



Shire of Northam  
*Heritage, Commerce and Lifestyle*

## **SHIRE OF NORTHAM**

**NOTICE OF AN  
ORDINARY COUNCIL MEETING  
COMMENCING AT  
5:30 PM  
WEDNESDAY  
17 AUGUST 2016**

**Councillors:**

**Please be advised that the next Ordinary Council Meeting will be held 17 August 2016. There will be a Forum meeting held in the Council Chambers on 10 August 2016 at 5:30 pm to discuss the contents of this agenda.**

**JASON WHITEAKER  
CHIEF EXECUTIVE OFFICER  
12 August 2016**

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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**Notice and Agenda of the Ordinary Meeting of Council to be held in the Council Chambers on WEDNESDAY, 17 August 2016 at 5:30 pm.**

**DISCLAIMER**

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

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

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**1. OPENING AND WELCOME**

**2. DECLARATION OF INTEREST**

<b>Item Name</b>	<b>Item No.</b>	<b>Name</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>
Development Application for Telecommunications Infrastructure – Lot 503 Mount Ommanney Road, Northam	13.2.3	Cr U Rumjantsev	Impartiality	He has known the Directors (owners) of G & S Industries for some 40 years as friends and business people.
Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village)	13.2.8	Cr S B Pollard	Impartiality	Director of owner Femora P/L is well known to him.
Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village)	13.2.8	Cr D A Hughes	Financial	His band Bedrock has performed for El Caballo Lifestyle Village in the past.
Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village)	13.2.8	Cr U Rumjantsev	Impartiality	His wife (Patricia Rumjantsev) has been a long term close friend of the proponent.

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**3. ATTENDANCE**

**COUNCIL**

Councillors

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

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

A C Maxwell

**GALLERY**

**4. APOLOGIES**

Nil.

**5. LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

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

**Name:** Cr Julie Williams

**Question:** In relation to the Schedule of Submissions, No.1 within the agenda for the Ordinary Council Meeting to be held on 18 August 2016 (agenda item 13.2.8). It identifies that MRWA reiterates the intersection lighting requirements at the intersection of Great Eastern Highway/Bodeguero

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Way as requested in their previous letter dated 18 April 2011 relating to the subject.

What action has been taken or is proposed to be taken in relation to this?

**Response:** The original approval for the development of the Lifestyle Village granted by Council at its meeting on 20th January 2010 had the following condition imposed;

*“1.25 The developer to upgrade the intersection of Great Eastern Highway with Bodeguero Way and the intersection of Bodeguero Way with Joscoso Rise as well as upgrading Joscoso Rise to a sealed road width of 6m with kerbs on either side is warranted from this development which places a large demand on the existing road system to the satisfaction of the Shire and Main Roads WA. “*

The advice from Main Roads WA and Council Officer’s assessment on both the upgrading of the intersection (including lighting) and Bodeguero Way can be imposed on the development as a condition of any new development approval.

**8. PUBLIC QUESTION TIME**

Nil.

**9. PUBLIC STATEMENT TIME**

Nil.

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Presentation of Shire of Northam Choir Shield – Woodthorpe Senior High School

The Shire President will be present the High School with this award. The School wish to sing to the Council following the presentation.

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

**11.1 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

**RECOMMENDATION**

That the minutes of the Special Council meeting held **Monday, 18 July 2016** be confirmed as a true and correct record of that meeting

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**RECOMMENDATION**

That the minutes of the Ordinary Council meeting held Wednesday, 20 July 2016 be confirmed as a true and correct record of that meeting

**11.2 RECEIPT OF NOTES OF THE COUNCIL FORUM MEETING**

**RECOMMENDATION**

That the notes of the Council Forum meeting held 10 August 2016 be received.

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Shire of Northam  
*Heritage, Commerce and Lifestyle*

**SHIRE OF NORTHAM**

**NOTES**  
**COUNCIL FORUM MEETING**  
**HELD**  
**WEDNESDAY**  
**10 AUGUST 2016**

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**COUNCIL FORUM MEETING HELD ON 10 AUGUST 2016**

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**Preface**

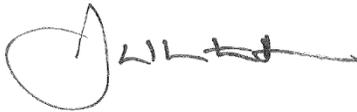
When the Chief Executive Officer approves these Notes for distribution they are in essence "informal notes."

At the next Ordinary Meeting of Council the Notes will be received, subject to any amendments made by the Council. The "Received" Notes are then signed off by the Presiding Person.

Please refer to the Ordinary Council meeting agenda and minutes for further information and details in relation to the matters and items discussed at the Forum meeting.

**Unconfirmed Notes**

These notes were approved for distribution on 12 August 2016.



**JASON WHITEAKER**  
**CHIEF EXECUTIVE OFFICER**

**Received Notes**

These notes were received at an Ordinary Meeting of Council held on 10 August 2016.

Signed: .....

*Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.*

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**Notes of the Forum Meeting of Council to be held in the Council Chambers on  
WEDNESDAY, 10 August 2016 at 5:30 pm.**

**DISCLAIMER**

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

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**1. OPENING AND WELCOME**

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

**2. DECLARATION OF INTEREST**

<b>Item Name</b>	<b>Item No.</b>	<b>Name</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>
Development Application for Telecommunications Infrastructure – Lot 503 Mount Ommanney Road, Northam	13.2.3	Cr U Rumjantsev	Impartiality	He has known the Directors (owners) of G & S Industries for some 40 years as friends and business people.
Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village)	13.2.8	Cr S B Pollard	Impartiality	Director of owner Femora P/L is well known to him.
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Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village)	13.2.8	Cr U Rumjantsev	Impartiality	His wife (Patricia Rumjantsev) has been a long term close friend of the proponent.

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**3. ATTENDANCE**

**COUNCIL**

Councillors	S B Pollard T M Little D G Beresford J E Williams J Proud R W Tinetti C L Davidson U Rumjantsev C R Antonio D A Hughes
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	A C Maxwell
Manager Planning Services	K Nieuwoudt
Planning Officer	C Wynn
Planning Officer	L Ashby
Coordinator Governance / Administration	C Greenough

**GALLERY**

Three (3) members of the public.

**4. APOLOGIES**

Nil.

**5. LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

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

Nil.

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**8. PUBLIC QUESTION TIME**

Nil.

**9. PUBLIC STATEMENT TIME**

Cr D A Hughes departed the Council Chambers at 5.33pm.

Neil Teo – Dynamic Planning & Developments

**Item No:** 13.2.8 - Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village).

**Basis of Statement:** Mr Teo spoke in favour of the Officer's recommendation and commended the collaborative and proactive work of the Shire's Planning Directorate. He advised that the report is accurate and includes all information in relation to the matter and advised that he is happy to answer any questions that the Council may have.

The Deputy Shire President advised that the order of business would be altered and agenda item 13.2.8 - Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village) would be brought forward.

*Cr S B Pollard declared an "Impartiality" interest in item 13.2.8 - Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village) as the Director of owner Femora P/L is well known to him.*

*Cr D A Hughes declared a "Financial" interest in item 13.2.8 - Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village) as his band Bedrock has performed for El Caballo Lifestyle Village in the past.*

*Cr U Rumjantsev declared an "Impartiality" interest in item 13.2.8 - Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village) as his wife (Patricia Rumjantsev) has been a long term close friend of the proponent.*

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**13.2.8 CONSIDERATION OF SUBMISSIONS AND FINAL ADOPTION OF AMENDMENT NO.5 TO SHIRE OF NORTHAM LOCAL PLANNING SCHEME NO.6 – LOT 90 (51) JOCOSO RISE, WUNDOWIE (EL CABALLO LIFESTYLE VILLAGE)**

Cr D A Hughes returned to the Council Chambers at 5.35pm.

Three (3) members of the Gallery departed the Council Chambers at 5.36pm.

Cr D A Hughes departed the Council Chambers at 5.36pm

- Clarification was sought on the fees that are associated. The Executive Manager Development Services advised that these are determined on the complexity of the amendment (i.e. amount of staff time required etc).
- It was questioned what action has been taken or is proposed to be taken in relation to the Schedule of Submissions, No.1. This details that MRWA reiterates the intersection lighting requirements at the intersection of Great Eastern Highway/Bodeguero Way as requested in their previous letter dated 18 April 2011 relating to the subject. The Executive Manager Development Services took the question on notice, the response has been provided in the Ordinary Council meeting agenda for the meeting to be held on 17 August 2016.

Cr D A Hughes returned to the Council Chambers at 5.38pm.

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Council noted the presentation to be made by Woodthorpe Senior High School at the Ordinary Council meeting to be held on 17 August 2016.

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

**11.1 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS**

- Typographical error. Wednesday should be replaced with Monday for the meeting held on 18 July 2016. This has been corrected in the agenda accordingly.

**11.2 RECEIPT OF NOTES OF THE COUNCIL FORUM MEETING**

There were no questions or clarifications sought in relation to this item.

**11.3 RECEIPT OF MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING**

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There were no questions or clarifications sought in relation to this item.

**11.4 ADOPTION OF THE RECOMMENDATIONS OF THE COMMUNITY SAFETY COMMITTEE MEETING**

- The Local Government Act 1995 stipulates that a Council must appoint a 'person' to be a member of a committee. However the Interpretations Act extends the definition to appointing or designating a person by name or by appointing or designating the holder of an office by the term designating his office.

Consequently whilst the Council can appoint to a committee by virtue of a position, not an individual name, this would require clarification in the recommendation of the committee. For example it could read that Council appoints (not endorse) the Chairperson of the Safer Northam Committee to the vacant Community representation position on the Community Safety Committee.

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

**12.1 PRESIDENTS REPORT – ORDINARY COUNCIL MEETING - WEDNESDAY 17 AUGUST 2016**

There were no questions or clarifications sought in relation to this item.

**13 REPORTS OF OFFICERS**

**13.1 ADMINISTRATION**

Nil.

**13.2. DEVELOPMENT SERVICES**

**13.2.1 DEVELOPMENT APPLICATION FOR AN EXTENSION TO A NON-CONFORMING USE (SINGLE HOUSE) AND HOME BUSINESS - LOTS 7 & 8  
DEVELOPMENT APPLICATION FOR A MOTEL - LOT 11 NO.9 JOHN STREET,  
NORTHAM**

There were no questions or clarifications sought in relation to this item.

**13.2.2 DEVELOPMENT APPLICATION FOR A MOTEL - LOT 11 NO.9 JOHN STREET,  
NORTHAM**

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- The proponent's commitment was questioned. The Executive Manager Development Services advised that they have gone through the scheme amendment process which demonstrates their commitment.

*Cr U Rumjantsev has declared an "Impartiality" interest in item 13.2.3 - Development Application for Telecommunications Infrastructure – Lot 503 Mount Ommanney Road, Northam as he has known the Directors (owners) of G & S Industries for some 40 years as friends and business people.*

**13.2.3 DEVELOPMENT APPLICATION FOR TELECOMMUNICATIONS INFRASTRUCTURE – LOT 503 MOUNT OMMANNEY ROAD, NORTHAM**

- The Executive Manager Development Services advised that a different type of tower has been recommended which is a different style, structure and height.

Additional Comment

Further detailed assessment was undertaken to determine the most appropriate system for the CCTV network. The consultant recommendation is that a 'tower' structure would provide Council (and the community) with the best long term outcome for the functioning of the CCTV and other communications options. The lattice tower is proposed in the same location as previously proposed.

- Clarification was sought on the visibility. The Executive Manager Development Services advised that this will be visible from both sides of Mount Omni.
- It was questioned whether this will link to existing CCTV or is this separate. The Executive Manager Development Services advised that this is separate (our infrastructure on our land), however does link to the Police CCTV in town.

**13.2.4 DEVELOPMENT APPLICATION P16057 FOR A REMOTE ADVERTISING SIGN ON LOT 4 NO.6349 GREAT EASTERN HIGHWAY, BURLONG**

- Clarification was sought on the location. The Executive Manager Development Services clarified as detailed within the report and attachments.

**13.2.5 REVIEW AND REQUEST TO EXTEND TEMPORARY DEVELOPMENT APPROVAL P1409 FOR A REMOTE ADVERTISING SIGN ON LOT 24 FOX ROAD, BURLONG**

There were no questions or clarifications sought in relation to this item.

**13.2.6 APPLICATION FOR DEVELOPMENT APPROVAL – PROPOSED NORTHAM ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE ON PART**

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**LOT 85 (NO. 2) GREY STREET AND PORTION UNALLOCATED CROWN LAND, NORTHAM**

- It was questioned why an approval is still required when it is our development. The Executive Manager Development Services advised that it is dealt with through the same process as all development applications.
- The spelling of 'Wagel' was questioned. It was advised that there are many ways of spelling the word however the accepted spelling 'Waargle'. This has been corrected within the agenda accordingly.

**13.2.7 REQUEST INITIATE PROCESS TO CLOSE LANEWAYS LOCATED AT LOT 66 HUTT STREET, NORTHAM AND LOT 66 INKPEN STREET, NORTHAM AND DEDICATION OF RIGHT OF WAY AT LOT 166 PERINA WAY AS A PUBLIC ROAD**

- It was questioned whether this can be reopened once it has been closed. The Executive Manager Development Services advised that the intention (as per Land Rationalisation Strategy) is to close and dispose to the adjoining landowners.

**13.2.9 DEVELOPMENT APPLICATION FOR AN EXTRACTIVE INDUSTRY - LOT 16904 NO.480 JENNAPULLIN ROAD, SOUTHERN BROOK**

- Clarification was sought on the \$50,000 bond. The Chief Executive Officer advised that this is a maintenance bond for any future maintenance required on the roads as a direct result of this development.
- Clarification was sought on the estimated cost of *side verge clearing from proponent's driveway to Jennapullin Road, Clydesdale Road crossover*. Upon investigation by the Executive Manager Engineering Services, the estimated cost for this clearing is \$75,000.
- Cr Antonio questioned when the next grading is scheduled for the section from the applicant's driveway to Grass Valley North Road/Jennapullin Road intersection. The Executive Manager Engineering Services advised that it is hard to provide a definitive date of grading. The current program may be impacted by other issues which effect the proposed timeframes however it should be within the next 6 months.
- It was questioned when the applicant is going to commence operating. The Chief Executive Officer advised that this is the decision of the applicant and not currently known.
- It was questioned when the proposed upgraded signage be completed. The Chief Executive Officer advised that this will be completed by Council through its normal operations/scheduling of works.
- It was questioned when the creek crossing guard rails can be installed. The Chief Executive Officer advised that there is no current budget for this so would need to be a decision of Council to undertake this work given the potential costs involved (e.g. notice of motion).

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- Clarification was sought on the funding allocation for this road. The Executive Manager Engineering Services advised that this is coordinated through the Regional Road Group's funding, however Council can undertake works through its own funding. This road is in Council's Long Term Road Plan and Council can determine the focus for road works when being considered for funding. This process includes the roads being rated which guides the decision making process.
- It was questioned how big the trucks would be travelling this road. The Executive Manager Engineering Services advised that these are RAV2 trucks and can be up to 27.5m in length (maximum).
- It was questioned whether the direction to be taken should be restricted. The Executive Manager Engineering Services advised Engineering staff have assessed the entry / exit points of the property and determined minimum sight distances meet the required design standards for vehicle north and southbound on Jennapullin Road as well as vehicle exiting the access in question. It was initially considered restricting direction of entry and exit movements of the property however in consideration of the assessment this was not believed to be warranted.
- It was questioned whether the wording of condition 8 required amending. This has been adjusted in the agenda accordingly.
- It was questioned whether Note 6 and Note 7 needed amending. It was raised that the school bus times would be between 3.30pm and 4.30pm, in addition it was suggested that this specify no operation of heavy vehicles on roads. This has been adjusted in the agenda accordingly.

Mr Nieuwoudt, Ms Wynn and Mr Ashby departed the Council Chambers at 6.08pm.

**13.3. CORPORATE SERVICES**

**13.3.1 ACCOUNTS AND STATEMENTS OF ACCOUNTS – JULY 2016**

Clarification was sought on the following EFT's;

- EFT23519 – The Executive Manager Engineering services explained the release of the 5% which is in accordance with the contract.
- EFT23545 – The Chief Executive Officer advised that this is for 5 drums and has been corrected in the agenda accordingly.
- EFT23564 – Advised that due to several invoices being associated with payments, on occasions it may duplicate the wording.
- EFT23595 – Advised that this was for the purchase of the special paint for the banners in the terrace.
- EFT23660 – Advised that RAMMS is the abbreviation for Roads Asset Management Metre.
- EFT23692 – Confirmed that this is a local supplier.

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- EFT23694 – Confirmed that this was completed in collaboration with a community group.
- EFT23738 – Advised that this is associated with the Landfill facility.
- 34531 – Advised that this is associated with bridgeworks that were complete.
- EFT23548 & EFT23701 – A breakdown of costs has been provided below;

<b>EFT23548</b>	
<b>DESCRIPTION</b>	<b>AMOUNT</b>
TEST AND TAG TOOLS AT NORTHAM & WUNDOWIE DEPOTS., TEST AND TAG NORTHAM DEPOT, TEST AND TAG REMAINING ITEMS AT WUNDOWIE DEPOT, GST	\$784.96
REPAIR SWITCH AT MEMORIAL HALL, INSPECT AND REPAIR ELECTRICAL SWITCH AT THE MEMORIAL HALL. PLUS INSPECT-TEST SOME ALARMS OVER STAGE. COLLECT KEYS AND ALARM CODE FROM SHIRE OFFICE., GST	\$99.00
CHECK FAULT TO RIVER AIRATOR BROOME TCE, BROOME TERRACE AERATORS. INVESTIGATE FAULT AT POWER BOARD., GST	\$77.00
REPLACE SMOKE ALARM AT UNIT 1 KURINGAL VILLAGE., WUNDOWIE KURINGAL UNITS. REPLACE GLOBES IN SECURITY LIGHTS. NOTE GLOBES HAVE SQUARE FITTINGS.	\$277.20
URGENT ELECTRICAL REPAIRS TO BROKEN UNDERGROUND CABLE AT BERNARD PARK., URGENT ELECTRICAL REPAIRS TO BROKEN UNDERGROUND CABLE AT BERNARD PARK., GST	\$1,345.63
REPAIR POWER FAULT TO PUMP HOUSE AT NORTHAM POOL., NORTHAM SWIMMING POOL. REPAIRS TO POWER MAIN TO PUMP SHED., GST	\$1,903.66
CHECK AUTO DOOR AT DSR OFFICE., OLD TOWN COUNCIL BUILDING. REPAIRS TO AUTO DOOR AND SECURITY LIGHTING., GST	\$77.00
INSTALL UNDERGROUND MAINS & REPLACE SWITCHBOARD AT BROOME TCE, BROOME TERRACE AERATORS. CONNECT NEW UNDERGROUND MAINS POWER TO FOUNTAIN SWITCHBOARD AND INSTALL SWITCHBOARD UPGRADE., GST	\$960.53
REPLACE METER BOX & STAND AT JUBILEE OVAL NORTHAM., REPLACE METER BOX & STAND AT JUBILEE OVAL NORTHAM., GST	\$1,045.00
INSTALL METER BOX AT WUNDOWIE DEPOT, WUNDOWIE DEPOT. SUPPLY AND INSTALL 1 LED SECURITY LIGHT TO FRONT OF OFFICE ON DAYLIGHT SWITCH., GST	\$931.26
TEST & TAG APPLIANCES & REPAIR LIGHTS AT NORTHAM REC CENTRE, NORTHAM RECREATION CENTRE. REPAIRS TO LIGHTS AND FITTING IN PREPARATION FOR RELAY FOR LIFE., NORTHAM RECREATION CENTRE. TEST AND TAG ALL APPLIANCES., GST	\$722.87
DISCONNECT & RECONNECT LIGHTS AT LESSER HALL., NORTHAM LESSER HALL RE INSTALL LIGHTS TO CEILING., GST	\$478.50
INSTALL POWER POINT & LIGHTS TO NEW OFFICES AT ADMIN., NORTHAM SHIRE ADMIN CENTRE. CONNECTION OF 2 LIGHT SWITCHES, POWER POINT AND PHONE/DATA CABLING. AFTER HOURS SERVICE. TO NEW OFFICES., GST	\$1,048.91
REPAIR LIGHTS AT OLD ADMIN., OLD TOWN COUNCIL BUILDING. REPAIRS TO AUTO DOOR AND SECURITY LIGHTING., GST	\$430.32
DISCONNECT AND RECONNECT TREATED WASTE WATER PUMP, DISCONNECT AND RECONNECT TREATED WASTE WATER PUMP, GST	\$237.77
REMOVE BROKEN UP LIGHTS AT SOUND SHELL & MAKE SAFE, NORTHAM LIBRARY. REPAIR WIRING AND REPLACE FLOURO LIGHT., GST	\$132.00
REPAIR POWER FAULT TO POWER AT NORTHAM DEPOT, CALL OUT - RESTORE POWER TO NORTHAM DEPOT, GST	\$181.50
TEST & TAG BATTERY CHARGES AT REC CENTRE, NORTHAM RECREATION CENTRE. TEST AND TAG ALL APPLIANCES., GST	\$80.96

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NORTHAM TOWN HALL. INSTALL 2 FLOOD LIGHTS FOR THE REAR OF THE STAGE, NORTHAM TOWN HALL. INSTALL 2 FLOOD LIGHTS FOR THE REAR OF THE STAGE., GST	\$460.24
REPLACE LIGHTS & SHIFT SWITCHES AT SOUTHERN BROOKE HALL., SOUTHERN BROOK HALL. REPLACE POWER POINTS AND CHANGE POSITION OF LIGHTS SWITCHES., GST	\$1,810.11
INSTALL EXIT SIGNS & TEST SWITCH AT NORTHAM DEPOT, NORTHAM DEPOT. INSTAL EXIT SIGNS AND DISCHARGE UNIT., GST	\$694.65
<b>TOTAL</b>	<b>\$13,779.07</b>

<b>EFT23701</b>	
<b>Description</b>	<b>Amount</b>
REPLACE LIGHTS, POWER POINTS LIGHT SWITCHES EXHAUST FANS & INSTALL POWER POINT FOR STOVE., WUNDOWIE KURINGAL UNIT 7. SUPPLY AND INSTAL 5 LED INTERIOR WHITE LIGHT ROSES, WUNDOWIE KURINGAL UNIT 7. SUPPLY AND INSTAL 2 LED EXTERIOR LIGHTS UNDER EAVES, WUNDOWIE KURINGAL UNIT 7. UPGRADE POWER BOARD AND SUPPLY COMPLIANCE CERTIFICATE. REPLACE SMOKE DETECTOR, WUNDOWIE KURINGAL UNIT 7. SUPPLY AND INSTAL EXHAUST FAN OVER STOVE WITH AIR SEAL. SUPPLY AND INSTAL EXHAUST FAN LIGHT IN BATHROOM. SUPPLY AND INSTALL FLOURO IN KITCHEN, WUNDOWIE KURINGAL UNIT 7. SUPPLY AND INSTAL POWER POINT FOR STOVE.	\$1,951.07
REPAIR LIGHTS AT NORTHAM LIBRARY, NORTHAM SWING BRIDGE. LIGHT FAULT ON BRIDGE., GST	\$141.90
BERT HAWKE PAVILLION. SUPPLY AND INSTALL COVERED FLOURO'S., BERT HAWKE PAVILLION. SUPPLY AND INSTALL COVERED FLOURO'S., GST	\$2,716.34
NORTHAM OLD STATE SCHOOL. SUPPLY AND INSTALL COVERED FLOURO LIGHTS. INSTAL EXIT SIGN OVER DOOR, NORTHAM OLD STATE SCHOOL. SUPPLY AND INSTALL COVERED FLOURO LIGHTS. INSTAL EXIT SIGN OVER DOOR., GST	\$2,372.98
REPLACE FLURO TUBES WITH LED TUBES & INSTALL EXIT, WUNDOWIE OLD FIRE STATION. SUPPLY AND INSTALL COVERED FLOURO'S. EXIT LIGHT DISCHARGE UNIT., GST	\$5,888.09
INSTALL RCD'S AT WUNDOWIE POOL, WUNDOWIE SWIMMING POOL. INSTALL RCD'S., GST	\$964.99
WUNDOWIE FOOTBALL PAVILLION. INSTALL COVERS TO FLOURO LIGHTS., WUNDOWIE HALL. INSTALL COVERS TO FLOURO LIGHTS., GST	\$825.00
REPLACE FLURO TUBES & WXIT SIGNS & CHECK RCDS AT WUNDOWIE FOOTBALL PAVILLION, WUNDOWIE FOOTBALL PAVILLION. INSTALL COVERS TO FLOURO LIGHTS., GST	\$550.00
CLACKLINE HALL. COVERED FLOURO LIGHTS. RCD'S, SUPPLY ELECTRICAL CERTIFICATE, CLACKLINE HALL. COVERED FLOURO LIGHTS. RCD'S, SUPPLY ELECTRICAL CERTIFICATE., GST	\$1,709.84
GRASS VALLEY HALL. SUPPLY AND INSTALL COVERED FLOURO LIGHTS., GRASS VALLEY HALL. SUPPLY AND INSTALL COVERED FLOURO LIGHTS., GST	\$1,562.00
CHECK LIGHTS ON SUSPENSION BRIDGE, NORTHAM SUSPENSION BRIDGE. CHECK LIGHT FAULT., GST	\$77.00
<b>TOTAL</b>	<b>\$18,759.21</b>

**13.3.2 FINANCIAL STATEMENTS TO 30 JUNE 2016**

- It was questioned when the outstanding grants (June 30) are expected to be received. The Chief Executive Officer advised that this is around July and

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August. Although there are a number of major grants which are paid by milestone and hence will be paid at various intervals during the year.

- It was questioned why the cash – unrestricted is so high. The Executive Manager Corporate Services advised that this is due to the carry forwards. The Chief Executive Officer advised that there is approximately a \$350,000 untied surplus and an item will be submitted to Council to allocate this.
- It was questioned whether the current budget figures can be compared with the previous financial year. The Chief Executive Officer advise that this is possible.
- The Chief Executive Officer advised that all variances over 10% must be reported to Council.

**13.3.3 REVIEW OF ADMINISTRATIVE POLICIES**

There we no questions or clarifications sought in relation to this item.

**13.4. COMMUNITY SERVICES**

**13.4.1 APPLICATION FOR FEE REDUCTION-NORTHAM RECREATION CENTRE**

- Clarification was sought on the organisation 'Avivo'. The Chief Executive Officer advised that this was previously Perth Home Care Services.
- Clarification was sought around the fees for commercial and community use. The Executive Manager Community Services advised that this has been set out in the Schedule of Fees and Charges.

Mr Greenough departed the Council Chambers at 6.26pm and returned at 6.26pm.

Mr Greenough departed the Council Chambers at 6.27pm and returned at 6.29pm.

**13.5. ENGINEERING SERVICES**

**13.5.1 KING CREEK DRAINAGE - PROPOSED OPTIONS**

- The option was questioned in terms of how it will operate, its overall effectiveness and whether it will resolve the issues of water pooling on Wellington Street. The Executive Manager Engineering explained the system and identified where this would be constructed. It was requested that written confirmation be provided by the consultant detailing that they have considered and assessed these options in the event of a 1 in 10 & 100 flood. In addition, whether the current areas of water pooling had been considered, and how this system attempts to address this. This has been provided in the following attachment.

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**From:** Vincent Tran [<mailto:vtran@mapl.net.au>]  
**Sent:** Friday, 12 August 2016 1:26 PM  
**To:** Clinton Kleynhans  
**Cc:** Karlo Perisic  
**Subject:** RE: 15006A-King Creek Stage 3 - Info needed for agenda/forum notes

Hi Clinton,

Following from our discussion we will alleviate the drainage design for Wellington Street, by placing larger drainage pipes to enable a larger storm event flowing underground and the remainder will flow above ground via an open swale on the south side of Wellington (north side has a footpath).

We will confirm the design during our finalised detailed design.

If you need any further information please don't hesitate to call me.

Cheers  
Vince.

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**From:** Vincent Tran [<mailto:vtran@mapl.net.au>]  
**Sent:** Friday, 12 August 2016 11:05 AM  
**To:** Clinton Kleynhans  
**Cc:** Alysha Maxwell; Karlo Perisic  
**Subject:** FW: 15006A-King Creek Stage 3 - Info needed for agenda/forum notes

Hi Clinton,

In regard to the ponding on Wellington Street we can place additional pits where required to alleviate the ponding, this is subject to a detailed design.

The current design by Porters is for a 1 in 10year flow through the existing 1800 diameter pipe, the capacity of the proposed single box culvert will accommodate this flow. In larger storm events where the single box culvert can't handle the flows and overland flow path is proposed by creating a channel on top of the proposed box culverts and using kerbs to channel the water into the existing three box culverts from Fitzgerald Street to the Avon River.

We have had a preliminary review of the ponding issues along Wellington Street (refer attached sketch). Based on this we can advise that

The bridge/box culvert is not at the low point along Wellington Street. The survey levels are

- Level at bridge/box culvert on centre line 149.54
- Level at low point on Wellington St 149.27,
- There is a kerb break that allows the drainage to flow to the Purslowe Park, therefore alleviates the amount of ponding along Wellington Street.

Trust the above information will assist, let me know if you need any further assistance.

| Karlo Perisic | Principal Civil Engineer | McDowall Affleck Pty Ltd | ABN: 23 009 033 345 |  
| T: +61 8 9274 6444 | F: +61 8 9250 3433 | [www.mcdowallaffleck.com.au](http://www.mcdowallaffleck.com.au) |

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# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

# SHIRE OF NORTHAM

## NOTES

### COUNCIL FORUM MEETING HELD ON 10 AUGUST 2016



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

Nil.

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

**15.1. Elected Members**

Nil.

