Activity;
- Operating Statements;
- Balance Sheet;
- Acquisition of Assets;
- Disposal of Assets;
- Information on Borrowings;
- Reserves; and
- Net Current Assets;
- Rating Information
- Carried forwards to 2017/2018 financial year

The report includes a summary of the financial position along with comments relating to the statements. If Councillors wish to discuss the report contents or

any other matters relating to this please contact Council Finance staff prior to the meeting.

Notes to the Financial Statements (items in bold represent new notes)

The accounts have been prepared prior to the end of year adjustments being processed.

Operating Income

1. Governance is over budget by \$51,045. It received Department of Local Government grant funding of \$60,000 for Youth Development Scholarships that were not budgeted
2. General Purpose Funding is over budget by \$1,721,668 due to the receipt of FAGs in advance of \$1,755,905
3. Law, Order and Safety is under budget by \$114,024 with the timing of receipt of the DFES and WA Police Grant Funding for CCTV for \$121,241
4. Education and Welfare are under budget by \$36,519, with HACC client fees and meals under by \$21,754 and Killara brokerage Income of \$16,970.
5. Community Amenities are over budget by \$160,931 predominantly from the timing of Old Quarry tipping Fees. \$126,103, and Inkpen Tipping Fees of \$45,691
6. Recreation and Culture was under by \$4,099,610 with a timing difference in Lotterywest grant funding of \$2,000,000 and NSRF of \$1,680,000 for the Aboriginal Interpretative Environmental Centre and the AVVVA kitchen Refurbishment of \$36,365, the Lotterywest Town Hall Remedial works render of \$95,000 and the Town Hall Balcony grant of \$178,200.
7. Transport is under budget by \$268,021 due to the timing of Wandrra Funding of \$200,000, MRWA funding for the commodity route of \$41,000 and Blackspot funding.
8. Economic Services income is under budget by \$102,706, \$44,634 was budgeted for Income Retic System that will not be charged as no additional water is required, no gravel has been sold that was budgeted at \$10,000, lease fees and outgoings for NRM and the Medical Centre are lower than budget by \$17,459. Extractive Industries income is under budget by \$6,000.
9. Other Property & Services under budget \$11,713 due predominantly to the timing of insurance claims income.

Operating Expenditure

10. Governance is under budget by \$59,861, \$consultants are \$60,860.
11. General purpose funding is under by \$20,462 predominantly due to legal costs recoverable \$49,095 less the over spend on valuations and title searches of \$24,110.

12. Law, order and public safety expenditure is over budget by \$97,896, depreciation costs are \$90,102 higher with the acquisition of replacement fire vehicles, and Brigades ESL expenses of \$15,824
13. Health is under budget by \$25,241 due to legal expenses being \$12,440, conference/training of \$4,434, office expenses of \$1,342, Health superannuation \$2,551.
14. Education and Welfare are under budget 10.54%, predominantly relating to Killara Salaries \$84,213, Killara consumables are under budget by \$23,963, Killara training is under budget by \$9,276, depreciation is \$15,373 lower than budget
15. Housing expenditure is under budget by \$9,510 with lower than budget depreciation of \$6,323.
16. Community Amenities is under budget \$674,409 due to the following items
 - street bin maintenance \$27,955
 - septage pond maintenance \$61,777
 - town planning Salaries \$16,507
 - refuse collection contract costs \$23,033
 - rubbish site maintenance \$246,926
 - regional verge bins \$45,582
 - Avon river dredging \$273,600
 - cemetery maintenance is \$15,308
17. Recreation and Culture is \$124,896 under budget, predominantly due to Wundowie Pool operating and building maintenance costs of \$94,162 and Northam Pool operating costs of \$32,312, recreation control is under by \$37,553, parks and gardens by \$76,423, Jubilee Pavilion maintenance by \$43,356 but Recreation depreciation is \$251,883 over budget.
18. Transport is under budget by \$83,278. Storm damage of \$118,954 and road works maintenance of \$323,595 are over budget. Street lighting is under by \$50,642, street cleaning by \$32,724, bridge maintenance by \$43,714, traffic signage by \$31,402 and depreciation by \$421,924.
19. Other economic services is under budget by \$264,191. The following are under budget
 - noxious weeds \$24,246
 - tourism marketing \$8,349
 - festivals & events \$28,601
 - concerts in the park \$15,000
 - buildings salaries \$18,872
 - maintenance council properties \$21,146
 - reticulation system \$24,686
 - old town admin garden maintenance \$10,061
 - Main Street heritage \$47,742
 - visitors centre salaries \$19,722
20. Other Property & Services under budget \$43,694 due predominantly to the timing of insurance claims of \$38,133.

Operating Income by Nature and Type

21. Operating Grants and subsidies are over budget by \$1,849,655 due to the FAGs grant funding in advance of \$1,755,905
22. Other revenue is under budget by \$114,556 predominantly due to timing differences with legal fee recovery \$30,107, DFES reimbursements \$25,932, Town Planning Fines \$48,706, Insurance \$38,133.

Operating Expenditure by Nature and Type

23. Materials and contracts are under budget by 21%, this is
 - the timing of expenditure relating to, the Avon Waste and site maintenance for the operation of Councils waste facility by \$246,926 rubbish collection of \$23,033, regional verge bins of \$45,582
 - consultants \$60,860
 - septage pond maintenance is under budget by \$61,777
 - Avon river dredging \$273,600
 - Northam and Wundowie Pool Operating expenses of \$126,474
 - recreation control is \$37,553
 - parks and gardens materials is \$76,423
 - Jubilee Pavilion \$43,356
 - street lighting \$50,642
 - bridge maintenance \$43,714
 - festivals and events \$28,601
 - concerts in the park \$15,000
 - maintenance council properties \$21,146
 - reticulation system \$24,686
 - main street heritage \$47,742
 - insurance claims \$38,133
24. Other expenditure is over budget \$136,651, Rates written off are under budget by \$59,313 due to timing difference, regional verge bins \$45,582.

Capital Expenditure Item reporting

	16/17 Budget \$	YTD Actual \$
ACQUISITION OF ASSETS		
<u>By Program</u>		
Law & Order		
Brigade Appliance 3.4 Grass Valley	335,000	365,333
Education and Welfare		
Bernard Park Playgroup modify toilet and Disabled access	19,500	27,577
Community Amenities		
Bernard Park Drainage	690,167	713,509
Avon Mall Upgrade	165,000	173,099
Rec and Culture	3,350	18,409
Rec Centre Hardstand	0	3,146
Wundowie Skate Park		
Transport		
Roads RRG	880,471	1,086,990
Kerb Renewal	96,000	132,624
P&E Road Plant purchases	915,941	940,245

The following items are not completed and are surplus carried forward into the 17/18 financial year

Surplus Carried Forwards		
Budget 2017/18		
	<u>Grants</u>	
03023023	FAG General Purpose	\$ 1,337,191
03023033	FAG Roads	\$ 418,714
12373063	RTR Grants	\$ 282,453
05063063	BFB ESL Grant	\$ 37,639
05083003	SES ESL Grant	\$ 10,477
2054	King Creek Drainage	\$ 824,040
	Carlin Valley/Koojeddah Hills	\$ 202,043
11359004	Replace Sewer Line Library	\$ 14,300
6431	Bridge Crossing Fixings	\$ 10,000
1904	Bert Hawke Pavilion Upgrade	\$ 40,000
6430	Upgrade Bernard Park Reticulation	\$ 37,578
1017	Assessment for Accessible Toilets Library	\$ 9,500
6417	BMX Lighting	\$ 20,000
6419	Bert Hawke - Drainage	\$ 40,000
6421	Bert Hawke - Lighting	\$ 20,000
04059034	Intra Maps	\$ 9,352
10317204	Cemetery Public Rest Room	\$ 53,972
1625	Cemetery Lot Development	\$ 28,600
6425	Playground POS Improvements	\$ 65,017
3414	Mitchell Ave Footpath	\$ 145,087
3758	O'Neill Road	\$ 177,292
3765	Chidlow/Hawes	\$ 88,061
3766	Coates Road	\$ 140,000
3670	Spencers Brook Road	\$ 26,149
3800	Mitchell Ave	\$ 96,247
3760	Mt Ommanney	\$ 9,578
3763	Thomas Street	\$ 20,069
3669	Werribee Rd	\$ 24,889
7012	Chinganning	\$ 42,000
3768	Queen	\$ 3,000
3076	GEH (BS Contribution)	\$ 64,500
3751	Newman Road	\$ 116,258
3077	Bedford Street	\$ 109,280
3080	Trimmer Road	\$ 77,018
4216	Upgrade Riverbank Fencing	\$ 30,318
1500	Waste Management Cell Development	\$ 100,000
1034	AEIC	\$ 574,676
1025	Old Railway Station	\$ 50,000
12379044		
(3513)	GEH Deproclamation	\$ 55,870
08189014	Fluffy Ducks Building Extension	\$ 232,954
13499104	Bakers Hill Water Project - Easement	\$ 25,000
12379094	Laneway Acquisition	\$ 57,000

13459124	Signage - Tower GEH / Mitchell Ave C/F	\$	10,000
13499064	Waste Water Pump Station Upgrade	\$	201,181
12429014	Airport Gate <u>Operation</u>	\$	20,000
1961	Northam Depot	\$	10,000
4042132	Business Case Development CBD	\$	60,000
4042132	Strategic Community Plan	\$	20,000
4042132	Staff Perceptions Survey	\$	10,000
4042132	Reconciliation Action Plan	\$	5,000
4042132	Community Plans	\$	10,000
04042132	Urban renewal Planning	\$	30,000
11342522	Demolition Jubilee Pavilion	\$	40,000
5491	Kids Sport	\$	13,478
11342032	Lock and Light Program`	\$	19,880
5535	Fire Mitigation Report works	\$	28,000
Salary	NRM Grant Expenditure	\$	75,000
05072112	Cat Sterilisation Grant Expense	\$	10,000
05062112	Bakers Hill Fire Shed Concrete Apron	\$	6,700
10302112	Heritage Inventory	\$	15,000

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective G2: Improve organisational capability and capacity.

Strategy G2.3: Operate / manage organisation in a financially sustainable manner.

Financial / Resource Implications

The Statement of Accounts have been prepared in accordance with Council's 2016/17 Budget.

Legislative Compliance

Section 6.4 and 6.26(2)(g) of the Local Government Act.

Local Government (Financial Management) Regulations 1996.

Policy Implications

Nil.

Stakeholder Engagement / Consultation N/A.

Risk Implications

Nil.

OFFICER'S COMMENT

Nil.

RECOMMENDATION

Minute No: C.3091

Moved:

Seconded:

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ending 30th June 2017.

CARRIED /0



**SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 30 JUNE 2017**

	NOTE	16/17 Revised Budget \$	Ytd Actual \$	Variances Actuals to Budget \$	Variances Actuals to Budget %
Operating					
Revenues					
Governance	1	95,992	147,037	51,045	53.18%
General Purpose Funding Other	2	3,824,263	5,523,499	1,721,688	45.29%
General Purpose Funding Rates		8,945,651	8,955,958	47,168	0.53%
Law, Order, Public Safety	3	1,304,615	1,190,591	(114,024)	(8.74%)
Health		75,000	65,740	(9,260)	(12.35%)
Education and Welfare	4	1,585,637	1,549,118	(36,519)	(2.30%)
Housing		44,978	39,253	(5,725)	(12.73%)
Community Amenities	5	2,594,125	2,755,056	160,931	6.20%
Recreation and Culture	6	5,542,044	1,532,434	(4,099,610)	(72.79%)
Transport	7	2,680,616	2,412,595	(268,021)	(10.00%)
Economic Services	8	516,543	413,637	(102,706)	(19.88%)
Other Property and Services	9	113,200	101,487	(11,713)	(10.35%)
Total Operating Revenue		27,322,665	24,686,605	(2,666,746)	(9.75%)
Expenses					
Governance	10	(1,297,588)	(1,237,727)	59,861	4.61%
General Purpose Funding	11	(301,469)	(221,694)	20,462	8.45%
Law, Order, Public Safety	12	(1,174,917)	(1,272,813)	(97,896)	(8.33%)
Health	13	(343,082)	(317,851)	25,241	7.36%
Education and Welfare	14	(1,422,388)	(1,272,395)	149,973	10.54%
Housing	15	(90,621)	(81,111)	9,510	10.49%
Community Amenities	16	(3,568,391)	(2,893,982)	674,409	18.90%
Recreation & Culture	17	(4,469,491)	(4,344,596)	124,896	2.79%
Transport	18	(5,156,429)	(5,073,150)	83,278	1.62%
Economic Services	19	(2,009,102)	(1,744,910)	264,191	13.15%
Other Property and Services	20	(96,683)	(140,377)	(43,694)	(45.19%)
Total Operating Expenses		(19,930,150)	(18,600,606)	1,270,232	6.39%
Removal of Non-Cash Items					
(Profit)/Loss on Asset Disposals		(67,036)	53,183	131,519	167.89%
Movement in Employee Benefit Provisions		0	(9,236)	(9,236)	
Depreciation on Assets		4,157,607	4,037,908	228,895	(5.95%)
Non Operating Items					
Purchase Land Held for Resale		0	0	0	0.00%
Purchase Land and Buildings		(6,821,987)	(1,553,650)	1,343,789	46.38%
Purchase Plant and Equipment	25	(1,301,485)	(1,117,578)	101,737	8.34%
Purchase Furniture and Equipment		(67,989)	(53,118)	12,573	19.14%
Purchase Bush Fire Equipment		(460,000)	(460,159)	(20,159)	(4.38%)
Purchase Infrastructure Assets - Roads	25	(4,050,626)	(2,545,948)	1,226,527	32.51%
Purchase Infrastructure Assets - Footpaths		(402,939)	(380,764)	19,695	4.92%
Purchase Infrastructure Assets - Drains	25	(2,301,694)	(921,130)	1,025,771	52.69%
Purchase Infrastructure Assets - Parks & Ovals		(1,211,715)	(149,015)	89,798	37.60%
Purchase Infrastructure Assets - Airfields		(60,000)	(34,371)	25,629	42.72%
Purchase Infrastructure Assets - Streetscape		(175,000)	(173,099)	1,064	0.61%
Purchase Infrastructure Assets - Other		(2,249,187)	(361,799)	303,356	45.61%
Proceeds from Disposal of Assets		726,143	537,813	(37,036)	6.44%
Repayment of Debentures		(223,416)	(218,853)	4,563	2.04%
Proceeds from New Debentures		1,684,000	150,000	150,000	
Advances to Community Groups		(150,000)	0	0	
Self-Supporting Loan Principal Income		31,979	27,417	(1,897)	6.47%
Transfers to Restricted Assets (Reserves)		(1,439,788)	(1,566,360)	(1,566,360)	
Transfers from Restricted Asset (Reserves)		3,083,891	1,727,643	1,727,643	
Transfers from Restricted Asset (Other)		0	0	0	0.00%
ADD Net Current Assets July 1 B/Fwd		4,006,738	5,906,402	1,899,664	
LESS Year End Adjustment - Killara		-	0	0	
LESS Net Current Assets Year to Date		0	6,997,673	6,997,673	
Surplus		0	1,882,337	(1,819,926)	

