



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Special Council Meeting

20 July 2020

UNCONFIRMED

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1. DECLARATION OF OPENING

The Shire President Cr C R Antonio declared the meeting open at 5.35pm.

2. ATTENDANCE

Council:

Shire President
Deputy Shire President
Councillors

C R Antonio
J E G Williams
A J Mencshelyi
D Galloway
C P Della
T M Little
R W Tinetti
M P Ryan
S B Pollard

Staff:

Chief Executive Officer	J B Whiteaker
Executive Manager Engineering Services	C D Kleynhans
Executive Manager Development Services	C B Hunt
Executive Manager Community Services	R Rayson
Executive Manager Corporate Services	C Young
Executive Assistant – CEO	N K Vinicombe

Gallery:

Public	Samuel Vinicombe Kathy Saunders Leesa Kahn
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2.1 APOLOGIES

Councillor	Maria Girak
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2.2 APPROVED LEAVE OF ABSENCE

Nil.

2.3 ABSENT

Nil.

3. DISCLOSURE OF INTERESTS

Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences.

As defined in section 5.60A of the Local Government Act 1995, a **financial interest** occurs where a Councillor / Committee Member, or a person with whom the Councillor / Committee Member is closely associated, has a direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

As defined in section 5.61 of the Local Government Act 1995, an **indirect financial interest** includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

As defined in section 5.60B of the Local Government Act 1995, a person has a **proximity interest** in a matter if the matter concerns a proposed change to a planning scheme affecting land that adjoins the person's land; or a proposed change to the zoning or use of land that adjoins the person's land; or a proposed development (as defined in section 5.63(5)) of land that adjoins the person's land.

As defined in 34C of the Local Government (Administration) Regulations 1996, an **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

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

4. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Nil.

5. PUBLIC QUESTION TIME

5.1 PUBLIC QUESTIONS

Nil.

6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

7. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

7.1 PETITIONS

Local Government Act 1995 s6.10

Shire of Northam Standing Orders Amendment Local Law 2018

(1) A petition is to –

(a) be addressed to the President;

(b) be made by electors of the district;

(c) state the request on each page of the petition;

(d) contain the name, address and signature of each elector making the request, and the date each elector signed;

(e) contain a summary of the reasons for the request; and Page 13

(f) state the name of the person to whom, and an address at which, notice to the petitioners can be given.

(2) Upon receiving a petition, the Local Government is to submit the petition to the relevant officer to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subclause(3).

(3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless:

(a) the matter is the subject of a report included in the agenda; and

(b) the Council has considered the issues raised in the petition.

Nil.

7.2 PRESENTATIONS

Local Government Act 1995 s6.11

Shire of Northam Standing Orders Amendment Local Law 2018

(1) In this clause, a "presentation" means the acceptance of a gift or an award by the Council on behalf of the Local Government or the community.

(2) A presentation may be made to the Council at a meeting only with the prior approval of the CEO.

Nil.

7.3 DEPUTATIONS

Local Government Act 1995 s6.9

Shire of Northam Standing Orders Amendment Local Law 2018

- (1) Any person or group wishing to be received as a deputation by the Council is to either-
- (a) apply, before the meeting, to the CEO for approval; or
 - (b) with the approval of the Presiding Member, at the meeting, address the Council.
- (2) The CEO may either-
- (a) approve the request and invite the deputation to attend a meeting of the Council; or
 - (b) refer the request to the Council to decide by simple majority whether or not to receive the deputation.
- (3) Any matter which is the subject of a deputation to the Council is not to be decided by the Council until the deputation has completed its presentation.

Name: Leesa Kahn and Kathy Saunders of the Southern Brook Community Association

Summary of Deputation: Would like to thank the Council and wider community for the support shown to the Southern Brook playground development project. Would like to thank the wider community for donations and support towards the playground.

8. APPLICATION FOR LEAVE OF ABSENCE

Nil.

9. CONFIRMATION OF MINUTES

Nil.

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

Nil.

11. REPORTS OF COMMITTEE MEETINGS

Nil.

12. SPECIAL ITEMS

12.1 ANNUAL BUDGET ADOPTION

File Reference:	8.2.8.1
Reporting Officer:	Colin Young - Executive Manager Corporate Services
Responsible Officer:	Colin Young - Executive Manager Corporate Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Absolute Majority vote required (Some Parts)
Press release to be issued:	No

BRIEF

To consider and adopt the Shire of Northam Budget for the 2020/21 financial year together with supporting schedules, including striking of the municipal fund rates, setting of the rubbish and recycling fees, setting of elected members fees for the year and other consequential matters arising from the budget papers.

ATTACHMENTS

Attachment 1: Bridge Insurance Risk Evaluation
Attachment 2: Draft Budget (supplied separately).

A. BACKGROUND / DETAILS

The draft 2020/21 budget has been provided as a separate attachment to this agenda and has been compiled based on the parameters established in the Council integrated planning documents including: the long term financial plan; the corporate business plan; and the strategic community plan.

Council considered the detail within the budget via a series of workshops and a budget meeting held on June 17, 2020. At this meeting Council endorsed a draft budget and requested the Chief Executive Officer to give local public notice of the differential rating requirements required to fund the budget, based on no increase to the rates in dollar or Council fees and charges over the 2019/20 financial year.