**15.2. Officers**

Nil.

**16. CONFIDENTIAL ITEMS**

Nil.

**17. DECLARATION OF CLOSURE**

The Shire President, Cr S B Pollard declared the meeting closed at 6.45pm.

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**11.3 RECEIPT OF MINUTES OF THE COMMUNITY SAFETY COMMITTEE MEETING**

**RECOMMENDATION**

That Council receives the minutes of the Community Safety Committee Meeting held 15 July 2016.

**11.4 ADOPTION OF THE RECOMMENDATIONS OF THE COMMUNITY SAFETY COMMITTEE MEETING**

**RECOMMENDATION**

That Council endorse that a representative from the Safer Northam Committee be appointed to the vacant Community Representative position on the Community Safety Committee.

**Officer Note:**

*The Local Government Act 1995 stipulates that a Council must appoint a 'person' to be a member of a committee. However the Interpretations Act extends the definition to appointing or designating a person by name or by appointing or designating the holder of an office by the term designating his office.*

*Consequently whilst the Council can appointment to a committee by virtue of a position, not an individual name, this would require clarification in the recommendation of the committee.*

*For example it could read that Council appoints (not endorse) the Chairperson of the Safer Northam Committee to the vacant Community representation position on the Community Safety Committee.*

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Shire of Northam  
*Heritage, Commerce and Lifestyle*

**SHIRE OF NORTHAM**

**MINUTES OF THE  
COMMUNITY SAFETY COMMITTEE MEETING  
HELD ON  
15 JULY 2016**

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**SHIRE OF NORTHAM**  
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**COMMUNITY SAFETY COMMITTEE MEETING TO BE HELD ON 15 JULY 2016**

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**SHIRE OF NORTHAM**  
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**COMMUNITY SAFETY COMMITTEE MEETING TO BE HELD ON 15 JULY 2016**

---

**Notice and Agenda of the Northam Community Safety Committee meeting to be held in the Council Chambers on Friday, 15 July 2016 at 2.00pm**

**DISCLAIMER**

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

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

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**COMMUNITY SAFETY COMMITTEE MEETING TO BE HELD ON 15 JULY 2016**

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**1. OPENING AND WELCOME**

Chairperson Cr Julie Williams declared the meeting open at 2.07pm.

The quorum of voting Members is 7. The Committee has reached a quorum.

**2. DECLARATION OF INTEREST**

*Parts of Division 6 Subdivision 1 of the Local Government Act 1995 requires Council members and employees to disclose any direct or indirect financial interest or general interest in any matter listed in this agenda. The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter being discussed.*

*NB A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision making procedure relating to the disclosed matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.*

There were no declarations of interest for this meeting.

**3. ATTENDANCE**

**MEMBERS**

Chairperson	Cr J Williams
Councillor	Cr D G Beresford
Councillor	Cr C Davidson
Executive Manager Community Services	Mr R Rayson
Northam Police	SNRSGT G Dickson
Northam Roadwise Committee	Mr C Simpson
Health Representative	Mr G Bentley
Department Education	Mrs S Bray

**EX-OFFICIO MEMBERS**

Community Development Officer	Mrs M Blackhurst
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**GALLERY**

Councillor	Cr Ulo Rumjantsev
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**4. APOLOGIES**

Department Sport and Recreation	Mrs J Collins
Local Drug Action Group	Mrs K Grace

**SHIRE OF NORTHAM**  
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**5. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

<p><b>RECOMMENDATION</b></p> <p><b>Minute No: CSC.023</b></p> <p><b>Moved: Mr Ross Rayson</b> <b>Seconded: Cr Chris Davidson</b></p> <p><b>That the minutes of the meeting held Friday, 06 May 2016 be confirmed as a true and correct record of that meeting.</b></p> <p style="text-align:right"><b>CARRIED 8/0</b></p>
---

**6. AGENDA ITEMS**

**6.1 COMMUNITY SAFETY AND CRIME PREVENTION PLAN UPDATE**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.3.12.1
Officer:	Ross Rayson
Officer Interest:	N/A
Policy:	N/A
Voting:	N/A
Date:	30 June 2016

**PURPOSE**

To update the Committee on the Community Safety and Crime Prevention Plan actions.

**BACKGROUND**

The Shire of Northam Community Safety and Crime Prevention (CSCP) Plan 2016-2020 is a four year strategic outlook for the Shire of Northam that aims to map the issues of primary concern to the community and document the strategies and partnerships to deal with these issues.

Together with key partners, the Shire of Northam is committed to ensuring continual improvements to community safety with a particular emphasis on minimising the occurrence and opportunity for antisocial and criminal activity.

The CSCP Plan 2016-2020 has brought all of the current data together to help the Committee to understand 'What is the Northam story'. This will help the Committee to reconcile where the facts and the perceptions differ.

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**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

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

**STRATEGY:** Provide an environment that enhances and builds on the liveability of the Shire.

**BUDGET IMPLICATIONS**

N/A

**OFFICER'S COMMENT**

The Shire of Northam's Community Development Officer provided an update on recent activities:

Criminal or Offending Behaviour - Lock and Light program

One of the objectives of the Shire of Northam Community Safety and Crime Prevention Plan 2016-2020 is to 'Reduce the opportunity for crime or offending behaviour'. The crime statistics together with Police intelligence indicate that one of the most prominent priorities for the Shire of Northam is currently 'target hardening' as community members that are targeted are not often taking precautions to reduce the opportunity for crime in their homes. A collaborative 'Lock and Light Program' has been identified as an action in the Shire of Northam Community Safety and Crime Prevention Plan 2016-2020 to achieve this.

The proposed Lock and Light Program will support elderly residents who make up the majority of the soft targets in our community to live independently through improving their personal safety when in their homes. The program aims to increase their sense of wellbeing while reducing their sense of vulnerability.

The objectives of the project are:

- To increase the awareness of seniors and the general community regarding safety and security in the home environment.
- To provide senior residents with safety and security assessments of their own homes and upgrade home security in 'priority' homes to reduce the opportunity for crime in our community.

The program will provide the opportunity for our elderly residents to have a home security assessment undertaken which will raise their awareness about what aspects of their homes are not secure. Each senior household will then be able to apply for funding up to an agreed limit for the installation of home security devices such as security doors, window locks, door peep holes, window security screens, sensor lighting, UV pens for property marking and identification purposes and information about crime prevention.

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The installation of home security devices will decrease the opportunity for home burglary related crimes within our community. Publicity undertaken to support the project will also encourage the general community to become more safety conscious with their homes and this will contribute to the reduction of Crime in the Shire of Northam.

Cr Beresford asked SnrSgt Geoff Dickson what percentage of crime he thought this might stop. SnrSgt Geoff Dickson informed that this project would stop a high percentage of crime as the majority of the targets are the elderly or soft targets.

Mr Ross Rayson added that whilst we say that this pilot program is targeting the elderly, it is hoped that it can assist vulnerable residents who meet eligibility requirements in the future.

Cr Davidson suggested that we source security stickers to be placed in the Burglar Awareness Packs.

Criminal or Offending Behaviour - Alcohol and Other Drugs Management Plan

The Alcohol and Other Drugs Management Plan is available on the Shire of Northam website. Each Committee member was emailed a copy of the minutes of the most recent meeting. Mrs Sharon Bray will be the representative from the AODMP Committee sitting on the Community Safety Committee and can assist with any questions that the Committee might have.

Community Awareness - eWatch

The Northam Police and the Shire of Northam are regularly releasing eWatch Newsletters promote community safety and crime prevention information. SnrSgt Geoff Dickson provided an update on eWatch and advised that if members of the Community Safety Committee would like to include community safety themed information in this eWatch Newsletter he would be happy to include it.

Community Awareness - Shire of Northam Website

The Shire of Northam website now includes a tab named 'Community Safety'. This is an information sharing tool to ensure that the public have access to information relating to community safety and crime prevention in the Shire of Northam.

Community Awareness - Bicycle Identification Card

The Bicycle Identification Card is a best practice project idea initiated by a metropolitan local government. Thousands of bicycles are stolen each year and many of these are recovered by the Police. Most cannot be identified and returned to their rightful owner because the identifying features are not recorded. This is a tool for the community to use to record the details of bicycles.

Building Partnerships - Midnight Basketball

Mr Ross Rayson explained to the Committee the concept behind the Midnight Basketball program. It is a youth engagement program that incorporates life skills training with basketball tournaments on a night when young people need to be engaged. Council

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officers contacted Midnight Basketball to enquire about the possibility of using the program in the shire of Northam to engage young people. The program managers are keen to learn more about the Shire of Northam and feel that Northam has high potential for hosting the program.

Mrs Michelle Blackhurst acknowledged the input from Mr Greg Bentley for suggesting that the program could be used to engage young people in the Shire of Northam and for sourcing information for initial contact with program managers.

Mr Greg Bentley asked if the program had a funding component. Mr Ross Rayson explained the budget provision of \$10,000, and the budget requirement which could be subsidised with in-kind support from youth stakeholders. Mr Greg Bentley said that the program looked good however hard to navigate when using volunteers to manage the program.

Although keen to look further into the program, Mr Greg Bentley suggested that the Community Safety Committee look into supporting existing youth engagement programs in the Shire of Northam such as the Avon Youth Beatball program which is very popular with the young people.

Mr Cliff Simpson asked SnrSgt Geoff Dickson how the timeslot relates with crime. Snr Sgt Geoff Dickson said that there was no data specifically on this but reiterated that busy kids do not commit offences. SnrSgt Geoff Dickson said that the percentage of who commits crime changes.

Building Partnerships - Safer Northam Committee  
Postponed until agenda item 6.3

Community Design - CCTV Infrastructure  
Postponed until agenda item 6.2

Community Design - Youth Precinct

Mrs Michelle Blackhurst advised that the Shire of Northam applied for a grant to conduct a feasibility study to determine the viability of developing a youth precinct in Northam. The grant was successful and the feasibility study would be commencing soon.

Mr Ross Rayson provided an update about the project. Mr Greg Bentley asked what the timeframe of the project was and Mr Ross Rayson advised that the commencement date would be approximately four weeks and it was hoped that it would be completed by December 2016.

Mrs Sharon Bray offered to assist in putting the project together. A meeting will be arranged.

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Stakeholder Actions

Stakeholders have been asked to indicate which actions that they are able to assist to achieve on the CSCP Plan 2016-2020.

**6.2 STATE CCTV INFRASTRUCTURE FUND – GRANT APPLICATION**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.3.12.1
Officer:	Michelle Blackhurst
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	07 July 2016

**PURPOSE**

To update the Committee about the State CCTV Infrastructure project.

**BACKGROUND**

The Shire of Northam has secured funding through the State CCTV Strategy Infrastructure Fund to install new CCTV equipment and infrastructure throughout Northam. Securing additional funding will boost the overall functionality of CCTV in Northam, giving the Shire access to new state of the art technology.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

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

**STRATEGY:** Provide an environment that enhances and builds on the liveability of the Shire.

**BUDGET IMPLICATIONS**

Grant funding of up to \$220,000.00 together with Council contribution of \$15,000.

**OFFICER'S COMMENT**

SnrSgt Geoff Dickson provided the Committee with a brief overview of the State CCTV Infrastructure program and how the Shire of Northam together with the Northam Police identified Northam as a location of high priority and what the locations of the cameras would be.

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SnrSgt Geoff Dickson told the Committee that the Police needed to develop an intelligence picture about which communities would benefit from accessing funding through the State CCTV Infrastructure Fund. Community specific heat maps were developed through the Police and this indicated which communities were experiencing high crime. Based on these heat maps, the Northam Police together with the Shire of Northam were able to identify what was needed in the Northam community. This was the basis of the grant application.

Committee members were provided with a map indicating the placement of the new infrastructure and each location was discussed in detail.

Cr Chris Davidson requested that the Northam Police start to monitor the Wundowie CCTV footage. SnrSgt Geoff Dickson advised that each Office In Charge is responsible for their own community. Their time needs to be spent monitoring their own areas. He said that the Police do not commit to monitor any of the CCTV but it is a useful tool for the Police to have access to.

SnrSgt Geoff Dickson invited members of the Community Safety Committee to make an appointment with him and come to the Police Station to have a look at the viewing platform. He said that this project is pure community policing and a very valuable asset to this community.

SnrSgt Geoff Dickson wanted to formally congratulate the Shire of Northam on behalf of the Police, saying that of all of the Local Government Authorities who have received funding for a CCTV infrastructure upgrade, he had been told that the Shire of Northam is at the front of the pack with the way that they are facilitating this project.

**6.3 COMMUNITY REPRESENTATIVE – SAFER NORTHAM COMMITTEE**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.3.12.1
Officer:	Michelle Blackhurst
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	07 July 2016

**PURPOSE**

To update the Committee about a request from the Safer Northam Committee to be represented on the Community Safety Committee in the vacant Community Representative position.

**BACKGROUND**

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The Safer Northam Committee is made up of community members who meet regularly to discuss safety issues in the Shire of Northam. The Committee would like to be involved in the Community Safety Committee.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

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

**STRATEGY:** Provide an environment that enhances and builds on the liveability of the Shire.

**BUDGET IMPLICATIONS**

N/A

**OFFICER'S COMMENT**

The Safer Northam Committee is an organised community Committee that is willing to take on community safety projects. The Committee has not completed a project in the past two years as they want some direction. This Committee would be a great addition to our Community Safety Committee and working with them would encourage community collaboration.

This group also focuses on Wundowie, Bakers Hill, Clackline, Wundowie and Grass Valley which are communities within the Shire of Northam that require our attention.

SnrSgt Geoff Dickson said that he could see a duplication and he thought that working together would be a positive move forward.

**RECOMMENDATION**

**Minute No: CSC.024**

**Moved: SnrSgt Geoff Dickson**

**Seconded: Mr Cliff Simpson**

**That Council endorse that a representative from the Safer Northam Committee be appointed to the vacant Community Representative position on the Community Safety Committee.**

**CARRIED 8/0**

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

There was no other business discussed.

**8. DATE OF NEXT MEETING**

The next meeting will take place at 2pm on 16 September 2016.

**9. DECLARATION OF CLOSURE**

The meeting was officially closed at 3.20pm.

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

#### 12.1 PRESIDENTS REPORT – ORDINARY COUNCIL MEETING - WEDNESDAY 17 AUGUST 2016

<b><u>Visitations and Consultations:</u></b>	
21/7/16	Pop Up Shop photo opportunity
22/7/16	Malinowski Holdings photo opportunity re: land lease
24/7/16	Avon Descent media and scrutineering launch in Bayswater
24/7/16	Northam & Districts Motor Cycle Club motor cross event
27/7/16	Radiowest regular interview
28/7/16	ABC Regional Radio re: Regional Grants Scheme funding received
3/8/16	Local Government Week day 1
4/8/16	Local Government Week day 2
5/8/16	Local Government Week day 3
5/8/16	Avon Descent Festival
6/8/16	Avon Descent day 1 in Northam and Toodyay
7/8/16	Avon Descent finish line in Bayswater
8/8/16	WALGA Councillor training day 1 in Toodyay
9/8/16	WALGA Councillor training day 2 in Toodyay
11/8/16	Attend the annual Muresk Lecture
15/8/16	AROC meeting in Toodyay
<b><u>Upcoming Events:</u></b>	
18/8/16	Vietnam Veterans annual commemoration day
24/8/16	WALGA Councillor training day 1 in Gingin
24/8/16	Shire Councillors quarterly strategic meeting
25/8/16	WALGA Councillor training day 2 in Gingin
26/8/16	WALGA Zone meeting
1/9/16	Chamber of Commerce awards night

#### **Strategic matters:**

##### **Northam Swimming Pool**

A preliminary design assessment has now been undertaken and will be used by quantity surveyors to estimate with more accuracy the full cost of building the aquatic facility at the Northam Recreation Centre. Once that value is established and Council approval received to continue, the task of securing maximum support funding can be initiated.

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Budget 2016/17

Council has signed off on a final draft budget with planned differential rates currently being advertised for comments. Generally, we have reduced our rate in the dollar amounts however many residential properties have had a rise in Gross Rental Value since last year so the rate revenue from that sector will rise accordingly in total value. Some commercial properties have seen a drop in their GRV so their actual rates charged will drop in value. We see this as a way of helping to support our small businesses in tight economic circumstances.

The introduction of the change from UV to GRV for almost 1000 properties will be phased in over 3 years to mitigate the impact on affected property owners.

A new operations team to deal principally with drainage maintenance related matters in the western areas of the Shire is also made possible due to the rate revenue levels proposed.

**Operational matters:**

Avon Descent and Festival

By the time of our Council meeting, the 44th running of this white water event will have occurred. I hope we will have taken full advantage of this opportunity that the additional visitors bring to the Shire.

Around the World record balloon trip

Russian adventurer Theodore (Fedor) Konyukhov completed his record breaking journey in just over 11 days, beating the previous record held by American Steve Fossett by almost 2 days. The Shire offered to hold a civic reception before the event to welcome the crew and a celebratory event after the successful journey however Fedor was keen to keep things very low key which we respected. World media picked up on the aboriginal welcome involving didgeridoo playing so that was well received.

Motor Cycle Club

After a hiatus of many years due to the lack of suitable land, it was pleasing to see the dirt flying at the new home of the Northam club on the Commonage. They have plans to build facilities on site over coming years. This was a very long time coming and extremely satisfying to see it coming to fruition.

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**13      REPORTS OF OFFICERS**

**13.1    ADMINISTRATION**

Nil.

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**13.2. DEVELOPMENT SERVICES**

**13.2.1 DEVELOPMENT APPLICATION FOR AN EXTENSION TO A NON-CONFORMING USE (SINGLE HOUSE) AND HOME BUSINESS - LOTS 7 & 8 FITZGERALD STREET, NORTHAM**

Name of Applicant:	Uwe & Sylvana Schaub
Name of Owner:	As above
File Ref:	A11175/P16075
Officer:	Chadd Hunt / Courtney Wynn
Officer Interest:	Nil
Policy:	<i>Local Planning Scheme No.6</i> <i>Local Planning Policy 4</i>
Voting:	Simple Majority

**PURPOSE**

Council is requested to consider an application for development approval for the extension of a non-conforming use (single house) and home business at Lots 7 & 8 Fitzgerald Street, Northam.

This application is being referred to Council as an application to extend a non-conforming use under the Scheme may only be refused under Delegated Authority. The Officer's recommendation is to approve the development application.

**BACKGROUND**

No. 374 Fitzgerald Street, Northam is comprised of two separate lots, being Lot 7 and Lot 8 and is located on the corner of Fitzgerald and Charles Streets, Northam. Refer Appendix 1 – Location Plan.

374 Fitzgerald Street is zoned 'Mixed Use' under Local Planning Scheme No.6 and is partially located within Special Control Area 1 - Avon & Mortlock Rivers (ie.1 in 100 year floodplain). There is an existing single house that straddles the two lot boundaries along with a garage, carport and garden sheds located at the rear of the house. The single house is considered to be a non-conforming use as a single house is classified as an 'X' (Not Permitted) use within the Mixed Use zone.

The proponent originally had proposed to construct a new extension to the house for the office but later changed their plans. The applicant is now proposing to convert the existing garage into a home office and storage room. The office would be utilised by the proponent who is a psychologist as a home business. To replace the garage, the proponent is also proposing to construct a new partially enclosed 42m<sup>2</sup> carport on the other side of the house to replace the carport located at the rear which is going to be removed by the

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proponent. A new driveway and garden landscaping is also proposed in the area at the front of the house.

The development is proposing the following variations to Local Planning Scheme No.6:

- Secondary Street boundary setback of 1m in lieu of 7.5m.

## **STATUTORY REQUIREMENTS**

### SHIRE OF NORTHAM LOCAL PLANNING SCHEME NO 6

374 Fitzgerald Street is zoned 'Mixed Use' under Local Planning Scheme No.6 and is defined in the Residential Design Codes as follows:

*"A Dwelling standing wholly on its own green title or survey strata lot, together with any easement over adjoining land for support of a wall or for access or services and excludes dwellings on titles with areas held in common property".*

A Single House is classified as an 'X' (Not Permitted) land use within the Mixed Use zone.

This application also includes a proposal for a 'Home Business' land use which is classified as a 'D' (Discretionary) use within the Mixed Use zone and is defined in Local Planning Scheme No.6 as follows:

*"**home business**" means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which -*

- (a) does not employ more than 2 people not members of the occupier's household;*
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood;*
- (c) does not occupy an area greater than 50 square metres;*
- (d) does not involve the retail sale, display or hire of goods of any nature;*
- (e) in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and*
- (f) does not involve the use of an essential service of greater capacity than normally required in the zone;*

However, as the single house use was lawfully commenced prior to the Gazettal date of the Scheme, the applicant is considered to have 'non-conforming use rights' under Clause 4.8 of the Scheme which specifies the following;

#### **4.8 Non-Conforming Uses**

*Except as otherwise provided in the Scheme, no provision of the Scheme is to be taken to prevent*

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- (a) *the continued use of any land for the purpose for which it was being lawfully used immediately prior to the Gazettal date;*
- (b) *the carrying out of any development on that land for which, immediately prior to the Gazettal date, an approval or approvals, lawfully required to authorise the development to be carried out, were duly obtained and are current; or*
- (c) *subject to clause 11.2.1, the continued display of advertisements which were lawfully erected, placed or displayed prior to the Gazettal date.*

*Note: "Land" has the same meaning as in the Planning Act and includes houses, buildings and other works and structures.*

Clause 4.9 of the Scheme outlines the circumstances in which the local government may approve an extension and/or changes to a non-conforming use as follows;

**4.9 Extensions and Changes to a Non-Conforming Use**

*4.9.1 A person must not -*

- (a) *alter or extend a non-conforming use;*
- (b) *erect, alter or extend a building used in conjunction with or in furtherance of a non-conforming use; or*
- (c) *change the use of land from a non-conforming use to another non-conforming use,*

*without first having applied for and obtained planning approval under the Scheme.*

*4.9.2 An application for planning approval under this clause is to be advertised in accordance with clause 9.4.*

*4.9.3 Where an application is for a change of use from an existing non-conforming use to another non-conforming use, the local government is not to grant its planning approval unless the proposed use is less detrimental to the amenity of the locality than the existing non-conforming use and is, in the opinion of the local government, closer to the intended purpose of the zone.*

In addition to the above, the proposed development requires planning approval as the lot is partially located within the Avon & Mortlock Rivers Special Control Area. It should be noted that the proposed development is located on the portion of the lot which is not at risk of being affected by river flood events.

**Clause 4.5 Site and Development Standards & Requirements**

The Scheme specifies the following minimum boundary setbacks for lots zoned 'Mixed Use';

- Front Boundary: 7.5m
- Rear Boundary: 7.5m
- Side Boundaries: 4m

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However, under draft Omnibus Amendment 6 to the Shire of Northam Local Planning Scheme No.6 initiated by Council at its April 2016 Ordinary Council Meeting, these minimum setback standards are proposed to be removed from the Scheme and replaced with a \* symbol. \* Means – to be determined by the local government in each particular case.)

Local Planning Policy 4 - Home Employment

It should be noted that the proposed home business has been assessed and found to be fully compliant with Local Planning Policy 4 requirements.

**PUBLIC CONSULTATION**

Officers gave notice of the application on 6<sup>th</sup> July 2016 to the adjoining landowners and landowners located opposite the subject site. Councillors were also given notice of the proposal in accordance with Local Planning Policy 20 - Advertising of Planning Proposals.

No submissions were received in relation to the proposal.

It should be noted that the plans which were advertising to the adjoining landowners were later changed to suit the applicant's revised proposal. As no submissions were received during the public consultation process, it was determined by Officers that the amended proposal would not impact any adjoining landowner. It is for this reason the amended proposal was not readvertised.

**CONFORMITY WITH COMMUNITY STRATEGIC PLAN**

OBJECTIVE C1.7: Provide an environmental that enhances and builds on the liveability of the Shire.

OBJECTIVE E1.3: Promote a diverse mix of development opportunities throughout the Shire.

**BUDGET IMPLICATIONS**

There are no financial/budgetary implications for the Shire of the recommendations of this report.

**OFFICER'S COMMENT**

The proposal to extend the non-conforming use being the construction of the carport and conversion of the existing garage into a study and storage room is supported as the proposal will not have a detrimental impact to the amenity of the locality as the proposal involves aesthetic enhancements to be made to the façade of the house and landscaped areas.

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The location of the proposed carport is to the side of the house adjacent to the Charles Street frontage and would not have any affected on any adjoining landowners. The proposed home business would also introduce a low impact commercial component to the use of the lot which is consistent with the intentions and objections of the Mixed Use zone. The nature of the proposed home business being for a psychologist would not result in any additional noise or detrimentally affect the amenity of the neighbourhood.

The proponent is also seeking a setback variation for the carport which is proposed to be setback 1m from the Charles Street boundary in lieu of the 7.5m setback required under the Scheme. The existing house is currently setback approximately 9m from the Charles Street boundary which does not leave enough room to construct the carport in compliance with the minimum setback for the mixed use zone.

The proposed carport has been setback 12m from the Charles Street and Fitzgerald Street intersection to ensure that the required sightlines for turning vehicles have been maintained. The carport has also been designed to be partially enclosed and will be constructed to incorporate the colours and design elements of the existing house. No new crossovers are proposed as the proponent is planning to utilise the existing crossover onto Fitzgerald Street which has previously been approved. The area in front of the house and carport is also proposed to be fully landscaped as per the landscaping plan submitted which would further enhance the streetscape.

Therefore it is recommended that Council resolve to approve the application for the extension of a non-conforming use (single house) and home business at Lots 7 & 8 Fitzgerald Street, Northam subject to conditions.

**RECOMMENDATION**

**That Council approve the development application (P16075) for an extension of the Non-Conforming Use (Single House) and Home Business at Lots 7 & 8 Fitzgerald Street, Northam subject to the following conditions:**

**GENERAL CONDITIONS**

- 1. The development hereby permitted must substantially commence within two years from the date of this determination notice.**
- 2. The development hereby permitted taking place in accordance with the approved plans dated 17/08/2016.**
- 3. 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.**
- 4. This approval allows the Home Business hereby permitted to be conducted by Uwe & Sylvana Schaub. If Uwe & Sylvana Schaub ceases to operate the Home Business hereby permitted, the approval for the Home**

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Business will expire. Continue operation of the Home Business is subject to annual renewal on 30<sup>th</sup> June each year.

5. The Home Business hereby permitted shall have hours of operation that do not exceed normal trading hours, i.e. 8:00 am to 6:00 pm on Monday, Tuesday, Wednesday, and Friday; 8:00 am to 9:00 pm on Thursday; and 8:00 am to 5:00 pm on Saturday.
6. The Home Business hereby permitted shall not employ any person (more than 2 persons) who is (are) not a member of the occupier's household.
7. The Home Business hereby permitted shall not have more than two (2) (clients / customers) on the premises at any one time, and shall not have more than one (1) (client / customer) per hour. All visits by (clients / customers) shall be by appointment only.
8. The Home Business hereby permitted shall not involve the retail sale, display or hire of goods of any nature.

### CONDITIONS TO BE MET PRIOR TO THE COMMENCEMENT OF THE DEVELOPMENT

9. Prior to commencement of development, all signage being submitted to and approved by the local government prior to installation.

### CONDITIONS TO BE MET PRIOR TO OCCUPATION OF THE DEVELOPMENT

10. 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.

### CONDITIONS REQUIRING ONGOING COMPLIANCE

11. All 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.
12. All landscaped areas are to be maintained on an ongoing basis to the satisfaction of the local government.
13. The on-site drainage system shall be maintained on an ongoing basis to the satisfaction of the local government.