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

SHIRE OF NORTHAM
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 30 JUNE 2017

1. OPERATING STATEMENT

	Note	16/17 Budget \$	Ytd Actual \$	Variances Actuals to Budget \$	Variances Actual to Budget %
OPERATING REVENUES					
Rates		8,957,651	8,960,196	2,544	0%
Operating Grants Subsidies and Contributions	21	5,253,542	7,103,197	1,849,655	35%
Fees and Charges		3,748,012	3,705,522	(42,490)	-1%
Proceeds from Sale of Assets			(47,898)		
Service Charges		0	0	0	
Interest Earnings		340,000	369,714	29,714	9%
Other Revenue	22	851,245	736,689	(114,556)	-13%
TOTAL OPERATING REVENUE		19,150,451	20,827,420	1,724,867	9%
OPERATING EXPENSES					
Employee Costs		(7,757,067)	(7,571,040)	186,027	2%
Materials and Contracts	23	(6,310,220)	(4,977,432)	1,332,788	21%
Utility Charges		(812,191)	(852,878)	(40,687)	-5%
Depreciation of Non Current Assets		(4,157,607)	(4,037,908)	119,699	3%
Interest Expenses		(143,380)	(120,793)	22,587	16%
Insurance Expenses		(438,444)	(472,293)	(33,849)	-8%
Other Expenditure	24	(165,565)	(302,215)	(136,651)	-83%
TOTAL OPERATING EXPENSE		(19,784,474)	(18,334,560)	1,449,913	-7%
Non Operating Grants Subsidies and Contributions		7,959,501	3,646,321	(4,313,180)	54%
Profit on Asset Disposals		212,712	212,864	152	0%
Loss on Asset Disposals		(145,676)	(266,046)	(120,370)	-83%
RESULTING FROM OPERATIONS		7,392,514	6,085,999	(1,306,515)	-18%

SHIRE OF NORTHAM
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 30 JUNE 2017

2. BALANCE SHEET

	Ytd Actual \$	2015/2016 Actual \$
CURRENT ASSETS		
Cash Assets	11,700,546	10,169,234
Receivables	2,546,758	2,223,094
Inventories	0	20,385
TOTAL CURRENT ASSETS	<u>14,247,304</u>	<u>12,412,713</u>
NON-CURRENT ASSETS		
Receivables	560,285	410,285
Inventories	0	0
Land and Buildings	52,860,936	52,057,203
Property, Plant and Equipment	6,292,529	5,656,693
Infrastructure	145,599,666	143,897,508
TOTAL NON-CURRENT ASSETS	<u>205,313,416</u>	<u>202,021,689</u>
TOTAL ASSETS	<u>219,560,720</u>	<u>214,434,402</u>
CURRENT LIABILITIES		
Payables	1,334,200	2,215,792
Interest-bearing Liabilities	(8,974)	209,878
Provisions	998,083	1,007,319
TOTAL CURRENT LIABILITIES	<u>2,323,309</u>	<u>3,432,989</u>
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	2,241,881	2,091,881
Provisions	190,732	190,732
TOTAL NON-CURRENT LIABILITIES	<u>2,432,613</u>	<u>2,282,613</u>
TOTAL LIABILITIES	<u>4,755,922</u>	<u>5,715,602</u>
NET ASSETS	<u>214,804,798</u>	<u>208,718,800</u>
EQUITY		
Retained Surplus	84,509,751	78,262,472
Reserves - Cash Backed	5,465,790	5,627,071
Reserves - Asset Revaluation	124,829,257	124,829,257
TOTAL EQUITY	<u>214,804,798</u>	<u>208,718,800</u>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2017

3. ACQUISITION OF ASSETS	16/17 Budget \$	Ytd Actual \$
The following assets have been acquired during the period under review:		
By Program		
Governance		
CEO Vehicle	58,000	55,909
Executive Manager Corporate Services	40,000	40,841
Admin Building	337,500	0
Intramaps GIS	30,523	24,486
Law, Order & Public Safety		
Toyota Hilux Dual Cab	26,363	26,364
Brigade Appliance -3.4 Grass Valley	335,000	365,333
Brigade Appliance - Light Tanker Irishtown BFB	125,000	114,826
Inkpen Fireshed	114,589	105,227
Electronic Conversion of Standpipe	12,500	11,815
CCTV - Fitzgerald St & Peel Tce	235,000	143,162
Health		
Health Officer Vehicle	25,000	22,500
Education & Welfare		
	-	0
Bernard Park Play Group modify toilet & disabled access	19,500	27,577
Fluffy Ducks	236,075	3,123
Kuringal Village Unit Upgrade	54,890	19,966
Community Amenities		
Gate House - Inkpen Landfill	9,500	3,800
Recycling Area - Inkpen Landfill	20,000	18,184
Infrastructure Septage Ponds	150,000	83,077
Bernard Park Drainage	690,167	713,509
Other Drainage	227,832	32,336
Northam Town Centre Drainage	112,603	28,831
King Creek Drainage	552,189	18,840
CLGF Drainage 2012 2013	200,756	0
Town Pool Reserve Supertowns CF	75,000	0
Fencing Inkpen	55,000	51,173
Fencing Old Refuse Site Grass Valley	20,000	11,887
Inkpen Site Drainage	100,000	2,243
Upgrade River Bank Fencing	30,318	0
Snr Planners Vehicle	35,000	31,719
Hoopers Park Toilets Bakers Hill	4,050	0
Avon Mall Upgrade & Streetscaping	165,000	173,099
Cemetery New Rest Room	53,972	0
Cemetery Drainage	2,769	2,273
Cemetery Car Parking	40,000	36,670
Cemetery Lot Development	28,600	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2017

3. ACQUISITION OF ASSETS (Continued)	16/17 Budget \$	2017 Actual \$
<u>By Program (Continued)</u>		
Transport		
Northam Depot Redesign	10,000	0
Footpath Construction	373,939	356,372
Footpath Renewal	29,000	24,392
Rural Drainage	493,147	127,614
Roads RRG	880,471	1,086,990
Roadworks - General Construction	612,294	149,890
Roadworks - Roads to Recovery	1,487,115	499,827
Roadworks - Supplementary Funding	328,601	192,492
Laneway Land Acquisition	57,000	0
Roadworks - Blackspot Funding	181,165	162,939
Roadworks - Gravel Sheeting	414,980	321,187
Kerb Renewal	96,000	132,624
Culvert Renewal	50,000	0
Airport Electrical and Water	60,000	34,371
Plant & Equipment - Road Plant Purchases	915,941	940,245
Economic Services		
Visitors Centre Audio	20,966	20,099
Soil Drains	12,000	9,800
Signs Tower - GEH	10,000	0
Waste Water Pump Station	201,181	0
Bakers Hill & Wundowie Water Project	25,000	0
	19,152,302	7,770,631

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2017

3. ACQUISITION OF ASSETS (Continued)	16/17 Budget \$	2017 Actual \$
<u>By Class</u>		
Land Held for Resale	0	0
Land and Buildings	6,871,667	1,553,650
Plant and Equipment	1,301,485	1,117,578
Furniture and Equipment	67,989	53,118
Bush Fire Equipment	460,000	480,159
Playground Equipment	0	0
Infrastructure Assets - Roads	4,050,626	2,545,948
Infrastructure Assets - Footpaths	402,939	380,764
Infrastructure Assets - Bridges & Culverts	0	0
Infrastructure Assets - Drainage	2,301,694	921,130
Infrastructure Assets - Parks & Ovals	1,211,715	149,015
Infrastructure Assets - Airfields	60,000	34,371
Infrastructure Assets - Streetscape	175,000	173,099
Infrastructure Assets - Other	2,249,187	361,799
	19,152,302	7,770,631



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2017

4. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	16/17 Budget \$	Ytd Actual \$	16/17 Budget \$	Ytd Actual \$	16/17 Budget \$	Ytd Actual \$
Governance						
PN1315 CEO Vehicle (N4082) MV1315	35,742	41,929	35,000	35,000	(742)	(6,929)
PN1313 EMCS Vehicle (N10931) MV1313	27,832	31,866	25,000	22,727	(2,832)	(9,139)
Law, Order, Public Safety						
PN1223 N.4021Holden Colorado Snr Ranger		21,463		24,457		2,994
1DAB 318 2002 Landcruiser Inishtown BFB		114,465		28,352	0	(86,113)
N.1562 3.4 Rural Appliance Grass Valley		38,096		19,545		(18,551)
Health						
PN1402 Mgr Planning Vehicle (N.3333) MV1402	29,015	29,585	23,500	18,182	(5,515)	(11,404)
Community Amenities						
PN1403 Toyota Rav4 2wd Petrol	20,048	20,067	16,900	13,636	(3,148)	(6,431)
Recreation & Culture						
Sale of Land Trf to community recreation & Facilities Reserve	15,500	15,500	217,806	225,000	202,306	209,500
Transport						
PN0917 N003 Fuso Canter Dual Cab 4T 9251	45,297	41,500	28,000	20,454	(17,297)	(21,046)
PN0914 N007 Fuso Fighter 9T 9247	76,000	63,000	50,000	39,091	(26,000)	(23,909)
Caterpillar Skid Steer	24,000	25,025	5,500	18,000	(18,500)	(7,025)
PN1709 N1709 Multi Roller S589	43,748	43,798	5,000	12,000	(38,748)	(31,798)
PN0819 N5413 Afron Cherry Picker Trailer 9220	1,250	1,227	9,580	547	-8,330	(680)
PN0818 Afron Elevated Work Platform		25,000		7,979		(17,021)
PN5066 Road Broom 2003 S133	12,323	2,200	1,500	2,569	(10,823)	369
No Asset No PN2123 Husqvarna ride on reel mower	0		1,000		1,000	
PN2482 Trailer Bobcat 4.5T S98	1,424		2,500		1,076	
Papas Box Top Trailer Dynapac Roller 211 PN590	1,100		500		(600)	
PN542 P542 Howard Procut Mower 210 2008 9113	4,049		1,500		(2,549)	
PN1004 N5461 Bobcat Trailer 4.5T RP0001	7,997	7,044	5,000	3,000	(2,997)	(4,044)
PN1404 N10721 Isuzu Stsdn 2014 Exec Mgr Works Serv M	34,860	35,280	32,000	26,364	(2,860)	(8,916)
PN1205 N10709 Totota Hilux Ute Retic		13,532		6,364		(7,168)
PN1308 N4099 Toyota Hilux 2.7i Petrol Ute MV1308	13,422		9,000		(4,422)	
PN1401 N10938 Mazda BT50 T Top Ute MV1401	17,314		10,000		(7,314)	
PN1409 N11069 Mitsubishi ASX 2.5i Premium MV1408	23,728	20,419	22,400	14,545	(1,329)	(5,873)
	434,650	590,996	501,686	537,813	67,036	(53,183)



SHIRE OF NORTHAM
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 30 JUNE 2017

4. 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)	
	16/17 Budget \$	Ytd Actual \$	16/17 Budget \$	Ytd Actual \$	16/17 Budget \$	Ytd Actual \$
Land & Buildings						
Sale of Land Tfr to community recreation & Facilities Reserve	15,500	15,500	217,806	225,000	202,306	209,500
Plant & Equipment						
PN1315 CEO Vehicle (N4082) MV1315	35,742	41,929	35,000	35,000	(742)	(6,929)
PN1223 N.4021 Holden Colorado Snr Ranger		21,463		24,457		2,994
PN1313 EMCS Vehicle (N10931) MV1313	27,832	31,866	25,000	22,727	(2,832)	(9,139)
1DAB 318 2002 Landcruiser Irishtown BFB		114,465		28,352		(86,113)
N.1562 3.4 Rural Appliance Grass Valley		38,096		19,545		(18,551)
PN1402 Mgr Planning Vehicle (N.3333) MV1402	29,015	29,585	23,500	18,182	(5,515)	(11,404)
PN1403 Toyota Rav4 2wd Petrol	20,048	20,067	16,900	13,636	(3,148)	(6,431)
PN0917 N003 Fuso Canter Dual Cab 4T 9251	45,297	41,500	28,000	20,454	(17,297)	(21,046)
PN0914 N007 Fuso Fighter 9T 9247	76,000	63,000	50,000	39,091	(26,000)	(23,909)
Caterpillar Skid Steer	24,000	25,025	5,500	18,000	(18,500)	(7,025)
PN1709 N1709 Multi Roller S589	43,748	43,798	5,000	12,000	(38,748)	(31,798)
PN0818 Afron Elevated Work Platform	0	25,000	0	7,979	0	(17,021)
PN0819 N5413 Afron Cherry Picker Trailer 9220	1,250	1,227	9,580	547	8,330	(680)
PN5066 Road Broom 2003 S133	12,323	2,200	1,500	2,569	(10,823)	369
No Asset No PN2123 Husqvarna ride on reel mower	0	0	1,000	0	1,000	0
PN2482 Trailer Bobcat 4.5T S98	1,424	0	2,500	0	1,076	0
Papas Box Top Trailer Dynapac Roller 211 PN590	1,100	0	500	0	(600)	0
PN542 P542 Howard Procut Mower 210 2008 9113	4,049	0	1,500	0	(2,549)	0
PN1004 N5461 Bobcat Trailer 4.5T RP001	7,997	7,044	5,000	3,000	(2,997)	(4,044)
PN1205 N10709 Totota Hilux Ute Retic	0	13,532	0	6,364	0	(7,168)
PN1404 N10721 Isuzu Stsdn 2014 Exec Mgr Works Serv N	34,860	35,280	32,000	26,364	(2,860)	(8,916)
PN1308 N4099 Toyota Hilux 2.7i Petrol Ute MV1308	13,422	0	9,000	0	(4,422)	0
PN1401 N10938 Mazda BT50 T Top Ute MV1401	17,314	0	10,000	0	(7,314)	0
PN1409 N11069 Mitsubishi ASX 2.5i Premium MV1408	23,729	20,419	22,400	14,545	(1,329)	(5,873)
	434,650	590,996	501,686	537,813	67,036	(53,183)
					16/17 Budget \$	Ytd Actual \$
Summary						
Profit on Asset Disposals					212,712	212,864
Loss on Asset Disposals					(145,676)	(266,047)
					67,036	(53,183)



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2017

5 INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-16	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		16/17 Budget \$	Ytd Actual \$	16/17 Budget \$	Ytd Actual \$	16/17 Budget \$	Ytd Actual \$	16/17 Budget \$	Ytd Actual \$
Recreation & Culture									
Loan 208 - Northam Country Club **	20,351	0	0	5,292	5,293	15,059	15,058	1,402	1,138
Loan 219 - Northam Bowling Club **	69,743	150,000	150,000	26,687	22,124	193,056	197,619	3,664	4,829
Loan 223 - Recreation Facilities	476,699	0	0	108,724	108,723	367,975	367,976	27,265	16,808
Loan 224 - Recreation Facilities	940,058	0	0	38,622	38,622	901,436	901,436	60,300	53,146
Loan New - Swimming Pool		1,000,000	0		0	1,000,000	0		
Loan New - Youth Space		500,000	0		0	500,000	0		
Transport									
Loan 221 - Airstrip Upgrade	25,770	0	0	12,491	12,491	13,279	13,279	1,412	1,387
Economic Services									
Loan 225 - Victoria Oval Purchase	769,138	0	0	31,600	31,600	737,538	737,538	49,336	43,483
	2,301,759	1,650,000	150,000	223,416	218,853	3,728,343	2,232,906	143,379	120,791