The proposed differential rates have subsequently been published on Councils Website as per the amended statutory requirement 6.36 of the *Local Government Act 1995*.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 6: Governance & Leadership.

Outcome 6.3: The Shire of Northam Council is a sustainable, responsive, innovative and transparent organisation.

B.2 Financial / Resource Implications

Refer to Attachment 1, Annual Budget.

B.3 Legislative Compliance

Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next day following 30 June.

Divisions 5 and 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. *The Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2020/21 budget as presented is considered to meet statutory requirements.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

Consultation with Councillors, Staff, in addition the differential rate has been published on Councils website

B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	<p>1. Funds allocated to COVID-19 reserve not received due to the sale of Yilgarn Ave land not proceeding.</p> <p>2. Second wave of COVID-19 requiring additional stimulus from Council.</p>	<p>1. Possible (3) X Medium (3) = Moderate (9)</p> <p>2. Possible (3) X Medium (3) = Moderate (9)</p>	<p>1. The Funds associated with the sale of Yilgarn Ave Land have not been budgeted to be expensed, they remain in the COVID-19 reserve as of 30 June 2021</p> <p>2. Council can access surplus funds held within the COVID-19 Reserve if required. In addition the budget as presented has unallocated funds of \$394,535 in the COVID-19 operating account.</p>
Health & Safety	N/A		
Reputation	N/A		
Service Interruption	If not adopted in a timely fashion delays to projects could occur.	Unlikely (2) x Medium (3) = Moderate (6)	Endorse officer recommendation
Compliance	Does not comply with legislation	Unlikely (2) X Medium (3) = (6)	Statements have been complied by Exec Manager Corporate Services and reviewed internally.
Property	N/A		
Environment	N/A		

C. OFFICER'S COMMENT

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The main features of the draft budget include:

Rate Increase

Council adopted no increase to rates in the Dollar over the 2019/20 financial year at the 17 June 2020 Ordinary Council Meeting, in addition Council adopted to write off \$45,060.45 of rates associated properties that had increases due the annual yearly UV revaluation.

Rubbish and Recycling Fees

Council adopted no increase to fees and charges over the 2019/20 financial year at the 17 June 2020 Ordinary Council Meeting.

Service	2019/20 charge	2020/21 charge
Residential and Commercial rubbish collection	\$170.00	\$170.00
Residential and Commercial recycling levy	\$90.00	\$90.00
Pensioner recycling	\$70.00	\$70.00
1500L Commercial bin weekly	\$1,010.00	\$1,010.00
1500L Commercial bin fortnightly	\$505.00	\$505.00
3000L Commercial bin weekly	\$2,020.00	\$2,020.00
3000L Commercial bin fortnightly	\$1,010.00	\$1,010.00
1500L Commercial recycling bin fortnightly	\$1,110.00	\$1,110.00
3000L Commercial recycling bin fortnightly	\$2,220.00	\$2,220.00
4500L Commercial recycling bin fortnightly	\$3,330.00	\$3,330.00
4500L Commercial bin weekly	\$3,030.00	\$3,030.00
4500L Commercial bin fortnightly	\$1,515.00	\$1,515.00

End of year position

The 2019/20 end of year position is summarised below;

	2019/20
	Actual
NET CURRENT ASSETS	
Composition of Estimated Net Current Asset Position	
CURRENT ASSETS	
Cash - Unrestricted	6,784,382
Cash - Restricted	3,388,000
Receivables	3,338,912
	<u>13,511,294</u>
LESS: CURRENT LIABILITIES	
Payables and Provisions	<u>(5,442,450)</u>
NET CURRENT ASSET POSITION	8,068,844
Less: Cash - Restricted	(3,388,000)
Add: Current Loan Liability	345,974
Add: Leave Liability Reserve	972,123
Add: Budgeted Leave	250,000
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>6,248,941</u>

**Surplus Carried Forwards
from the 2019/20 Financial Year**

Accountant	Grants	Department	Reason/current position	Expenditure	Associated Revenue
03023023	FAG General Purpose	Corporate	Prepaid	1,275,698	
03023033	FAG Roads	Corporate	Prepaid	474,332	
05083003	ESL SES Grant Prepaid	Corporate	Prepaid	11,904	
05083003	ESL SES Grant Unspent	Corporate	Prepaid	15,112	
05063063	ESL BFB Grant Prepaid	Corporate	Prepaid	66,456	
	Capital				
04059034	New Telephone System	Corporate	Delayed due to NBN connection to Shire buildings	32,000	
05067034	Buildings- Bush Fire Brigades	Development	Initial issue with site selection and then funding requirements required changed scope of works. Awaiting DFES approval for carry over funding	495,405	(480,055)
05067034	Clackline Kitchen, toilet & Meeting Room	Development	Project delayed and scope increased to resolve long term access issue. Waiting DFES approval for funding carry over	82,055	(82,055)
05067024	Light Tanker Fire Appliance Irishtown BFB	Development	Awaiting DFES to provide appliance	169,800	(169,800)
05067044	Infrastructure- Other Fire	Development	Original funding was subject to grant funding - not successful. Now a reduced scope of works.	33,600	
10252014	Old Quarry Road Drainage (Job 1551)	Development	Stage 1 complete - this is for stage 2	35,000	
10252014	Waste Site Rehabilitation Investigation - Contaminated sites (Job 1552)	Development	Delayed due to change in original scope of work	35,000	
10252014	Transfer Station/Tip Shop (Job 1554)	Development	Project is in final design phase	576,850	(310,000)
1553	Wind Blown Fence	Development	Completed early July	40,000	
11339074	Northam Aquatic Facility Retention	CEO	Maintenance retention being held. Project completed	245,986	
13499104	Infrastructure-Drainage	Development	Easement documentation for pipe water from Wundowie to Bakers Hill. Not priority	25,000	
13499064	Plant and Equipment	Development	Awaiting confirmation of design and project timing	154,631	(154,631)