### ADVICE NOTES

**NOTE 1:** If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.

**NOTE 2:** Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

# SHIRE OF NORTHAM

## AGENDA

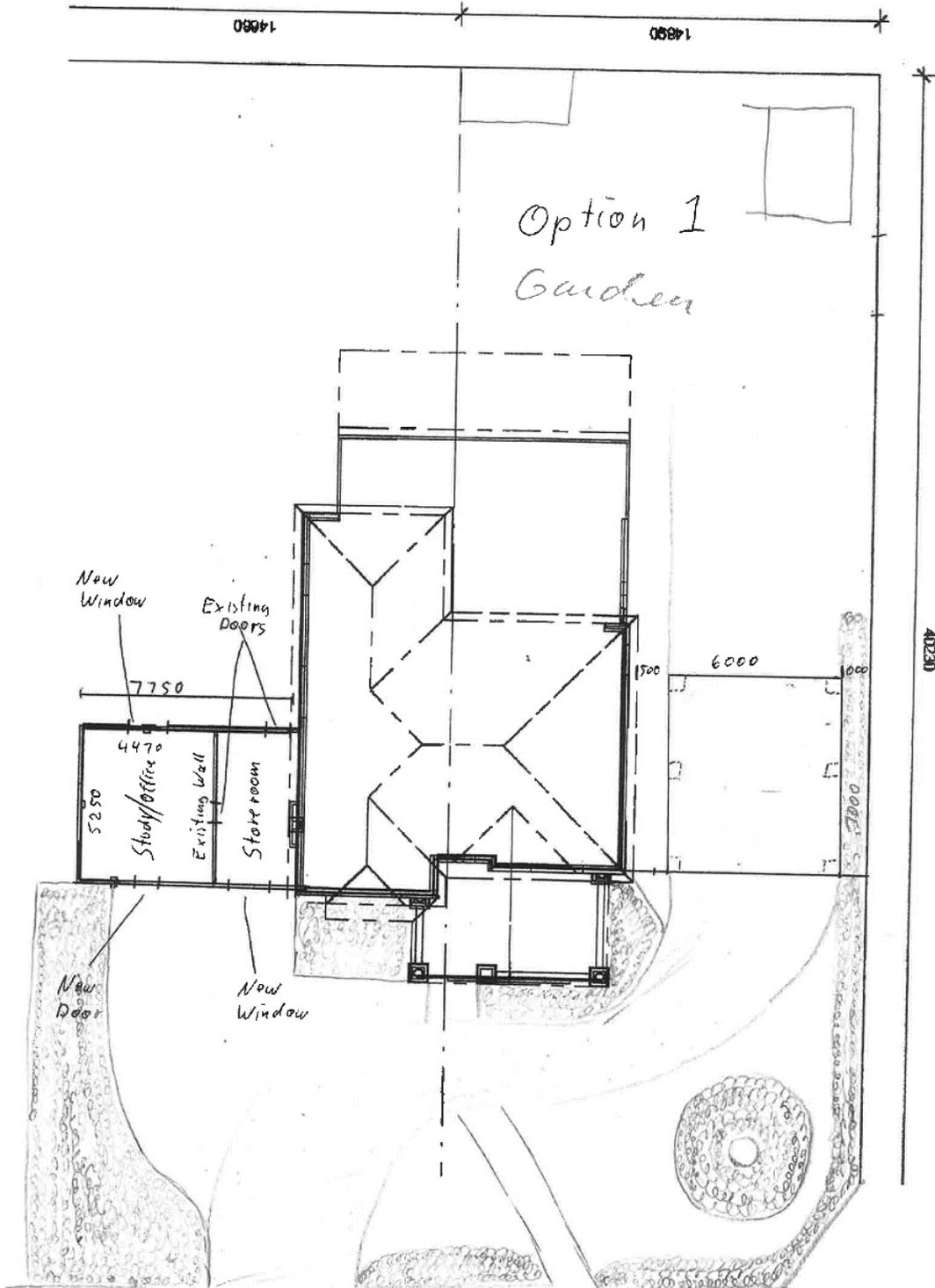
ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

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- NOTE 3:** If an applicant is aggrieved by this determination there is a right of appeal under the *Planning and Development Act 2005*. An appeal must be lodged with the State Administrative Tribunal within 28 days of the determination.
- NOTE 6:** A Building Permit being obtained prior to the commencement of any building works.
- NOTE 7:** Should the Home Business require expanding and occupy a larger area, a planning approval is required prior to the expansion.
- NOTE 8:** In regard to Condition 4, the applicant is advised that the current annual renewal fee is \$73.00. This fee is subject to change as and when the statutory fees for development approval is reviewed and adjusted by the Western Australia Planning Commission from time to time.
- NOTE 9:** If a new crossover is required, the vehicle crossover(s) shall be constructed to the specification and satisfaction of the local government.

SHIRE OF NORTHAM  
AGENDA  
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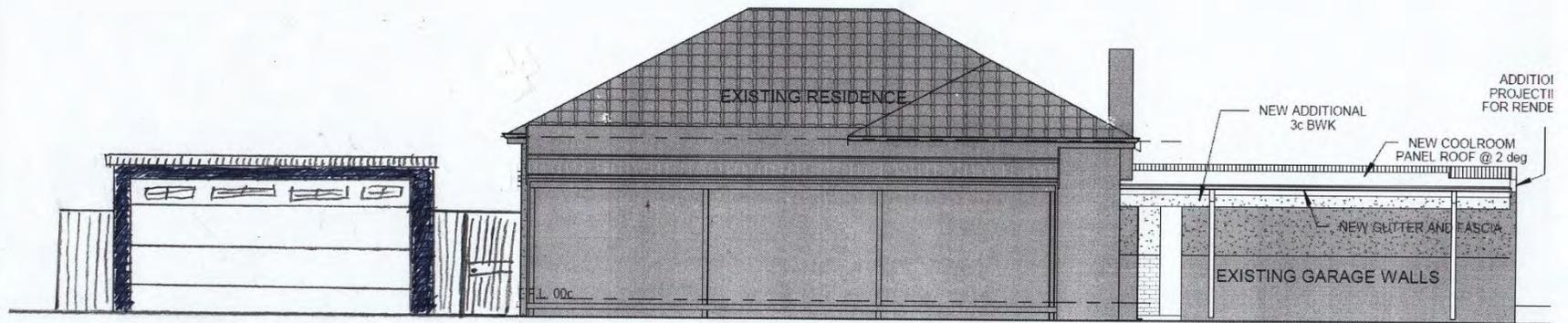
ATTACHMENT



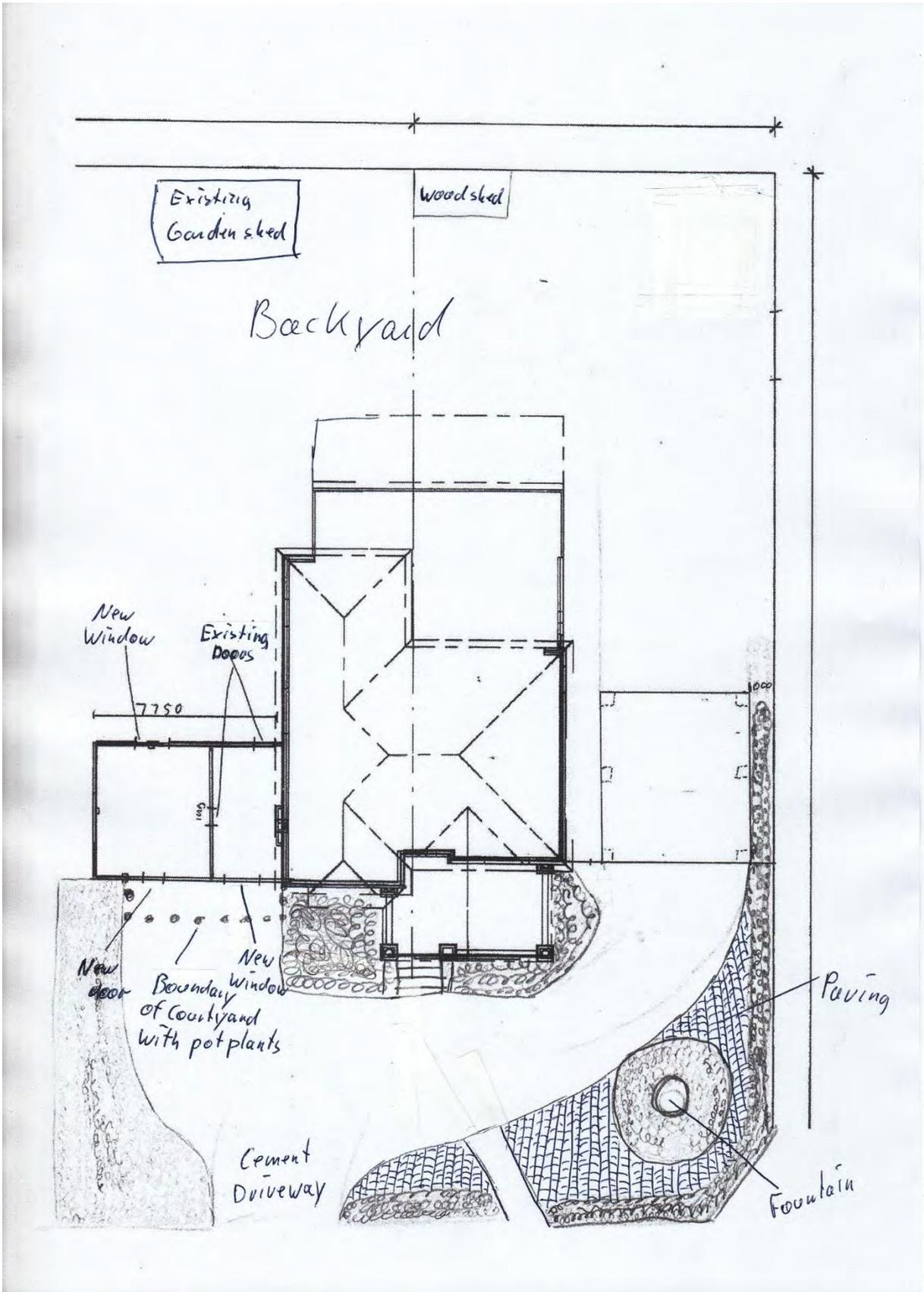
**SHIRE OF NORTHAM**  
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**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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*View from back of the House*



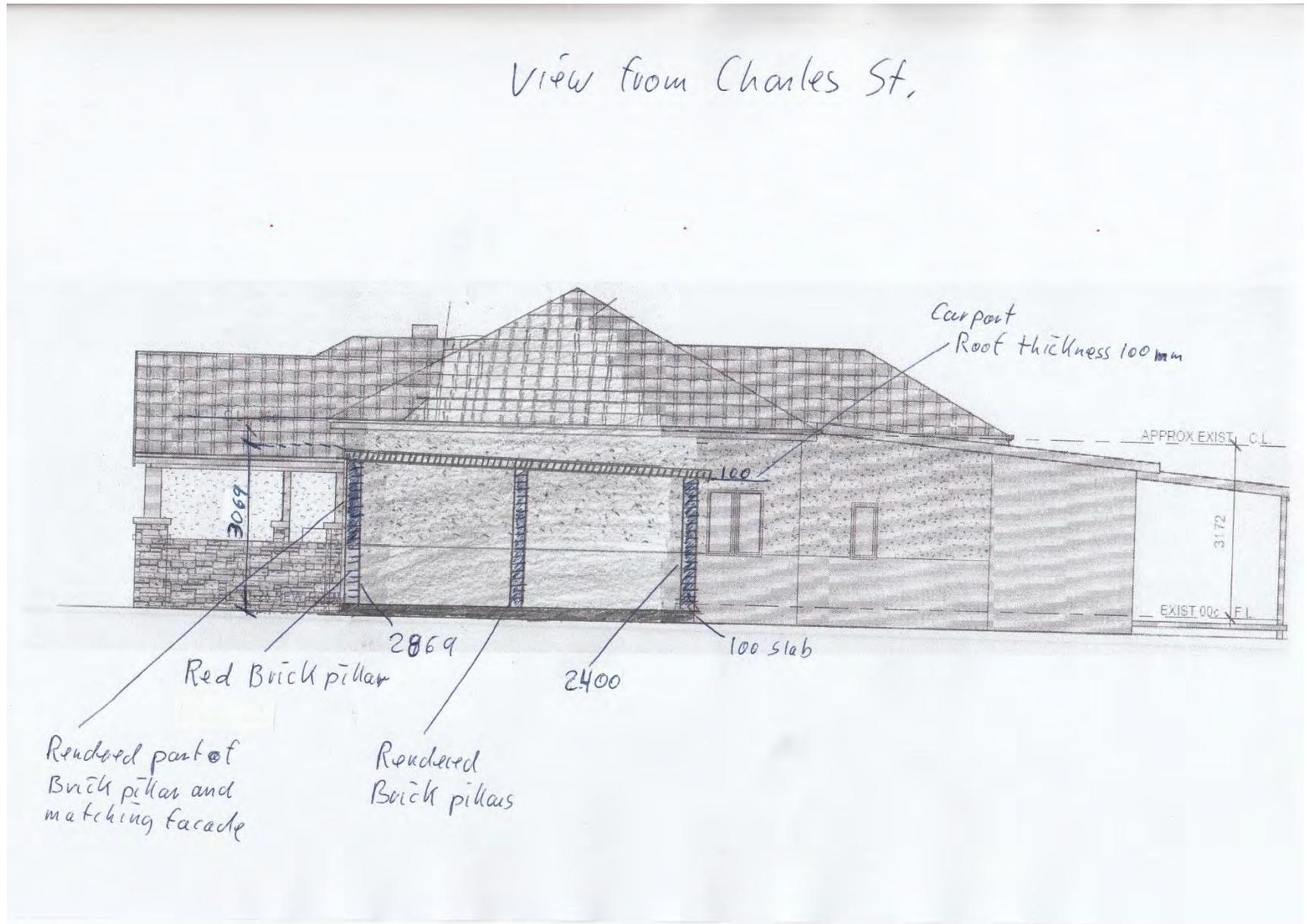
**SHIRE OF NORTHAM**  
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**SHIRE OF NORTHAM**  
**AGENDA**  
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**SHIRE OF NORTHAM**  
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**SHIRE OF NORTHAM**  
**AGENDA**  
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**13.2.2 DEVELOPMENT APPLICATION FOR A MOTEL - LOT 11 NO.9 JOHN STREET, NORTHAM**

Name of Applicant:	Perfect Gift WA Pty Ltd T/A Northam Motel
Name of Owner:	Perfect Gift WA Pty Ltd
File Ref:	A11726 / P16071
Officer:	Chadd Hunt / Courtney Wynn
Officer Interest:	Nil
Policy:	<i>Local Planning Scheme No.6  Planning and Development (Local Planning Schemes) Regulations 2015</i>
Voting:	Simple Majority

**PURPOSE**

Council is requested to consider an application for development approval for a Motel at Lot 11 No.9 John Street, Northam. This application is being referred to Council as an application for a Motel located on a lot zoned 'Mixed Use' may only be refused under Delegated Authority. The Officer's recommendation is to approve the development application.

**BACKGROUND**

Lot 11 No.9 John Street, Northam is zoned 'Mixed Use' under Local Planning Scheme No.6 and is currently occupied by a single house and is located directly adjacent to the existing Northam Motel located at No.13 John Street.

The subject lot was recently rezoned through Amendment 1 to Local Planning Scheme No 6 from "Residential" to "Mixed Use". The applicant is proposing the construction of a new motel building comprising of 12 self-contained motel rooms, linen and bin store and twelve (12) car parking spaces. The motel will be an extension to the existing Northam Motel and as such will utilise the existing driveway, reception, dining and linen facilities located on the adjoining Northam Motel site (refer Attachment 1).

The development is proposing the following variations to Local Planning Scheme No.6:

- Front Boundary Setback of 3m in lieu of 7.5m;
- South-Eastern Side Boundary Setback of 1.3m in lieu of 4m;
- North-Western Side Boundary Setback of 1.8m in lieu of 4m;
- Rear Boundary Setback of 6m in lieu of 7.5m;
- Up to 2m of cut below natural ground level and;
- Retaining walls that are up to 2.4m above natural ground level.

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

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Date	Item / Outcome
20 <sup>th</sup> May 2009	Development Approval P1002 granted for seven (7) Motel Units on the subject site.
26 <sup>th</sup> August 2009	Development Approval granted for modifications of the plans approved 20/5/09
25 October 2011	An extension was granted for an extension of time for Development approval.
July 2013	Local Planning Scheme No.6 came into effect.
25 <sup>th</sup> October 2013	Development approval for the Motel lapsed as the applicant failed to act on the approval granted.
14 <sup>th</sup> April 2015	The lot was rezoned from 'Residential' to 'Mixed Use'
23 <sup>rd</sup> June 2016	The current development application was lodged with the Shire.

**STATUTORY REQUIREMENTS**

**LOCAL PLANNING SCHEME NO 6**

Lot 11 No.13 John Street, Northam is zoned 'Mixed Use' under Local Planning Scheme No.6 (the Scheme). A 'Motel' is classified as a 'A' (Advertising) land use and is defined in the Scheme as follows:

*“motel” means premises used to accommodate patrons in a manner similar to a hotel but in which specific provision is made for the accommodation of patrons with motor vehicles and may comprise premises licensed under the Liquor Control Act, 1988;*

Clause 4.5 Site and Development Standards & Requirements

The Scheme specifies the following minimum boundary setbacks for lots zoned 'Mixed Use';

- Front Boundary: 7.5m
- Rear Boundary: 7.5m
- Side Boundaries: 4m

However, under draft Omnibus Amendment 6 to the Shire of Northam Local Planning Scheme No.6 initiated by Council at its April 2016 Ordinary Council Meeting, these minimum setback standards are proposed to be removed from the Scheme and replaced

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with a \* symbol. \* Means – to be determined by the local government in each particular case.)

Clause 4.11 Retaining Walls

Clause 4.11.1 of the Scheme specifies that retaining walls that exceed 0.5m may be approved where the local government is satisfied that the proposal will not adversely impact on the amenity of surrounding land and developments, occupants or the streetscape.

***PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015***

Under Schedule 1 Part 4 Clause 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, the local government may approve a variation to the Scheme as per the following;

***34. Variations to site and development requirements***

- (1) *In this clause —  
additional site and development requirements means requirements set out in clauses 32 and 33.*
- (2) *The local government may approve an application for a development approval that does not comply with an additional site and development requirements.*
- (3) *An approval under subclause (2) may be unconditional or subject to any conditions the local government considers appropriate.*
- (4) *If the local government is of the opinion that the non-compliance with an additional site and development requirement will mean that the development is likely to adversely affect any owners or occupiers in the general locality or in an area adjoining the site of the development the local government must —*
  - (a) *consult the affected owners or occupiers by following one or more of the provisions for advertising applications for development approval under clause 64 of the deemed provisions; and*
  - (b) *have regard to any expressed views prior to making its determination to grant development approval under this clause.*
- (5) *The local government may only approve an application for development approval under this clause if the local government is satisfied that —*
  - (a) *approval of the proposed development would be appropriate having regard to the matters that the local government is to have regard to in considering an application for development approval as set out in clause 67 of the deemed provisions; and*

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- (b) *the non-compliance with the additional site and development requirement will not have a significant adverse effect on the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.*

**PUBLIC CONSULTATION**

Officers gave notice of the application on 1<sup>st</sup> July 2016 by placing a notice in the Avon Valley Advocate and the Shire's website. In addition to this, a sign was erected on the site and letters were mailed to surrounding land owners located within a 250m radius of the subject site in accordance with Local Planning Policy 20 - Advertising of Planning Proposals.

One submission was received during the public consultation period from Main Roads Western Australia, who advise that they have no objection to the proposal.

**CONFORMITY WITH COMMUNITY STRATEGIC PLAN**

OBJECTIVE E2: Facilitate further development of regional tourism.

OBJECTIVE E1.3: Promote a diverse mix of development opportunities throughout the Shire.

**BUDGET IMPLICATIONS**

There are no financial/budgetary implications for the Shire of the recommendations of this report.

**OFFICER'S COMMENT**

As outlined under the 'Proposal' section of this report there are six (6) variations to the Scheme which impact the proposal. Each of these variations is outlined and discussed below.

*Earthworks & Retaining Walls*

Where an application proposed earthworks, including cut, fill and retaining Clause 4.11.1 of the Scheme must be taken into consideration. This application is proposing to elevate the building to a maximum height of 1.4m above natural ground level by utilising a suspended floor or 'brick build up' method in the form of terracing. This construction method also involves cut or excavation of up to 2m below natural ground level to facilitate the construction of an undercroft level under the building at the rear of the site. A series of stepped retaining walls are also proposed along the south-eastern side boundary and rear boundary (refer Attachment 2).

The proposed variations are considered acceptable by planning officers taking into account the 4.25m fall between the front and rear boundaries. Rather than utilising excessive fill to achieve a level building pad, the applicant has taken measures to

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incorporate appropriate construction methods to ensure that the building has been designed to follow the natural contours of the land as much as possible to minimise the overall bulk and scale of the building and to mitigate overshadowing impacts.

*Building Setbacks*

The subject lot is only 1012m<sup>2</sup> in area, in order to achieve compliance with the minimum 7.5m front and rear setbacks and the 4m side boundary setbacks under the Scheme would leave a window of only 432m<sup>2</sup> to build on in the middle of the lot. In order to achieve a feasible development on this site, the applicant has proposed the following setbacks:

- Front Boundary Setback of 3m in lieu of 7.5m;
- South-Eastern Side Boundary Setback of 1.3m in lieu of 4m;
- North-Western Side Boundary Setback of 1.8m in lieu of 4m;
- Rear Boundary Setback of 6m in lieu of 7.5m;

Although there will be balconies overlooking the south-eastern side boundary, the applicant has addressed the visual privacy issue by erecting a 1.8m boundary fence, the planting landscaping for additional screening and by erecting 1.6m high privacy screens to all balconies that face the south-eastern boundary. Awnings and obscured glass will be utilised for the windows in Units 11 & 12 which do not have balconies.

It is considered by planning officers that the minimum setbacks for the 'Mixed Use' zone are unreasonable to facilitate any kind of commercial development considering the size of this lot. In order to achieve desirable development outcomes within the 'Mixed Use' zone it was recommended to Council in that these setbacks be reviewed in the draft Omnibus Amendment 6 to the Shire of Northam Local Planning Scheme No.6 initiated by Council at its April 2016 Ordinary Council Meeting.

*Access*

It should be noted that the only proposed vehicle access to this property will be via the existing crossover and driveway on the adjoining existing Northam Motel site. In addition to this, the proposed motel would be reliant on the existing reception, dining, staff toilets and linen facilities on the adjoining lot in order to function as a motel. To ensure that the principles of orderly and properly planning are maintained, it is recommended as a condition of approval that the two lots be amalgamated into one Certificate of Title.

**RECOMMENDATION**

**That Council approve the development application (P16071) for a Motel at Lot 11 No.9 John Street, Northam subject to the following conditions:**

**GENERAL CONDITIONS**

- 1 The development hereby permitted must substantially commence within two years from the date of this determination notice.**

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- 2 The development hereby permitted taking place in accordance with the approved plans dated 17/08/2016.
- 3 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.
- 4 All fencing within the primary street setback area is to be a maximum 1.2m high or to be 50% visually permeable to a maximum height of 1.8m.

### CONDITIONS TO BE MET PRIOR TO THE COMMENCEMENT OF THE DEVELOPMENT

- 5 Prior to the commencement of development, detailed drainage plans shall be submitted to the satisfaction of the local government.
- 6 Prior to commencement of development, all signage being submitted to and approved by the local government prior to installation.
- 7 Prior to the commencement of the works hereby permitted, Lots 11 and 18 John Street are to be legally amalgamated or alternatively the owner may enter into a legal agreement with the local government, drafted by the local government's solicitors at the expense of the owner. The legal agreement will allow the owner twelve (12) months to amalgamate the lots. The agreement will have to be executed by all parties concerned prior to the commencement of the works hereby permitted.

### CONDITIONS TO BE MET PRIOR TO OCCUPATION OF THE DEVELOPMENT

- 8 Prior to the occupation of the development, vehicle crossover(s) shall be constructed to the specification and satisfaction of the local government.
- 9 Prior to occupation of the development, the 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.
- 10 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.
- 11 Prior to occupation, stormwater drainage works must be completed in accordance with the approved plans to the satisfaction of the local government.
- 12 A suitably screened refuse bin storage area is to be provided in accordance with Shire of Northam's *Health Local Law 2008* prior to the development first being occupied.
- 13 Prior to occupation, the development hereby permitted shall be connected to an approved effluent disposal system.
- 14 Prior to occupation, screening measures as indicated on the approved plan to be installed to the satisfaction of the local government.

### CONDITIONS REQUIRING ONGOING COMPLIANCE

# SHIRE OF NORTHAM

## AGENDA

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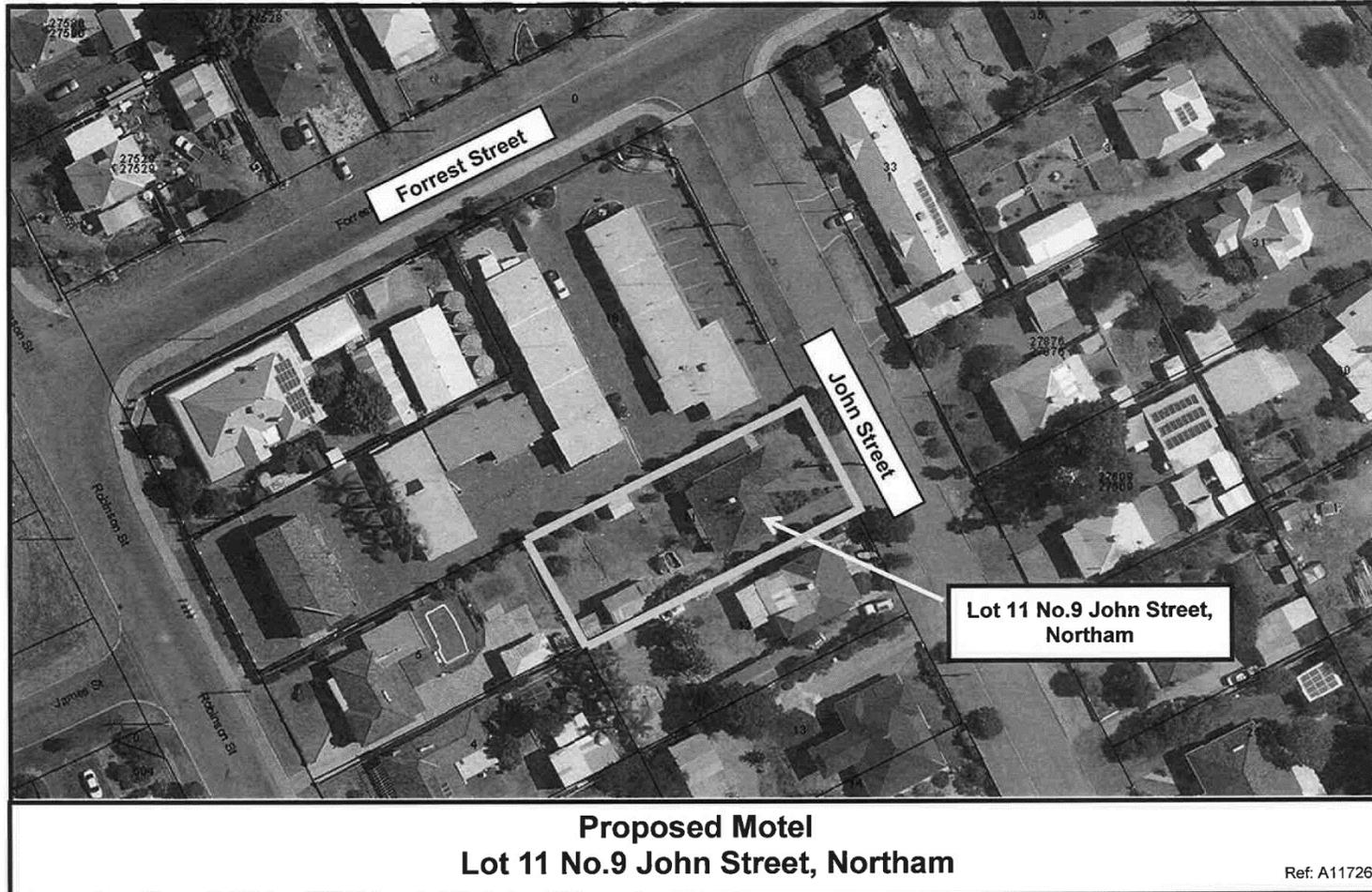
- 15 All car parking/loading areas, and vehicle access and circulation areas are to be maintained and available for car parking/loading, and vehicle access and circulation on an ongoing basis to the satisfaction of the local government.
- 16 All landscaped areas are to be maintained on an ongoing basis to the satisfaction of the local government.
- 17 The on-site drainage system shall be maintained on an ongoing basis to the satisfaction of the local government.

### ADVICE NOTES

- NOTE 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.
- NOTE 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- NOTE 3: If an applicant is aggrieved by this determination there is a right of appeal under the *Planning and Development Act 2005*. An appeal must be lodged with the State Administrative Tribunal within 28 days of the determination.
- NOTE 4: The applicant is reminded that this is a Development Approval only and does not obviate the responsibility of the applicant to comply with all relevant building, health and engineering requirements.
- NOTE 5: The building is required to be registered as a Lodging House under the Shire's Health Local Law 2008 prior to occupation.
- NOTE 6: A Building Permit being obtained prior to the commencement of any building works and an Occupancy Permit is to be obtained prior to the use of the building.
- NOTE 7: The application is required to be referred to the Fire and Emergency Service Authority prior to the issuing of Building Permit.
- NOTE 8: Please note that the External Walls less than 3m from the property boundary will be required to be fire walls, note that these walls on the plan show windows. These windows will need to comply with the BCA requirements for Fire Safety.