Note: ** indicates self - supporting loans

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

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



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

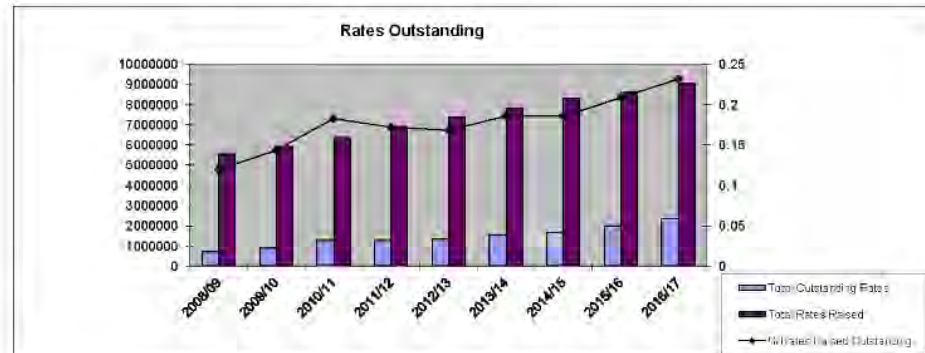
FOR THE PERIOD ENDING 30 JUNE 2017

	16/17 Budget	Ytd Actual	2015/2016 Financial Report
	\$	\$	\$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	200,000	5,160,909	2,346,221
Cash - Restricted Unspent Grants	0	1,066,847	0
Cash - Restricted Reserves	3,960,049	5,472,790	7,823,012
Self Supporting Loan		(8,974)	0
Sundry Debtors	1,601,337	478,798	2,223,095
Rates - Current	0	1,883,045	0
Pensioners Rates Rebate	0	15,933	0
Provision for Doubtful Debts	0	(99,088)	0
Accrued Income/Prepayments	0	49,055	0
Inventories	10,000	0	35,885
	<u>5,771,386</u>	<u>14,247,305</u>	<u>12,428,212</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(2,612,237)	(1,227,250)	(2,216,031)
Rates Income in Advance	0	(44,322)	0
Accrued Interest on Debentures	0	240	0
Payg Payable	0	(1)	0
Loan Liability	0	8,974	(209,878)
Provision for Annual Leave	0	(602,378)	(602,378)
Provision for Long Service Leave	0	(395,705)	(404,942)
	<u>(2,612,237)</u>	<u>(2,323,310)</u>	<u>(3,433,229)</u>
NET CURRENT ASSET POSITION	3,159,149	11,923,995	8,994,983
Less: Cash - Reserves - Restricted	(3,960,049)	(5,472,790)	(5,634,070)
Less: Cash - Unspent Grants - Restricted	0	0	0
Less: Land for resale - Cost of acquisition			(15,500)
Less: Loans receivable - clubs/institutions			(18,442)
Add: Current Loan Liability	223,416	(8,974)	209,878
Add: Leave Liability Reserve	477,484	455,441	469,890
Add: Budgeted Leave	100,000	100,000	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	0	6,997,673	4,006,739

**SHIRE OF NORTHAM
RATING REPORT
FOR THE PERIOD ENDED 30 APRIL 2017**

	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Key Rating Dates									
RATES ISSUED	12/03/2008	25/07/09	04/08/10	09/09/2011	0/03/2012	4/09/2013	14/06/14	14/09/15	30/09/2016
RATES DUE	15/09/2008	05/02/09	15/08/10	23/09/2011	14/10/2012	23/10/2013	5/10/2014	25/03/2015	30/09/2016
2nd INSTALLMENT DUE	12/11/2008	01/12/08	13/12/10	23/11/2011	15/11/2012	23/12/2013	01/12/2014	23/11/2015	30/11/2016
3rd INSTALLMENT DUE	15/01/2009	11/01/2010	11/01/2011	23/01/2012	28/01/2013	24/02/2014	02/02/2015	23/01/2016	20/01/2017
4th INSTALLMENT DUE	19/03/2009	11/03/2010	14/03/2011	22/03/2012	29/03/2013	24/04/2014	04/04/2015	25/03/2016	30/03/2017
Outstanding 1st July	\$386,392	\$405,172	\$540,290	\$521,194	\$562,531	\$568,647	\$716,120	\$873,686	\$1,116,220
Rates Levied	\$5,512,994	\$5,879,217	\$6,268,889	\$6,891,706	\$7,312,029	\$7,758,147	\$8,222,616	\$8,552,189	\$8,931,267
Interest Expense	\$ 139,855	\$128,604	\$166,628	\$136,973	\$162,556	\$156,337	\$157,960	\$220,636	\$141,014
Rates Paid by month									
July	51,557	48,247	24,595	51,948	38,805	47,443	62,554	29,105	43,333
August	772,417	1,402,457	1,272,790	1,120,912	1,043,163	23,961	119,840	700,198	357,776
September	2,856,797	2,241,533	2,736,315	3,251,815	3,604,324	1,152,416	2,650,420	4,519,842	4,243,288
October	389,196	627,550	374,463	318,701	443,703	3,790,548	2,950,091	630,886	1,166,135
November	657,192	494,773	600,065	589,461	680,522	444,497	505,022	84,856	908,844
December	167,537	179,425	158,023	172,178	150,665	685,338	654,900	214,507	336,154
January	354,293	333,075	362,368	441,740	459,219	194,157	295,629	441,681	464,526
February	94,802	101,317	99,165	112,296	166,351	502,176	508,828	148,327	260,363
March	214,072	304,264	404,575	438,277	448,126	176,270	256,379	601,416	589,684
April	84,602	60,140	202,155	105,463	261,010	517,451	484,165	166,567	182,282
May	43,505	26,615	162,815	101,999	119,726	110,851	87,473	102,660	91,433
June	36,945	69,843	88,639	87,525	30,530	120,455	59,527	115,947	109,059
Total YTD	5,622,916	5,889,241	6,495,958	6,892,315	7,466,145	7,765,661	8,235,829	8,513,993	8,763,486
% Rates Outstanding	6.9%	8.2%	7.0%	8.2%	7.1%	8.5%	9.5%	11.7%	14.0%

- 416,326 - 523,752 - 489,850 - 517,558 - 570,972 - 717,470 - 860,868 - 1,132,518 - 1,425,005



12.4.3 Proposed Cemeteries Amendment Local Law 2017

Address:	
Owner:	Shire of Northam
File Reference:	2.3.2.6
Reporting Officer:	Cheryl Greenough Coordinator Governance and Administration
Responsible Officer:	Colin Young Manager Corporate Services
Voting Requirement	Simple Majority

BRIEF

To seek Council approval, pursuant to section 3.12 of the *Local Government Act 1995*, to initiate the process of amendment to the Shire of Northam Cemeteries Local Law 2008.

ATTACHMENTS

Attachment 1: Shire of Northam Cemeteries Amendment Local Law 2017

Attachment 2: Shire of Northam Cemeteries Local Law 2008 (principle local law showing amendments as marked up)

BACKGROUND / DETAILS

In accordance with s.3.16 of the *Local Government Act 1995* (the Act), the Shire completed a statutory review of the Shire's Cemeteries Local Law 2008.

During the statutory review process, the Department of Local Government, Sport and Cultural Industries (formerly Department of Local Government and Communities) advised their recommendations for amendment of this Local Law.

Council, at its meeting held 19 July 2017, subsequently resolved to undertake an amendment of the Shire's Cemeteries Local Law 2008.

Section 3.12 of the Act prescribes the statutory procedures for making an amendment local law, requiring:

- The purpose and effect of the proposed amendment local law is to be included in the agenda and the minutes of the meeting at which they are considered.
- A Statewide and Local public notice of the proposed amendment local law is to be published, detailing:
 - The purpose and effect of the proposed amendment local law;

- Where a copy of the proposed amendment local law may be inspected; and
- A minimum 6 weeks public submission period.
- A copy of the notice and the proposed amendment local law is to be provided to the Minister for Local Government and any other Minister responsible for administering the Act/s under which the Local Law is proposed to be made.
- After the close of the public submission period, a further report will be presented to Council to enable Council's consideration of any public submissions and, where the consequentially proposed local law is not substantially different from that advertised in the public notice, the Council may then resolve by absolute majority to make the Amendment Local Law 2017.
- The Amendment Local Law 2017 must then be published in the Government Gazette and a copy of the gazetted amendment local law is to be provided to the relevant Minister/s and the Parliamentary Joint Standing Committee on Delegated Legislation.
- A Local Public Notice must then be given stating the title of the amendment local law, a summary of its purpose and effect and advising where copies may be inspected or obtained.

This report seeks to commence the s.3.12 process, to initiate the Shire of Northam Cemeteries Amendment Local Law 2017.

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective G3: Provide efficient and effective corporate management.

Strategy G3.1 Provide responsive high level customer service.

Financial / Resource Implications

Commencing an amendment local law process will incur:

- Advertising costs in the West Australian - Approximate cost \$400
- Gazettal of the adopted Amendment Local Law 2017. Approximate cost \$212 per page.
- Advertising in the Avon Advocate relating to the adoption of the Amendment Local Law 2017. Approximate cost \$200

Legislative Compliance

Section 3.12 of the *Local Government Act 1995* which outline the procedures for making local laws.

Policy Implications

Nil

Stakeholder Engagement / Consultation

Statewide and local notification in the newspaper providing 6 weeks for community consultation including notices at the Shire and in the two libraries

Risk Implications

Potential breach of legislation if the local law is not reviewed

OFFICER'S COMMENT

The proposed Cemeteries Amendment Local Law 2017 has been drafted to address the matters raised by the Department as well as other minor amendments - refer attached.

In accordance with the provisions of the Act it is necessary to initiate the amendment process which requires the Shire to give State wide public notice of the proposed amendment local law for public inspection. This also includes displaying copies of the amendments local law at the Shire office and both of the Shire's library services.

A copy of the proposed amendment local law, this report and a copy of the public notice advertisements, will also be sent to the Minister for Local Government, Sport and Cultural Industries for review. At the expiry of the comment period (minimum of six weeks) all submissions will be reported back to Council prior to the amendment local law being considered for adoption.

RECOMMENDATION

That Council:

Pursuant to section 3.12 of the *Local Government Act 1995* authorise the CEO to give Statewide public notice that the Shire intends to adopt the Shire of Northam Cemeteries Amendment Local Law 2017 with the purpose and effect of this local law being as follows:

Purpose: The Shire Northam Cemeteries Amendment Local Law 2017 makes minor amendments to the Shire of Northam Cemeteries Local Law 2008 which provides for the orderly management of the Northam Cemetery.

Effect: Inserts additional definitions and deletes some definitions to enhance operation of the Local Law and clarifies the drafting and operation of some clauses.

Attachment 1
Cemeteries Act 1986
Local Government Act 1995

SHIRE OF NORTHAM
CEMETERIES AMENDMENT LOCAL LAW 2017

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Northam resolved by Absolute Majority on **Date** to make the following local law.

1. Citation

This local law may be cited as the Shire of Northam Cemeteries Amendment Local law 2017

2. Commencement

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

3. Principal local law

In this local law the Shire of Northam Cemeteries Local Law 2008 as published in the Government Gazette on 16 September 2008, is referred to as the Principal local law.

The Principal local law is amended.

Clause 1.2 new clause inserted

Insert new clause 1.2 as follows:

Clause 1.2 – Application

This local law applies to the Northam Cemetery located in the Shire of Northam.

Clause 1.3 Amended (formerly 1.2)

Insert the following definitions in alphabetical order:

“coffin” – a tapered wooden box suitable for burial

“funeral” – a ceremony at which a deceased person is buried or cremated.

“headstone” – a slab of stone set up at the head of a grave, typically inscribed with the name of the dead person.

“memorial” – a statue or structure established to remind people of a person or event.

“memorial plaque” – in accordance with the dimensions given in Clause 7.15.

“monument” – a statue or other structure placed over a grave in memory of the dead.

“Monumental Mason’s Licence” – means a licence issued under cl.7.16.

“right of burial” - means the right to use a specified area of a cemetery for burial.

Delete the entire definition for **“mausoleum” and “vault”**.

Clause 1.4 Repeal (formally 1.3)

Clause 5.2 Amended
In Clause 5.2 delete the words “or Clause 3.2”
Clause 6.1 Amended

Clause 6.1 is amended as follows:
In subclause (1)(a) Replace the word “*permission*” with “*written approval*”
In subclause (2) Replace the word “*permission*” with “*written approval*”

Clause 6.2 Deleted
Delete clause 6.2 entirely
Clause 7.20 Amended
Delete subclause (3) entirely
Clause 8.1 Amended

Delete the words “*Subject to clause 8.2*” and capitalise the word “A”.

Clause 8.2 Replaced
Delete clause 8.2 entirely and insert:

Clause 8.2 Assistance Animals

A person whose impairment requires, may be accompanied by an assistance animal as defined in section 9(2) of the *Disability Discrimination Act 1992* (Cmwlth).

DATED: _____20__

The Common Seal of the Shire of Northam was affixed by authority of a resolution of Council in the presence of:

Steven B Pollard
President

Jason B Whiteaker
Chief Executive Office

Attachment 2

**CEMETERIES ACT 1986
LOCAL GOVERNMENT ACT 1995**

SHIRE OF NORTHAM

CEMETERIES LOCAL LAW 2008

**CEMETERIES ACT 1986
LOCAL GOVERNMENT ACT 1995**

SHIRE OF NORTHAM

CEMETERIES LOCAL LAW 2008

ARRANGEMENT

PART 1 – PRELIMINARY

- 1.1 Citation
- 1.2 Interpretation
- 1.3 Repeal

PART 2 - ADMINISTRATION

- 2.1 Powers and Functions of CEO

PART 3 – APPLICATION FOR FUNERALS

- 3.1 Application for Burial
- 3.2 Applications to be Accompanied by Certificates etc
- 3.3 Certificate of Identification
- 3.4 Minimum Notice Required

PART 4 – FUNERAL DIRECTORS

- 4.1 Funeral Director's Licence Expiry
- 4.2 Single Funeral Permits
- 4.3 Application Refusal

PART 5 – FUNERALS

Division 1 – General

- 5.1 Requirements for Funerals and Coffins
- 5.2 Funeral Processions
- 5.3 Vehicle Entry Restricted
- 5.4 Vehicle Access and Speed Limitations
- 5.5 Offenders may be Expelled
- 5.6 Conduct of Funeral by Board

Division 2 – Placement of Ashes

- 5.7 Disposal of Ashes
- 5.8 Availability of Ashes
- 5.9 Ashes held by the Board

PART 6- BURIALS

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- 8.2 Guide Dogs
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- 9.1 General
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- First Schedule – Modified Penalties**
- Second Schedule – Infringement Notice**
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CEMETERIES ACT 1986
LOCAL GOVERNMENT ACT 1995

Shire of Northam

CEMETERIES LOCAL LAW 2008

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Northam Cemeteries Local Law 2008*.