			from Water Corporation - relates to reuse system		
05087124	Wundowie CCTV	Corporate	Delays due to Scope plus tenders submitted greater than scope, currently reviewing scope	227,666	(227,666)
1610	CBD Streetscape	Engineering	Remaining funding assigned to 20/21 works	49,225	
6439	Wundowie Family Space	Engineering	Delay with Contractor 98% complete	50,000	
6400	Bakers Hill Community Plan Expenditure	Engineering	Delays with contractors COVID-19 / workloads	90,000	(90,000)
1904	Bert Hawke Kitchen	Engineering	Scope completed late in the year, due to clubs not providing feedback	36,000	
6419	Bert Hawke Development	Engineering	On hold, was for electrical / lighting upgrades.	56,000	
11339074	Wundowie Pool Bowl Repainting	Community	Delayed until pool structural assessment is carried out.	10,000	
6431	Bridge Crossing Fixings	Engineering	Tied to Flying 50's pending grant for pedestrian crossing.	10,000	
1909	Up Graded Electric Boards Jubilee	Engineering	Remaining works pending discussion with Agg. Society	38,500	
6425	POS	Engineering	COVID-19 / and delay in advice/ approvals for Water Corporation	107,220	
6427	Youth Park	Engineering	Delays with contractors Covid / workloads	134,008	
3802	Southern Brook Road Commodity Route	Engineering	Delay caused by DWER clearing permit	387,000	(290,400)
3103	Irishtown Road 0-1000	Engineering	Delay caused by wet lag in program/ weather	99,048	
3771	Charles Street	Engineering	Delay caused by wet lag in program/ weather	44,339	
4059024	Solar Building Project Admin	Engineering	Delay during contract finalisation/ signing	19,010	
1830	Solar Building Project Killara	Engineering	Delay during contract finalisation/ signing	11,300	
1961	Solar Building Project Northam Depot	Engineering	Delay during contract finalisation/ signing	11,300	
1902	Solar Building Project Rec Centre	Engineering	Delay during contract finalisation/ signing	38,130	
113459124	Solar Building Project Visitor Centre	Engineering	Delay during contract finalisation/ signing	11,300	
1811	Solar Building Project Wundowie Hall	Engineering	Delay during contract finalisation/ signing	4,550	
11359004	Solar Building Project Wundowie Library	Engineering	Delay during contract finalisation/ signing	4,550	
11339074	Solar Building Project Wundowie Pool	Engineering	Delay during contract finalisation/ signing	30,360	

1903	Rec Centre Sand & Remark Floors	Engineering	Removed from budget during Covid-19 assessment	75,000	
8197004	Memorial Hall Structural Repairs	Engineering	Delays with contractors Covid / workloads	20,000	
1017	Northam Library - Painting	Engineering	Delays with contractors Covid / workloads	10,000	
11349705	Yilgarn land sale	CEO	Request to defer payment, per Council resolution July 2020	(724,500)	724,500
10317354	Bernard Park Toilets - Re-Coat Floor	Engineering	Work postponed to incorporate 20/21 works	16,385	
13787004	BKB Building	Engineering	All planned works completed, being carried forward to undertake future identified works	22,000	
12399505	Fuso Canter 4 Tonne	Engineering	Delays in builds for truck and trailers		(22,000)
12399505	Isuzu MLR 200 Tipper	Engineering	Delays in builds for truck and trailers		(20,000)
12399004	Bobcat Trailer	Engineering	Delays in builds for truck and trailers	25,000	(1,000)
12399004	Tandem Trailer	Engineering	Delays in builds for truck and trailers	15,250	
12399004	Pegasus 200 Verge Mower C/fwd	Engineering	Trade pending	13,848	
	Operation				
04042182	COVID-19 Operating Account	Corporate	This allocation had been committed as part of the COVID-19 response in the 20/21 year	1,061,586	
04042132	Consultants, Avonvale Precinct Redevelopment	CEO	Urban renewal project, not progressed as original partnership with State Government has lapsed. Work to be undertaken by Council	30,000	
05072082	Corella Management	Development	Initial control has limited success due to bird migration. Carry forward to increase program	8,250	
08182022	Night Hoops	Community	Prepaid Grant	20,270	(20,270)
10252012	Waste Management Cell Development (Job 1500)	Development	Hold up due to works approval requirements - now issued	142,560	
10262082	Replace Liner Pond 1	Development	Works required to be undertaken in summer – not considered essential in 2019/20	32,000	
10262082	Earthworks/Drainage	Development	Works required to be undertaken in summer – not considered essential in 2019/20	20,000	