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**ATTACHMENT 1 – LOCATION PLAN**

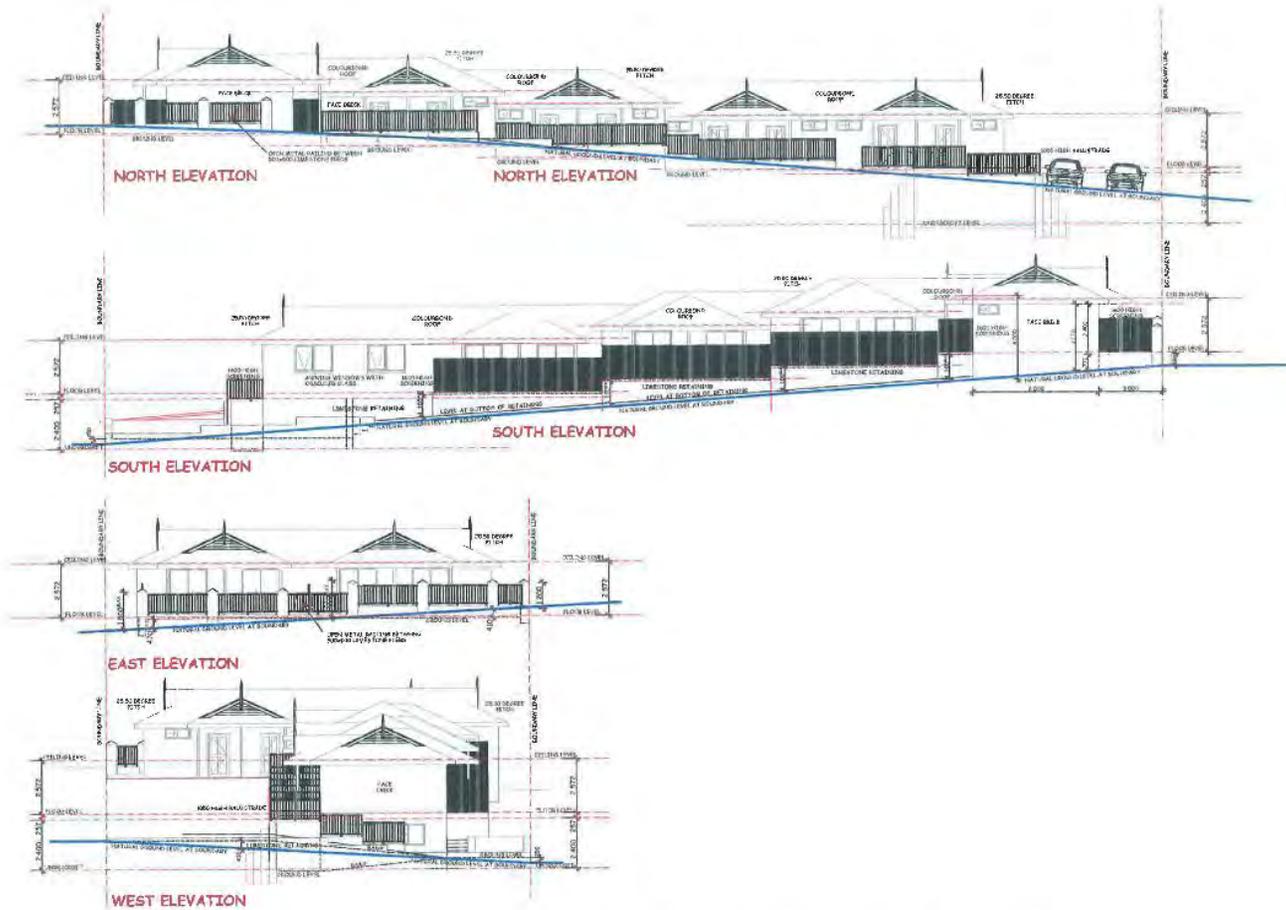


# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

### ATTACHMENT 2 - ELEVATIONS



### ELEVATIONS

1 : 200

A3 SHEET = 1:200 SCALE

**DA DRAWINGS 15-05-16**



**SAM BUTTO & ASSOCIATES**  
DESIGN CONSULTANTS

55 DOUGLAS AVE. SOUTH PERTH W.A. 6152  
TEL: (08) 9368 1206 MOB: 0418 941 764  
EMAIL: sambutto@gmail.com

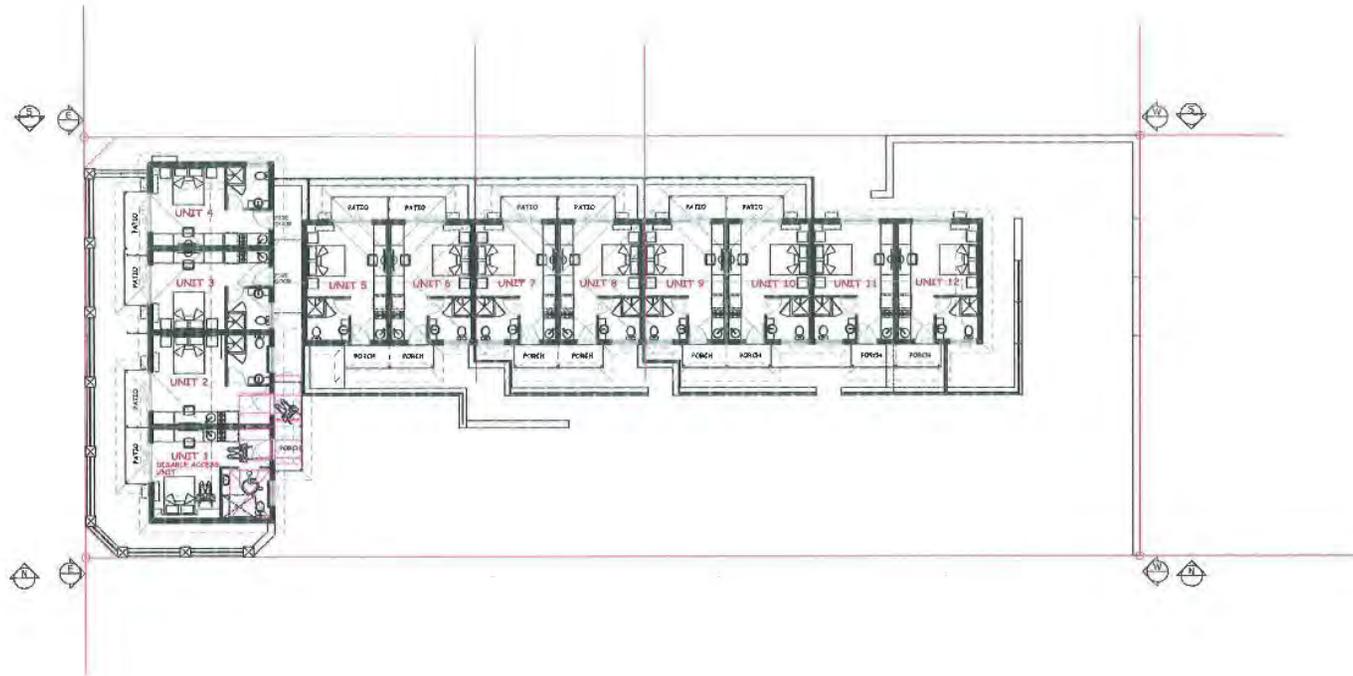
REV	DESCRIPTION	DATE
PROJECT		SHEET NO.
PROPOSED NORTHAM MOTEL LOT 11 JOHN STREET NORTHAM WA		A-06
DATE	DRAWN	SCALE
APRIL 2016	SB	AS SHOWN
PROJECT NO.		REV

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

### ATTACHMENT 3 – GROUND FLOOR PLAN



**GROUND FLOOR LEVEL**

1 : 200

A3 SHEET = 1:200 SCALE

**DA DRAWINGS 15-05-16**

**SAM BUTTO & ASSOCIATES**  
DESIGN CONSULTANTS

55 DOUGLAS AVE, SOUTH PERTH W.A. 6152

TEL: (08) 9368 1206, MOB: 0418 941 764,  
EMAIL: [ssambutto@gmail.com](mailto:ssambutto@gmail.com)

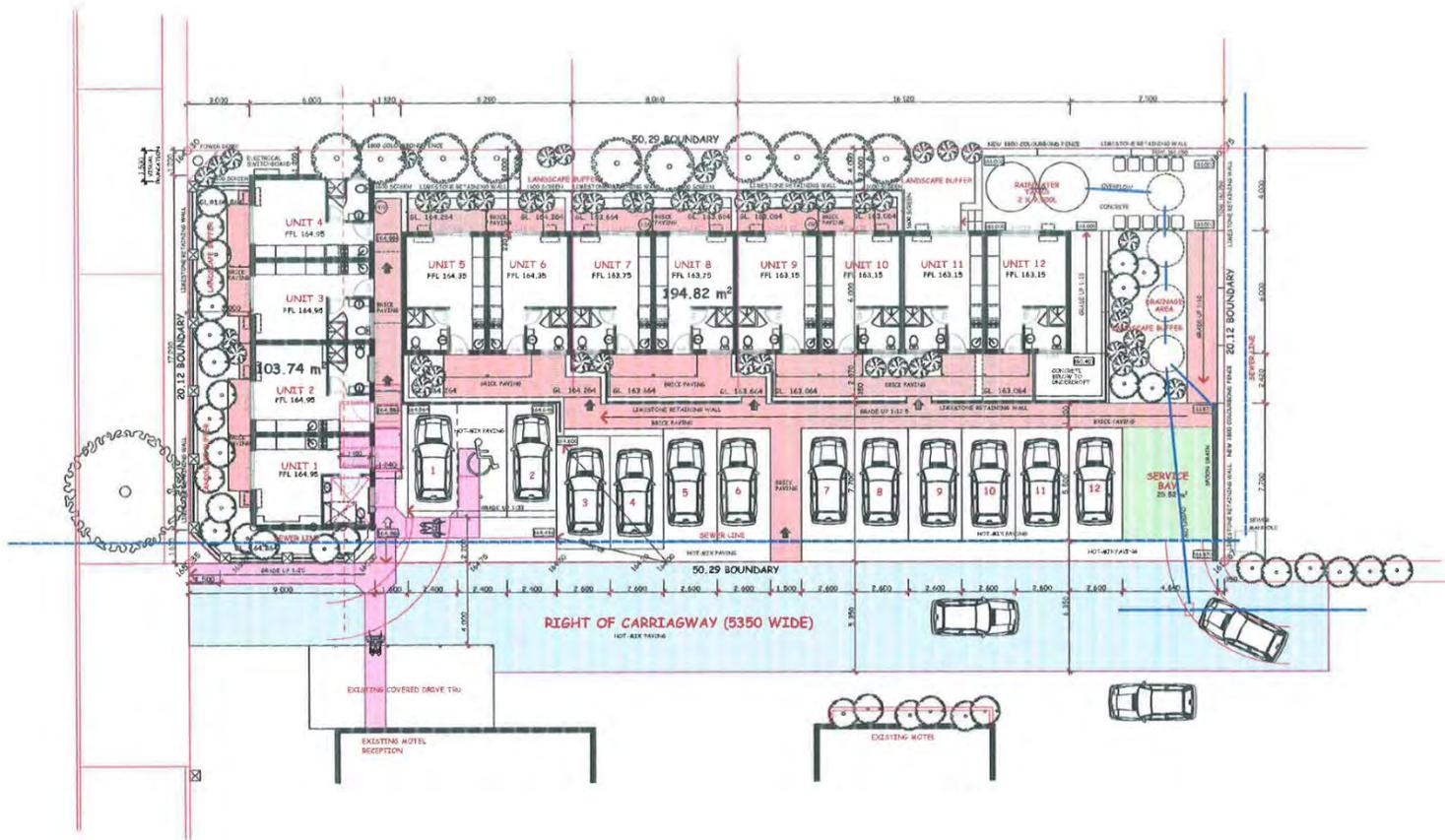
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PROJECT		SHEET No.
PROPOSED NORTHAM MOTEL LOT 11 JOHN STREET NORTHAM WA		A-04
DATE	DRAWN	SCALE
APRIL 2016	SB	AS SHOWN
PROJECT No.		REV:

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

#### ATTACHMENT 4 – SITE PLAN



**SITE PLAN**

1 : 200

A3 SHEET = 1:200 SCALE

**DA DRAWINGS 15-05-16**



**SAM BUTTO & ASSOCIATES**  
DESIGN CONSULTANTS

55 DOUGLAS AVE. SOUTH PERTH W.A. 6152

TEL: (08) 9368 1206 , MOB: 0418 941 764.  
EMAIL: sambutto@gmail.com

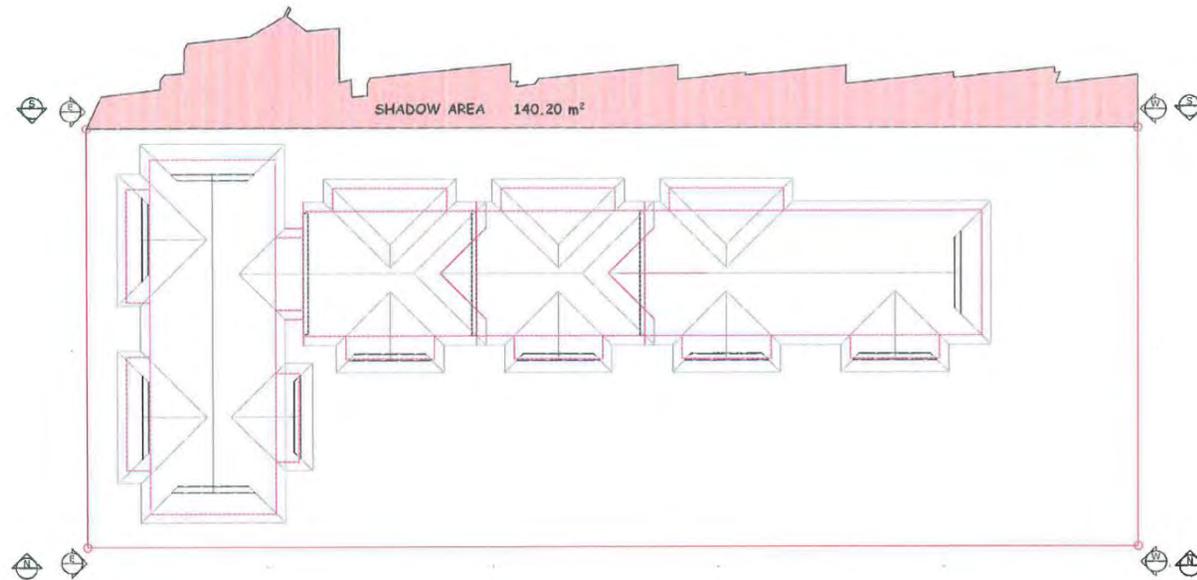
REV.	DESCRIPTION	DATE
PROJECT		DATE
PROPOSED NORTHAM MOTEL		APRIL 2016
LOT 11 JOHN STREET		SCALE
NORTHAM WA		AS SHOWN
PROJECT No.		REV.
SHEET No.		
A-02		

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

#### ATTACHMENT 5 – ROOF PLAN



**ROOF PLAN**  
1 : 200

A3 SHEET = 1:200 SCALE

**DA DRAWINGS 15-05-16**

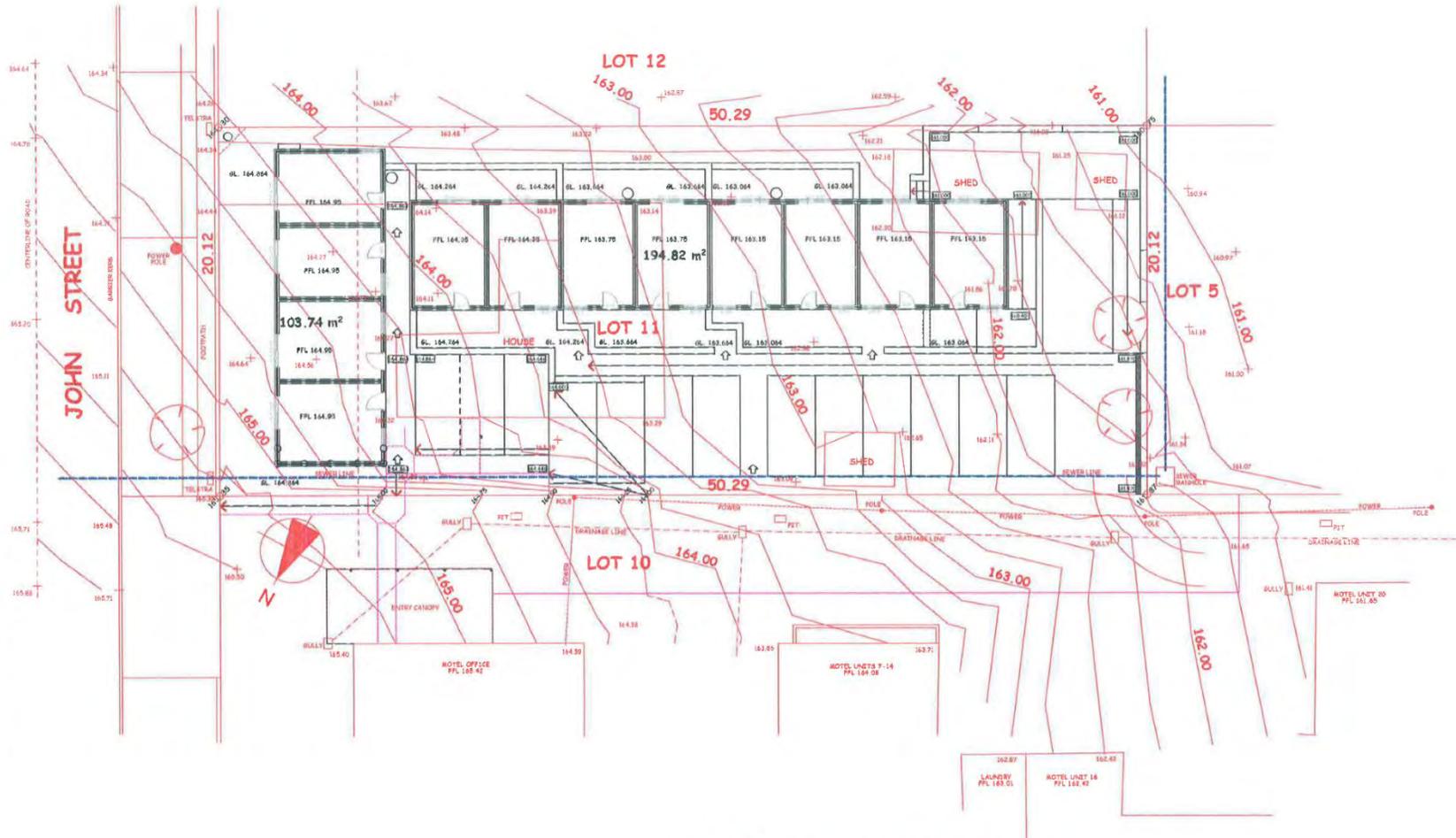
	<b>SAM BUTTO &amp; ASSOCIATES</b>			
	<i>DESIGN CONSULTANTS</i>			
55 DOUGLAS AVE. SOUTH PERTH W.A. 6152 TEL: (08) 9368 1206 . MOB: 0418 941 764. EMAIL: sambutto@gmail.com				
REV	DESCRIPTION			DATE
PROJECT				SHEET No
PROPOSED NORTHAM MOTEL LOT 11 JOHN STREET NORTHAM WA				<b>A-05</b>
DATE	DRAWN	SCALE	PROJECT No.	REV.
APRIL 2016	SB	AS SHOWN		

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

#### ATTACHMENT 6 – SURVEY PLAN



**SITE WITH SURVEY**

1 : 200

A3 SHEET = 1:200 SCALE

**DA DRAWINGS 15-05-16**



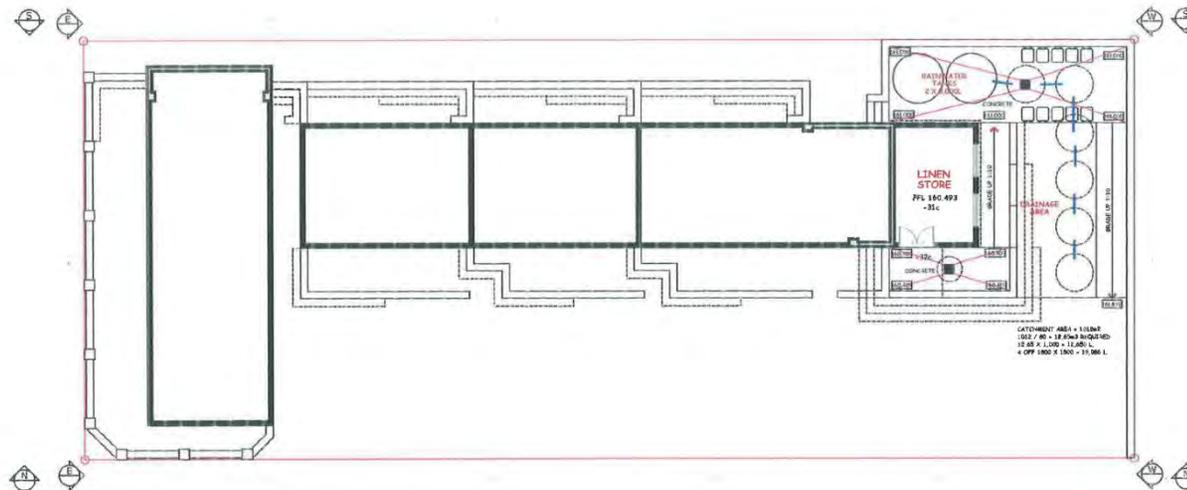
**SAM BUTTO & ASSOCIATES**  
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55 DOUGLAS AVE. SOUTH PERTH W.A. 6152  
TEL: (08) 9368 1206 . MOB: 0418 941 764.  
EMAIL: sambutto@gmail.com

REV.	DESCRIPTION	DATE
PROJECT PROPOSED NORTHAM MOTEL LOT 11 JOHN STREET NORTHAM WA		SHEET No. <b>A-01</b>
DATE APRIL 2016	DRAWN SB	SCALE AS SHOWN
	PROJECT No.	REV

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**ATTACHMENT 7 – UNDERCROFT LEVEL PLAN**



**UNDERCROFT LEVEL**

1 : 200

A3 SHEET = 1:200 SCALE

**DA DRAWINGS 15-05-16**

 <p><b>SAM BUTTO &amp; ASSOCIATES</b> DESIGN CONSULTANTS</p> <p>55 DOUGLAS AVE. SOUTH PERTH W.A. 6152          TEL: (08) 9368 1206 . MOB: 0418 941 764.          EMAIL: sambutto@gmail.com</p>	<b>REV</b>	<b>DESCRIPTION</b>	<b>DATE</b>
	<p>PROJECT  <b>PROPOSED NORTHAM MOTEL</b>  <b>LOT 11 JOHN STREET</b>  <b>NORTHAM WA</b></p>		<p>SHEET No. <b>A-03</b></p>
<b>DATE</b>	<b>DRAWN</b>	<b>SCALE</b>	<b>PROJECT No.</b>
APRIL 2016	SB	AS SHOWN	REV.

# SHIRE OF NORTHAM

## AGENDA

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*Cr U Rumjantsev has declared an "Impartiality" interest in item 13.2.3 - Development Application for Telecommunications Infrastructure – Lot 503 Mount Ommanney Road, Northam as he has known the Directors (owners) of G & S Industries for some 40 years as friends and business people.*

### 13.2.3 DEVELOPMENT APPLICATION FOR TELECOMMUNICATIONS INFRASTRUCTURE – LOT 503 MOUNT OMMANNEY ROAD, NORTHAM

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	A13883/P16076
Officer:	Chadd Hunt / Leigh Ashby
Officer Interest:	Nil
Policy:	<i>Local Planning Scheme No.6 Planning and Development (Local Planning Schemes) Regulations 2015 State Planning Policy 5.2 'Telecommunications Infrastructure'</i>
Voting:	Simple Majority

#### PURPOSE

Council is requested to consider an application for development approval for 'Telecommunications Infrastructure' consisting of a **tower** and cabinet at Lot 503 Mount Ommanney Road, Northam.

This application is being referred to Council as applications for development approval as this type of development may only be refused under delegated authority. The Officer's recommendation is to approve the development application.

#### BACKGROUND

Lot 503 Mount Ommanney Road, Northam is a vacant site and is designated as a Reserve denoted for use of 'Public Purposes' under Local Planning Scheme No.6.

The applicant, being the Shire of Northam, has proposed the construction of a new telecommunications **tower** and cabinet to enhance the safety and security of the community through the use of CCTV as a safety and crime prevention tool. The aim of this project is to improve the current CCTV infrastructure in Northam, which currently uses line of sight between the cameras and the recording/monitoring device located within the Northam Police Station. The proposed tower is a component of Council's successful funding application for the State CCTV Strategy to upgrade the Shire's system to enable all cameras to transmit direct back to the recording/monitoring device via the tower

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The new tower will be approximately 45 metres high and directly adjacent to existing telecommunications infrastructure (same style). The tower will be located 2 metres from the Lot 54 (rear) boundary and 35 metres from Mount Ommanney Road (side) boundary. All vegetation will be cleared within a 3 metre radius from the base of the tower.

The expansion of CCTV infrastructure in Northam is part of a wider plan to address the community safety and crime prevention issues, and the Shire has found that there is a local increase of public interest in the use of CCTV. Improving the CCTV network has been identified as a strategic initiative of the Shire's Community Safety and Crime Prevention Plan to increase community safety.

The key benefits of an improved CCTV system include the following;

- Reduce crime;
- Reduce the fear of crime;
- Improve public safety;
- Aid Police investigations and;
- Create safe and vibrant community public spaces.

## **STATUTORY REQUIREMENTS**

### **LOCAL PLANNING SCHEME NO 6**

Lot 503 Mount Ommanney Road, Northam is designated as a Reserve for 'Public Purposes' under Local Planning Scheme No.6 (the Scheme). The proposed use is described in the zoning table of Local Planning Scheme No.6 as 'Telecommunications Infrastructure'.

It is considered the proposed use and development is consistent with the purpose of the Reserve.

#### Clause 2.3 Use and Development of Local Reserves

The Scheme specifies that in determining an application for development approval the local government is to have due regard to –

- (a) the matters set out in clause 67 of the deemed provisions.
- (b) the ultimate purpose intended for the reserve.

### **STATE PLANNING POLICY 5.2 'TELECOMMUNICATIONS INFRASTRUCTURE' (SPP 5.2)**

SPP 5.2 aims to balance the need for effective telecommunications services and effective roll-out of networks, with the community interest in protecting the visual character of local areas. Using a set of land use planning policy measures, the policy intends to provide clear guidance pertaining to the siting, location and design of telecommunications infrastructure.

An objective of SPP 5.2 is to *“facilitate the provision of telecommunications infrastructure in an efficient and environmentally responsible manner to meet community needs.”*

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The proposal is consistent with the objectives of SPP 5.2.

***SHIRE OF NORTHAM LOCAL PLANNING STRATEGY (2013)***

Under Section 4.6 'Telecommunications' an objective of the Strategy is *"to provide affordable, state of the art and equitable telecommunication services to the Shire in a timely manner that are sensitive to economic, social, environmental and technical conditions and help to maximise opportunities for economic growth and development."*

Further to this, under Section 4.6.5 'Actions' the following point is made:

- *"Work with relevant authorities to have new towers installed in appropriate places to assist in the increased coverage at no cost to the Shire of Northam"*

**PUBLIC CONSULTATION**

Officers gave notice of the application on 7<sup>th</sup> July 2016 to the adjoining land owners in accordance with Local Planning Policy 20 - Advertising of Planning Proposals. Adjoining land owners had 14 days (21<sup>st</sup> July 2016) to make a submission to the Shire on the application.

**BUDGET IMPLICATIONS**

The project is funded by the State CCTV Strategy Infrastructure Fund which is a State Government initiative.

Council has allocated an amount of \$235,000 (with a corresponding grant of \$220,146\_ which will be utilised for this development.

**OFFICER'S COMMENT**

Approval of the application will significantly improve the current CCTV infrastructure in the Shire of Northam, and prepare for the State CCTV Strategy to connect the Shire's system.

*Siting*

The **tower** will be sited close to other existing telecommunications infrastructure and is located approximately 570m from the nearest existing residential property and approximately 1.5km from the Northam townsite. It should be noted that the adjoining Lot 9000 Mt Ommaney Road and Lot 53 Mt Ommaney Road have the potential for large numbers of residential dwellings which would be located in proximity to the subject site. However, it is the Officer's opinion that the location of the proposed development is considered ideal as it would allow a clear line of sight from the tower on Mount Ommaney to the majority of the town.

*Design*

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Following further detailed assessment by an independent telecommunications company it has been recommended that both the type of infrastructure and the height be modified to what was originally proposed. It is recommended that a tower structure (similar to that adjoining the proposed site) of up to 45 metres in height will give Council the best long term outcome. The consultant in the report has estimated that the existing tower structure is approximately 45 metres in height however staff are of the opinion the tower is likely to be 30 metres in height.

The proposal is consistent with the objectives of the Shire's Local Planning Scheme No.6, Local Planning Strategy and SPP 5.2. In light of the information above, it is recommended that Council resolve to approve the application for a telecommunications tower and cabinet at Lot 503 Mount Ommanney Road, Northam.

### RECOMMENDATION

That Council approve the development application (P16076) for a telecommunications tower and cabinet at Lot 503 Mount Ommanney Road, Northam subject to the following conditions:

### GENERAL CONDITIONS

1. The development hereby permitted must substantially commence within two years from the date of this determination notice.
2. The development hereby permitted taking place in accordance with the approved plans dated 17/08/2016.
3. The tower structure is permitted to be a maximum of 45m above natural ground level.

### ADVICE NOTES

**NOTE 1:** If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.

**NOTE 2:** Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.

**NOTE 3:** If an applicant is aggrieved by this determination there is a right of appeal under the *Planning and Development Act 2005*. An appeal must be lodged with the State Administrative Tribunal within 28 days of the determination.

**NOTE 4:** A Building Permit being obtained prior to the commencement of any building works and an Occupancy Permit is to be obtained prior to the use of the building.