1.2 Application

This local law applies to the Northam Cemetery located in the Shire of Northam.

1.3 Interpretation

In this local law unless the context otherwise requires:

"Act" means the *Cemeteries Act 1986*

"ashes" means so much of the remains of a dead body after the due processes of cremation as may be contained in a standard sized cremation urn;

"authorised officer" means an employee of the Board authorised by the Board for the purposes of performing any function or exercising any power conferred upon an authorised officer by this local law;

"CEO" means the Chief Executive Officer of the Shire of Northam;

"Funeral Director" means a person holding a current funeral director's licence;

"Board" means the Shire of Northam;

"coffin" a tapered wooden box suitable for burial;

"funeral" a ceremony at which a deceased person is buried or cremated;

"headstone" a slab of stone set up at the head of a grave, typically inscribed with the name of the dead person;

"mausoleum" means a building or construction wholly above or partially above and below ground level, so constructed as to allow the deposition of dead bodies into a compartment in the wall or floor and being sealed from view;

"memorial" a statue or structure established to remind people of a person or event;

"memorial plaque" in accordance with the dimensions given in Clause 7.15;

"monument" a statue or other structure placed over a grave in memory of the dead;

"Monumental Mason" means a person holding a current monumental mason's licence;

"Monumental Mason's licence" means a licence issued under Clause 7.16;

"personal representative" means the administrator or executor of an estate of a deceased person;

"right of burial" means the right to use a specified area of a cemetery for burial;

"set fee" refers to fees and charges set by a resolution of the Board and published in the *Government Gazette*, under section 53 of the Act;

"single funeral permit" means a permit issued by the Board under section 20 or 21 of the Act which entitles the holder to conduct at the cemetery a funeral of a person named in the permit.

"vault" means a below ground lined grave with one or more sealed compartments constructed to specifications approved from time to time by the Board.

13 14 Repeal

The Shire of Northam Local Laws Relating to Northam Cemeteries as published in the *Government Gazette* of 1 May 1998 are repealed.

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PART 2 - ADMINISTRATION

2.1 Powers and Functions of CEO

Subject to any directions given by the Board, the CEO shall exercise all the powers and functions of the Board in respect of the cemetery.

PART 3 - APPLICATION FOR FUNERALS

3.1 Application for Burial

- (1) A person may apply for approval to bury a dead body in the cemetery in the form determined by the Board from time to time.
- (2) An application under subclause (1) is to be accompanied by the set fee.

3.2 Applications to be Accompanied by Certificates etc

All applications referred to in clauses 3.1 and 3.2 shall be accompanied by either a medical certificate of death or a Coroner's order of burial, and a certificate issued under clause 3.4, in respect of the body.

3.3 Certificate of Identification

- (1) After a dead body is placed in a coffin and prior to a dead body being removed to the cemetery, or crematorium within the cemetery, a person who personally knew the deceased shall identify the dead body and shall complete a certificate of identification in the form determined by the Board from time to time, unless:
 - (a) in the opinion of the Funeral Director, the dead body is not in a fit state to be viewed, or
 - (b) after reasonable effort the Funeral Director is unable to arrange for a person to identify the dead body.
- (2) Where:
 - (a) in the opinion of the Funeral Director, the dead body is not in a fit state to be viewed, or
 - (b) after reasonable effort the Funeral Director is unable to arrange for a person to identify the dead body,then the Funeral Director shall complete a certificate in the form determined by the Board from time to time.

3.4 Minimum Notice Required

All bookings to hold a funeral shall be made with the Board at least twenty four hours prior to the time proposed for burial on the application, otherwise an extra charge may be made.

PART 4 - FUNERAL DIRECTORS

4.1 Funeral Director's Licence Expiry

A funeral director's licence shall expire on the 30th day of June in each year.

4.2 Single Funeral Permits

Every application for a single funeral permit made under section 20 or 21 of the Act shall include coffin specifications and details of the vehicle transporting the dead body to the gravesite, or crematorium.

4.3 Application Refusal

The Board may refuse an application for a single funeral permit if, in the opinion of the Board, either the coffin specifications or the details of the vehicle transporting the dead body to the gravesite or crematorium, are not structurally sound or are otherwise inadequate or inappropriate, or on any other grounds.

PART 5 - FUNERALS

Division 1 - General

5.1 Requirements for Funerals and Coffins

A person shall not bring a dead body into the cemetery unless:

- (a) the Board has approved an application for the burial or cremation of that dead body in accordance with Part 3 of this local law,
- (b) it is enclosed in a coffin which in the opinion of the Board is structurally sound and bears the name of the deceased person indelibly inscribed in legible characters on a plate on the coffin's lid; and
- (c) under the plate referred to in paragraph (b) there is a substantive lead strip bearing the surname of the deceased person stamped in legible characters, each character being not less than 10 mm in height.

5.2 Funeral Processions

The time fixed by the Board for any burial or cremation shall be the time at which the funeral procession is to arrive at the cemetery gates, and, if not punctually observed, then the applicant who applied to hold the funeral under clause 3.1 ~~shall~~ shall pay the set fee for being late.

5.3 Vehicle Entry Restricted

- (1) Subject to subclause 5.3(2), every funeral procession shall enter by the principal entrance, and no vehicle except the hearse, and official mourning coaches, shall be permitted to enter the cemetery.
- (2) This clause shall not apply to persons using wheelchairs or motorised wheelchairs.

5.4 Vehicle Access and Speed Limitations

Vehicles shall proceed within the cemetery by the constructed roadway or other areas designated for the use of vehicles and shall not exceed the speed of 25km per hour.

5.5 Offenders may be Expelled

A person committing an offence under clause 5.4 may be expelled from the cemetery by the CEO or an authorised officer.

5.6 Conduct of Funeral by Board

When conducting a funeral under section 22 of the Act the Board may:

- a) require a written request for it to conduct a funeral to be lodged with it;
- b) in its absolute discretion, charge any person requesting it to conduct a funeral the set fee for the conduct of that funeral by it;
- c) where no fee or a reduced fee has been charged by it for the conduct of the funeral, determine the manner in which the funeral shall be conducted;
- d) bury or cremate that dead body but may cremate the dead body only when a permit to cremate has been obtained for that body under the *Cremation Act 1929*;
- e) specify an area in the cemetery where the dead body is to be buried or the ashes placed;
- f) conduct the funeral notwithstanding the failure of a person to make any application or to obtain any consent required under this local law;
- g) do or require anything which it considers is necessary or convenient for the conduct of a funeral by it.

Division 2 - Placement of Ashes

5.7 Disposal of Ashes

- (1) The personal representative of a deceased person whose body has been cremated may apply, in an application under clause 3.1 or otherwise, for permission to dispose of the ashes in the cemetery and upon payment of the set fee the Board may grant permission for the ashes to be disposed of by one of the following methods:
 - Niche Wall
 - Memorial Wall
 - Garden of Remembrance
 - Ground Niche
 - Memorial Rose, Tree or Shrub
 - Family Shrub
 - Memorial Desk
 - Granite Seat
 - Family Grave
 - Book of Remembrance
 - Scattering to the Winds
 - Memorial Gardens
 - Other memorials approved by the Board
- (2) Subject to subclauses (3) and (4), a person shall not place the ashes of a deceased person in the cemetery.
- (3) An authorised officer may place the ashes of a deceased person in a cemetery in accordance with the Board approval provided:
 - (a) the person requesting the placement of the ashes has the permission of the Board; and
 - (b) the ashes are placed within an area set aside for that purpose by the Board.
- (4) An authorised officer may place the ashes of a deceased person within a grave in accordance with the Board approval, provided the person requesting the placement of the ashes has the written permission of the Board and the approval of the holder of the right of burial of the grave.
- (3) Notwithstanding subclause (2), should the personal representative default in the payment of the fee referred to in sub-clause (2), the Board may dispose of the ashes in the cemetery by any of the methods listed in clause 5.12.

PART 6 - BURIALS

6.1 Depth of Graves

- (1) A person shall not bury a coffin within the cemetery so that the distance from the top of the coffin to the original surface of the ground is -
 - (a) subject to paragraph (b), less than 750mm, unless that person has the permission-written approval of an authorised officer; or
 - (b) in any circumstances less than 600mm.
- (2) The permission-written approval of the authorised officer in subclause (1) (a) will only be granted where in the opinion of the authorised officer exceptional circumstances require granting of that permission-written approval.

~~6.2 Mausoleum, etc~~

- ~~(1) A person other than the Board shall not construct a brick grave, crypt, vault or mausoleum within the cemetery.~~
- ~~(2) A person may request the Board to construct a vault or mausoleum within the cemetery which vault or mausoleum shall at all times remain the property of the Board.~~
- ~~(3) An application under subclause (2) shall be in writing and shall be accompanied by payment of the set fee.~~
- ~~(4) A person shall not place a dead body in a mausoleum except -
 - (a) in a closed coffin; and
 - (b) in a soundly constructed chamber; and
 - (c) in accordance with subclause (5).~~
- ~~(5) The number of burials in a chamber must not exceed the number for which the chamber was designed.~~

PART 7 - MEMORIALS AND OTHER WORK

Division 1 - General

7.1 Application for Monumental Work

A Board may require the written consent of the holder of the right of burial of the grave to accompany an application under section 30 of the Act.

7.2 Placement of Monumental Work

Every memorial shall be placed on proper and substantial foundations.

7.3 Removal of Rubbish

All refuse, rubbish or surplus material remaining after memorial works are completed under a permit issued under section 30 of the Act shall be immediately removed from the cemetery by the person carrying out the same.

7.4 Operation of Work

All material required in the erection and completion of any work shall, as far as possible, be prepared before being taken to the cemetery, and all materials required by tradesmen shall be admitted at such entrance as the CEO or an authorised officer shall direct.

7.5 Removal of Sand, Soil or Loam

No sand, earth or other material shall be taken from any part of the cemetery for use in the erection of any memorial or work except with the written approval of the Board.

7.6 Hours of Work

Persons shall not be permitted to carry out memorial or other work on graves within the cemetery other than during the hours of 8.00am and 6.00pm on weekdays, and 8.00am and noon on Saturdays, without the written permission of the Board.

7.7 Unfinished Work

Should any work by masons or others be not completed before 6pm on weekdays and noon on Saturdays, they shall be required to leave the work in a neat and safe condition to the satisfaction of the CEO or an authorised officer.

7.8 Use of Wood

No wooden fence, railing, cross or other wooden erection shall be allowed on or around any grave, other than as a temporary marker and with the prior approval of the Board.

7.9 Plants and Trees

No trees or shrubs shall be planted on any grave or within the cemetery except such as shall be approved by the CEO.

7.10 Supervision

All workers, whether employed by the Board or by any other person, shall at all times whilst within the boundaries of the cemetery be subject to the supervision of the CEO or an authorised officer and shall obey such directions as the CEO or an authorised officer may give.

7.11 Australian War Graves

Notwithstanding anything in this local law to the contrary, the Office of Australian War Graves:

- (a) may place a memorial on a military grave; and
- (b) is not required to pay the set fee for any memorial that is placed upon a military grave.

7.12 Placing of Glass Domes and Vases

A person shall not place glass domes, vases or other grave ornaments:

- (a) outside the perimeter of a grave in the cemetery as defined in the plans kept and maintained under section 40 (2) of the Act; or
- (b) on the lawn in an area set aside by the Board as a lawn or a memorial plaque section.

Division 2 - Lawn Section

7.13 Specification of Monuments

All monuments in the lawn section of Shire of Northam cemetery shall only have plaques that are laid level with the lawns surface and in accordance with Board specifications of 600 x 400mm.

7.14 Headstones

In the lawn section of the cemetery, that part of a headstone above its base shall not extend horizontally beyond that base.

Division 3 - Memorial Plaque Section

7.15 Requirements of a Memorial Plaque

- (1) All memorial plaques placed in a memorial plaque section of the cemetery shall:
 - (a) be made of admiralty bronze or any other material approved by the Board, and
 - (b) not be less than the dimensions 380mm x 280mm, nor more than 560mm x 305mm; and
- (2) All memorial plaques made of admiralty bronze shall:
 - (a) not exceed 20mm in thickness; and
 - (b) be placed upon a base mounting approved by the Board.
- (3) All memorial plaques made of stone shall:
 - (a) not exceed 50mm in thickness placed upon a base mounting approved by the Board; or
 - (b) not be less than 100mm in thickness if it is not to be placed upon a base mounting.

Division 4 - Licensing of Monumental Masons

7.16 Monumental Mason's Licence

- (1) The Board may upon receipt of an application in writing by any person and upon payment of the set fee issue to the applicant a monumental mason's licence.
- (2) A licence issued under subclause (1) authorises the holder to carry out monumental works within the cemetery subject to the provisions of this local law and such conditions as the Board shall specify upon the issue of that licence.

7.17 Expiry Date, Non-Transferability

A monumental mason's licence:

- (a) shall, subject to clause 7.20, be valid from the date specified therein until the 30th day of June next following; and
- (b) is not transferable.

7.18 Carrying out Monumental Work

A person shall not carry out monumental work within the cemetery unless that person:

- (a) is the holder of a current monumental mason's licence issued pursuant to clause 7.16 or does so as the employee of a person who holds such a licence;
- (b) is authorised by the Board to do so; or
- (c) has received the Board's permission to do so during a funeral service.

7.19 Responsibilities of the Holder of a Monumental Mason's Licence

The holder of a monumental mason's licence shall be responsible for the compliance by every person purporting to be authorised to carry out monumental works within the cemetery pursuant to that licence with all the requirements and conditions of the licence, this local law, the Act and any other written law which may affect the carrying out of monumental works.

7.20 Cancellation of a Monumental Mason's Licence

- (1) The Board may by notice in writing to the holder of a monumental mason's licence terminate the licence on any of the following grounds:

- (a) that the holder of the licence has committed a breach of the requirements and conditions of the licence, this local law, the Act or any other written law which may affect the carrying out of monumental works;
 - (b) that, in the opinion of the Board, the conduct of the holder of the licence or any person in the employ of that holder in carrying out or attempting to carry out any works within the cemetery, is inappropriate or unbecoming; or
 - (c) that the holder of the licence has purported to transfer the licence issued to that holder.
- (2) Upon the termination of a monumental mason's licence under this clause no part of any fee paid for the issue of that licence is refundable by the Board.
- (3) ~~An aggrieved person whose licence has been terminated under subclause (1) may appeal to the State Administrative Tribunal against a decision of the Board under this clause in the manner stated in section 10 (3) of the Act.~~

PART 8 - GENERAL

8.1 Animals

~~Subject to clause 8.2 a) a~~ person shall not bring an animal into or permit an animal to enter or remain in the cemetery, other than with the approval of the CEO or an authorised officer.