10262082	Desludge Pond	Development	Works required to be undertaken in summer – not considered essential in 2019/20	35,000	
10302002	Review TPS6/LPS	Development	Have been in discussion with DPLH to partner with them to complete the review - also proposed changes to Regulations may require different format. In progress	30,000	
10302112	Municipal Heritage Inventory	Development	Awaiting guidelines from Heritage Council - now received	5,000	
05083073	Mural Water Tank, Wundowie Oval	Community	Coordination Issues	12,659	
5103	George Nuich Park Retic	Engineering	Delayed due to required Western Power work requirements	25,000	
4656	Signage	CEO	Orders have been written for element of wayfind signage. Waiting for delivery, expected to be completed July 2020	15,000	
12382092	Bridge Maintenance	Engineering	Delay with specialised contractor (awarded in Dec'19)	73,695	
1123820720	Roadwise	Engineering	Unspent campaign money, grant funded	4,901	
12382132	Pathway and Trails Funding	Engineering	Completed July	15,000	
2120	Verge Maintenance	Engineering	Unspent funds to be utilised in 2020/21	24,700	
13492112	Mainstreet Heritage Investment Strategy	Development	Undersubscribed	30,000	
113782102	BKB Exhibition Cost	Community	Upgrades to display in progress, expected to be completed July/August 2020	6,900	
4200	Aerators	Engineering	Major Service to pumps, delayed	13,000	
Budget Adjustments, Unified Surplus Allocated					
1905	Solar Netting Recreation Centre Roof	Engineering	Adopted Draft Budget	55,000	
13782092	Advertising BKB	Community	Adopted Draft Budget	20,000	
11363013	Reimbursements	Corporate	Adopted Draft Budget	1,500	
05067034	Clackline Kitchen	Development	Increase scope of works to resolve long term access issue	30,000	
	Unified Surplus				
11339034	Solar System Northam Aquatic Facility	Corporate	Classed as essential with savings expected of	96,000	

			\$20,000 for the 2020/21 year		
11332072	Northam Aquatic Facility Utilities	Corporate	Analysis of the Current utility expenditure has shown the initial budget was understated.	30,000	
08175004	Killara Reserve	Corporate	Transfer 2019/20 Killara Surplus to Reserve	250,000	
10259204	Refuse Site Reserve	Corporate	Transfer Waste 2019/20 Surplus to Reserve	150,000	
11349725	Reduction proposed debt	Corporate	Reduced proposed debt with Surplus		442,980
	Totals			6,949,339	(700,397)
	Net Carried Forward			6,248,942	

The result of the final surplus calculations are that Council has an end of year untied surplus of \$442,980. The larger-than-usual surplus was generated due to the transfer of funds to the Leave Liability Reserve – the Leave Liability Reserve offsets the Leave provision and is included in the surplus calculation whereas other reserve accounts are not. It has been used to decrease budgeted debt and includes an additional transfer of \$230,510 from leave Liability Reserve as of the 30 June 2020, after which the Leave Provision will be fully cash-backed. Part of the untied surplus has been allocated to utilities for the Northam Aquatic Facility (\$30,000) and an allocation for solar installation at the Facility (\$96,000) which is expected to reduce utility expenditure by \$20,000 per annum. Reserve transfers have also been carried out for surplus funds from the Waste operations \$150,000 and Killara Adult Day Care \$250,000, in accordance with normal practice.

Minor adjustments resulting from the Draft Budget Adoption on 17 June 2020 have been carried out – these affect both the surplus and the budget as presented. In addition, grant funding was received from DFES for various projects. Minor adjustments have also been included and are presented in the table below. The amendments have no impact on the budget.

Account/Job	Description	Reason	Amount	C/FWD, Grants etc.
Surplus			1,058,314	
03013003	Rates Levied	Adjustment to ensure no rate payer has an increase over the 2019/20 financial year	17,485	
5180	Victoria Oval	Removed Job Materials	500	
5170	Morrel Street Park	Reduced Utility Expenditure	2,000	
5245	Purslow Park	Reduced Utility Expenditure	3,000	
03012002	GRV Valuation & Reserve Transfer	GRV Valuation Due	70,000	70,000
1905	Buildings Recreation & Untied Surplus	Solar Water Heating Netting	55,000	55,000
13782092	Advertising BKB	Requested DB Meeting	20,000	20,000
11363013	Reimbursements	AVAS Insurance	-1,500	1,500
Various	Plant Program	Minor adjustments	13,620	
05067024	2 BFB U3.4 Appliances	Grants announced DFES	940,000	940,000
05062062	BFB ESL Grants	Increased Grant	120,463	120,463
05082002	SES ESL Grants	Increased Grant	10,892	10,892
10262082	Septage Pond Maintenance	Added C/fwds	35,000	
10269154	Transfer to Septage Pond Revere	Transfer Surplus	- 35,000	
5535	Fire Mitigation Works	Grant Funded	495,550	495,550
	Net allocations Draft Budget Meeting		1,100,000	
08182022	Reduction COVID-19 to Balance		40,051	
Balanced Budget			-	

Annual fees and reimbursement of costs

The recommendations include the setting of annual sitting fees and allowances for members. This includes the President's allowance of \$45,000, the Deputy President's allowance of \$11,250, and members' annual sitting fees of \$19,750 and \$23,600 for the President. A \$3,500 allowance is included for each member to provide for costs associated with information and communication technology expenses incurred by members in carrying out their functions on behalf of the Shire. Other claims such as travel will need to be submitted quarterly or more frequently should a member so require. All payments may be made direct to members' designated bank accounts. These fees and allowances are in accordance with Sec 5.98, 5.98A, 5.99 and 5.99A of the Local Government Act and the Local Government (Administration) Regulations.