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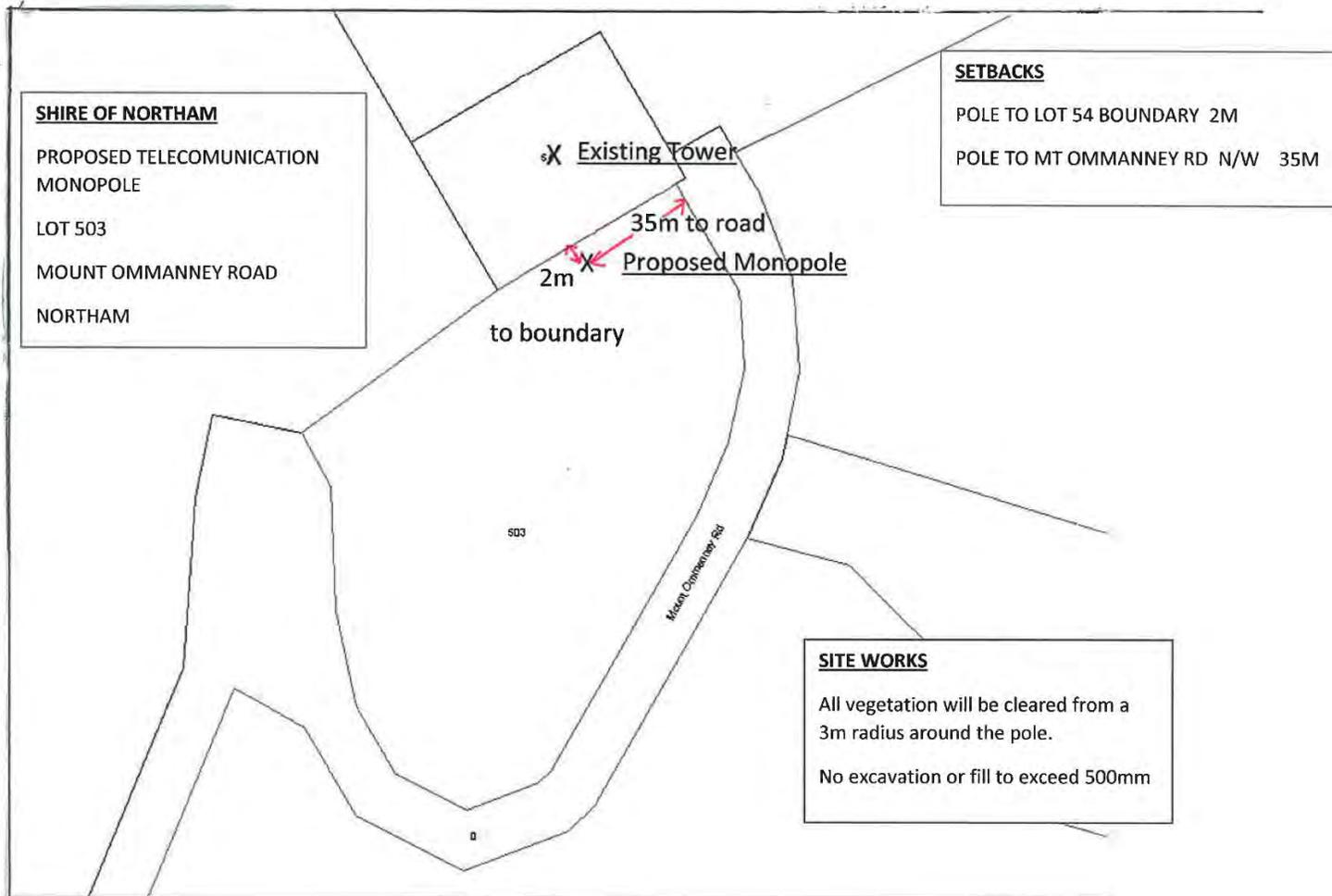
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**NOTE 5:** In regard to Condition 3, amended plans are required to be submitted and approved by the Executive Manager of Development Services if it is discovered that the monopole structure is required to be higher than 25m as shown on plans the submitted due to technical requirements.

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**ATTACHMENT 1 – SITE PLAN**





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**13.2.4 DEVELOPMENT APPLICATION P16057 FOR A REMOTE ADVERTISING SIGN ON LOT 4 NO.6349 GREAT EASTERN HIGHWAY, BURLONG**

Name of Applicant:	Pinnacle Planning
Name of Owner:	Cachalot Nominees Pty Ltd
File Ref:	A595/P16057
Officer:	Chadd Hunt / Courtney Wynn
Officer Interest:	Nil
Policy:	<i>Local Planning Scheme No.6 Planning and Development (Local Planning Schemes) Regulations 2015</i>
Voting:	Simple Majority

**PURPOSE**

Council has received a request to consider revised Development Application P16057 for a remote advertising sign which was refused on 13<sup>th</sup> July 2016 under Delegated Authority from Council in accordance with advice received from Main Roads Western Australia. The applicant has since submitted a Traffic Impact Statement and an amended plan which proposes to relocate the sign a further 100m south-west. It is on this basis, that the applicant is now seeking approval. This application is being referred to Council for consideration as variations to Local Planning Policy 16 - Advertising Signage are also proposed.

**BACKGROUND**

Lot 4 No.6349 Great Eastern Highway, Burlong is located on the northern side of Great Eastern Highway approximately 1.7km from the Mitchell Avenue intersection with Great Eastern Highway. The lot is zoned 'Rural' under Local Planning Scheme No.6 and is used for agricultural purposes.

The applicant acting on behalf of their client is proposing a double sided, 8.35m wide by 4.25m high sign billboard/hoarding style sign which is also considered to be a remote sign under Local Planning Policy 16 - Advertising Signage (LPP16). The sign has two double sided panels for advertising content which will be visible to motorists on Great Eastern Highway, the larger panel has a surface area of 12.9m<sup>2</sup> on each side while the smaller panel has a surface area of 4.17m<sup>2</sup> on each side (see Appendices).

The sign proposes the following variations to Local Planning Scheme No.6;

- The proposed sign is located 250m away from the site of a previously approved existing advertising in sign in lieu of 500m.
- The sign has a maximum height of 4.25m above natural ground level in lieu of 4m.
- The sign has a maximum width of 8.35m in lieu of 8m.

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**STATUTORY REQUIREMENTS**

**LOCAL PLANNING SCHEME NO 6**

The proposed sign requires development approval because remote signage is not exempted under Schedule 5 - Exempted Advertisements under Local Planning Scheme No.6. Therefore the application is required to be assessed against Local Planning Policy 16 - Advertising Signage.

**LOCAL PLANNING POLICY 16 - ADVERTISING SIGNAGE**

Under LPP16, the proposed sign is considered to be a 'Remote Sign' which is defined as follows;

*“Remote Sign” means a sign located on private property but not directly related to the business being carried out on the property.*

LPP16 lists the following design and location criteria for remote signs;

**9. Remote Signs**

- 9.1 *Remote signs are not permitted unless the Shire has granted approval in accordance with this policy.*
- 9.2 *Remote signs may be considered on property fronting Great Eastern Highway where these are located in accordance with Table 1 of this policy.*
- 9.3 *The Shire may require that any proposed remote sign be designed so as to incorporate multiple infills, modules or sections for the promotion of multiple businesses and services.*
- 9.4 *Remote signs that are located in accordance with Table 1 shall:*
  - a) *Be associated with a tourist related business or a business that provides goods or services to the travelling public that has been approved by the Shire;*
  - b) *Not adversely affect the character or amenity of the area;*
  - c) *Be erected within private property in a location approved by the Shire and Main Roads WA;*
  - d) *Be located not less than 500m from any other remote sign;*
  - e) *Be oriented in the direction of passing traffic and may be double-sided;*
  - f) *Not be located within a gazetted town site;*
  - g) *Have maximum total sign height of 4.0m;*
  - h) *Have maximum total sign width of 8.0m; and*
  - i) *Have no movable parts, reflective surfaces, flashing lights, or other design features that the Shire or Main Roads WA consider to be a distraction to road users.*

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9.5 *Remote signs that do not comply with Table 1 or clause 10.2 may be considered when these are in accordance with an approved signage strategy.*

9.6 *The Shire will maintain a Remote Signage Register of signs approved in accordance with this Policy.*

**11. Signs in Proximity to State Controlled Roads**

11.1 *All signs on or in the vicinity of a State Road, other than types exempt under the Main Roads (Control of Advertisements) Regulations 1996, or types that can be approved by the Shire under delegation, require the approval of MRWA.*

11.2 *All signs on or in the vicinity of a State road are to comply with the specifications as set by MRWA.*

11.3 *In assessing an application for signage under delegation from MRWA, the Shire may refer the application to MRWA for assessment and comment.*

**TABLE 1: REMOTE SIGNAGE ON GREAT EASTERN HIGHWAY**

Location along Great Eastern Highway	Maximum sign density	Sign Content
From 500m to the south of the intersection with Mitchell Avenue up to 3km to the south of Mitchell Avenue intersection	6 signs in 2.5km of road length	<ul style="list-style-type: none"> <li>• Businesses providing goods and services to the travelling public located within the Northam townsite;</li> <li>• Events, community and tourism services located within the Northam local government area</li> </ul>

**MAIN ROADS WESTERN AUSTRALIA POLICY AND APPLICATION GUIDELINES FOR ADVERTISING SIGNS**

Main Roads Western Australia Policy and Application Guidelines for advertising signs within and beyond state road reserves provides guidance on the assessment and approval of applications to display roadside advertising within State road reserves and also where the signage will be visible from State roads to ensure that signage does not pose a safety hazard to road users and does not adversely impact on the visual amenity of the roadside environment and surrounding areas.

This application was required to be referred to MRWA for advice, who have advised that the sign's location was not supported by Main Roads Western Australia due to the following reasons;

1. *Adjacent to significant westbound overtaking lane termination, which is a merging point and can be considered a place where extra care is required as per MRWA advertising policy;*
2. *Lot 4(6349) Great Eastern Highway has frontage to a section of Main Roads WA declared Control of Access;*
3. *Adjacent to a school bus bay;*
4. *Immediately west of crest;*
5. *In proximity to previous crash events;*
6. *Adjacent to concealed driveways;*

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It should be noted that a proponent is required to submit a separate application to Main Roads following the grant of development approval of the local government in the case that approval is granted.

**PUBLIC CONSULTATION**

No public consultation was required to be undertaken in regard to this application.

**CONFORMITY WITH COMMUNITY STRATEGIC PLAN**

OBJECTIVE E2: Facilitate further development of regional tourism.  
OBJECTIVE P1: Promote a diverse mix of development opportunities.  
OBJECTIVE P2: Accessible and legible communities.

**BUDGET IMPLICATIONS**

There are no direct financial / budgetary implications for the Shire of the recommendations of this report, however, it should be noted that the Shire may incur legal and State Administrative Tribunal fees in the event the applicant / landowner is aggrieved by this determination and elects to seek a review under Part 14 of the *Planning and Development Act 2005*.

**OFFICER'S COMMENT**

As outlined under the 'Background' section of this report there are three (3) variations to the Scheme which impact the proposal. Each of these variations is outlined and discussed below along with the concerns raised by Main Roads in relation to this proposal.

*Safety Concerns*

In response to the concerns raised by Main Roads, the proponent engaged a suitably qualified traffic engineer to prepare a Traffic Impact Assessment (Refer to Appendices). This report has resulted in the relocation of the proposed sign to approximately 110m further West from the end of the west bound overtaking merge lane to ensure that the sign will not cause distraction to motorists whilst merging or overtaking.

The report also suggests that the proposed sign would not result in detrimental impact to the safety of bus passengers using the bus stop located on the southern side of the highway due to the existing width of the road and distance between the bus stop and the signs location. The report also investigated the causes of previous crash incidents which occurred in proximity to the proposed sign's location. This investigation revealed that there were no particular pre-existing safety issues which would be exacerbated by the proposed advertising sign.

Safety measures have also been taken into account in regard to the design of the sign. The proposed sign does not involve any movable components, illumination or flashing

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lights. The sign has been located on private property and appropriately setback from the road reserve so as to not cause obstruction. The Shire will retain some control over the content of the sign to ensure that the content of the sign will not be offensive or detracting content. This has been included as a recommended condition of approval.

The Shire's Engineering Services Department has reviewed the design of the sign and the traffic impact assessment and have noted that the findings appear to be in order. It should also be noted that it is the decision of MRWA as to whether or not the findings are acceptable or not as the road is under the jurisdiction of MRWA.

*Dimensions of the sign*

It is considered by Officers that the proposed variation to the maximum permitted dimensions which are an additional 25cm to the height of the sign and an additional 35cm to the width of the sign. The reason given for the variation is that the sign dimensions are in accordance with the industry standard for these types of remote hoarding signs. The proposed variation has been considered by Officers to be minor, the proposed variation would not be obvious when viewed by passing motorists.

*Proximity of the sign to another sign*

The proposed sign is located approximately 250m from the site of a previously approved sign located on the southern side of the highway on Lot 1 Fox Road, Burlong. LPP16 states that remote sign should be spaced apart a minimum of 500m from another remote sign. The proposed sign location has been selected based on the safety concerns raised by MRWA. It is considered that the proximity of the proposed sign to the existing sign is acceptable as the proposed sign is located on the opposite side of the road and because it is the Officers opinion that the safety of road users should take precedent.

*Conclusion*

Following the submission of the traffic impact assessment, it is considered that the proponent has adequately addressed the safety concerns raised by MRWA and that the sign is consistent with the Shire's Local Planning Policy 16 requirements for remote signage. It should also be noted that should approval be granted, the proponent will still be required to obtain the written approval from MRWA. It is therefore recommended that Council resolve to approve the application.

**RECOMMENDATION**

**That Council grant a time limited approval the development application (P16057) for a Remote Advertising Sign on Lot 4 No.6349 Great Eastern Highway, Burlong subject to the following conditions:**

**GENERAL CONDITIONS**

- 1. The development approval is valid for three (3) years from the date of approval and will expire on 17/08/2019 unless an extension is granted by Council.**

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2. The development hereby permitted must substantially commence within twelve months from the date of this determination notice.
3. The development hereby permitted taking place in accordance with the approved plans dated 17/08/2016.
4. The sign hereby permitted shall not contain any flashing or moving light at any time.
5. The content of the sign is limited to advertisements associated with approved tourist related businesses or an approved business that provides goods or services to the travelling public.
6. The content of the sign must not be altered or erected without the written consent of the local government.
7. The sign is to have no movable parts, reflective surfaces, flashing lights or other design features that the local government considers to be a distraction to road users.

### CONDITIONS REQUIRING ONGOING COMPLIANCE

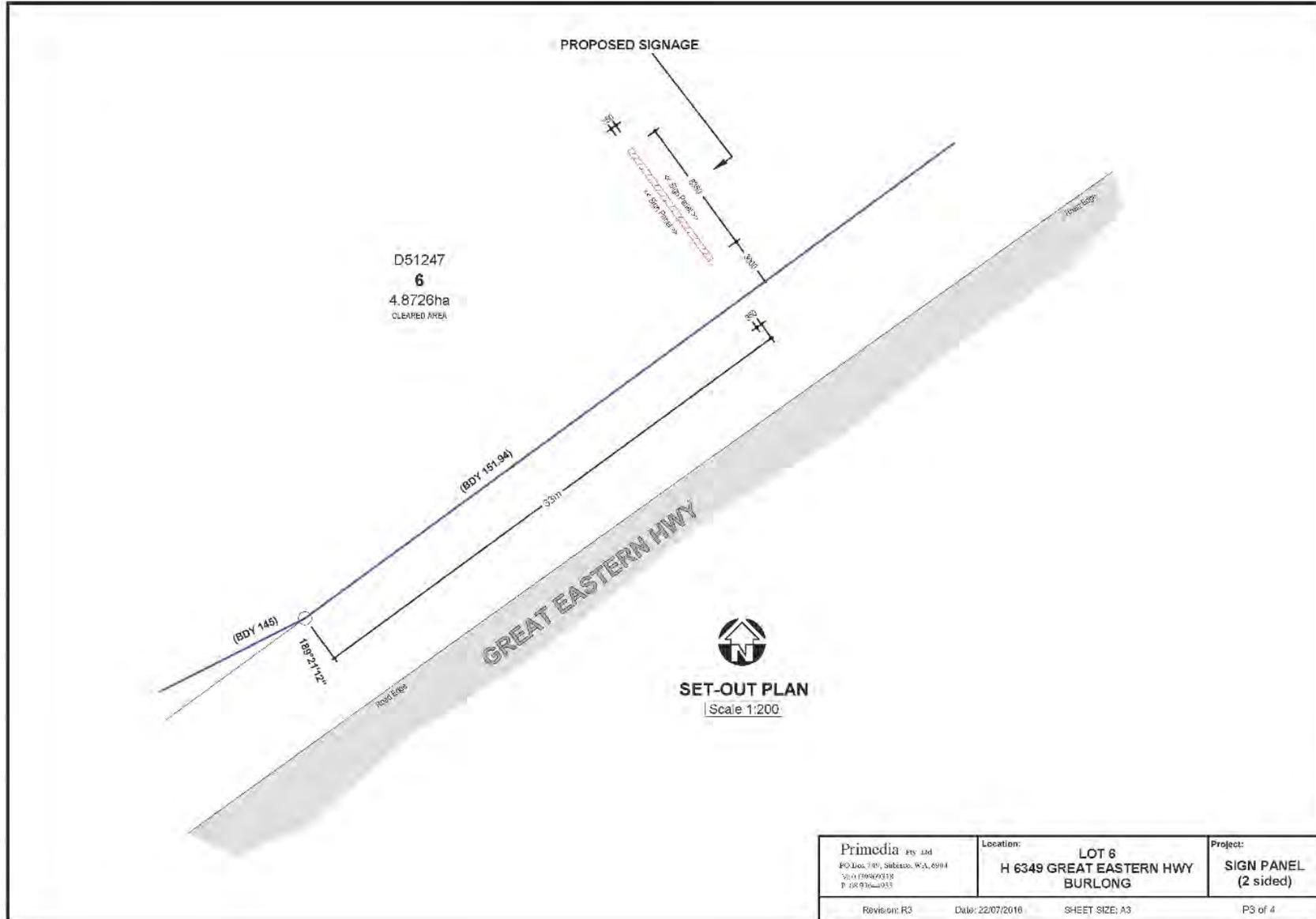
8. The sign is to be maintained in good condition to the satisfaction of the local government. Should the sign fall into disrepair or become unsightly the local government may require its immediate removal.

### ADVICE NOTES

- NOTE 1: If the development the subject of this approval is not substantially commenced within a period of twelve months, the approval shall lapse and be of no further effect.
- NOTE 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- NOTE 3: If an applicant is aggrieved by this determination there is a right of appeal under the *Planning and Development Act 2005*. An appeal must be lodged with the State Administrative Tribunal within 28 days of the determination.
- NOTE 4: A Building Permit being obtained prior to the commencement of any works.
- NOTE 5: In relation to Condition 1, prior to the date of expiry, the applicant has the option to request that the local government review the sign at which time Council may grant an extension to the term of the approval.
- NOTE 6: Prior to the erection of the sign permitted by this approval, the applicant is required to obtain the consent and approval of Main Roads WA.
- NOTE 7: Traffic signal colours must not be used in the content of the sign.

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**ATTACHMENT 1 – SITE PLANS**

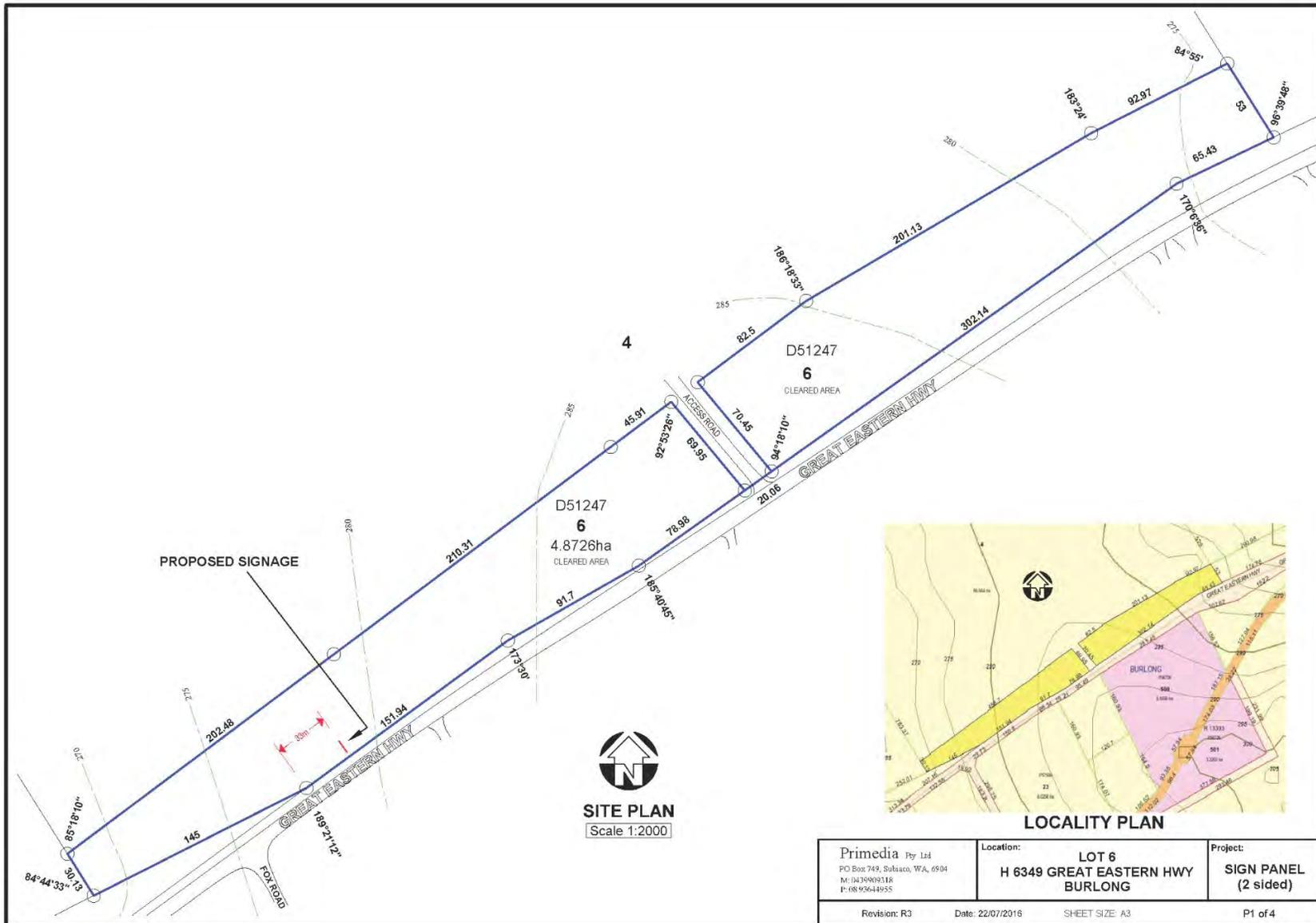




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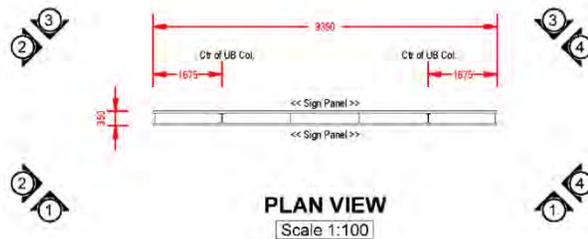
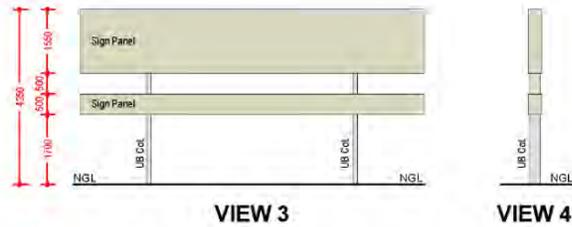
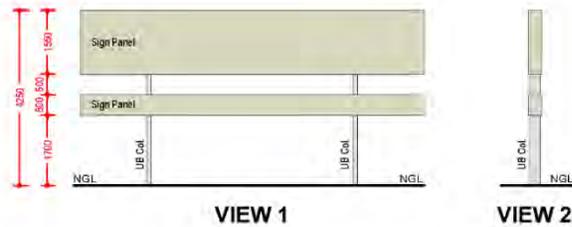


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#### ATTACHMENT 2 - ELEVATIONS



Primedia Pty Ltd PO Box 749, Seabro, WA, 6904 M: 0859892318 P: 0893544055	<b>Location:</b> <b>LOT 6</b> <b>H 6349 GREAT EASTERN HWY</b> <b>BURLONG</b>	<b>Project:</b> <b>SIGN PANEL</b> <b>(2 sided)</b>
Revision: R3	Date: 22/07/2016	SHEET SIZE: A3
P4 of 4		

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**ATTACHMENT 3 – EXAMPLE SIGNS**



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61 York Street  
Subiaco WA 6008  
P.O.Box 42 Subiaco WA 6904  
Phone: +61 (08) 9382 4199  
Fax: +61 (08) 9382 4177  
Email: admin@transcore.net.au



transport planning • traffic engineering • transport modelling  
TRANSCORE PTY LTD ACN 094 951 318 ABN 19 094 951 318

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29 July 2016

Pinnacle Planning  
Ground Floor  
57 Havelock Street  
WEST PERTH WA 6005

Attention: Ben Carter

Dear Ben,

**RE: Lot 3 (6349) Great Eastern Highway, Burlong – Proposed Advertising Sign**

Transcore has been engaged by Matzin Capital to provide traffic engineering and road safety advice regarding an application for planning approval for the installation of signage at Lot 3 (6349) Great Eastern Highway, Burlong (the site).

The advertising sign is proposed to be erected on the northern side of Great Eastern Highway as detailed in Figure 1, and will be visible to motorists travelling in both directions of traffic flow on Great Eastern Highway. The site appears to be mostly vacant and is surrounded by rural bushland.

The application for the proposed advertising sign was submitted to the Shire of Northam. Based on advice provided to Transcore, Main Roads WA as a referral agency have indicated that they are unlikely to support the proposal. The key potential issues identified by Main Roads WA included:

- *The sign is adjacent to a westbound overtaking lane termination, which is a merging point and can be considered a place where extra care is required as per MRWA advertising policy;*
- *The subject Lot has frontage to a section of Main Roads WA declared control of access road;*
- *The sign is adjacent to a school bus bay; and,*
- *The sign is in proximity to previous crash events.*

Transcore has been engaged to review the proposed advertising sign location and provide a response to the potential issues identified by Main Roads WA.

A description of the proposed advertising sign, review of relevant Main Roads WA policy and safety assessment are detailed in this letter under the following headings.

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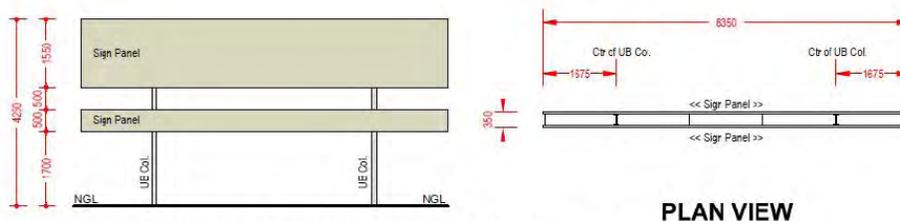
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**Figure 1: Indicative Sign Location**

#### Proposed Advertising Sign

The proposed advertising sign entails two panels. The top panel measures 1.55m in height and the bottom panel measure 0.5m in height. Both panels measure 8.35m in width. The panel areas measure 13m<sup>2</sup> and 4m<sup>2</sup> respectively. The bottom sign panel will be erected 1.7m above ground level, as shown in Figure 2.



**Figure 2: Proposed Advertising Sign Measurements**

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The proposed sign will feature the following specifications:

- The device will feature static advertising and will not be an electronic display;
- The device will be illuminated through an external light source at night; and,
- The device will not cycle through advertisements, and hence dwell time is not a relevant factor.

Detailed advertising sign layout plans and dimensions are included in Appendix A.

#### **Main Roads WA Roadside Advertising Guidelines**

Revision 4 of the Main Roads WA '*Roadside Advertising Guide*' (the Guidelines), dated July 2015, provides guidance on the assessment and approval of roadside advertising signs located within State road reserves, or visible from State road reserves.

Section 2.3 of the Guidelines states that "*These guidelines apply to all gazetted highways and main roads ("State roads") controlled by Main Roads Western Australia....."*

The proposed advertising sign is located on private property outside the road reserve. However, the sign will be visible to both directions of traffic on Great Eastern Highway, which forms part of the State road network and is a control of access road.

As the proposed advertising sign is visible from a State road reserve, the Main Roads WA roadside advertising guidelines are applicable to the proposed advertising sign.

#### **Location of Sign in Relation to Overtaking Lane**

To address this issue raised by Main Roads WA, the project proponents have relocated the proposed advertising sign away from the merge point for westbound traffic. The sign is now proposed to be located around 110m downstream of the end of the merging zone and will therefore not unduly distract motorists undertaking overtaking and merging manoeuvres.

#### **Control of Access Status of Great Eastern Highway**

It is noted that this section of Great Eastern Highway forms part of the State road network and is a control of access road.

It is Transcore's understanding that the Main Roads WA Roadside Advertising Guidelines are divided into three primary sections:

1. General Conditions for Advertising Devices (Section 3);
2. Conditions for Advertising Signs Within State Road Reserves (Section 4);  
and

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3. Conditions for Advertising Signs Beyond State Road Reserves (Section 5).

The proposed advertising sign is located on private property beyond the State road reserve.

The proposed sign therefore meets the following definition specified in the advertising signs policy:

*'Advertising Sign Beyond State Road Reserves' – means any advertising sign beyond a State road reserve that has advertising content which is reasonably capable of being seen by the driver of a motorised vehicle travelling along a State road.*

Therefore, Sections 3 and 5 of the advertising policy are applicable to the proposed sign.

The Main Roads advertising signs policy only restricts the placement of advertising signs within the road reserve of control of access roads (Section 4 of the policy). As the proposed advertising sign is located outside the road reserve, this restriction is not applicable. Therefore, the location of the proposed advertising sign is compliant with respect to the policy requirements for control of access roads.

**Location of Sign in Relation to School Bus Bay**

The proposed advertising sign is located in close proximity to a school bus bay on Great Eastern Highway.

Review of Main Roads WA traffic count data for Great Eastern Highway east of Berry Brow Road indicates approximately 200 vehicles per hour travelling eastbound on Great Eastern Highway during weekday afternoons. This equates to around 3 vehicles per minute. The relatively low traffic volumes mean that a proposed advertising sign at this location is less likely to result in traffic safety issues for the school bus bay.