8.2 ~~Guide Dogs~~ Assistance Animals

~~Clause 8.1 shall not apply to a hearing impaired person or a person who is blind or partially blind and is accompanied by a hearing or guide dog. A person whose impairment requires may be accompanied by an assistance animal as defined in section 9(2) of the Disability Discrimination Act 1992 (with)~~

8.3 Damaging and Removing of Objects

Subject to clause 8.4, a person shall not damage, remove or pick any tree, plant, shrub or flower in the cemetery or any other object or thing on any grave or memorial or which is the property of the Board without the permission of the Board.

8.4 Withered Flowers

A person may remove withered flowers from a grave or memorial and these are to be placed in a receptacle provided by the Board for that purpose.

8.5 Littering and Vandalism

A person shall not:

- (a) break or cause to be broken any glass, ceramic or other material in or upon the cemetery;
- (b) discard, deposit, leave or cause to be discarded, deposited or left any refuse or litter in or upon the cemetery other than in a receptacle provided for that purpose.

8.6 Advertising

A person shall not carry on or advertise any trade, business or profession within the cemetery without the prior written approval of the Board which consent may be granted subject to such conditions as the Board thinks fit.

8.7 Obeying Signs and Directions

A person shall obey all signs displayed, marked, placed or erected by the Board within the cemetery and any other lawful direction by the CEO or an authorised officer.

8.8 Removal from the Cemetery

Any person failing to comply with any provisions of this local law or behaving in a manner that in the opinion of the Board, the CEO or an authorised officer is inappropriate in the cemetery may in addition to any penalty provided by this local law be ordered to leave the cemetery by the Board, the CEO or an authorised officer.

PART 9 - OFFENCES AND MODIFIED PENALTIES

9.1 General

A person who commits a breach of any provisions of this local law commits an offence and shall on conviction be liable to a penalty not exceeding \$500.00 and if the offence is a continuing one to a further penalty not exceeding \$20.00 for every day or part of a day during which the offence has continued.

9.2 Modified Penalties

- (1) The offences specified in the First Schedule are offences which may be dealt with under section 63 of the Act.
- (2) The modified penalty payable in respect of an offence specified in the First Schedule is set out in the fourth column of the First Schedule.
- (3) The form of the infringement notice referred to in section 9.17 of the *Local Government Act 1995* is to be in or substantially in the form of Form 2 of Schedule 1 of the *Local Government (Functions and General) Regulations 1996*;
- (4) the form of the notice referred to in section 9.20 of the *Local Government Act 1995* is to be in or substantially in the form of Form 3 in Schedule 1 of the *Local Government (Functions and General) Regulations 1996*.

First Schedule
Cemeteries Act 1986
Shire of Northam
Cemeteries Local Law 2008

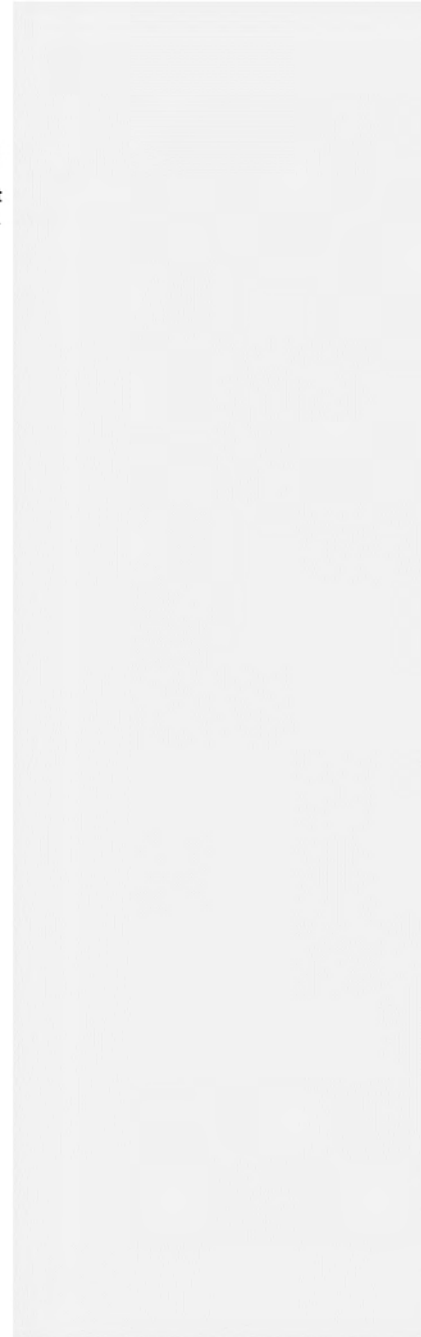
Modified Penalties

Item No.	Clause	Nature of Offence	Modified Penalty
1	5.4	Excessive speed	\$50.00
2	5.4	Unauthorised use - driving of vehicles	\$50.00
3	7.3	Placing and removal of rubbish and surplus materials	\$50.00
4	7.7	Leaving uncompleted works in an untidy or unsafe condition	\$50.00
5	8.1	Animal at large	\$50.00
6	8.5	Dumping of Rubbish	\$50.00
7	8.6	Unauthorised advertising, and/or trading	\$50.00
8	8.7	Disobeying sign or lawful direction	\$50.00

Dated: 23rd July 2008 .

The Common Seal of the Shire of Northam was affixed by authority of a resolution of the Council in the presence of:

Cr S.B. Pollard, President
G. BRENNAN, Acting Chief Executive Officer.



12.4.4 Proposed Dogs Amendment Local Law 2017

Address:	
Owner:	Shire of Northam
File Reference:	2.3.2.6
Reporting Officer:	Cheryl Greenough Coordinator Governance and Administration
Responsible Officer:	Colin Young Manager Corporate Services
Voting Requirement	Simple Majority

BRIEF

To seek Council approval, pursuant to section 3.12 of the *Local Government Act 1995*, to initiate the process of amendment to the Shire of Northam Dogs Local Law 2008.

ATTACHMENTS

Attachment 1: Shire of Northam Dogs Amendment Local Law 2017

Attachment 2: Shire of Northam Dogs Local Law 2008 (principle local law showing amendments as marked up)

BACKGROUND / DETAILS

In accordance with s.3.16 of the *Local Government Act 1995* (the Act), the Shire completed a statutory review of the Shire's Dogs Local Law 2008.

During the statutory review process, the Department of Local Government, Sport and Cultural Industries (formerly Department of Local Government and Communities) (the Department) advised their recommendations for amendment of this Local Law.

Council, at its meeting held 19 July 2017, subsequently resolved to undertake an amendment of the Shire's Dogs Local Law 2008.

Section 3.12 of the Act prescribes the statutory procedures for making an amendment local law, requiring:

- The purpose and effect of the proposed amendment local law is to be included in the agenda and the minutes of the meeting at which they are considered.
- A Statewide and Local public notice of the proposed amendment local law is to be published, detailing:
 - The purpose and effect of the proposed amendment local law;

- Where a copy of the proposed amendment local law may be inspected; and
- A minimum 6 weeks public submission period.
- A copy of the notice and the proposed amendment local law is to be provided to the Minister for Local Government and any other Minister responsible for administering the Act/s under which the Local Law is proposed to be made.
- After the close of the public submission period, a further report will be presented to Council to enable Council's **consideration of any public submissions** and, where the consequentially proposed local law is not substantially different from that advertised in the public notice, the Council may then resolve by absolute majority to make the amendment local law.
- The amendment local law must then be published in the Government Gazette and a copy of the gazetted amendment local law is to be provided to the relevant Minister/s and the Parliamentary Joint Standing Committee on Delegated Legislation.
- A Local Public Notice must then be given stating the title of the amendment local law, a summary of its purpose and effect and advising where copies may be inspected or obtained.

This report seeks to commence the s.3.12 process, to initiate the Shire of Northam Dogs Amendment Local Law 2017.

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective G3: Provide efficient and effective corporate management.

Strategy G3.1 Provide responsive high level customer service.

Financial / Resource Implications

Commencing an amendment local law process will incur:

- Advertising costs in the West Australian - Approximate cost \$400
- Gazettal of the adopted amendment local law. Approximate cost \$212 per page.
- Advertising in the Avon Advocate relating to the adoption of the amendment local law. Approximate cost \$200

Legislative Compliance

Section 3.12 of the *Local Government Act 1995* which outline the procedures for making local laws.

Policy Implications

Nil

Stakeholder Engagement / Consultation

Statewide and local notification in the newspaper providing 6 weeks for community consultation including notices at the Shire and in the two libraries

Risk Implications

Potential breach of legislation

OFFICER'S COMMENT

The proposed Dogs Amendment Local Law 2017 has been drafted to address the matters raised by the Department as well as other minor amendments - refer attached.

In accordance with the provisions of the Act it is necessary to initiate the amendment process which requires the Shire to give State wide public notice of the proposed amendment local law for public inspection. This also includes displaying copies of the amendments local law at the Shire office and both of the Shire's library services.

A copy of the proposed amendment local law, this report and a copy of the public notice advertisements, will also be sent to the Minister for Local Government Sport and Cultural Industries for review. At the expiry of the comment period (minimum of six weeks) all submissions will be reported back to Council prior to the amendment local law being considered for adoption.

RECOMMENDATION

That Council:

Pursuant to section 3.12 of the *Local Government Act 1995* authorise the CEO to give Statewide public notice that the Shire intends to adopt the Shire of Northam Dogs Amendment Local Law 2017 with the purpose and effect of this local law being as follows:

Purpose: The Shire Northam Dogs Amendment Local Law 2017 makes minor amendments to the Shire of Northam Dogs Local Law 2008 which provides for the orderly management of the Kennels and dogs within the Shire of Northam.

Effect: Inserts additional definitions and deletes some definitions to enhance operation of the Local Law and clarifies the drafting and operation of some clauses.

Attachment 1
Dogs Act 1986
Local Government Act 1995

SHIRE OF NORTHAM
DOGS AMENDMENT LOCAL LAW 2017

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the Shire of Northam resolved by Absolute Majority on **Date** to make the following local law.

4. Citation

This local law may be cited as the Shire of Northam Dogs Amendment Local law 2017

5. Commencement

This local law comes into operation 14 days after the date of its publication in the Government Gazette.

6. Principal local law

In this local law the Shire of Northam Dogs Local Law 2008 as published in the Government Gazette on 16 September 2008, is referred to as the Principal local law.

The Principal local law is amended.

Clause 1.2 Amended

Insert the following definitions in alphabetical order:

children's playground means an area set aside for use by children and noted by the presence of dedicated children's playground equipment and the presence of either sand or other forms of soft fall surface;

nuisance means

(a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;

(b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land; or

(c) interference which causes material damage to land or other property on the land affected by the interference.

Townsite means an area zoned as residential.

Delete Dog Regulations 1976

Insert Dog Regulations 2013

Clause 3.1 Amended

In sub clause (1)(c) after the words "dog is on the premises" and before the words "and is fitted" insert the words "(unless the gate is temporarily opened in a manner that ensures the dog remains confined)"

In sub clause (2) delete "Penalty: Where the dog kept is a dangerous dog, \$2000; otherwise \$1,000."

Insert sub clause (3) "*Notwithstanding subclause (1) and (2), the confinement of dangerous dogs is dealt with in the Act and Regulations*"

Clause 4.9 Amended

Clause 4.9 is amended as follows:

Delete the Penalty clause.

Insert **the words** "*penalties apply as per the Act and Regulations*"

Clause 4.13 Amended

Subclause (2)(c)

Delete the words "if the licensee is not a fit and proper person"

Insert "if the local government is dissatisfied with the conduct of the establishment"

Clause 5.1 Deleted

Clause 5.2 Deleted

Schedule 3 - Amended

Amend Penalties 2.4(b) dangerous dog to include \$400

Amend Penalties 4.9 Modify Penalty delete \$100 and Insert \$200

Amend Penalty 6.1(2) Modify penalty delete \$40 and insert \$100

Plus Minor Edits

DATED: _____20__

The Common Seal of the Shire of Northam was affixed by authority of a resolution of Council in the presence of:

Steven B Pollard
President

Jason B Whiteaker
Chief Executive Officer

Attachment 2

**DOG ACT 1976
LOCAL GOVERNMENT ACT 1995**

SHIRE OF NORTHAM

DOGS LOCAL LAW 2008

DOGS LOCAL LAW 2008

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- 4.12 Period of licence
- 4.13 Variation or cancellation of licence
- 4.14 Transfer
- 4.15 Notification
- 4.16 Inspection of kennel

Part 5 – Dogs in Public Places

- ~~5.1~~ Places where dogs are prohibited absolutely
- ~~5.2~~ Places which are dog exercise areas

Part 6 – Miscellaneous

- ~~5.1~~ 5.1 Offence to excrete

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Part 7 – Enforcement

- [7.1](#) [6.1](#) Definitions
- [7.2](#) [6.2](#) Modified penalties
- [7.3](#) [6.3](#) Issue of infringement notice
- [7.4](#) [6.4](#) Failure to pay modified penalty
- [7.5](#) [6.5](#) Payment of modified penalty
- [7.6](#) [6.6](#) Withdrawal of infringement notice
- [7.7](#) [6.7](#) Service

Schedule 1

Conditions of a licence for an approved kennel establishment

Schedule 2

Offences in respect of which modified penalty applies

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DOG ACT 1976
LOCAL GOVERNMENT ACT 1995

SHIRE OF NORTHAM

DOGS LOCAL LAWS 2008

Under the powers conferred by the *Dog Act 1976* and under all other powers enabling it, the Council of the Shire of Northam resolved on _____ to make the following local law.

PART 1 - PRELIMINARY

1.1 Citation

This local law may be cited as the *Shire of Northam Dogs Local Law 2008*.

1.2 Definitions

In this local law unless the context otherwise requires -

"Act" means the *Dog Act 1976*;

"authorized person" means a person authorized by the local government to perform all or any of the functions conferred on an authorized person under this local law;

"CEO" means the Chief Executive Officer of the local government;

Children's playground means an area set aside for use by children and noted by the presence of dedicated children's playground equipment and the presence of either sand or other forms of soft fall surface.

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"district" means the district of the Shire of Northam;

"local government" means the Shire of Northam;

nuisance means

(a) *an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;*

(b) *an unreasonable interference with the use and enjoyment of a person of his or her ownership of occupation of land; or*

interference which causes material damage to land or other property on the land affected by the interference.

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"owner" in relation to a dog means -

(b) the person by whom the dog is ordinarily kept; or

(c) a person who is deemed by subsection (2) to be the owner of the dog;

"person liable for the control of the dog" means each of the following -

(a) the registered owner of the dog;

(b) the owner of the dog;

(c) the occupier of any premises where the dog is ordinarily kept or ordinarily permitted to live; or

(d) a person who has the dog in his possession or under his control, but does not include -

(e) a registered veterinary surgeon, or a person acting on his behalf, in the course of his professional practice; or

(f) a police officer or other person acting under statutory duty or in the administration of this Act;

"pound keeper" means a person authorized by the local government to perform all or any of the functions conferred on a "pound keeper" under this local law,
"premises" shall, for the purpose of determining who is the occupier, be taken to refer to any land or building, or part of any land or building, that is or is intended to be occupied as a separate residence from any adjacent tenement;
"Regulations" means the ~~Dog Regulations 1976~~ *Dog Regulation 2013*;
"thoroughfare" has the meaning given to it in section 1.4 of the *Local Government Act 1995*; and
"town planning scheme" means a town planning scheme made by the local government under the *Planning and Development Act 2005* which applies throughout the whole or a part of the district -
townsite means an area zoned as residential.