These fees are within the determinations for Band 2 as set by the Salaries and Allowances Tribunal 8 April 2020. These annual fees & allowances remain unchanged from the 2019/20 financial year. Please follow the link for review

<https://www.saf.wa.gov.au/LocalGovernmentCEOsandElectedMembers/Pages/Default.aspx>.

Insurance Bridges

An evaluation has been carried out on Councils Insurance coverage, with the Councils Bridge assets becoming a focus. Insurance costs for bridges in 2019/20 was approximately \$110,000. Staff have assessed the bridges taking into consideration risks associated with floods, bushfires, arson, location and construction material. Staff have spoken to a number of local governments - approximately 50% of local governments insure their bridges while the other and 50% don't insure, of the local governments approached. Staff have also spoken with Mainroads who also do not insure bridges but in contrast recommend that local governments insure their bridges.

The table presented below represents Shire bridges that have been assessed as low risk. It is recommended that these bridges are not insured for the 2020/21 financial year to the value of \$38,751 – see Full Evaluation Attachment 1.

Shire of Northam Bridges Insurance Schedule				
PROPERTY INSURED	LOCATION	OTHER	TOTAL	Insurance Cost
Gulmidge Bridge 4113	Trimmer Road, Clackline	250,000	250,000	317
Hailstone Bridge 4112 - Spencers Brook	Trimmer Road, Clackline	1,200,000	1,200,000	1,520
Bridge 4108 - Mortlock River	Grass Valley South Valley, Grass Valley	2,000,000	2,000,000	2,533
Bridge 4103 - Clackline Brook	Old Spencers Rd, Clackline	500,000	500,000	633
Bridge 4102 - Spencers Brook	Old Spencers Rd, Clackline	400,000	400,000	507
Bridge 4124 - Mortlock River	Frenches Road, Irishtown	1,200,000	1,200,000	1,520
Bridge 4641 - Grass Valley Brook	Jennapullin Road, Grass Valley	400,000	400,000	507
Bridge 608 - Clackline	Lockyer Ave, Clackline	15,000,000	15,000,000	18,996
Footbridge (Avon River)	Poole Street	1,500,000	1,500,000	1,900
Bridge 4114 - Wongamine Creek	Katrine Road	1,500,000	1,500,000	1,900
Bridge 610 - Nanamullen Brook	Clackline - Toodyay Road, Clackline	850,000	850,000	1,076
Bridge 4121 - Corolin Brook	Spencers Brook Rd, Clackline	1,200,000	1,200,000	1,520

Bridge 4126A - Southern Brook	O'Neill Road, Southern Brook	700,000	700,000	886
Bridge 5065 - Coates Gully	Bodeguero Road, Wundowie	700,000	700,000	886
Bridge 614 - Morrell Bridge	Clydsdale Road, Grass Valley	900,000	900,000	1,140
Bridge 615 - Mitchinson Bridge	Clydsdale Road, Grass Valley	950,000	950,000	1,203
Bridge 616 - Ned Bridge	Clydsdale Road, Grass Valley	850,000	850,000	1,076
Bridge 4117 - Wongamine Brook	Wongamine Road, Irishtown	500,000	500,000	633
Total Insured Value			30,600,000	38,751

PART A – 2019/20 TRANSFER FROM LEAVE RESERVE

RECOMMENDATION/COUNCIL DECISION

Minute No: C.3993

**Moved: Cr Mencshelyi
Seconded: Cr Little**

That Council transfer \$230,510 from the Leave Liability Reserve to Council's Municipal Bank Account as of 30 June 2020.

CARRIED 9/0

PART B – ELECTED MEMBER'S FEES AND ALLOWANCES FOR 2020/21

RECOMMENDATION/COUNCIL DECISION

Minute No: C.3994

**Moved: Cr Mencshelyi
Seconded: Cr Ryan**

1. That Council, pursuant to section 5.99 of the *Local Government Act 1995*, and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

President	\$23,600
Councillors	\$19,750

2. That Council, pursuant to section 5.99A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances

Tribunal, adopts the following annual Information & Communication Technology (ICT) expenses allowance for elected members:
ICT Expenses Allowance \$3,500

3. That Council, pursuant to section 5.98(5) of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
President \$45,000

4. That Council, pursuant to section 5.98A of the *Local Government Act 1995* and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
Deputy President \$11,250

CARRIED 9/0
BY ABSOLUTE MAJORITY

PART C – RUBBISH AND RECYCLING FEES FOR 2020/21

RECOMMENDATION/COUNCIL DECISION

Minute No: C.3995

Moved: Cr Williams
Seconded: Cr Tinetti

That Council adopts the following Rubbish and Recycling Fees for the 2020/21 financial year:

- Residential and commercial rubbish collection Charge \$170.00
- Residential and commercial recycling levy \$90.00
- Pensioner recycling levy \$70.00
- 1500L commercial bin weekly \$1,010.00
- 1500L commercial bin fortnightly \$505.00
- 3000L commercial bin weekly \$2,020.00
- 3000L commercial bin fortnightly \$1,010.00
- 4500L commercial bin weekly \$3,030.00
- 4500L commercial bin fortnightly \$1,515.00
- 1500L commercial recycling bin fortnightly \$1,110.00
- 3000L commercial recycling bin fortnightly \$2,220.00
- 4500L commercial recycling bin fortnightly \$3,330.00

CARRIED 9/0
BY ABSOLUTE MAJORITY

**PART D – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT
ARRANGEMENTS**

RECOMMENDATION/COUNCIL DECISION

Minute No: C.3996

Moved: Cr Little

Seconded: Cr Mencshelyi

1. That Council, for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*, impose the following differential general and minimum rates on Gross Rental and Unimproved Values for the 2020/21 financial year:

1.1 Differential General Rates

- Residential (GRV) 10.0200 cents in the dollar
- Commercial / Industrial (GRV) 10.8522 cents in the dollar
- Agriculture Local (UV) 0.6189 cents in the dollar
- Agriculture Regional (UV) 0.5099 cents in the dollar
- Rural Small Holdings (UV) 0.8372 cents in the dollar

1.2 Minimum Rates

- Residential (GRV) \$944
- Commercial / Industrial (GRV) \$944
- Agriculture Local (UV) \$944
 - Agriculture Regional (UV) \$874
 - Rural Small Holdings (UV) \$944

2. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, offers a one, two and four instalment payment option, and nominates the following due dates for the payment in full by instalments:

- Full payment & 1st instalment due date 11 September 2020
- 2nd half instalment due date 11 November 2020
- 2nd quarterly instalment due date 11 November 2020
- 3rd quarterly instalment due date 11 January 2021
- 4th & final quarterly instalment due date 11 March 2021

3. That Council, pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 8% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable on the 1 February 2021.

4. That Council pursuant to section 6.46 grant a 5% discount for rates paid in full by the 11 September 2020.

**CARRIED 9/0
BU ABSOLUTE MAJORITY**

PART E – MUNICIPAL FUND BUDGET FOR 2020/21

RECOMMENDATION

1. That Council allocate the untied surplus as follows;
 - Northam Aquatic Facility Solar System, \$96,000
 - Northam Aquatic Facility Utilities, \$30,000
 - Transfer to the Killara Reserve, \$250,000
 - Transfer to the Refuse site Reserve, \$150,000
 - Reduce budgeted debt, \$442,980

2. That Council does not insure the following bridges for the 2020/21 financial year and allocates the estimated surplus funds of \$38,751 to reduce the budgeted debt.
 - Gulmidge Bridge 4113
 - Hailstone Bridge 4112
 - Mortlock River Bridge 4108
 - Clackline Brook Bridge 4103
 - Spencers Brook Bridge 4102
 - Mortlock River Bridge 4124
 - Grass Valley Bridge 4641
 - Clackline Bridge 608
 - Footbridge (Poole Street)
 - Wongamine Creek Bridge 4114
 - Nanamullen Brook Bridge 610
 - Corolin Brook Bridge 4121
 - Southern Brook Bridge 4126A
 - Coates Gully Bridge 5065
 - Morrell Bridge 614
 - Mitchinson Bridge 615
 - Ned Bridge 616
 - Wongamine Bridge 4117

3. That Council, Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopt the Municipal Fund Budget as contained in the attachment of this agenda and the minutes, for the Shire of Northam for the 2019/20 financial year as prepared and presented.

ABSOLUTE MAJORITY VOTE OF 6 REQUIRED

MOTION/COUNCIL DECISION

Minute No: C.3997

Moved: Cr Ryan

Seconded: Cr Pollard

1. That Council allocate the untied surplus as follows;
 - Northam Aquatic Facility Solar System, \$96,000
 - Northam Aquatic Facility Utilities, \$30,000
 - Transfer to the Killara Reserve, \$250,000
 - Transfer to the Refuse site Reserve, \$150,000
 - Reduce budgeted debt, \$442,980

2. That Council, Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopt the Municipal Fund Budget as contained in the attachment of this agenda and the minutes, for the Shire of Northam for the 2020/21 financial year as prepared and presented.

**CARRIED 9/0
BY ABSOLUTE MAJORITY**

REASON FOR CHANGE TO OFFICER'S RECOMMENDATION

Council was of the view that not insuring the identified bridges, although assessed as low risk, represented an unacceptable risk to Council.

PART F – MATERIAL VARIANCE REPORTING FOR 2020/21

RECOMMENDATION/COUNCIL DECISION

Minute No: C.3998

Moved: Cr Pollard

Seconded: Cr Mencshelyi

That Council, in accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, approve that the level to be used in statements of financial activity in 2020/21 for reporting material variances shall be a percentage of ten (10) or a minimum of \$20,000, whichever is greater.