Additionally, there is localised road widening at the bus stop which allows buses to stop outside of the eastbound through traffic lane on Great Eastern Highway. As the proposed advertising sign is located west of the bus stop, motorists will view the sign from a distance prior to reaching the bus stop location and therefore no safety impacts are expected.

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#### Location of Sign in Proximity to Previous Crash Events

Transcore reviewed crash data for a 2.6km section of Great Eastern Highway between Trimmer Road and Mitchell Avenue.

The crash data recorded a total of 7 crashes for the 5-year period between 2011 and 2015. Over half of the recorded crashes involved a vehicle hitting an object.

Review of the crash history in the vicinity of the proposed advertising sign location did not identify any particular pre-existing safety issues which would be exacerbated by the proposed advertising sign.

Roadside advertising can provide a welcome mental and visual stimulation on long distance, continuous routes. Driving long distances on rural roads can lead to driver fatigue. A roadside advertising sign in this situation can stimulate motorists and therefore improve focus on the driving task.

Based on these considerations, no significant safety issue is anticipated as a result of the proposed advertising sign.

#### Road Safety Assessment

Transcore has undertaken a review of the proposed advertising sign, with reference to the guidelines set out in the Main Roads WA 'Roadside Advertising Guide'.

The proposed sign is of acceptable dimensions, will be aligned horizontally, is static with no movement and rotation, and will display static advertising messages. No flashing, coloured or pulsating lights will be installed on the sign.

Additionally, the proposed advertising sign does not obstruct or interfere with any traffic control signs or devices, or with the driver's view of hazards as it is located outside the road reserve on private property. The sign does not obstruct road or other infrastructure, traffic, pedestrians, cyclists or other road users.

Other conditions relating to advertising content will be met on a continuous basis through the ongoing adoption of appropriate advertising content. These include:

- ✦ *Advertising content should not imitate a traffic control device, or display a message which may be interpreted as a traffic related instruction;*
- ✦ *No more than 7 words (readable by drivers) should be displayed at any time; and*
- ✦ *No complicated email, social messaging or text messaging instructions should be displayed on the sign.*

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#### Conclusion

This Road Safety Assessment was undertaken by Transcore in regards to the proposed installation of an advertising sign at Lot 3 (6349) Great Eastern Highway, Burlong.

The application for the proposed advertising sign was submitted to the Shire of Northam. Main Roads WA as a referral agency have indicated that they are unlikely to support the proposal due to a number of potential issues.

Transcore has undertaken a safety assessment which considered the key issues identified by Main Roads WA.

The proposed advertising sign location has been adjusted to be approximately 110m downstream of the end of the westbound overtaking facility on Great Eastern Highway, to address Main Roads WA concerns.

Review of the Main Roads WA roadside advertising policy confirms that no signs are permitted within the road reserve of control of access roads. Accordingly, the proposed advertising sign is located on private property outside the road reserve. The location of the proposed advertising sign beyond the road reserve conforms to the Main Roads advertising signs policy.

The location of the proposed sign in proximity to an existing school bus bay is unlikely to cause road safety issues. There are relatively low traffic volumes on Great Eastern Highway in this vicinity during weekday afternoons. Additionally, the bus stop entails localised road widening and a bus embayment. Buses stop outside the through traffic lane on Great Eastern Highway which further improves safety at this location.

Review of crash history on Great Eastern Highway in the vicinity of the proposed sign location indicates only 7 crashes in the last 5 years. Therefore, no particular safety issues are apparent which would be exacerbated by the proposed sign.

The proposed advertising sign is fixed with no movement or rotation, and will display a single advertising message. No flashing lights or internal illumination will be displayed and the advertising messages will be static.

Additionally, the proposed advertising sign does not obstruct or interfere with any traffic control signs or devices, or with the driver's view of hazards as it is located outside the road reserve on private property. The sign does not obstruct road or other infrastructure, traffic, pedestrians, cyclists or other road users.

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I trust the information contained in this letter report satisfactorily addresses the issues raised by Main Roads WA, however should you require any further assistance, please do not hesitate to contact the undersigned.

Yours sincerely,



**Paul Ghantous**  
Senior Traffic & Transport Engineer

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**Appendix A**

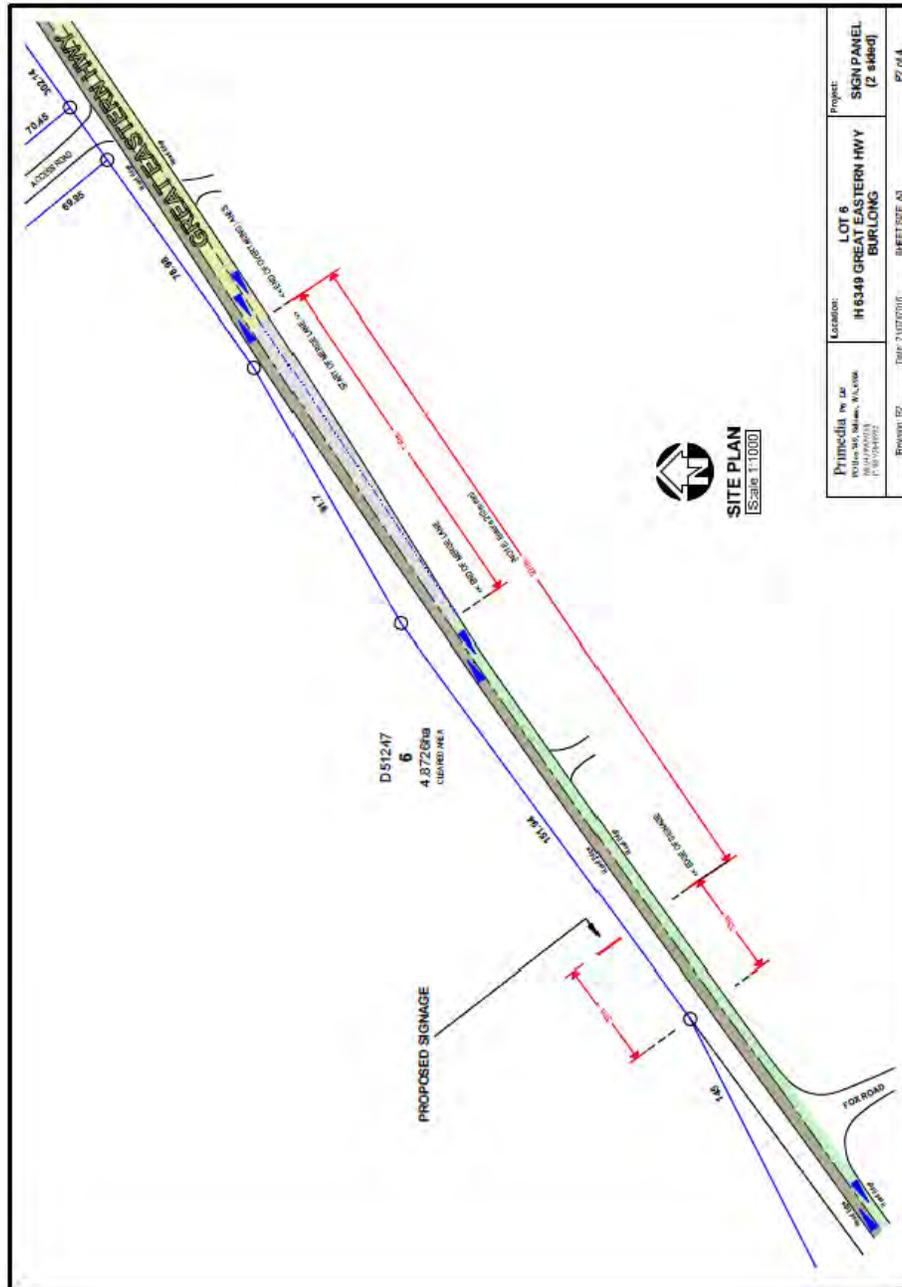
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**PROPOSED SIGN PLANS**

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

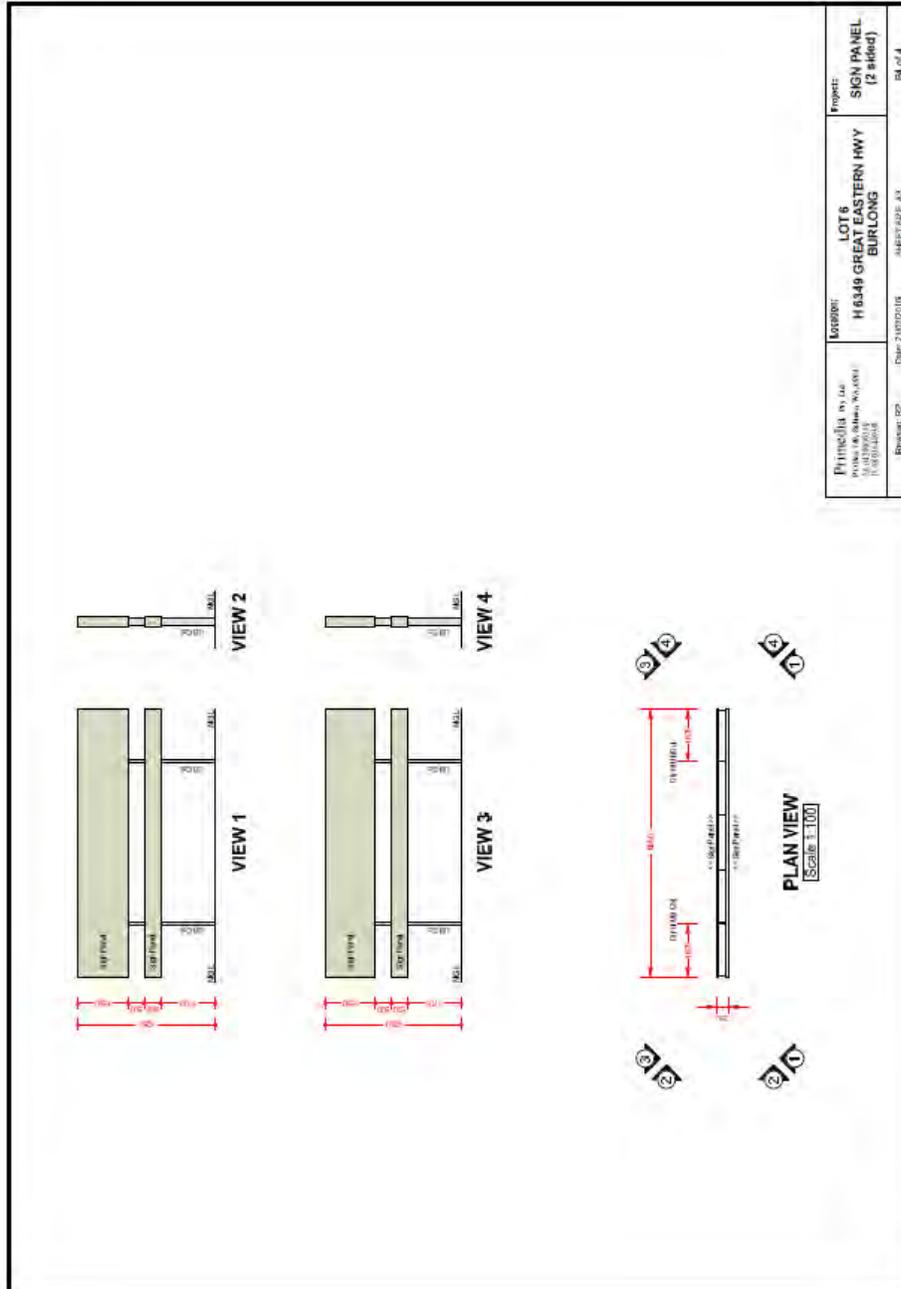




# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

### 13.2.5 REVIEW AND REQUEST TO EXTEND TEMPORARY DEVELOPMENT APPROVAL P1409 FOR A REMOTE ADVERTISING SIGN ON LOT 24 FOX ROAD, BURLONG

Name of Applicant:	Pinnacle Planning
Name of Owner:	Edna Bignell
File Ref:	A1659/P1409
Officer:	Chadd Hunt / Courtney Wynn
Officer Interest:	Nil
Policy:	<i>Local Planning Scheme No.6 Planning and Development (Local Planning Schemes) Regulations 2015</i>
Voting:	Simple Majority

#### PURPOSE

Council is requested to review a remote advertising sign which was granted a temporary three (3) year development approval by Council on 29<sup>th</sup> March 2012 in accordance with Condition 10 which states the following;

- 10. This approval is valid for a period of three (3) years at which time it must be reviewed by Council.*

Council is also requested to consider extending the development approval for the sign for an additional three (3) years.

#### BACKGROUND

Lot 24 Fox Road, Burlong also has frontage to the southern side of Great Eastern Highway is approximately 2.2km from the Mitchell Avenue intersection with Great Eastern Highway. The lot is zoned 'Rural' under Local Planning Scheme No.6. If the Council resolves to extend the term of approval of the sign, the sign will be erected in the same position on Lot 24 Fox Road.

The sign is a doubled sided billboard/hoarding style sign which is also considered to be a remote sign under Local Planning Policy 16 - Advertising Signage (LPP16). The sign has a 2m clearance above natural ground level, with a dimension of 8.3m X 2.2m resulting in a surface area of 18.26m<sup>2</sup> of advertising content on each side of the sign. Currently the sign contains advertisements for a RAC road safety campaign and Toyota.

In 2012, following consultation with Main Roads Western Australia, the original development application was referred to Council for consideration at its Ordinary Council Meeting held 21<sup>st</sup> March 2012 where Council resolved the following;

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1. *All development being in accordance with the approved plans.*
2. *A sign licence application being submitted to and approved by the Shire's building department prior to installation.*
3. *The signage to be erected on private property and at a distance outside the eleven (11) metre clear zone measured from the edge line of the great eastern highway carriageway.*
4. *The signage being maintained to the satisfaction of the Local Government. Should the sign fall into disrepair or become unsightly, the local government may require its replacement or removal.*
5. *The signage not exceeding a maximum total height of six (6) metres.*
6. *The erection of the signage is subject to approval from Main Roads Western Australia.*
7. *A building application is required prior to the erection of the advertising sign. Such application to be accompanied by a certificate from a structural engineer certifying that the structure is in all respects of sufficient strength to support the sign, under all conditions, and that the sign is itself of structurally sound design.*
8. *An annual fee in accordance to the third schedule of the by-law relating to signs, hoardings and bill posting, must be paid prior to erection of the advertising sign.*
9. *Council officers to authorise all advertising and changes thereto prior to appearance on the advertising sign.*
10. *This approval is valid for a period of three (3) years at which time it must be reviewed by council.*

Following the planning approval granted in 2012, Council adopted Local Planning Policy 16 - Advertising Signage. As part of the review of this sign, the sign was assessed against the requirements for a 'Remote Sign' and found pose the following variations to Local Planning Scheme No.6;

- The sign has a maximum height of 4.25m above natural ground level in lieu of 4m.
- The sign has a maximum width of 8.3m in lieu of 8m.

## **STATUTORY REQUIREMENTS**

### **LOCAL PLANNING SCHEME NO 6**

The proposed sign requires development approval because remote signage is not exempted under Schedule 5 - Exempted Advertisements under Local Planning Scheme No.6. As part of the review of the sign is required to be assessed against Local Planning Policy 16 - Advertising Signage.

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**LOCAL PLANNING POLICY 16 - ADVERTISING SIGNAGE**

Under LPP16, the proposed sign is considered to be a 'Remote Sign' which is defined as follows;

***"Remote Sign"** means a sign located on private property but not directly related to the business being carried out on the property.*

LPP16 lists the following design and location criteria for remote signs;

**9. Remote Signs**

- 9.1 *Remote signs are not permitted unless the Shire has granted approval in accordance with this policy.*
- 9.2 *Remote signs may be considered on property fronting Great Eastern Highway where these are located in accordance with Table 1 of this policy.*
- 9.3 *The Shire may require that any proposed remote sign be designed so as to incorporate multiple infills, modules or sections for the promotion of multiple businesses and services.*
- 9.4 *Remote signs that are located in accordance with Table 1 shall:*
  - a) *Be associated with a tourist related business or a business that provides goods or services to the travelling public that has been approved by the Shire;*
  - b) *Not adversely affect the character or amenity of the area;*
  - c) *Be erected within private property in a location approved by the Shire and Main Roads WA;*
  - d) *Be located not less than 500m from any other remote sign;*
  - e) *Be oriented in the direction of passing traffic and may be double-sided;*
  - f) *Not be located within a gazetted town site;*
  - g) *Have maximum total sign height of 4.0m;*
  - h) *Have maximum total sign width of 8.0m; and*
  - i) *Have no movable parts, reflective surfaces, flashing lights, or other design features that the Shire or Main Roads WA consider to be a distraction to road users.*
- 9.5 *Remote signs that do not comply with Table 1 or clause 10.2 may be considered when these are in accordance with an approved signage strategy.*
- 9.6 *The Shire will maintain a Remote Signage Register of signs approved in accordance with this Policy.*

**11. Signs in Proximity to State Controlled Roads**

- 11.1 *All signs on or in the vicinity of a State Road, other than types exempt under the Main Roads (Control of Advertisements) Regulations 1996, or types that*

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*can be approved by the Shire under delegation, require the approval of MRWA.*

*11.2 All signs on or in the vicinity of a State road are to comply with the specifications as set by MRWA.*

*11.3 In assessing an application for signage under delegation from MRWA, the Shire may refer the application to MRWA for assessment and comment.*

**TABLE 1: REMOTE SIGNAGE ON GREAT EASTERN HIGHWAY**

<b>Location along Great Eastern Highway</b>	<b>Maximum sign density</b>	<b>Sign Content</b>
From 500m to the south of the intersection with Mitchell Avenue up to 3km to the south of Mitchell Avenue intersection	6 signs in 2.5km of road length	<ul style="list-style-type: none"> <li>• Businesses providing goods and services to the travelling public located within the Northam townsite;</li> <li>• Events, community and tourism services located within the Northam local government area</li> </ul>

Another sign is currently proposed to be located in the vicinity of this sign on Lot 4 Great Eastern Highway and is subject to a separate agenda item.

**MAIN ROADS WESTERN AUSTRALIA POLICY AND APPLICATION GUIDELINES FOR ADVERTISING SIGNS**

Main Roads Western Australia Policy and Application Guidelines for advertising signs within and beyond state road reserves provides guidance on the assessment and approval of applications to display roadside advertising within State road reserves and also where the signage will be visible from State roads to ensure that signage does not pose a safety hazard to road users and does not adversely impact on the visual amenity of the roadside environment and surrounding areas.

It should be noted that a proponent is required to submit a separate application to Main Roads following the grant of development approval of the local government in the case that approval is granted.

**PUBLIC CONSULTATION**

No public consultation was required to be undertaken in regard to this application.

**CONFORMITY WITH COMMUNITY STRATEGIC PLAN**

- OBJECTIVE E2: Facilitate further development of regional tourism.
- OBJECTIVE P1: Promote a diverse mix of development opportunities.
- OBJECTIVE P2: Accessible and legible communities.

**BUDGET IMPLICATIONS**

There are no direct financial / budgetary implications for the Shire of the recommendations of this report.

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**OFFICER'S COMMENT**

As part of the review of this sign, Officers took into consideration whether or not any complaints had been received, the appearance of the sign, the level of maintenance in which the proponent afforded the sign, safety matters and whether or not the sign complied with the requirements of the Shire's Local Planning Policy 16 - Advertising Signage.

Following an investigation of Shire records it was determined that no complaints from the general public had been received in relation to the sign over the three year term of approval. The proponent has consulted with the Shire prior to changing the content of the sign and maintained the sign to an acceptable standard.

In January 2013, as part of the MRWA approval process for the sign, MRWA conducted a safety audit which found that the location of the sign does not pose a risk to the safety of traffic on Great Eastern Highway Attachment 2).

The sign does proposed two minor variations to Local Planning Policy 16 in relation to the dimensions of the sign. However, it is considered by Officers that the proposed variation to the maximum permitted dimensions which are an additional 25cm to the height of the sign and an additional 30cm to the width of the sign.

The reason given for the variation is that the sign dimensions are in accordance with the industry standard for these types of remote hoarding signs. The proposed variation has been considered by Officers to be minor, the proposed variation would not be obvious when viewed by passing motorists. This variation is consistently being requested by proponents of advertising signage applications and will therefore be taken into consideration during the next review of the Policy.

Based on the review that was undertaken, it is recommended that Council grant a time limited three year extension to development approval P1409 subject to conditions.

**RECOMMENDATION**

**That Council grant a time limited extension to the term of the development approval (P1409) for a Remote Advertising Sign on Lot 1 No.24 Fox Road, Burlong subject to the following conditions:**

**GENERAL CONDITIONS**

- 1. The development approval is valid for three (3) years from the date of approval and will expire on 17/08/2019 unless an extension is granted by Council.**
- 2. The development hereby permitted must substantially commence within 12 months from the date of this determination notice.**

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3. The development hereby permitted taking place in accordance with the approved plans dated 17/08/2016.
4. The sign hereby permitted shall not contain any flashing or moving light at any time.
5. The content of the sign is limited to advertisements associated with tourist related businesses or a business that provides goods or services to the travelling public that has been approved by the Shire.
6. The content of the sign must not be altered or erected without the written consent of the local government.
7. The sign is to have no movable parts, reflective surfaces, flashing lights or other design features that the local government considers to be a distraction to road users.

### CONDITIONS REQUIRING ONGOING COMPLIANCE

8. The sign is to be maintained in good condition to the satisfaction of the local government. Should the sign fall into disrepair or become unsightly the local government may require its immediate removal.

### ADVICE NOTES

- NOTE 1:** If the development the subject of this approval is not substantially commenced within a period of 12 months, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.
- NOTE 2:** Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- NOTE 3:** If an applicant is aggrieved by this determination there is a right of appeal under the *Planning and Development Act 2005*. An appeal must be lodged with the State Administrative Tribunal within 28 days of the determination.
- NOTE 4:** A Building Permit being obtained prior to the commencement of any works.
- NOTE 5:** In relation to Condition 1, prior to the date of expiry, the applicant has the option to request that the local government review the sign at which time Council may grant an extension to the term of the approval.
- NOTE 6:** Prior to the erection of the sign permitted by this approve, the applicant is required to obtain the consent and approval of Main Roads WA.
- NOTE 7:** Traffic signal colours must not be used in the content of the sign.

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**ATTACHMENT 1 – MRWA ADVICE**



Enquiries: Melinda Marshall on (08) 9622 4713  
Our Ref: 07/2916-03  
Your Ref: 08/10/12



22 January 2013

Paramount Australia Outdoor Media  
PO Box 682  
BALCATTWA WA 6914

ATTENTION: BEN CARTER

Dear Ben

**GREAT EASTERN HIGHWAY 86.83 SLK  
ERECTED BILLBOARD SIGN – LOT 24 FOX ROAD, BURLONG  
SHIRE OF NORTHAM**

In response to your email correspondence to Melinda Marshall of the 8 October 2012, Main Roads WA (MRWA) provides the following comment.

A safety audit has been undertaken by Shawmac Pty Ltd of the billboard sign, which has been erected on Lot 24 Fox Road, Burlong. Please find enclosed. This safety audit was commissioned by MRWA to determine the risk posed by the location and content of the sign on the safety of traffic on Great Eastern Highway.

At the time of the audit the billboard displayed an advertisement that did pose a risk to the safety of traffic on Great Eastern Highway due to its retro reflective nature and misleading word content. Whilst this particular advertisement has since been replaced, mention of it is being made to highlight the need for careful consideration of the content of displayed advertisements prior to erection.

The audit has found that the location of the sign does not pose a risk to the safety of traffic on Great Eastern Highway, however MRWA has determined that the location may be impacted by future road widening requirements.

In consideration of the above MRWA is willing to grant approval for the sign in accordance with Condition 6 of the Shire of Northam planning approval dated 29 March 2012 subject to the following conditions:

1. Paramount Australia Outdoor Media entering into an agreement with MRWA to bear all costs associated with the removal or relocation of the sign in the event of future road widening, and;
2. Paramount Australia Outdoor Media obtaining authorisation from the Shire of Northam for all changes to the content of the sign prior to appearance, in accordance with Condition 9 of the Shire of Northam planning approval dated 29 March 2012.

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Failure to comply with these conditions will cause this approval to be revoked and a subsequent requirement for the sign to be removed.

If you require other any further information please contact Melinda Marshall on (08) 9622 4713. In reply please quote file reference number 07/2916-03.

Yours faithfully



Michael Hayward  
NETWORK MANAGER

Cc: Shire of Northam

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**ATTACHMENT 2 – MRWA TRAFFIC SAFETY ASSESSMENT**



CONSULTING CIVIL & TRAFFIC ENGINEERS, RISK MANAGERS.



Project:	Review of Advertising Sign – Great Eastern Highway near Fox Road
Client:	Main Roads WA
Job Number:	1212002
Author:	Tony Shaw
Signature:	
Date:	04/12/12

1 ST. FLOOR, 908 ALBANY HIGHWAY, EAST VICTORIA PARK WA 6101.	
PHONE	+61 8 9355 1300
FACSIMILE	+61 8 9355 1922
EMAIL	admin@shawmac.com.au

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Document Status

Version No.	Author	Reviewed by	Date	Document status	Signature	Date
A	T Shaw		04/12/12	Client Review		4/12/12

**SHAWMAC PTY LTD**  
ABN 51 828 614 001  
PO BOX 937  
SOUTH PERTH WA 6951  
T: + 61 8 9355 1300  
F: + 61 8 9355 1922  
E: [admin@shawmac.com.au](mailto:admin@shawmac.com.au)  
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## 1. Introduction

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Main Roads WA (Wheatbelt North) commissioned Shawmac to review the potential risk associated with the placement of an advertising sign on the southern side of Great Eastern Highway (GEH) immediately east of Fox Road near Northam. The sign is erected on private property and is located approximately 3 metres south of the road reserve boundary. See Figure 1.



Figure 1. Sign

## 2. Road Environment.

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Great Eastern highway is a State Road which carries approximately 4,500 vehicles per day (vpd). Approximately 20% of all vehicles are classed as heavy vehicles (Austroad classes 3 to 12).

The speed zoning adjacent to the site is 110 km/h.

Great Eastern highway is a two lane rural highway with lane widths of 3.5 metres and sealed shoulders about 1 metres wide. Fox Road intersects with Great Eastern Highway about 150 metres east of the location of the advertising sign and forms an unchannelised intersection without provision

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for overtaking adjacent to the intersection. An aerial photograph of the site is shown on Figure 2.



Figure 2. Site

### 3. Context.

In a submission to a Victorian Parliament Enquiry<sup>1</sup>, Monash University Accident Research Centre (MUARC) indicated that "It is difficult to quantify the frequency of crashes in which driver distraction is a contributing factor. The main problem in doing so is that it is rarely recorded on accident reporting forms whether or not a driver was engaging in a distracting activity – and even where provision is made to do so, drivers may not admit that they were doing so for various reasons. It is likely, therefore, that the level of driver involvement in distraction-related crashes is underestimated in crash studies".

Recently, as part of 'An exploration of the role of driver distraction in serious road crashes' study by The George Institute for International Health, University of Sydney for the Motor Accidents Authority of New South Wales, researchers interviewed drivers who attended a Perth hospital after a crash. One in seven (14 per cent) reported a distraction had contributed to their crash. By comparing them with a 'control' group of Perth drivers who were not in a crash, it was found that being

<sup>1</sup> Parliament of Victoria, Road Safety Committee Inquiry into Driver Distraction August 2006 p40

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distracted increased the odds of having a serious crash by more than 2.5 times<sup>2</sup>.

One of the consequences of distraction is a delayed effect on stopping distances. If a potentially hazardous situation arises, the driver does not react in time to avoid a collision or the response is delayed so that there is insufficient time for the vehicle to stop or be steered clear of a collision. Further, if a collision does occur, it will be at a higher impact speed than if the driver had been fully alert to the road and traffic environment and reacted earlier.

Travelling below the maximum speed limit but being distracted can result in a greater stopping distance than being alert but exceeding the speed limit by a considerable amount. For example, travelling at 60 km/h with a reaction time of 2.5 seconds results in a total stopping distance (on a dry road with average tyres) of around 62 metres. This is approximately the same total distance as for a vehicle travelling at 75 km/h with a driver reaction time of 1.5 seconds, or travelling at almost 90 km/h with a reaction time of 0.75 seconds.

With respect to roadside advertising signage, the Victorian Parliamentary Committee reported that it had received a range of evidence and views on the extent to which billboards affect driver performance and are a factor in some crashes.

VicRoads advised that advertising on the roadside has been linked to higher crash risks, but there still remains a lack of data on the extent of this linkage.

Preliminary figures from the New Zealand Ministry of Transport study on the involvement of various types of external distraction found that in the casualty crashes reported to police for 2002 and 2003, only one per cent of the external-distraction related crashes

MUARC stated that research has shown various external distractions such as billboards or signs can reduce the amount of time drivers spend looking at the roadway, particularly if the billboard is moving or is a video board.

A 2004 Canadian study found that 90 per cent of 25 drivers videotaped glanced at one or more signs for at least 0.75 seconds, while 20 per cent glanced for a duration longer than 2 seconds. While two seconds may not seem like high risk duration, it should be noted that even the briefest distractions are enough to cause a fatal crash.

Whilst the risk of roadside advertisements on driver attention is generally recognised as not being nearly as great as that from in-car distractions, evidence is mounting that roadside distractions (and advertising in particular) present a 'small but significant' risk to driving safety. Conservative

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<sup>2</sup> Parliament of Victoria, Road Safety Committee Inquiry into Driver Distraction August 2006 p47

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estimates put external distracters responsible for up to 10% of all accidents<sup>3</sup>.