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1.3 Application

This local law applies throughout the district.

1.4 Repeal

The following local laws are repealed:

- The Shire of Northam By-laws Relating to Dogs published in the *Government Gazette* on 2 April 1982.
- The Shire of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 7 July 1989.
- The Shire of Northam By-laws Relating to Dogs published in the *Government Gazette* on 3 August 1973.
- The Town of Northam By-laws Relating to Dogs published in the *Government Gazette* on 12 June 1981.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 2 April 1982.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 4 March 1988.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 25 November 1988.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 28 July 1989.
- The Town of Northam By-laws Relating to Dogs Amendment published in the *Government Gazette* on 12 December 1995.
- The Town of Northam By-law No 50 - Dogs published in the *Government Gazette* on 22 May 1942.

PART 2 - IMPOUNDING OF DOGS

2.1 Charges and costs

The following are to be imposed and determined by the local government under sections 6.16 - 6.19 of the *Local Government Act 1995* -

- (a) the charges to be levied under section 29(4) of the Act relating to the seizure and impounding of a dog;
- (b) the additional fee payable under section 29(4) of the Act where a dog is released at a time or on a day other than those determined under clause 2.2; and
- (c) the costs of the destruction and the disposal of a dog referred to in section 29(15) of the Act.

2.2 Attendance of pound keeper at pound

The pound keeper is to be in attendance at the pound for the release of dogs at the times and on the days of the week as are determined by the CEO.

2.3 Release of impounded dog

(1) A claim for the release of a dog seized and impounded is to be made to the pound keeper or in the absence of the pound keeper, to the CEO.

(2) The pound keeper is not to release a dog seized and impounded to any person unless that person has produced, to the satisfaction of the pound keeper, satisfactory evidence -

- (a) of her or his ownership of the dog or of her or his authority to take delivery of it, or
- (b) that he or she is the person identified as the owner on a microchip implanted in the dog.

2.4 No breaking into or destruction of pound

A person who -

- (a) unless he or she is the pound keeper or a person authorized to do so, releases or attempts to release a dog from a pound; or
 - (b) destroys, breaks into, damages or in any way interferes with or renders not dog-proof -
 - (i) any pound; or
 - (ii) any vehicle or container used for the purpose of catching, holding or conveying a seized dog,
- commits an offence.

Penalty: Where the dog is a dangerous dog, \$2,000; otherwise \$1,000.

PART 3 - REQUIREMENTS AND LIMITATIONS ON THE KEEPING OF DOGS

3.1 Dogs to be confined

(1) An occupier of premises on which a dog is kept must -

- (a) cause a portion of the premises on which the dog is kept to be fenced in a manner capable of confining the dog;
 - (b) ensure the fence used to confine the dog and every gate or door in the fence is of a type, height and construction which having regard to the breed, age, size and physical condition of the dog is capable of preventing the dog at all times from passing over, under or through it;
 - (c) ensure that every gate or door in the fence is kept closed at all times when the dog is on the premises, ~~unless the gate is temporarily opened in a manner that ensures the dog remains confined,~~ and is fitted with a proper latch or other means of fastening it;
 - (d) maintain the fence and all gates and doors in the fence in good order and condition; and
 - (e) where no part of the premises consists of open space, yard or garden or there is no open space or garden or yard of which the occupier has exclusive use or occupation, ensure that other means exist on the premises (other than the tethering of the dog) for effectively confining the dog within the premises.
- (2) Where an occupier fails to comply with subclause (1), he or she commits an offence.

~~Penalty: Where the dog kept is a dangerous dog, \$2,000; otherwise \$1,000.~~

(5) ~~Notwithstanding subclause (1) and (2), the confinement of dangerous dogs is dealt with in the attached Resolutions~~

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.
- (2) The limit on the number of dogs which may be kept on any premises is, for the purpose of section 26(4) of the Act -
- (a) 2 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated within a townsite; or
 - (b) 4 dogs over the age of 3 months and the young of those dogs under that age if the premises are situated outside a townsite.

PART 4 - APPROVED KENNEL ESTABLISHMENTS

4.1 Definitions

In this Part and in Schedule 1 -

"**licence**" means a licence to keep an approved kennel establishment on premises;

"**licensee**" means the holder of a licence;

"**premises**", in addition to the meaning given to it in section 3 of the Act, means the premises described in the application for a licence; and

"**transferee**" means a person who applies for the transfer of a licence to her or him under clause 4.14.

4.2 Application for licence for approved kennel establishment

An application for a licence must be made in the form as determined by the local government from time to time, and must be lodged with the local government together with -

- (a) plans and specifications of the kennel establishment, including a site plan;
- (b) copies of the notices to be given under clause 4.3;
- (c) written evidence that either the applicant or another person who will have the charge of the dogs, will reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare;
- (d) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs nominated by the local government; and
- (e) the fee for the application for a licence referred to in clause 4.10(1).

4.3 Notice of proposed use

(1) An applicant for a licence must give notice of the proposed use of the premises as an approved kennel establishment after the application for a licence has been lodged -

- (a) once in a newspaper circulating in the district; and
- (b) to the owners and occupiers of any premises adjoining the premises.

(2) The notices in subclause (1) must specify that -

- (a) any written submissions as to the proposed use are to be lodged with the CEO within 14 days of the date the notice is given; and
- (b) the application and plans and specifications may be inspected at the offices of the local government.

(3) Where –

- (a) the notices given under subclause (1) do not clearly identify the premises; or
 - (b) a notice given under subclause (1)(a) is of a size or in a location in the newspaper which, in the opinion of the local government, would fail to serve the purpose of notifying persons of the proposed use of the premises;
- then the local government may refuse to determine the application for a licence until the notices or notice, as the case may be, is given in accordance with its directions.

4.4 Exemption from notice requirements

Where an application for a licence is made in respect of premises on which an approved kennel establishment is either a –

- (a) permitted use; or
- (b) use which the local government may approve subject to compliance with specified notice requirements,

under a town planning scheme, then the requirements of clauses 4.2(b), 4.3 and 4.5(a) do not apply in respect of the application for a licence.

4.5 When application can be determined

An application for a licence is not to be determined by the local government until –

- (a) the applicant has complied with clause 4.2;
- (b) the applicant submits proof that the notices referred to in clause 4.3(1) have been given in accordance with that clause; and
- (c) the local government has considered any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises.

4.6 Determination of application

In determining an application for a licence, the local government is to have regard to –

- (a) the matters referred to in clause 4.7;
- (b) any written submissions received within the time specified in clause 4.3(2)(a) on the proposed use of the premises;
- (c) any economic or social benefits which may be derived by any person in the district if the application for a licence is approved;
- (d) the effect which the kennel establishment may have on the environment or amenity of the neighbourhood;
- (e) whether the approved kennel establishment will create a nuisance for the owners and occupiers of adjoining premises; and
- (f) whether or not the imposition of and compliance with appropriate conditions of a licence will mitigate any adverse effects of the approved kennel establishment identified in the preceding paragraphs.

4.7 Where application cannot be approved

The local government cannot approve an application for a licence where –

- (a) an approved kennel establishment cannot be permitted by the local government on the premises under a town planning scheme; or
- (b) an applicant for a licence or another person who will have the charge of the dogs will not reside on the premises, or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and so as to ensure their health and welfare.

4.8 Conditions of approval

(1) The local government may approve an application for a licence subject to the conditions contained in Schedule 1 and to such other conditions as the local government considers appropriate.

(2) In respect of a particular application for a licence, the local government may vary any of the conditions contained in Schedule 1.

4.9 Compliance with conditions of approval

A licensee who does not comply with the conditions of a licence commits an offence.

Penalty: ~~Where a dog involved in the contravention is a dangerous dog, \$2,000 and a daily penalty of \$200, otherwise \$1,000 and a daily penalty of \$100. As per the Act and Regulations.~~

4.10 Fees

(1) On lodging an application for a licence, the applicant is to pay a fee to the local government.

(2) On the issue or renewal of a licence, the licensee is to pay a fee to the local government.

(3) On lodging an application for the transfer of a valid licence, the transferee is to pay a fee to the local government.

(4) The fees referred to in subclauses (1) to (3) are to be imposed and determined by the local government under sections 6.16 – 6.19 of the *Local Government Act 1995*.

4.11 Form of licence

The licence is to be in the form determined by the local government and is to be issued to the licensee.

4.12 Period of licence

(1) The period of effect of a licence is set out in section 27(5) of the Act.

(2) A licence is to be renewed if the fee referred to in clause 4.10(2) is paid to the local government prior to the expiry of the licence.

(3) On the renewal of a licence the conditions of the licence at the time of its renewal continue to have effect.

4.13 Variation or cancellation of licence

(1) The local government may vary the conditions of a licence.

(2) The local government may cancel a licence –

(a) on the request of the licensee;

(b) following a breach of the Act, the Regulations or this local law; or

(c) ~~if the licensee is not a fit and proper person, if the local government is dissatisfied with the conduct of the establishment.~~

(3) The date a licence is cancelled is to be, in the case of –

(a) paragraph (a) of subclause (2), the date requested by the licensee; or

(b) paragraphs (b) and (c) of subclause (2), the date determined under section 27(6) of the Act.

(4) If a licence is cancelled the fee paid for that licence is not refundable for the term of the licence that has not yet expired.

4.14 Transfer

- (1) An application for the transfer of a valid licence from the licensee to another person must be –
 - (a) made in the form determined by the local government;
 - (b) made by the transferee;
 - (c) made with the written consent of the licensee; and
 - (d) lodged with the local government together with –
 - (i) written evidence that a person will reside at or within reasonably close proximity to the premises the subject of the licence; and
 - (ii) the fee for the application for the transfer of a licence referred to in clause 4.10(3).
- (2) The local government is not to determine an application for the transfer of a valid licence until the transferee has complied with subclause (1).
- (3) The local government may approve, whether or not subject to such conditions as it considers appropriate, or refuse to approve an application for the transfer of a valid licence.
- (4) Where the local government approves an application for the transfer of a valid licence, then on the date of approval, unless otherwise specified in the notice issued under clause 4.15(b), the transferee becomes the licensee of the licence for the purposes of this local law.

4.15 Notification

The local government is to give written notice to -

- (a) an applicant for a licence of the local government's decision on her or his application;
- (b) a transferee of the local government's decision on her or his application for the transfer of a valid licence;
- (c) a licensee of any variation made under clause 4.13(1);
- (d) a licensee when her or his licence is due for renewal and the manner in which it may be renewed;
- (e) a licensee when her or his licence is renewed;
- (f) a licensee of the cancellation of a licence under clause 4.13(2)(a); and
- (g) a licensee of the cancellation of a licence under paragraphs (b) or (c) of clause 4.13(2), which notice is to be given in accordance with section 27(6) of the Act.

4.16 Inspection of kennel

With the consent of the occupier, an authorized person may inspect an approved kennel establishment at any time.

PART 5 — DOGS IN PUBLIC PLACES

5.1 — Places where dogs are prohibited absolutely

(1) ~~Dogs are prohibited absolutely from entering or being in any of the following places —~~

- ~~— (a) a public building, unless permitted by a sign;~~
- ~~— (b) a theatre or picture gardens;~~
- ~~— (c) all premises or vehicles classified as food premises or food vehicles under the Health (Food Hygiene) Regulations 1993;~~
- ~~— (d) a public swimming pool;~~
- ~~— (e) a house of worship;~~
- ~~— (f) a public business premises; and~~
- ~~— (g) Northam Airfield~~

(2) ~~If a dog enters or is in a place specified in subclause (1), every person liable for the control of the dog at that time commits an offence.~~

~~Penalty: Where the dog is a dangerous dog, \$2,000; otherwise \$1,000.~~

5.2 — Places which are dog exercise areas

(1) ~~Subject to clause 5.1 and subclause (2) of this clause, for the purposes of sections 31 and 32 of the Act, the following are dog exercise areas —~~

- ~~— (a) Reserve 33673 lot 401 — Wundowie Townsite;~~
- ~~— (b) Victoria Oval being Reserves 3294 and 3996 and lots 189 and 190 Duke Street, Northam;~~
- ~~— (c) Jubilee Oval being Reserve 217;~~
- ~~— (d) Bert Hawke Sporting Complex being Suburban Locations P29, P30, P31, P32, P33, P34, Lot 2 of P37, Lot 100 of P38, Lot 100 of P39, Lot 100 of P40, Lot 100 of P41, Lot 100 of P42, Lot 100 of P43, Lot 100 of P44, and Lot 1 of P44; and~~
- ~~— (e) Henry Street Oval being Location N74~~

(2) ~~Subclause (1) does not apply to —~~

- ~~— (a) land which has been set apart as a children's playground;~~
- ~~— (b) an area being used for sporting or other activities, as permitted by the local government, during the times of such use; or~~
- ~~— (c) a car park.~~

PART 6 — ~~Part 5~~ MISCELLANEOUS

56.1 Offence to excrete

(1) A dog must not excrete on —

- (a) any thoroughfare or other public place; or
- (b) any land which is not a public place without the consent of the occupier.

(2) Subject to subclause (3), if a dog excretes contrary to subclause (1), every person liable for the control of the dog at that time commits an offence.

Penalty: \$200.

(3) The person liable for the control of the dog does not commit an offence against subclause (2) if any excreta is removed immediately by that person.

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PART 52 - ENFORCEMENT

52.1 Definitions

In this Part -

"infringement notice" means the notice referred to in clause 7.3; and
"notice of withdrawal" means the notice referred to in clause 7.6(1).

52.2 Modified penalties

- (1) The offences contained in Schedule 2 are offences in relation to which a modified penalty may be imposed.
- (2) The amount appearing in the third column of Schedule 2 directly opposite an offence is the modified penalty payable in respect of that offence if -
 - (a) the dog is not a dangerous dog; or
 - (b) the dog is a dangerous dog, but an amount does not appear in the fourth column directly opposite that offence.
- (3) The amount appearing in the fourth column of Schedule 2 directly opposite an offence is the modified penalty payable in respect of that offence if the dog is a dangerous dog.

52.3 Issue of infringement notice

Where an authorized person has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed, he or she may issue to that person a notice in the form of Form 7 of the First Schedule of the Regulations.

52.4 Failure to pay modified penalty

Where a person who has received an infringement notice fails to pay the modified penalty within the time specified in the notice, or within such further time as may in any particular case be allowed by the CEO, he or she is deemed to have declined to have the offence dealt with by way of a modified penalty.

52.5 Payment of modified penalty

A person who has received an infringement notice may, within the time specified in that notice or within such further time as may in any particular case be allowed by the CEO, send or deliver to the local government the amount of the penalty, with or without a reply as to the circumstances giving rise to the offence, and the local government may appropriate that amount in satisfaction of the penalty and issue an acknowledgment.