CARRIED 9/0

Attachment 1 – Bridges Evaluation

Submitted for consideration 20/21 Renewal

Shire of Northam	Shire of Northam	Submitted for consideration 20/21 Renewal												
LGIS REF	Bridge No.	PROPERTY INSURED	LOCATION	MATERIAL	FUNCTION	OTHER	TOTAL	CONTRIBUTION	RISK TYPE	Likelihood?	Consequence?	Risk Rating	Risk Controls	Comments
	608	Bridge (Avon River) No: 612	Reel Terrace	Steel/Concrete	Over Water	\$ 13,200,000	\$ 13,200,000	\$ 16,716.24	Flood	Possible (3)	Extreme (5)	High (1.5)	Nil	Significant Road into Town - In the event the bridge is damaged by Flood, it could be able to be repaired by WANDRRA
173	610	Bridge 0613 - Morfcoat River	Ylgann Ave	Timber Hybrid	Over Water	\$ 9,000,000	\$ 9,000,000	\$ 11,397.44	Fire/ Flood	Possible (3)	Extreme (5)	High (1.5)	Vegetation Maintenance	Significant Road into Town - In the event the bridge is damaged by Flood, it could be able to be repaired by WANDRRA
169	612	Newcastle Road Bridge 638	Newcastle Road Northam	Timber Hybrid	Over Water	\$ 13,600,000	\$ 13,600,000	\$ 17,223.00	Flood	Possible (3)	Extreme (5)	High (1.5)	Nil	Significant Road into Town - In the event the bridge is damaged by Flood, it could be able to be repaired by WANDRRA
167	613	Bridge 4109 - Wongamine Creek	Wishdown Road, Wishdown	Timber	Over Water	\$ 2,700,000	\$ 2,700,000	\$ 3,419.23	Fire/ Flood	Possible (3)	Extreme (5)	High (1.5)	Vegetation Maintenance	Significant Road into Town - In the event the bridge is damaged by Flood, it could be able to be repaired by WANDRRA
178	614	Bridge 4116A - Avon River	Katrine Road	Reinforced Concrete	Over Water				Flood	Possible (3)	Extreme (5)	High (1.5)	Nil	Significant Road into Town - In the event the bridge is damaged by Flood, it could be able to be repaired by WANDRRA
179	615	Morfcoat River Bridge No 4399	Old York Road, Northam	Timber Hybrid	Over Water	\$ 8,000,000	\$ 8,000,000	\$ 10,131.05	Fire/ Flood	Possible (3)	Extreme (5)	High (1.5)	Vegetation Maintenance	Significant Road into Town - In the event the bridge is damaged by Flood, it could be able to be repaired by WANDRRA

180	416	Bridge 4815 - Avon River	Spencers Brook Rd, Spencers Brook	Reinforced Concrete	Over Water	\$ 9,200,000	\$ 9,200,000	\$ 11,650.71	Flood	Possible [3]	Extreme [5]	High [15]	Nil	Significant Road into Town - In the event the bridge is damaged by Flood, it could be able to be repaired by WANDRRA. Recently upgraded to HDPE (Plastic) culvert
170	438	Bridge 414 - Morrell Bridge	Clydsdale Road, Grass Valley	Concrete Culvert	Over Water	\$ 900,000	\$ 900,000	\$ 1,139.74	Fire	Rare [1]	Medium [3]	Low [3]	Vegetation Maintenance	
156	4102	Bridge 415 - Mitchinson Bridge	Clydsdale Road, Grass Valley	Timber Hybrid	Over Water	\$ 950,000	\$ 950,000	\$ 1,203.06	Fire	Rare [1]	Medium [3]	Low [3]	Vegetation Maintenance	
155	4103	Bridge 416 - Hed Bridge	Clydsdale Road, Grass Valley	Timber Hybrid	Over Water	\$ 850,000	\$ 850,000	\$ 1,076.42	Fire	Rare [1]	Medium [3]	Low [3]	Vegetation Maintenance	
161	4108	Bridge 4102 - Spencers Brook	Old Spencers Rd, Clacline	Timber	Over Water	\$ 400,000	\$ 400,000	\$ 506.55	Fire	Rare [1]	Medium [3]	Low [3]	Vegetation Maintenance	Also risk of Damage, due to being a RAV Route/ Narrow Bridge
166	4109	Bridge 4103 - Clacline Brook	Old Spencers Rd, Clacline	Timber	Over Water	\$ 500,000	\$ 500,000	\$ 633.19	Fire	Rare [1]	Medium [3]	Low [3]	Vegetation Maintenance	Also risk of Damage, due to being a RAV Route/ Narrow Bridge
157	4112	Bridge 4108 - Morkot River	Grass Valley South Valley, Grass Valley	Reinforced Concrete	Over Water	\$ 2,000,000	\$ 2,000,000	\$ 2,532.76	Flood	Rare [1]	Medium [3]	Low [3]	Nil	Structure is predominantly concrete, little risk of fire.
158	4113	Hillstone Bridge 4112 - Spencers Brook	Timmer Road, Clacline	Timber	Over Water	\$ 1,200,000	\$ 1,200,000	\$ 1,519.66	Fire	Rare [1]	Medium [3]	Low [3]	Vegetation Maintenance	Also risk of Damage, due to being a RAV Route/ Narrow Bridge
172	4114	Gulmidge Bridge 4113	Timmer Road, Clacline	Timber	Over Water	\$ 250,000	\$ 250,000	\$ 316.60	Fire	Rare [1]	Medium [3]	Low [3]	Vegetation Maintenance	Also risk of Damage, due to being a RAV Route/ Narrow Bridge
	4116A	Bridge 4114 - Wongamine Creek	Katrine Road	Prestressed Concrete	Over Water	\$ 1,500,000	\$ 1,500,000	\$ 1,899.57	Flood	Rare [1]	Medium [3]	Low [3]	Nil	Structure is predominantly concrete, little risk of fire.
181	4117	Bridge 4117 - Wongamine Brook	Wongamine Road, Irishtown	Timber Hybrid	Over Water	\$ 500,000	\$ 500,000	\$ 633.19	Fire	Rare [1]	Medium [3]	Low [3]	Vegetation Maintenance	
174	4121	Bridge 4121 - Corbin Brook	Spencers Brook Rd, Clacline	Steel/Concrete	Over Water	\$ 1,200,000	\$ 1,200,000	\$ 1,519.66	Flood	Rare [1]	Medium [3]	Low [3]	Nil	Structure is predominantly concrete, little risk of fire.
164	4124	Bridge 4124 - Morkot River	Frenches Road, Irishtown	Timber	Over Water	\$ 1,200,000	\$ 1,200,000	\$ 1,519.66	Fire	Rare [1]	Medium [3]	Low [3]	Vegetation Maintenance	
	4126A	Bridge 4126A - Southern Brook	O'Neill Road, Southern Brook	Reinforced Concrete	Over Water	\$ 700,000	\$ 700,000	\$ 886.47	Flood	Rare [1]	Medium [3]	Low [3]	Nil	Structure is predominantly concrete, little risk of fire.