A naturalistic driving study in the US, drivers' odds of having a crash or near-crash increased by 370% when they were looking at an external object rather than the forward roadway (Klauer et al, 2006).

In summary:

A 2000 ARRB literature review for the RACV found advertising has the capacity to contribute to crashes;

Road safety consultant Mr D, Andreassen, in an independent 2001 review, found no direct connection.

A recent Scottish Executive Social Research literature review on External-to-Vehicle Driver Distraction found there is evidence that billboards and signs can distract drivers and that external distractions maybe under-represented in crash database.

A 2003 driver behaviour study by the Virginia Tech Transportation Institute (VTTI) concluded the presence of billboards does not cause a change in driver behaviour, in terms of visual behaviour, speed maintenance, or lane keeping.

The above evidence illustrates a lack of clear and consistent scientifically-based conclusions with respect to the effect of billboards on driver performance. This may be due to methodological deficiencies, lack of sufficiently large or adequately recorded crash circumstances, or unsuitable experimental environments.

VicRoads has prepared a ten point road safety checklist designed to assist in the location of new advertising signs which is reproduced below:

An advertisement, or any structure, device or hoarding for the exhibition of an advertisement, is considered to be a road safety hazard if it:

1. obstructs a driver's line of sight at an intersection, curve or point of egress from an adjacent property; or
2. obstructs a driver's view of a traffic control device, or is likely to create a confusing or

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<sup>3</sup> Driven to Distraction: Determining the Effects of Roadside Advertising on Driver Attention. Final report of a study funded by The Rees Jeffreys Road Fund. Dr. Mark S. Young, Janina M. Mahfoud. Ergonomics Research Group School of Engineering and Design Brunel University

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dominating background which might reduce the clarity or effectiveness of a traffic control device; or

3. could dazzle or distract drivers due to its size, design or colouring, or it being illuminated, reflective, animated or flashing; or

4. is at a location where particular concentration is required (eg. high pedestrian volume intersection); or

5. is likely to be mistaken for a traffic control device, for example, because it contains red, green or yellow lighting, or has red circles, octagons, crosses or triangles, or arrows; or

6. requires close study from a moving or stationary vehicle in a location where the vehicle would be unprotected from passing traffic; or

7. invites drivers to turn where there is fast moving traffic or the sign is so close to the turning point that there is no time to signal and turn safely; or

8. is within 100 metres of a rural railway crossing; or

9. has insufficient clearance from vehicles on the carriageway; or

10. could mislead drivers or be mistaken as an instruction to drivers.

#### 4. Findings

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The site was inspected on Monday the 26<sup>th</sup> of November during both daylight and night time hours and consisted of several passes past the site.

In respect of driver distraction, the sign was assessed primarily on the 10 point Vic Roads Safety Checklist and the following observations made.

##### 4.1. Obstruction of a driver's line of sight

No issues with the signage impacting on lines of sight were noted.

##### 4.2. Obstruction of a driver's view of a traffic control device

No issues with the signage impacting on a driver's view of a traffic control device, or having a confusing or dominating background which might reduce the clarity or effectiveness of a traffic control device was noted.

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#### 4.3. Potential to dazzle or distract drivers

Lettering on the sign is retro-reflective and at night presents a potential distraction to drivers. Whilst the level of risk may be low in terms of the likelihood of the reflective nature of the sign contributing to a crash, should one occur the consequences may result in a fatality. On that basis it is considered warranted to modify the lettering to remove the reflective nature of the sign.

#### 4.4. Located where particular concentration is required

No issues with the signage were noted.

#### 4.5. Is likely to be mistaken for a traffic control device

Whilst the sign has a predominantly red background, there is little risk of the sign being mistaken for a regulatory traffic sign.

#### 4.6. Requires close study from a moving or stationary vehicle in a location where the vehicle would be unprotected from passing traffic

No issues with the signage were noted.

#### 4.7. Invites drivers to turn where there is fast moving traffic or the sign is so close to the turning point.

The sign invites drivers to turn right at the next right which is the Fox Road intersection. This is an incorrect indication as Fox Road is a no through road that provides local access only. The right turn to the store is in fact several kilometres east and drivers are required to pass Fox Road and the access to the Northam Army Camp prior to reaching the turn off into Northam. In providing an incorrect direction the sign increases the potential for driver distraction and risk may manifest in the following ways:

- Drivers unfamiliar with the site wishing to access the advertised restaurant may brake and indicate to turn right into Fox Road. Upon realising their mistake, drivers may unexpectedly change their path and continue along Great Eastern Highway. Following drivers attempting to pass a vehicle indicating to turn may be placed in conflict.
- Drivers may travel in a distracted and potentially hazardous manner as they attempt to identify where the correct "next right" is thereby increasing the risk of a distraction caused crash.

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#### 4.8. Sign is within 100 metres of a rural railway crossing

No issues with the signage were noted.

#### 4.9. Sign has insufficient clearance from vehicles on the carriageway

No issues with the signage were noted.

#### 4.10. Sign could mislead drivers or be mistaken as an instruction to drivers.

No issues with the signage were noted.

### 5. Conclusions

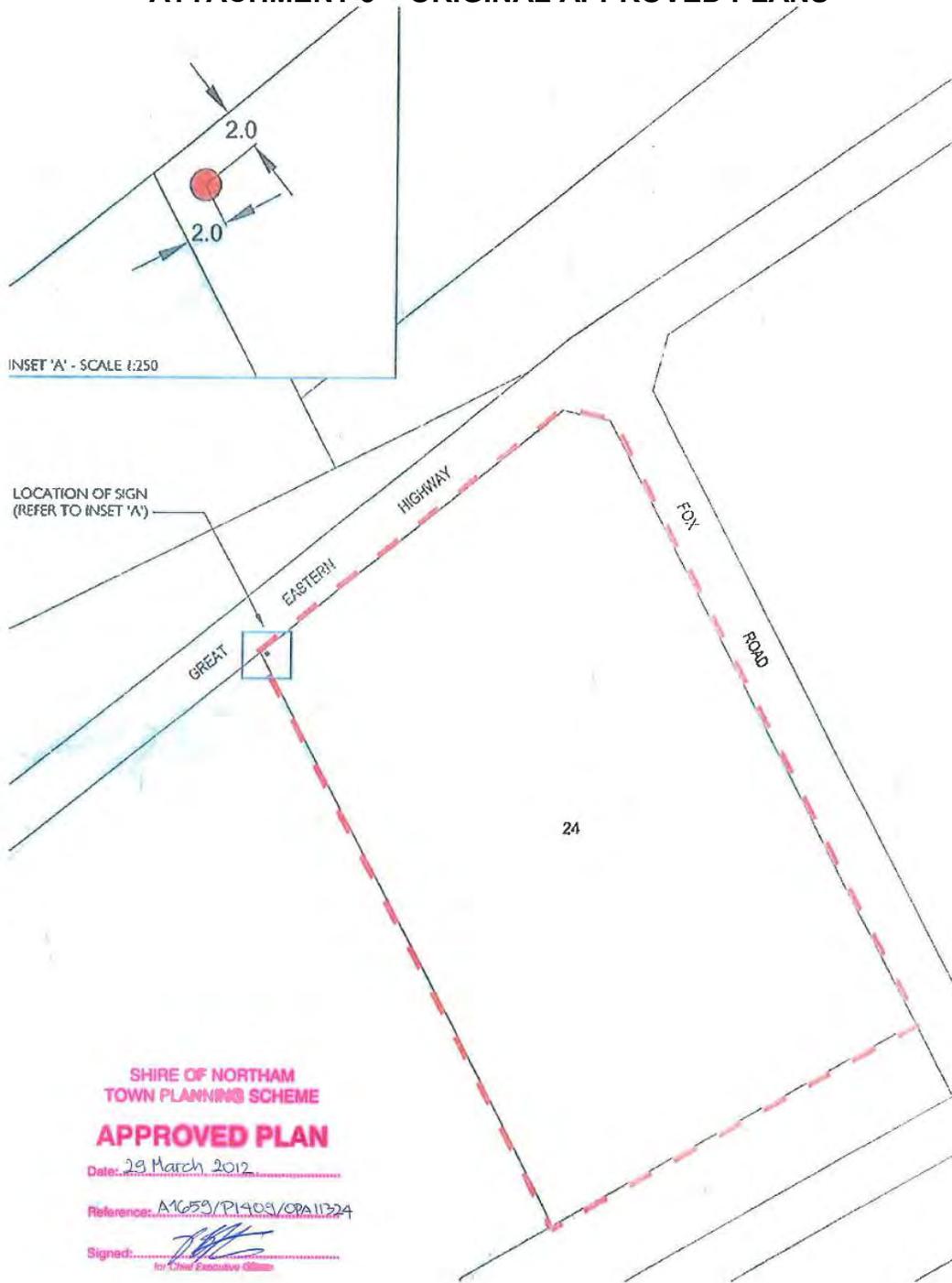
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There is sufficient evidence to suggest that roadside advertising signage has the potential to distract drivers and add to the potential for crashes to occur. Whilst the sign in question may not constitute an unacceptable hazard in its own right, elements of the sign are considered to potentially increase the risk of distraction caused crashes. In the main these centre around the incorrect message on the sign which may lead to uncertain and potentially hazardous driver behaviour and the reflective nature of the sign's lettering which may increase night time distraction.

Ideally, the sign should be removed to eliminate all risk; as a minimum treatment, the wording on the sign should be corrected and the reflective lettering replaced with non reflective lettering.

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**ATTACHMENT 3 – ORIGINAL APPROVED PLANS**



SUBJECT SITE	31 Aug 2011	701	Sign location	GREG ROWE
CONTOURS	1300 DAT	01/01		
LOCATION OF SIGN	11/01/11	11/01/11	24 (no 21) fox road	

Figure 4 Advertising sign location map

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Figure 2. Southbound view along Great Eastern Highway



Figure 3. Northbound view along Great Eastern Highway

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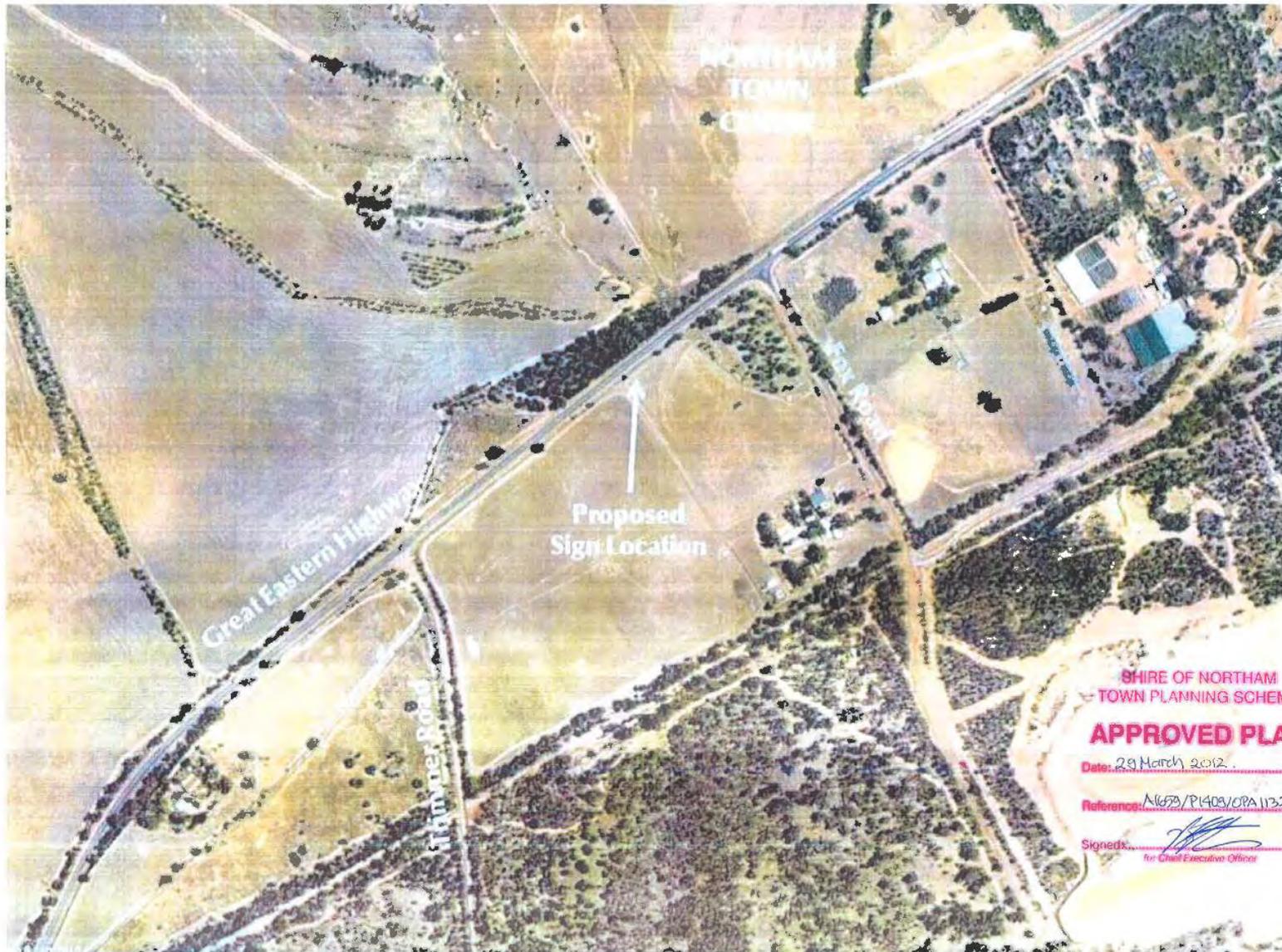


Figure 1. Proposed location of the sign

# SHIRE OF NORTHAM

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### 13.2.6 APPLICATION FOR DEVELOPMENT APPROVAL – PROPOSED NORTHAM ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE ON PART LOT 85 (NO. 2) GREY STREET AND PORTION UNALLOCATED CROWN LAND, NORTHAM

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	A14321 & 1.3.1.13.5 (P16085)
Officer:	Chadd Hunt / Kobus Nieuwoudt
Officer Interest:	Nil
Policy:	Shire of Northam Local Planning Scheme No.6
Voting:	Simple Majority

#### PURPOSE

For Council to consider an application for development approval for an Aboriginal and Environmental Interpretive Centre on Part Lot 85 Grey Street (No. 2) and portion of Unallocated Crown Land (UCL), Northam.

It is recommended Council approve the application subject to appropriate conditions.

#### BACKGROUND

In 2011/12, Council, while undertaking the Regional Centres Development Program (SuperTowns), identified the need for local Aboriginal and Environmental Interpretive activities with a recommendation that these activities be centred on the existing Northam Visitor Centre located at Lot 85 Grey Street, Northam.

Following a Request for Tender process in October 2015, Council engaged Iredale Pedersen Hook (IPH) Architects in November of 2015 to design an Aboriginal and Environmental Interpretive Centre (hereafter referred to as ‘the Interpretive Centre’) on Part Lot 85 Grey Street and portion of UCL, Northam (the existing carpark to the south-west of the Northam Visitor Centre). Refer ‘Attachment 1’ – Location Plan.

The site is generally bounded by the pedestrian Avon River suspension bridge to the north and the existing pedestrian pathway to the west. To the south (Minson Avenue), the proposed Interpretive Centre building does not extend past the alignment of the northern edge of Avon Street Mall, with access ramps and landscaping not extending past the southern edge of Avon Street Mall.

Coinciding with the engagement of IPH, the Shire also directly engaged the services of interpretive designers Thylacine who will be responsible for the development of the interpretive fitout and content. IPH and Thylacine have been working collaboratively to develop a coherent and integrated design response for both the building and interpretive spaces. Together, IPH and Thylacine have facilitated a number of workshops with local

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Aboriginal representatives with a view to build a narrative around shared stories and experience.

Since the inception of the project, IPH and Thylacine have met regularly with elected members, Shire staff, local Aboriginal community members, elders and other representatives to develop a project brief around stories and culture.

#### The Proposal

The proposed Interpretive Centre will comprise the following components:

- 300m<sup>2</sup> Interpretive Exhibition Space;
- 110m<sup>2</sup> flexible Workshop / Meeting / Exhibition Space;
- 115m<sup>2</sup> Entry / Reception / Gallery Space;
- 55m<sup>2</sup> Open Plan Office (available for lease);
- 35m<sup>2</sup> Back of House Administration Area;
- Male, Female and Accessible Amenities;
- 17m<sup>2</sup> Meeting Room / Office;
- 225m<sup>2</sup> External Welcome Space / Verandah;
- 13 vehicle carpark; and
- Service Plant and Storerooms.

Plans of the proposal are attached (refer Attachment 2).

#### Design Philosophy

Being located within the Avon River floodplain, the proposed building has been raised up on columns to ensure the floor level is well above the predicted 1 in 100-year flood level, and provides opportunity for car parking, plant and storage spaces to undercroft areas.

A number of parking bays have been provided within the undercroft space beneath the main level. These parking bays will primarily be for staff, people with disabilities and deliveries. It is considered that visitors to the Interpretive Centre will utilise existing perpendicular parking bays to the south of the site, significant off street parking to the eastern side of Minson Avenue, and further off street parking adjacent to the existing Visitor Centre.

IPH Architects advises that the proposed design takes cues from Aboriginal stories about the **Waarglel**, while also reinterpreting environmental experiences of the Avon River and local cultural walks along the river edge to Burlong Pools. The building seeks to provide physical and spiritual connections to significant landmarks both near and far. While in some instances this may be a direct visual connection, the building has been pushed and pulled in response to key sites, with apertures in the building fabric offering outlook to local sites and imagined connections to other more regional sites.

Taking cues from its location on the banks of the Avon River, the building seeks to appear as though it has floated down stream and come to rest in the shallows, resulting in an informal geometry made up of a series of objects that have come together to form a

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cohesive whole. It is then considered that the **Waargle** has passed by, resulting in the smoothing of edges and the folding or indentation of the elevation.

The main building fabric is proposed to be dark coloured vertical metal cladding with a high standing seam. The material relates to the existing Visitor's Centre while also offering the appearance of a flexible, continuous skin that changes colour and texture throughout the day and as you move around the building. Formally, it was important that the building fabric continue down to street level in parts to create a connection with pedestrians and serve to ground the building in its context.

At the verandah edge addressing the river, and to parts of the western building facade, vertical timber battens and cladding mimic the existing vegetation and the experience of walking through the landscape along the river. The spacing and arrangement of battens will vary to offer only glimpses at some points and outlook to significant views and important cultural sites in others.

#### **STATUTORY REQUIREMENTS**

Lot 85 Grey Street, Northam is a Local Scheme Reserve reserved for the purpose of 'Parks and Recreation'.

Pursuant to Clause 2.3.1 of the Shire of Northam Local Planning Scheme No.6 (LPS6), a person must not –

- (a) *use a Local Reserve; or*
- (b) *commence or carry out development on a Local Reserve,*

*without first having obtained development approval under Part 7 of the deemed provisions.*

Clause 2.3.2 of LPS6 states –

*In determining an application for development approval the local government is to have due regard to —*

- (a) *the matters set out in clause 67 of the deemed provisions.*
- (b) *the ultimate purpose intended for the Reserve.*

Lot 85 is also located within the Avon & Mortlock Rivers Special Control Area (SCA1) of LPS6.

The purpose of SCA1 is to –

- (a) *Preserve the ecological values of the Avon and Mortlock Rivers as a significant drought refuge for freshwater fishes and water birds;*

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- (b) Avoid development that would negatively impact upon the ecological values and landscape qualities of the area;*
- (c) Ensure that land use in the area, including grazing, cultivation and recreational activities does not degrade the area;*
- (d) Ensure that any development takes place in such a manner so as to safeguard the welfare of people in the area; and*
- (e) Ensure that future infrastructure development does not adversely alter the capacity of the area to convey floodwaters.*

In accordance with Clause 5.2.3.2 of LPS6, development applications for land within the area should not be approved where the development may result in an obstruction to major river flows and increase flood levels upstream.

Clause 5.2.3.3 of LPS6 states that public works or community facilities may be permitted within the floodplain subject to advice from any relevant authority that such public works or development can be designed and located in a manner so as to minimize flood risks, property damage and obstruction to the river flow.

Clause 5.2.3.4 of LPS6 states that development applications within the floodplain will be subject to a minimum habitable floor level of 0.50 metres above the predicted 1 in 100 year flood level as determined by the Department of Water to provide adequate protection from major floods.

In September of 2015, the Shire undertook a hydraulic analysis through a hydraulic engineering firm to assess the impact of proposed river front development on river levels during extreme flood events. This analysis reviewed modelling that predicts a water level of 149.2m AHD during a 1 in 100 ARI peak flow of 1130m<sup>3</sup>/s in the Avon River. The analysis also applied a range of conditions on any riverside development, including an FFL of at least 0.5m above the 100 ARI flood level and that the proposed development should not impede flood waters or result in any additional flooding risk.

The proposed building has been developed conceptually as a building raised off the ground, with the lower level used for plant, storage, and car-parking. The drawings indicate an upper level FFL of 150.53m AHD. This is approximately 1.33m above the 1 in 100 year flood level.

## **PUBLIC CONSULTATION**

As stated under 'Background' section of this report, IPH and Thylacine have met regularly with elected members, Shire staff, local Aboriginal community members, elders and other representatives to develop a project brief around stories and culture.

The final design and concept was endorsed by Council at its meeting held on 18<sup>th</sup> May 2016 where it resolved the following-

*That Council;*

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1. *Endorse the architectural design as presented and authorise progress through to detailed design*
2. *Accept the interpretive design concept, with the direction that the interpretation needs to incorporate a stronger 'environmental' element, to meet the brief of Aboriginal and Environmental Centre, on the understanding that a more detailed design will be presented to Council for final endorsement.*

The proposal was advertised in accordance with the provisions of Clause 64 (Advertising Applications) of the deemed provisions for local planning schemes by publishing a notice in The Advocate including publishing a notice on the Shire's website for a period of 14 days 12<sup>th</sup> July 2016 until 26<sup>th</sup> July 2016 and inviting comments.

No submissions were received during the advertising period.

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

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

OBJECTIVE C1: Protect and promote the Shire's diverse culture and heritage

STRATEGY C4.3: Understand and acknowledge Aboriginal and European heritage through the provision of interpretive venues, materials and activities

**BUDGET IMPLICATIONS**

The total project cost of \$4.2million with an anticipated building construction cost of \$3 million. Council has been successful in obtaining grant funding of \$2.4 million for the project at the time of compiling this report.

**OFFICER'S COMMENT**

It is considered that the architectural response represents an appropriate realisation of the aspirations of both Northam Shire and the local Aboriginal Community.

It is also considered the proposed Northam Aboriginal and Environmental Interpretive Centre will become an iconic building within Northam, enabling the fostering of Aboriginal culture and enterprise, generation of commerce and economy, and the reinforcing the long term desire to establish Northam as a genuine Wheatbelt tourism destination.

It is recommended Council resolves to grant development approval for the proposed Northam Aboriginal and Environmental Interpretive Centre, subject to appropriate conditions.

# SHIRE OF NORTHAM

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### **RECOMMENDATION**

That Council resolves, to approve the Application for Development Approval (Ref. P16085) and accompanying plans for an Aboriginal and Environmental Interpretive Centre on Part Lot 85 (No. 2) and portion of Unallocated Crown Land Grey Street, Northam in accordance with Clause 68 (2) (b) of the deemed provisions for local planning schemes, subject to the following conditions:

### **GENERAL CONDITIONS**

1. The development hereby permitted must substantially commence within two years from the date of this decision letter.
2. The development hereby permitted taking place in accordance with the approved plans.
3. 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.

### **CONDITIONS TO BE MET PRIOR TO COMMENCEMENT OF DEVELOPMENT**

4. Prior to commencement of development, a detailed landscaping plan is to be submitted to and approved by the local government. Landscaping is to be completed in accordance with the approved plans or any approved modifications thereto to the satisfaction of the local government.
5. Prior to commencement of development, outdoor lighting plans must be submitted and approved by the local government. The outdoor lighting is to be designed, baffled and located to prevent any increase in light spill onto the adjoining and nearby properties.
6. Prior to commencement of development, suitable arrangements must be made to relocate the two power poles located on the site underground or on the opposite side of Minson Avenue.

### **CONDITIONS TO BE MET PRIOR TO OCCUPATION OF DEVELOPMENT**

7. Prior to occupation of the development, the 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.
8. Prior to the commencement of development, detailed drainage plans shall be submitted to the satisfaction of the local government.
9. Prior to occupation, stormwater drainage works must be completed in accordance with the approved plans to the satisfaction of the local government.
10. Prior to occupation, the development hereby permitted shall be connected to an approved effluent disposal system.
11. Prior to occupation, an area(s) on the subject land shall be set aside for the purpose of waste disposal/collection bins. Such area(s) shall be screen fenced so as not to be visible from any public road or thoroughfare.

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12. Prior to occupation of development, the Chief Executive Officer seeking confirmation from the Department of Lands that it does not object to the footprint of the proposed building and associated works encroaching upon the Unallocated Crown Land as shown on Drawing Ref. No. DA-102/A.

### **CONDITIONS REQUIRING ONGOING COMPLIANCE**

13. All 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.
14. All landscaped areas are to be maintained on an ongoing basis to the satisfaction of the local government.
15. The on-site drainage system shall be maintained on an ongoing basis to the satisfaction of the local government.
16. The waste bin area(s) shall be maintained on an ongoing basis to the satisfaction of the local government and shall not be used for any other purpose.

### **ADVICE NOTES**

- NOTE 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.
- NOTE 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the local government having first been sought and obtained.
- NOTE 3: An application for a Building Permit to construct the development hereby permitted is required to be submitted and approved by the local government prior to any works commencing on-site in relation to this determination.