52.6 Withdrawal of infringement notice

- (1) Whether or not the modified penalty has been paid, the CEO may withdraw an infringement notice by sending a notice in the form of Form 8 of the First Schedule of the Regulations.
- (2) A person authorized to issue an infringement notice under clause 7.3 cannot sign or send a notice of withdrawal.

52.7 Service

An infringement notice or a notice of withdrawal may be served on a person personally, or by leaving it at or posting it to her or his address as ascertained from her or him, or as recorded by the local government under the Act, or as ascertained from inquiries made by the local government.

SCHEDULE 1
(clause 4.8(1))
Shire of Northam

Dogs Local Law 2008
Conditions of a licence for an approved kennel establishment

An application for a licence for an approved kennel establishment may be approved subject to the following conditions -

- (a) each kennel, unless it is fully enclosed, must have a yard attached to it;
- (b) each kennel and each yard must be at a distance of not less than -
 - (i) 25m from the front boundary of the premises and 5m from any other boundary of the premises;
 - (ii) 10m from any dwelling; and
 - (iii) 25m from any church, school room, hall, factory, dairy or premises where food is manufactured, prepared, packed or stored for human consumption;
- (c) each yard for a kennel must be kept securely fenced with a fence constructed of link mesh or netting or other materials approved by the local government;
- (d) the minimum floor area for each kennel must be calculated at 2.5 times the length of the breed of dog (when it is fully grown), squared, times the number of dogs to be housed in the kennel and the length of the dog is to be determined by measuring from the base of the tail to the front of its shoulder;
- (e) the floor area of the yard attached to any kennel or group of kennels must be at least twice the floor area of the kennel or group of kennels to which it is attached;
- (f) the upper surface of the kennel floor must be -
 - (i) at least 100mm above the surface of the surrounding ground;
 - (ii) smooth so as to facilitate cleaning;
 - (iii) rigid;
 - (iv) durable;
 - (v) slip resistant;
 - (vi) resistant to corrosion;
 - (vii) non-toxic;
 - (viii) impervious;
 - (ix) free from cracks, crevices and other defects; and
 - (x) finished to a surface having a fall of not less than 1 in 100 to a spoon drain which in turn must lead to a suitably sized diameter sewerage pipe which must be properly laid, ventilated and trapped in accordance with the health requirements of the local government;
- (g) all kennel floor washings must pass through the drain in item (f)(x) and must be piped to approved apparatus for the treatment of sewage in accordance with the health requirements of the local government;
- (h) the kennel floor must have a durable upstand rising 75mm above the floor level from the junction of the floor and external and internal walls, or internal walls must be so constructed as to have a minimum clearance of 50mm from the underside of the bottom plate to the floor;
- (i) where a yard is to be floored, the floor must be constructed in the same manner as the floor of any kennel;
- (j) from the floor, the lowest internal height of a kennel must be, whichever is the lesser of -
 - (i) 2m; or
 - (ii) 4 times the height of the breed of dog in the kennel, when it is fully grown, measured from the floor to the uppermost tip of its shoulders while in a stationary upright position;
- (k) the walls of each kennel must be constructed of concrete, brick, stone or framing sheeted internally and externally with good quality new zincalume or new pre-

finished colour coated steel sheeting or new fibrous cement sheeting or other durable material approved by the local government;

- (l) all external surfaces of each kennel must be kept in good condition;
- (m) the roof of each kennel must be constructed of impervious material;
- (n) all kennels and yards and drinking vessels must be maintained in a clean condition and must be cleaned and disinfected when so ordered by an authorized person;
- (o) all refuse, faeces and food waste must be disposed of daily into the approved apparatus for the treatment of sewage;
- (p) noise, odours, fleas, flies and other vectors of disease must be effectively controlled;
- (q) suitable water must be available at the kennel via a properly supported standpipe and tap; and
- (r) the licensee or the person nominated in the application for a licence, must, in accordance with the application for the licence, continue to reside -
 - (i) at the premises; or
 - (ii) in the opinion of the local government, sufficiently close to the premises so as to control the dogs, and to ensure their health and welfare.

SCHEDULE 2
(clause 7.2)
Shire of Northam
Dogs Local law 2007
Offences in respect of which modified penalty applies

Offence	Nature of offence	Modified penalty \$	Dangerous Dog Modified Penalty \$
2.4(a)	Attempting to or causing the unauthorized release of a dog from a pound	200	400
2.4(b)&(c)	Interfering with any pound or vehicle used for the purpose of catching, holding or conveying dogs	200	
3.1	Failing to provide means for effectively confining a dog	50	200
4.9	Failing to comply with the conditions of a licence	100	200
5.1(2)	Dog in place from which prohibited absolutely	200	400
5B.1(2)	Dog excreting in prohibited place	40	

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Dated this day of 2008

The Common Seal of the Shire of Northam was affixed by authority of a resolution of the Council in the presence of:

Cr S.B. Pollard, President
B.W. Mead, Chief Executive Officer

12.5 COMMUNITY SERVICES

12.5.1 Application For Fee Waiver-Relay For Life

Address:	420 Bagot Road, Subiaco, WA 6008
Owner:	Cancer Council
File Reference:	
Reporting Officer:	Milton Brooks
Responsible Officer:	Executive Manager Community Services
Voting Requirement	Absolute Majority

BRIEF

For Council to consider a waiver of fees associated with the Relay for Life event in March 2018.

ATTACHMENTS

- Attachment 1: Letter from Relay for Life
- Attachment 2: Booking Form - Meetings
- Attachment 3: Booking Form – Ground Hire

BACKGROUND / DETAILS

Relay For Life is a fun and moving overnight experience that raises vital funds for Cancer Council's research, prevention and support services. It is a chance for communities to recognise and celebrate those who have overcome cancer or are undergoing treatment, as well as the people who care for them. Relay also provides an opportunity to celebrate the memory of loved ones lost to cancer.

The organisation is completely volunteer lead and the event in Avon Valley last year raised \$65,000 for Cancer Council WA - evident of the support of the event from the Northam community. In the 15/16 financial year Cancer Council WA's support services to the Wheatbelt exceeded \$383,000. This includes a Support Coordinator position based in Northam with a regional focus. This position provides one to one support and information, volunteer services, access to all Cancer Council WA services and a monthly local support group.

A 24 hour event, the 2018 event is scheduled to be held on March 9/10 on the Henry St oval. In addition to the ground hire and connected facilities, they are seeking a meeting room on four occasions prior to the event.

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective: E2 - Facilitate further development of regional tourism

Strategy: E2.3 - Provide and support local festivals and tourist events

Action: Review events package to assist and guide local event and festival providers

Financial / Resource Implications

The value of the facility hire, is:

Item	Value
2 days of Oval hire (allowing for set-up & pack-up)	\$700
2 days of Hospitality Room Hire	\$700
2 days of Meeting Room	\$660
2 days of Kitchen Hire	\$480
Lighting – 12 hours	\$180
4 meetings of two hours	\$240
Event Application fee	\$150
Total	\$3110

No other bookings are scheduled to be on the oval at this time. Traditionally this is an off-peak time of the year.

Legislative Compliance

Local Government Act 1995, Part 6, Division 4, Section 6.12

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

(1) Subject to subsection (2) and any other written law, a local government may —

(a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or

(b) waive or grant concessions in relation to any amount of money; or

(c) write off any amount of money, which is owed to the local government.

**Absolute majority required.*

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

(3) The grant of a concession under subsection (1) (b) may be subject to any conditions determined by the local government.

Policy Implications

Nil

Stake Holder Engagement / Consultation

There are no other bookings on the oval at what is an off-peak time. Traditional users Northam and Districts Little Athletics complete their season the week prior to this event.

Risk Implications

Nil

OFFICER'S COMMENT

Relay for life is a nationwide event that is seen to be for a worthwhile cause. As it is an off-peak time of year, the opportunity cost of the foregone income is unlikely to be realised as no other group will be seeking to book and pay for the oval.

The proposal is supported by the Shire of Northam's strategy to promote local events within Northam.

The condition of the ground will be managed through the liaison of event organisers and Shire staff so as to ensure any stressed areas are avoided.

RECOMMENDATION

That Council;

- 1. Waive \$3,110 of fees for the use of the Northam Recreation Centre, Henry Street oval and the event application fee for hosting of the Relay for Life event in March 2018.**

Recreation Services
Northam Recreation Centre
Tel: 9622 5153



Postal Address:
PO Box 613
NORTHAM WA

2445
Calendar.

FACILITY & EQUIPMENT HIRE FORM

User Information
Name of User or Group: AVON VALLEY RELAY 4 LIFE 2018
Contact Person: MONICA ELLIOTT
Phone Number: _____ Mob: 0417626393
Address: _____
Email: monica.elliott@hotmail.com

conf sent
20/7/16

Does the hirer have current Public Liability Insurance? (Please circle)
YES- attach a copy of your certificate to the Hire Form
NO- see conditions below *

Facility Information
Name of Facility/ Equipment: - HENRY ST OVAL - MR 1 - KITCHEN - HOSPITALITY ROOM - MR 2
Day and Date of Use: 9th March - set up - 8:30am - 6pm
Time Required: Set Up: _____ am/pm To: _____ am/pm
Event: From: _____ am/pm To: _____ am/pm
Clean Up: From: _____ am/pm To: _____ am/pm

Details of Event: 24 HOUR FUNDRAISER 10th March midnight to 8pm
Type of Entertainment (Band, DJ, Jukebox, etc.): BANDS + BOUNCY CASTLE ETC.
Do you have an APRA Licence? YES / NO If yes, a copy of the licence will need to be cited
An APRA Licence is a licence that gives an individual or organisation the right to play or perform music.

Number of People Expected: 200-300 people
Liquor Permit: YES / NO - No alcohol permitted
Liquor Permit Time: From: _____ am/pm To: _____ am/pm

A liquor permit enables you to consume liquor on Council property. If you wish to sell liquor, which includes where the ticket price includes liquor, you must obtain a separate permit from the Clerk of Courts.

Booking Information

Section of Facility Required

- Main Hall/ Stadium
- Stage
- Change rooms/Toilets
- Kitchen
- Bar
- Gallery (Town Hall)
- Tea and Coffee Facilities

Equipment Required

Chairs- No: _____
Temporary Fencing Panels- No: _____

Cancellation Policy

Should the need arise to cancel or alter your booking the following procedures must apply

1. A minimum of 48 hours' notice is required
2. Only the person making the booking is authorised to cancel or change the booking requirements
3. Additional equipment/services required must be requested via email or in writing as soon as possible
4. Every effort will be made to accommodate your request but please realise this may not always be possible. Notice of cancellation less than 48 hours will result in full hire fee payment.

*The Shire of Northam highly recommends taking out Public Liability Insurance for your event as the Shire has no insurable interest under law.

G:\Community Services\Recreation\REC CENTRE\Megan W\Booking Forms\Facility Hire Form.doc

CONDITIONS OF HIRE

PLEASE READ THESE CONDITIONS VERY CAREFULLY

GENERAL CONDITIONS

1. It is the responsibility of the hirer to:-
 - a. Set up the Hall/ Facility;
 - b. Return all used equipment to correct locations;
 - c. Clean all areas after use to a standard satisfactory to council, otherwise cleaning costs may be taken out of the hirer's bond;
 - d. Ensure all doors and windows are locked;
 - e. Ensure all lights are turned off;
 - f. Return all keys;
 - g. Place all refuse in the bins provided and leave the area in a clean and tidy state.
2. If liquor is consumed it is the hirer's responsibility to obtain permission to consume alcohol on Council property from the Recreation Centre Management. Where liquor is to be sold, a function permit must be obtained from the Clerk of the Courts in addition to the Council's liquor permit.
3. All damage to the facility occasioned by use of the facility must be reported to Council. Repair costs involved will be the responsibility of the hirer. Users are reminded that no decorations or notices are to be affixed to any walls, doors or paint work unless prior approval has been granted.
4. Should any hirer wish to cancel their booking, the deposit will not be refunded unless the cancellation occurs at least 14 days prior to the function.
5. Keys can be collected from the Northam Recreation Centre by prior arrangement. The Centre is normally open on weekdays from 8.00am to 5.30pm but on occasions the staff are attending to duties away from the Centre. Please ring and make an appointment. The direct line to the Recreation Office is (08) 9622 5153. It is the responsibility of the hirer to collect the keys.
6. It is the responsibility of the hirer to comply with the provisions of the Environmental Protection Act 1986, Environmental Protection (Noise) Regulations 1997 and the Liquor Licensing Act 1988 and any amendments made under these Acts and Regulations and any Acts and Regulations replacing these.
7. It is the responsibility of the hirer to ensure compliance with requirements of the Copyright Act 1968 and that no music subject to copyright is played unless the hirer obtains a licence from the Australasian Performing Right Association Ltd.
8. All food and drink stalls (including alcohol) must have the appropriate approval and permits prior to the function.
9. Failure to comply with all or any of these conditions may result in a forfeiture of all or portion of any bond paid. A decision on the refund or forfeiture of the whole part of the bond will be made after the facility has been inspected and all keys returned. Where the whole or a portion of the bond is refundable, the refund can only be made after Council approval is given at Council meeting. The Council meets twice a month. In extreme cases, in addition to the forfeiture of the bond, additional charges for cleaning and/or reparation of damage and a ban on future hirings by the offending hirer may be imposed.

INSURANCE

Hirers are encouraged to take out Public Liability Insurance.

INDEMNITY

Upon acceptance of the hiring, the hirer undertakes to hold the Shire of Northam and the employees of the Shire of Northam indemnified in respect or any loss or damage to the facility or any part thereof or to any equipment or property at or upon the facility and in respect of all claims which may be made against it or them for damages or otherwise in respect of or resulting from any loss, damage, death or injury caused by or in the course of or arising out of or in connection with the hiring or use of the venue by the hirer.

CANCELLATION

The Council reserves the right to withdraw permission for the use of any facility at any time.

FURTHER CONDITIONS FOR SPECIFIC FACILITIES (WHERE APPLICABLE)

Bernard Park

The public shall not be excluded from the park at any time during the booking period. To ensure the park is in a neat and tidy condition, the booking must be made at least 14 days in advance of the required date.

Northam Quarry

To ensure the booking is allowed, indemnity forms must be completed by all participants prior to the commencement of the booking and handed in with the booking form upon collection of the key. Keys must be returned immediately after the booking has finished. The Quarry is open from 9.00am to 5.00pm.

Mt Ommaney

Road closure approval must be obtained from the Shire of Northam and Northam Police at least 14 days prior to the booking. Road closure signs and barricades are provided by the Shire of Northam.

HIRE CHARGES *A REQUEST FOR FREE USE WILL BE WRITTEN AT A LATER DATE*

Bond \$ _____
Set Up Fee \$ _____
Hire Fee \$ _____
Pack Up Fee \$ _____

Payment of the balance including bond and charges must be made prior to the keys being collected
Refund of the deposit will only be made if the booking is cancelled no less than 14 days prior to the function

TOTAL \$ _____

I / We agree to comply with the conditions of hire as set out in the Conditions of Hire and will accept full responsibility for any damage incurred to or at the facility as a result of our activities being conducted at this location.