162	4128	Bridge 4641 - Grass Valley Foot	Jennapullin Road, Grass Valley		Over Water	\$ 400,000	\$ 400,000	\$ 506.55	Flood	Rare (1)	Medium (3)	Low (3)	Nil	
165	4399	Bridge 5065 - Coates Gully	Bodeguero Road, Wundowie	Steel/Concrete	Over Water	\$ 700,000	\$ 700,000	\$ 838.47	Fire	Rare (1)	Medium (3)	Low (3)	Vegetation Maintenance	
162	4641	Bridge 5298 - Northfort River North	Seering Road	Reinforced Concrete	Over Water				Flood	Rare (1)	Medium (3)	Low (3)	Nil	Structure is predominantly concrete, little risk of fire.
160	4654	Footbridge (Avon River)	Roole Street	All Timber	Over Water	\$ 1,500,000	\$ 1,800,000	\$ 1,899.57	Fire	Rare (1)	Medium (3)	Low (3)	Vegetation Maintenance	
												Low (4)		opinion this road should be closed to traffic, and made a pedestrian bridge only. This is due to the ongoing maintenance costs 100t/5yrs. Alternative roads/Access are available. It should be noted, although a low risk, should fire take hold of the bridge it will cost
165	4665	Bridge 608 - Clactline	Loctyer Ave, Clactline	Timber	Over Water	\$ 15,000,000	\$ 15,000,000	\$ 18,995.73	Fire	Rare (1)	Major (4)	Low (4)	Vegetation Maintenance	This bridge is to be replaced with a culvert 20/21
159	4615	Bridge 610 - Nanamullen Foot	Clactline - Toodyay Road, Clactline	Timber Hybrid	Over Water	\$ 850,000	\$ 850,000	\$ 1,076.42	Fire	Rare (1)	Major (4)	Low (4)	Vegetation Maintenance	
176	5065	Bridge 4654 - Northfort Bridge	Mulcutline Road, Seabrook Village	Timber Hybrid	Over Water	\$ 3,200,000	\$ 3,200,000	\$ 4,052.42	Fire/ Flood	Possible (3)	Medium (3)	Moderate (9)	Vegetation Maintenance	
	5298	Bridge 4665 - Northfort River	Chhibin Road, Balgubbin	Timber	Over Water	\$ 700,000	\$ 700,000	\$ 838.47	Fire/ Flood	Possible (3)	Medium (3)	Moderate (9)	Vegetation Maintenance	
154	9223	Bridge 5066A - Northfort River	Carter Road, Grass Valley	Prestressed Concrete	Over Water	\$ 850,000	\$ 850,000	\$ 1,076.42	Flood	Possible (3)	Medium (3)	Moderate (9)	Nil	Structure is predominantly concrete, little risk of fire.
177	5066A	Bridge 4128 - Bin Suspension Bridge (Avon River)	Ieane Street, Grass Valley	Steel/Concrete	Over Rail	\$ 2,500,000	\$ 2,500,000	\$ 3,165.95						Owned by MRWA?
171			Avon River, Minso	Steel/Timber	Over Water	\$ 1,000,000	\$ 1,000,000	\$ 1,266.38	Nil					
						\$ 83,500,000	\$ 83,500,000	\$ 118,470.22						

13. MATTERS BEHIND CLOSED DOORS

Nil.

14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

15. URGENT BUSINESS APPROVED BY DECISION

Nil.

16. DECLARATION OF CLOSURE

There being no further business, the Shire President Cr C R Antonio declared the meeting closed at 5.59pm.

"I certify that the Minutes of the Special Meeting of Council held on Monday, 20 July 2020 have been confirmed as a true and correct record."

_____ President

_____ Date