Signed _____

Date 29/6/16

24 March 2017



Mr Jason Whiteaker
Shire of Northam
PO Box 613
NORTHAM WA 6401

Dear Jason,

I'm pleased to be writing on behalf of the Wheatbelt (Avon Valley) Relay For Life committee regarding the sponsorship of venue hire.

We have been incredibly grateful to have the support of the Shire of Northam in the past and hope you will continue your support for Relay For Life. The committee will require use of the meeting rooms in the lead up to the event and then the venue for the event itself in March.

Relay For Life is a fun and moving overnight experience that raises vital funds for Cancer Council WA's research, prevention and support services.

The 24 hour event is a chance for communities to recognise and celebrate those who have overcome cancer or are undergoing treatment, as well as the people who care for them. Relay also provides an opportunity to celebrate the memory of loved ones lost to cancer.

Relay For Life is completely volunteer lead by an enthusiastic and dedicated committee in Northam chaired by Monica Elliot.

The event in Avon Valley last year raised an incredible \$65,000 for Cancer Council WA - evident of the support of the event from the Northam community.

In the 15/16 financial year Cancer Council WA's support services to the Wheatbelt exceeded \$383,000. This includes a Support Coordinator position based in Northam with a regional focus. This position provides one to one support and information, volunteer services, access to all Cancer Council WA services and a monthly local support group.

Please enable us to continue this vital work in the region through the donation of venue hire for the upcoming Relay For Life event. Thank you for taking the time to consider our request.

If you have any questions about the event please don't hesitate to get in touch.

Sincerely,

Joanne Suckling
Fundraising Coordinator
Cancer Council WA



Funded by
community
donations

Cancer Council
Western Australia
www.cancerwa.asn.au

420 Bagot Road
Stirling WA 6020

T: +61 8 9212 4333
F: +61 8 9212 4334

Cancer Council
13 11 20
www.cancerwa.asn.au

facebook.com/CancerCouncilWASWA
twitter.com/cancercouncilwa
instagram.com/cancercouncilwa



Shire of Northam To deliver responsive, sustainable services in a manner that preserves and enhances our environment and lifestyle whilst respecting our heritage and facilitating economic growth.
www.northam.wa.gov.au or find us on Facebook: www.facebook.com/NorthamRecreationCentre
bookings@northam.wa.gov.au
Phone: (08) 9622 5153

Booking Hire Application Form

Organisation: Wheatbelt (Avon Valley) Relay for Life
Contact name: Monica Elliott Phone: 0417626393
Email / Address: monica.elliott@hotmail.com Post Code: 6401

Tick here to join our mailing list to keep abreast of what is happening at the Centre

Booking details

Booking Type: Sporting Birthday Party Meeting/Training Event/Show Other: _____

Dates, Days & Times: Fixtures as attached **OR** From: ___/___/___ To: ___/___/___ Complete Days

Monday From: ___ AM / PM To: ___ AM / PM Thursday From: ___ AM / PM To: ___ AM / PM

Tuesday From: ___ AM / PM To: ___ AM / PM Friday From: ___ AM / PM To: ___ AM / PM

Wednesday From: ___ AM / PM To: ___ AM / PM Sat Sun From: ___ AM / PM To: ___ AM / PM

How many people will be attending? TBA

Are you an incorporated body? Yes No If yes, please attach Public Liability Certificate of currency

Will you be selling food? Yes No If yes, please attach Environmental Health approval

Will alcohol be sold/consumed? Yes No If yes, please attach liquor licence from DRG and Shire of Northam CEO approval

Facilities (tick all that are required)

Indoor Sports Courts: Indoor Crt 1 Indoor Crt 2 Indoor Crt 3 Kitchen / Kiosk

Outdoor Sport Courts: Outdoor Crt 4 Outdoor Crt 5 Outdoor Crt 6 Outdoor Crt 7

Function Rooms: Hospitality Room Meeting Room 1 Meeting Room 2 Meeting Room 3

Sports Ovals / Fields: Henry Street Oval Jubilee Oval Bert Hawke

Public Halls: Town Hall Lesser Hall Sound Shell

Northam Aquatic Centre: Lap Lanes – Number: _____ Leisure Pool Toddler Pool

Wundowie Aquatic Centre: Lap Lanes – Number: _____ Leisure Pool Toddler Pool

Other: _____

Additional Notes: _____

Additional Booking Requirements

Equipment	# Req.	Cost	Subtotal	Please use the space below to indicate how you'd like the space to be set up if applicable
Chairs	TBA	Free		
Trestle Tables	1	Free		
Whiteboard		Free		
Projector / Screen		20		
Sound System		20		
Tea / Coffee		2.50 per person		
Lights Outside Courts		3.60		
Oval Lights		15 per hour		
Total:				

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Shire of Northam To deliver responsive, sustainable services in a manner that preserves and enhances our environment and lifestyle whilst respecting our heritage and facilitating economic growth.
www.northam.wa.gov.au or find us on Facebook: www.facebook.com/NorthamRecreationCentre
bookings@northam.wa.gov.au
Phone: (08) 9622 5153

Payment Options		<input type="checkbox"/> Upfront	<input type="checkbox"/> Invoice - Purchase Order Number: _____
Help us out... How did you hear about the option to book the facilities:			
<input type="checkbox"/> Facebook <input type="checkbox"/> Newsletter <input type="checkbox"/> Sports Clubs <input checked="" type="checkbox"/> Word-of-mouth <input type="checkbox"/> Staff Member <input type="checkbox"/> Other: _____			
Terms and Conditions			
Terms and Conditions <ul style="list-style-type: none"> The applicable bond – see below - is required to secure all bookings. Bookings will only be approved upon receipt of this Booking Hire Application Form A certificate of currency is required from all incorporated bodies Bookings are not confirmed until a booking confirmation email has been sent. Storage of items before or after the event is not permitted without prior arrangement. Smoking is not permitted within five metres of any Shire of Northam facility. A cleaning fee will be applied should the hirer not leave the facility in a presentable condition. The Council reserves the right to withdraw permission for the use of any facility at any time. 		Hirer's Responsibilities <ul style="list-style-type: none"> Set up activities/areas required Return all used equipment to correct locations; Ensure all doors and windows are locked; Ensure all lights are turned off; Collect and Return all keys from the Northam Recreation Centre by prior arrangement through regular business hours Place all refuse in the bins provided and leave the area in a clean and tidy state. Comply with all national, state and local government laws including permission to consume alcohol and relevant liquor licences if applicable Report all damage All cancellations must be received in writing by the signatory to this form no less than seven days prior to the scheduled date. 	
Authorisation			
Upon acceptance of the hiring, the hirer undertakes to hold the Shire of Northam and the employees of the Shire of Northam indemnified in respect or any loss or damage to the facility or any part thereof or to any equipment or property at or upon the facility and in respect of all claims which may be made against it or them for damages or otherwise in respect of or resulting from any loss, damage, death or injury caused by or in the course of or arising out of or in connection with the hiring or use of the venue by the hirer.			
Name: <u>Monica Elliott</u>		Signature: <u>[Signature]</u>	Date: <u>17/3/17</u>

Office use only					
1. Upon Receipt of Booking Form		2. Pre-booking			
<input type="checkbox"/> Details complete <input type="checkbox"/> Certificate of Currency attached <input type="checkbox"/> Multi-department Event? <input type="checkbox"/> Call Football Clubs (if Henry St oval booked) <input type="checkbox"/> Availability Checked <input type="checkbox"/> Risk Matrix checked and signed off <input type="checkbox"/> Roster Checked ____/____/____ by: _____		Service	Rate	Hours	Sub-Total
		Facility Hire	\$ ____ p/h		
		Equip't Hire	From overleaf:		
		Subtotal:			
		Plus bond			
		Amount Paid:			
		Outstanding:			
3. At Time Of Booking <input type="checkbox"/> Room set-up <input type="checkbox"/> Site-brief given ____/____/____ by: _____		<input type="checkbox"/> Receipt Number: _____ <input type="checkbox"/> Entered in Outlook calendar <input type="checkbox"/> Synergy Booking Number: _____			
4. After Booking <input type="checkbox"/> Bond refund request sent <input type="checkbox"/> Invoice sent creditors <input type="checkbox"/> Email address added to mail list ____/____/____ by: _____		<input type="checkbox"/> Adjust weekly sheet (if required) <input type="checkbox"/> Confirmation sent <input type="checkbox"/> Filed in month file ____/____/____ by: _____			

Risk Matrix		
Function Type	Multipliers	Bond & Sign-off
1 <input type="checkbox"/> Sporting	+50% <input type="checkbox"/> Alcohol	Function Type Points: ____ After Multipliers: ____
5 <input type="checkbox"/> Birthday Party < 25 years	-50% <input type="checkbox"/> Licenced Security	<input type="checkbox"/> <5 points Nil Bond Admin Officer
3 <input type="checkbox"/> Birthday Party > 25 years	+50% <input type="checkbox"/> Unsocial hours	<input type="checkbox"/> <10 points \$100 Bond Snr Rec Officer
1 <input type="checkbox"/> Meeting / Training	+50% <input type="checkbox"/> Unsocial days	<input type="checkbox"/> <20 points \$500 Bond Man Rec Serv.
3 <input type="checkbox"/> Event/Show	+50% <input type="checkbox"/> Large event > 30ppl	<input type="checkbox"/> <30 points \$1000 Bond Exec Man
<input type="checkbox"/> Other: _____	+25% <input type="checkbox"/> Contact Sport	<input type="checkbox"/> <50 points \$2000 Bond CEO
	+100% <input type="checkbox"/> History of anti-social	Sign-off: _____

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Team Meetings

WEDNESDAYS Meeting Room 3

- July 19th 2017 6:30pm
- November 29th 2017 6:30pm
- February 7th 2018 6:30pm
- March 7th 2018 6:30pm (Wednesday before the event)



Confirmation of Insurance

Cancer Council Western Australia
1st May 2016

We act as insurance brokers for the above client and at their request confirm the existence and currency of the following insurance:

Class of Insurance	Public & Products Liability Insurance
Insured	Cancer Council Western Australia
Insurer	CGU Insurance Ltd
Policy No	10M 610 4966
Period	From: 01/05/2016 To: 01/05/2017 at 4:00pm
Covering	The Insured's legal liability to pay for compensation in respect of Personal Injury or Damage to Property occurring during the Period of Insurance as a result of an occurrence in connection with the Insured's Business or caused by any of the Services, Products sold or supplied by the Insured
Sum Insured	<u>Public Liability</u> \$20,000,000 each and every occurrence <u>Products Liability</u> \$20,000,000 each and every occurrence and in the aggregate any one Period of Insurance <u>Advertising Liability</u> \$20,000,000 each and every occurrence <u>Property in Physical or Legal Control</u> \$250,000 any one occurrence and in the aggregate for any one period of insurance
Situation	Anywhere in Australia

Note: This confirmation is issued as a matter of information only and does not confer any rights upon the confirmation holder. The confirmation does not amend, extend or alter the coverage afforded by the policy / policies detailed herein.

Yours faithfully



Ian Maybury
Senior Associate

LOCKTON COMPANIES AUSTRALIA PTY LTD
ABN: 85 114 565 785 | AFSL: 291 954
Level 1, 297 Vincent Street, Leederville WA 6007 | Tel: +61 8 9217 0888 | FAX: +61 8 9227 1644
www.locktonaustralia.com.au

12.5.2 Shire of Northam pool open days

Address:	Northam and Wundowie Pools
Owner:	Shire of Northam
File Reference:	1.3.8.1, 1.3.8.4
Reporting Officer:	Milton Brooks – Manager Recreation Services
Responsible Officer:	Ross Rayson – Executive Manager Community Services
Voting Requirement	Simple Majority

BRIEF

For Council to consider allowing free entry to the aquatic facilities on the opening day of the 2017-18 pool season and Australia Day 2018.

ATTACHMENTS

Nil

BACKGROUND / DETAILS

Many local government authorities who operate seasonal aquatic facilities host a free entry opening day each pool season. Similarly, many of these pools are part of their Australia Day celebrations. These celebrations see activities such as inflatables pool toys being utilised, sausage sizzles, boat races, flipper ball and other aquatic activities taking place.

In 2017, the Shire of Northam had free entry to its aquatic facilities as part of its Australia Day celebrations. The opening of the 2017/18 pool season is seen as an opportunity for residents to experience the facilities, associated clubs to promote their activities (e.g. resident swimming clubs) and for the aquatic facilities to launch any seasonal programmes.

By gaining approval for a waiver of fees for both events now, staff have the opportunity to programme both of these days with a range of family friendly activities. It is therefore proposed that Council waive entry fees for the first day of the 2017-18 season, currently scheduled for Saturday 28 October, and Australia Day 2018.

CONSIDERATIONS

Strategic Community / Corporate Business Plan

Objective: Provide active and passive recreation facilities and services

Strategy: Develop, maintain and support appropriate recreation facilities throughout the Shire

Action: Manage the Shire Swimming Pool facilities in Northam & Wundowie

Financial / Resource Implications

During the open day last year, a little over 600 people attended. If this is replicated on both days and were split evenly between Adults, Children, spectators and members, the foregone income would be in the vicinity of \$3000.

Legislative Compliance

Local Government Act 1995, Part 6, Division 4, Section 6.12

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

(4) Subject to subsection (2) and any other written law, a local government may —

(d) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or

(e) waive or grant concessions in relation to any amount of money; or

(f) write off any amount of money, which is owed to the local government.

***Absolute majority required.**

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

(6) The grant of a concession under subsection (1) (b) may be subject to any conditions determined by the local government.

Policy Implications

Nil

Stake Holder Engagement / Consultation

A positive relationship maintained and built on with the Northam and Wundowie Swimming Clubs last season will see these events supported by the Clubs. Masters Swimming has also expressed an interest at promoting themselves at these events.

Risk Implications

The major risk implication would be the pools not passing Environmental Health assessments and therefore not being ready to open on the proposed opening day of 28 October. This is a risk present every year but commencing preparations well in advance of the aquatic season (e.g. recruitment of pool managers) will reduce this to minor risk.

OFFICER'S COMMENT

The open day held in conjunction with Australia Day 2017 was very successful, and provided another element to the Shire's Australia Day celebrations.

Adding an additional free entry day as the opening day of the season is seen as a positive way of encouraging use of the facility by the local community.

RECOMMENDATION

That Council waive entry fees to the Shire of Northam aquatic facilities on:

1. the opening day of the aquatic season (currently proposed for 28 October 2017); and
2. Australia Day 2018

13. MATTERS BEHIND CLOSED DOORS

RECOMMENDATION

That Council meet behind closed doors to consider agenda item 13.1, in accordance with section 12.5 of the Shire of Northam Standing Orders Local Law 2008 and Section 5.23 of the Local Government Act 1995.

13.1.1 Tender 3 of 2017 Cleaning of the Shire of Northam Facilities

14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

15. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION

16. DECLARATION OF CLOSURE