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**ATTCHMENT 1 – LOCATION PLAN**

**PROPOSED NORTHAM ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE**  
**PART LOT 85 AND PORTION UNALLOCATED CROWN LAND GREY STREET, NORTHAM**

**LOCATION PLAN**



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**ATTACHMENT 2 - PLANS**

ARCHITECTURAL DRAWINGS

SHIRE OF NORTHAM  
ABORIGINAL AND ENVIRONMENTAL INTERPRETIVE CENTRE

NORTHAM, WESTERN AUSTRALIA

DWG	TITLE	SCALE
DA-102	Site Plan	1:500
DA-109	Ground Level Plan	1:200
DA-110	Upper Level Plan	1:200
DA-111	Roof Plan	1:200
DA-201	Elevations 01	1:200
DA-202	Elevations 02	1:200
DA-301	Sections	1:200
DA-501	3D Visualisations	NTS

SHIRE OF NORTHAM  
ABORIGINAL AND ENVIRONMENTAL  
INTERPRETIVE CENTRE

ARCHITECTURAL DRAWINGS

ISSUE FOR DEVELOPMENT APPLICATION

RFT Number: 15 / 2015 IPH PROJECT No. 1520  
DATE ISSUED: 23rd MAY 2016

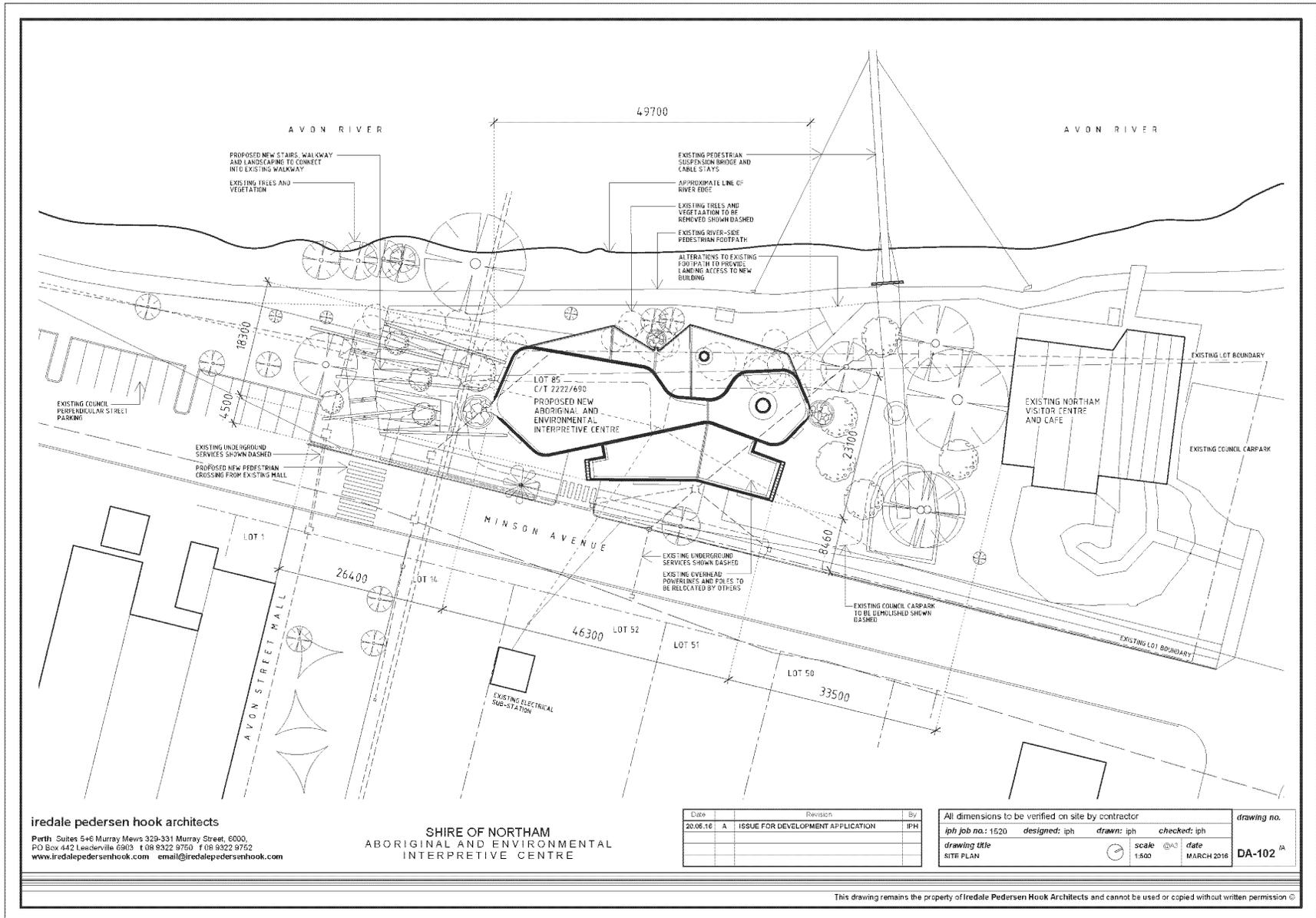
DOCUMENTATION BY: **iredale pedersen hook architects**

Path: 54-54 Murray Street, 200-201 Murray Street, WA 6000  
P.O. Box 443, Northam WA 6460 08232750 F 08 9326 3754  
www.iredalepedersenhook.com email:info@iredalepedersenhook.com

# SHIRE OF NORTHAM

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### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



**iredale pedersen hook architects**  
 Perth, Suites 5+6 Murray Mews 329-331 Murray Street, 6000,  
 PO Box 442 Leaderville 6903 t 08 9322 9750 f 08 9322 9752  
 www.iredalepedersenhook.com email@iredalepedersenhook.com

**SHIRE OF NORTHAM**  
**ABORIGINAL AND ENVIRONMENTAL**  
**INTERPRETIVE CENTRE**

Date	Revision	By
20.06.16	A	IPH

All dimensions to be verified on site by contractor  
 iph job no.: 1520    designed: iph    drawn: iph    checked: iph  
 drawing title: SITE PLAN    scale: 1:500 @A3    date: MARCH 2016

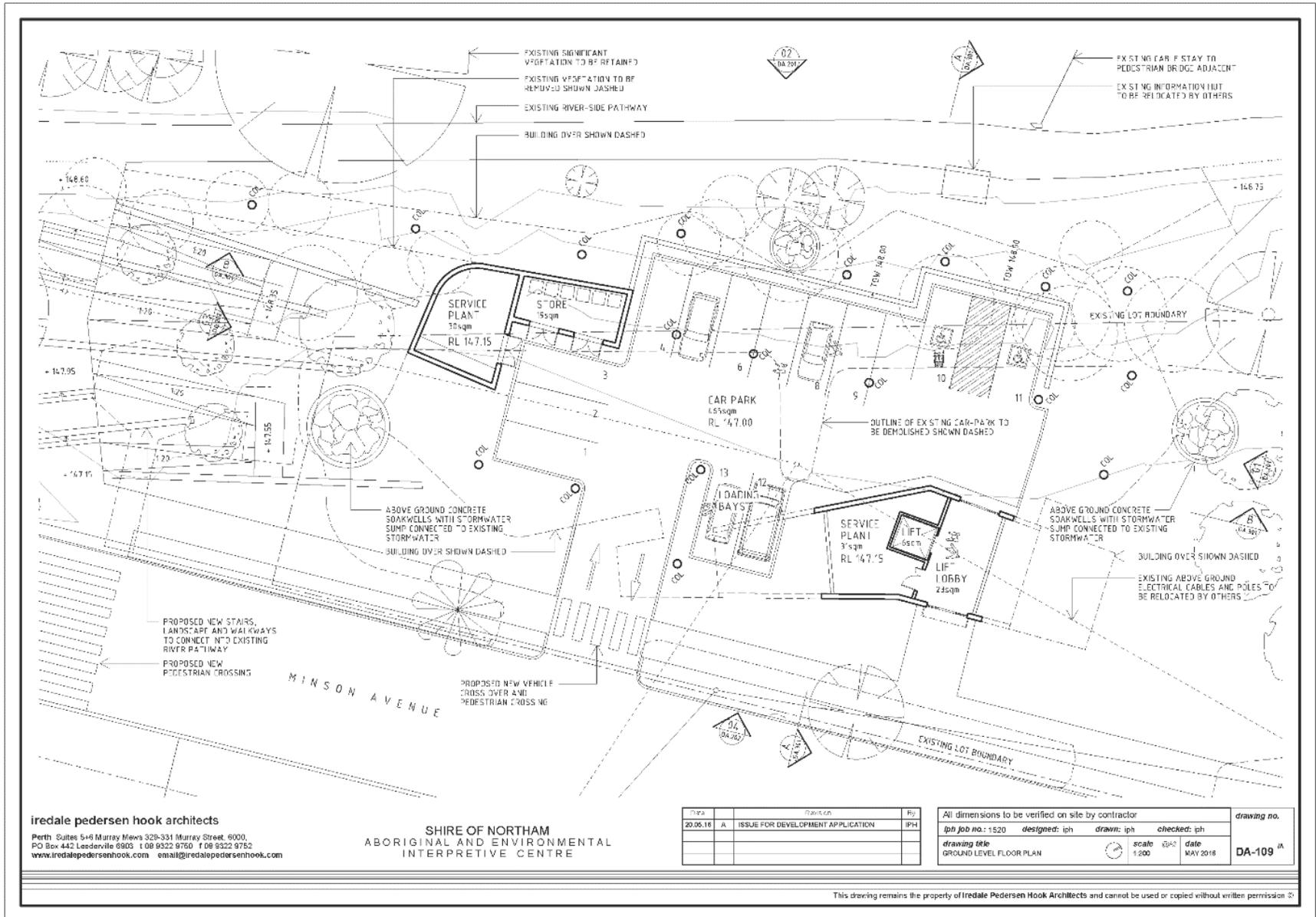
drawing no. DA-102<sup>PA</sup>

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 Perth: Suites 5+6 Murray Mews 329-331 Murray Street, 6000,  
 PO Box 442 Leederville 6803 t 08 9322 9760 f 08 9322 9782  
 www.iredalepedersenhook.com email@iredalepedersenhook.com

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DATE	ISSUE	BY
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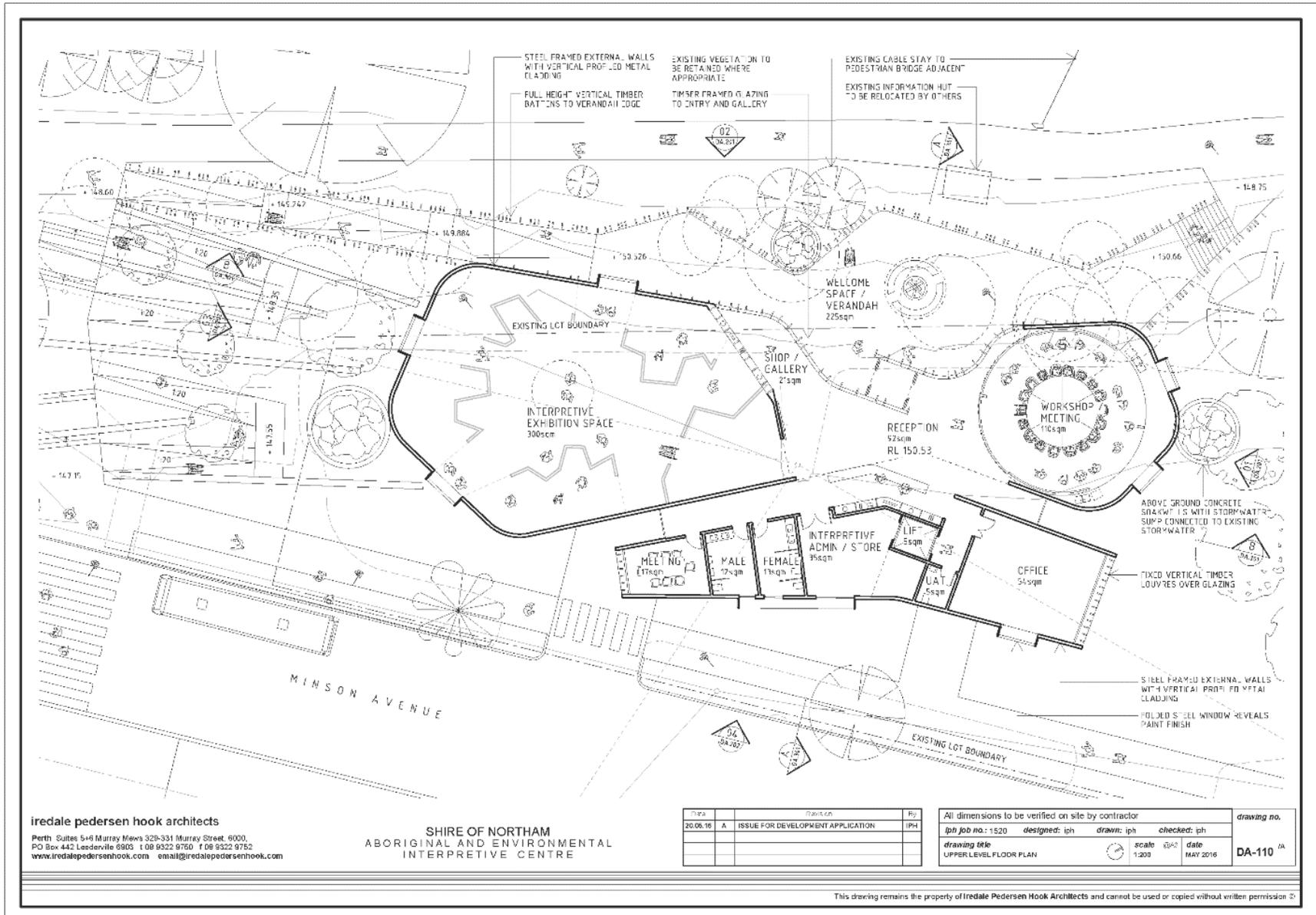
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iph job no.: 1520	designed: iph	drawn: iph	checked: iph
drawing title	scale	date	DA-109
GROUND LEVEL FLOOR PLAN	1:200	MAY 2016	PH

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 PO Box 442 Leederville 6803 t 08 9322 9750 f 08 9322 9752  
 www.iredalepedersenhook.com email@iredalepedersenhook.com

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Issue	Revision	By
20.06.16	A	ISSUE FOR DEVELOPMENT APPLICATION

All dimensions to be verified on site by contractor			
ipth job no.:	designed:	drawn:	checked:
1520	iph	iph	iph
drawing title	scale	date	
UPPER LEVEL FLOOR PLAN	1:200	MAY 2016	

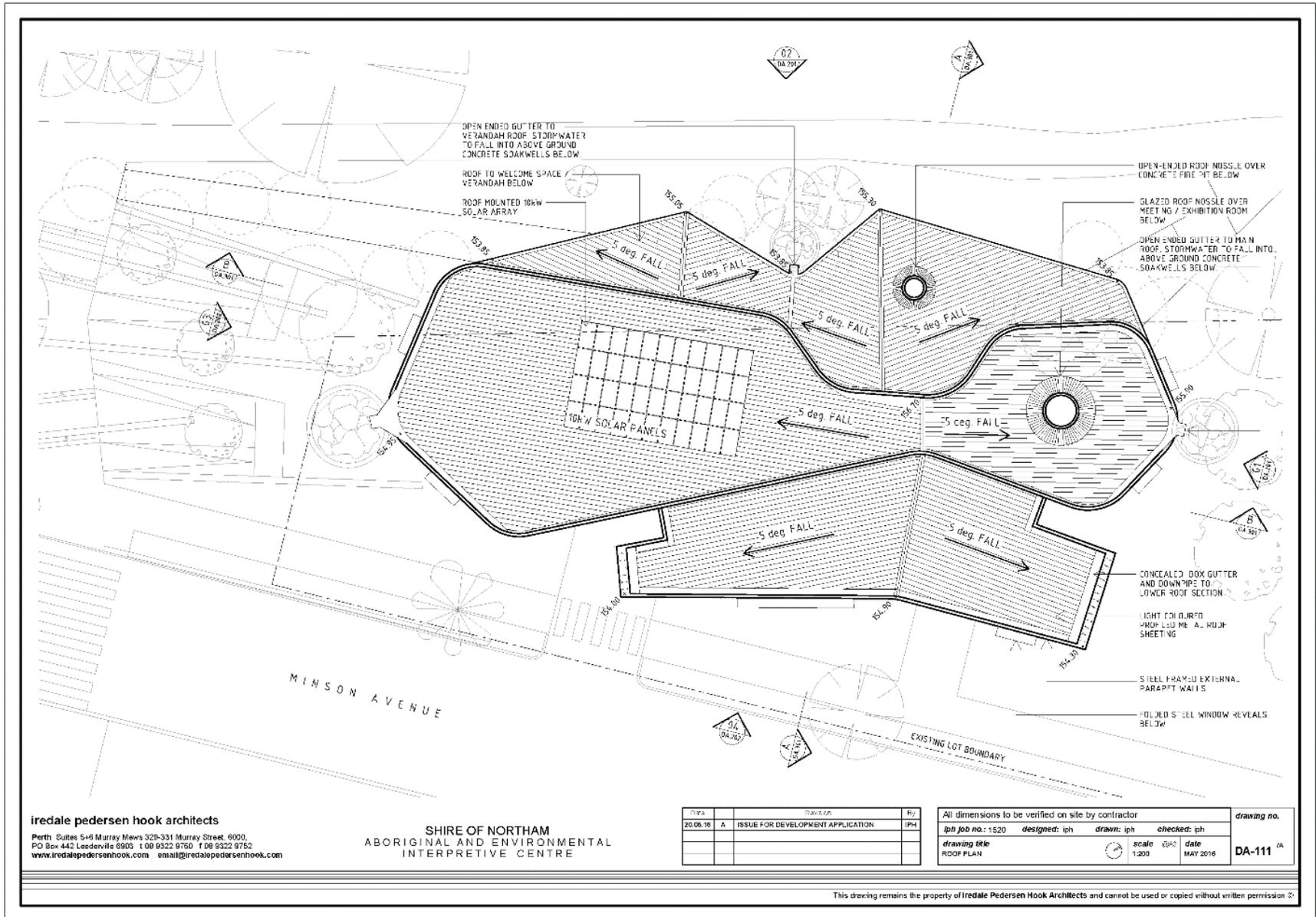
drawing no.
DA-110 <sup>DA</sup>

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 PO Box 442 Leederville 6903 t 08 9322 9750 f 08 9322 9752  
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SHIRE OF NORTHAM  
 ABORIGINAL AND ENVIRONMENTAL  
 INTERPRETIVE CENTRE

DATE	ISSUE FOR DEVELOPMENT APPLICATION	DESIGNED BY	DRAWN BY	CHECKED BY
20.06.16	A	IPH	IPH	IPH

All dimensions to be verified on site by contractor  
 iph job no.: 1520 designed: iph drawn: iph checked: iph  
 drawing title: ROOF PLAN scale: 1:200 date: MAY 2016

drawing no.  
**DA-111** (A)

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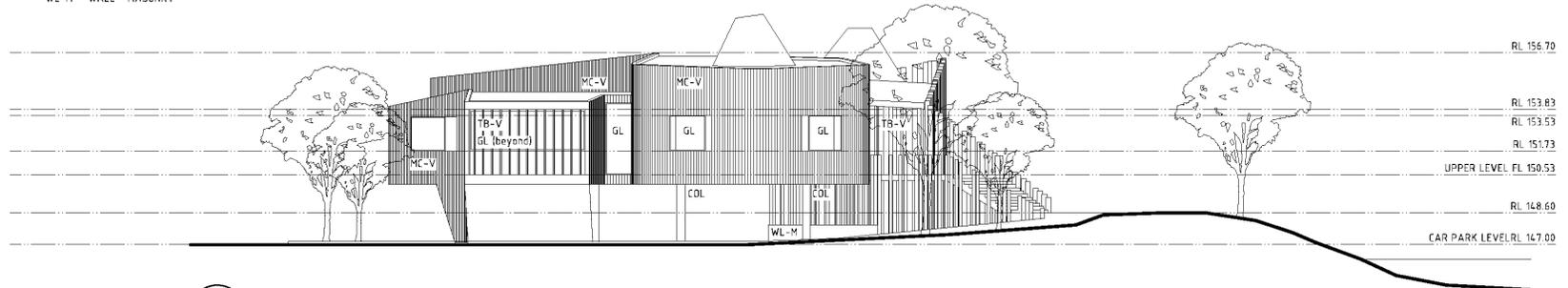
# SHIRE OF NORTHAM

## AGENDA

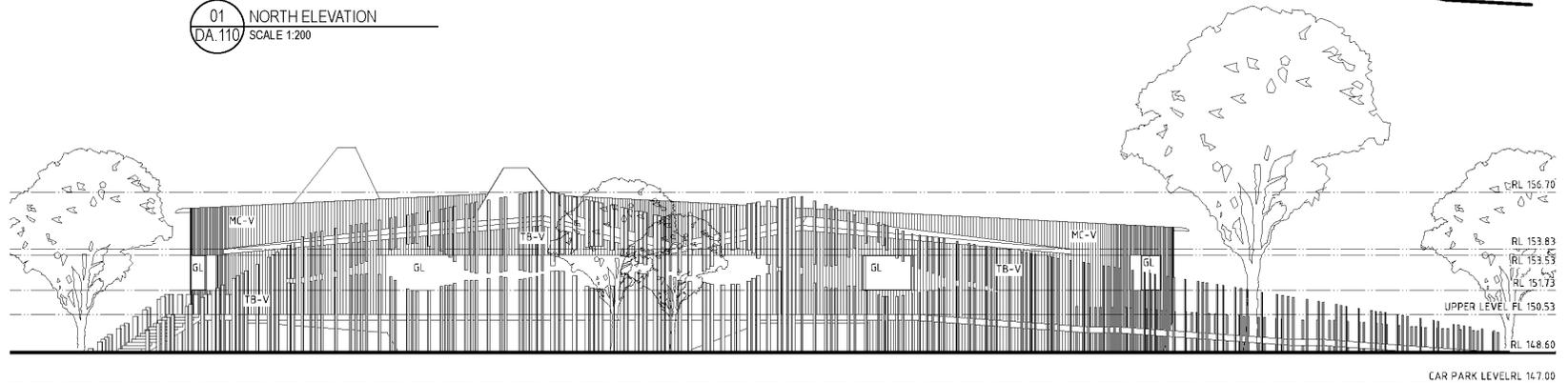
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**LEGEND**

- COL COLUMN - CONCRETE
- GL GLAZING
- MC-V METAL CLADDING - VERTICAL HIGH PROFILE
- TB-V TIMBER BATTENS - VERTICAL
- WL-M WALL - MASONRY



01 NORTH ELEVATION  
DA.110 SCALE 1:200



02 WEST ELEVATION  
DA.110 SCALE 1:200

**iredale pedersen hook architects**  
Perth Suites 5+6 Murray Mews 329-331 Murray Street, 6000,  
PO Box 442 Leederville 6903 t 08 9322 9750 f 08 9322 9752  
www.iredalepedersenhook.com email@iredalepedersenhook.com

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ABORIGINAL AND ENVIRONMENTAL  
INTERPRETIVE CENTRE

Date	Revision	By
20.05.16	A DEVELOPMENT APPLICATION	IPH

All dimensions to be verified on site by contractor				drawing no.	
iph job no.: 1520	designed: iph	drawn: iph	checked: iph	DA-201 <sup>1A</sup>	
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NORTH & WEST ELEVATIONS		1:200		MAY 2016	

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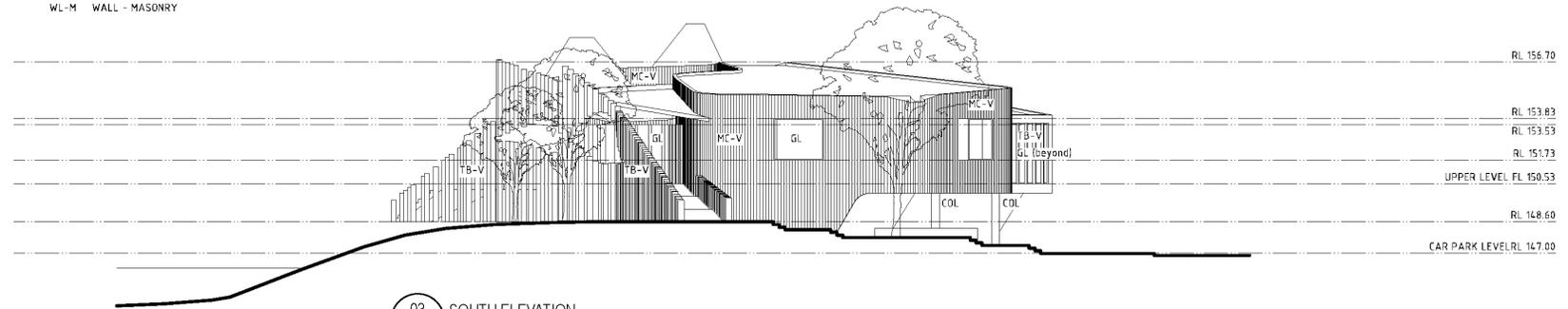
# SHIRE OF NORTHAM

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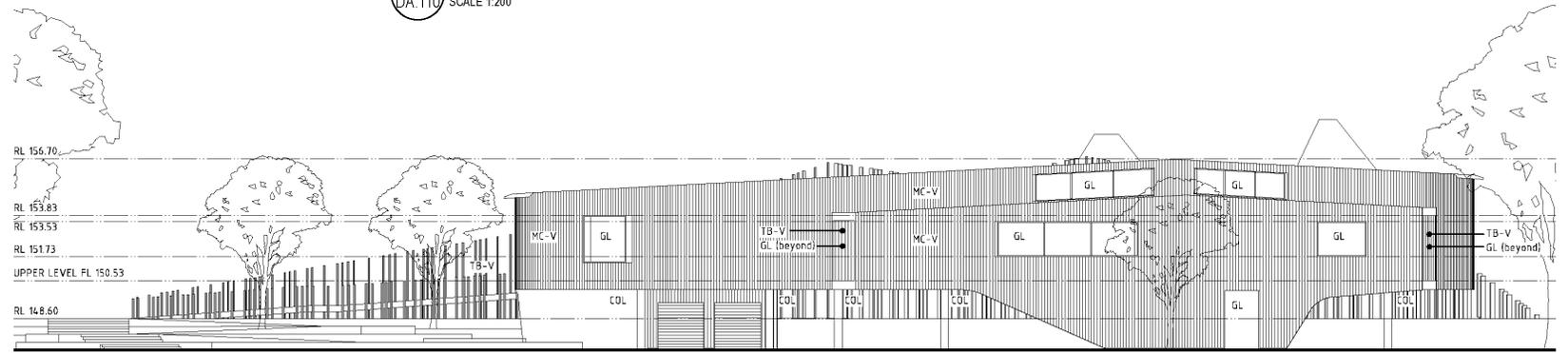
### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

**LEGEND**

- COL COLUMN - CONCRETE
- GL GLAZING
- MC-V METAL CLADDING - VERTICAL HIGH PROFILE
- TB-V TIMBER BATTENS - VERTICAL
- WL-M WALL - MASONRY



03 SOUTH ELEVATION  
DA 110 SCALE 1:200



04 EAST ELEVATION  
DA 110 SCALE 1:200

**iredale pedersen hook architects**  
 Perth Suites 5+6 Murray Mews 329-331 Murray Street, 6000,  
 PO Box 442 Leederville 6903 t 08 9322 9750 f 08 9322 9752  
 www.iredalepedersenhook.com email@iredalepedersenhook.com

**SHIRE OF NORTHAM**  
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Date	Revision	By
20.05.16	A	IPH

All dimensions to be verified on site by contractor				drawing no.	
iph job no.: 1520	designed: iph	drawn: iph	checked: iph		
drawing title			scale	date	
SOUTH & EAST ELEVATIONS			1:200	MAY 2016	DA-202 <sup>1A</sup>

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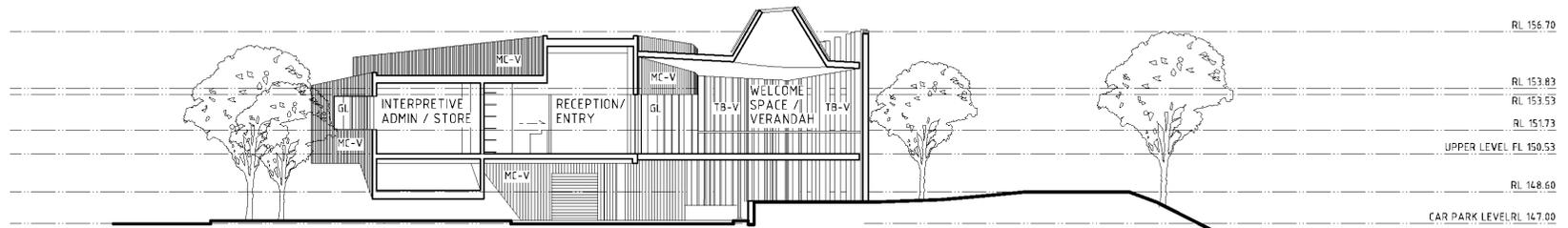
# SHIRE OF NORTHAM

## AGENDA

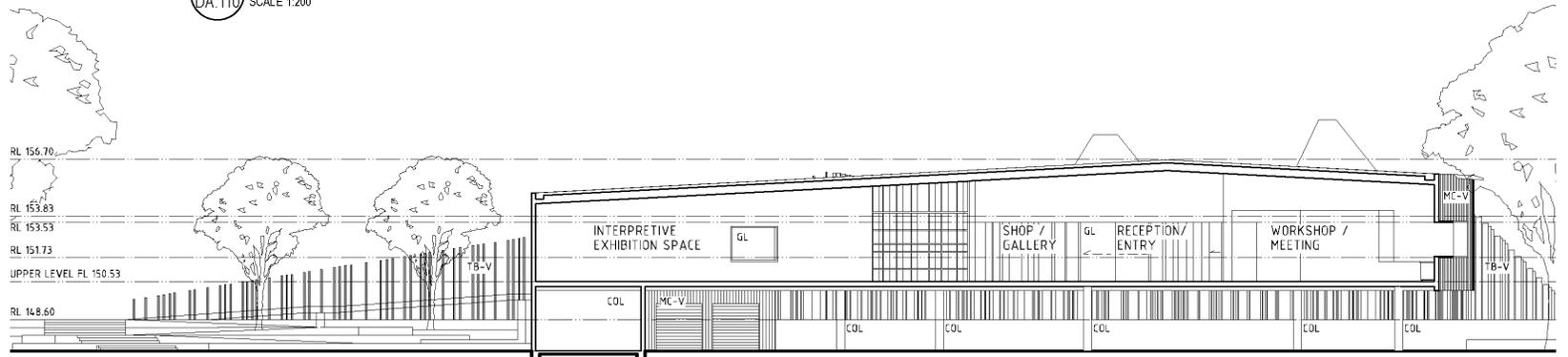
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**LEGEND**

- COL COLUMN - CONCRETE
- GL GLAZING
- MC-V METAL CLADDING - VERTICAL HIGH PROFILE
- TB-V TIMBER BATTENS - VERTICAL
- WL-M WALL - MASONRY



**A SECTION A**  
DA 110 SCALE 1:200



**B SECTION B**  
DA 110 SCALE 1:200

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Perth Suites 5+6 Murray Mews 329-331 Murray Street, 6000,  
PO Box 442 Leederville 6903 t 08 9322 9750 f 08 9322 9752  
www.iredalepedersenhook.com email@iredalepedersenhook.com

**SHIRE OF NORTHAM**  
ABORIGINAL AND ENVIRONMENTAL  
INTERPRETIVE CENTRE

Date	Revision	By
20.05.16	A	IPH

All dimensions to be verified on site by contractor				drawing no.	
iph job no.: 1520	designed: iph	drawn: iph	checked: iph		
drawing title			scale	date	
SECTIONS			1:200 @A3	MAY 2016	DA-301 <sup>1A</sup>

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### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



**3D VISUALISATION 01**  
AERIAL VIEW LOOKING NORTH



**3D VISUALISATION 02**  
STREET VIEW ON MINSON AVENUE LOOKING SOUTH



**3D VISUALISATION 03**  
VIEW FROM AVON STREET MALL LOOKING NORTH



**3D VISUALISATION 04**  
VIEW FROM SUSPENSION BRIDGE LOOKING SOUTH

**Iredale pedersen hook architects**  
Perth Suites 516 Murray Mews 325-331 Murray Street, 6000  
PO Box 442 Leederville 6003 t 08 9322 9750 f 08 9322 9752  
www.iredalepedersenhook.com email@iredalepedersenhook.com

**SHIRE OF NORTHAM**  
ABORIGINAL AND ENVIRONMENTAL  
INTERPRETIVE CENTRE

Date	Revision	By
20.05.16	A	IPH

All dimensions to be verified on site by contractor						drawing no.
iph job no.: 1520	designed: iph	drawn: iph	checked: iph			
drawing title:	scale:	@A3	date:			
3D VISUALISATIONS	NTS		MAY 2016			DA-501 JA

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**SHIRE OF NORTHAM**  
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**13.2.7 REQUEST INITIATE PROCESS TO CLOSE LANEWAYS LOCATED AT LOT 66 HUTT STREET, NORTHAM AND LOT 66 INKPEN STREET, NORTHAM AND DEDICATION OF RIGHT OF WAY AT LOT 166 PERINA WAY AS A PUBLIC ROAD**

Name of Applicant:	WA Housing Authority
Name of Owner:	WA Housing Authority / Shire of Northam
File Ref:	6.1.1.2112
Officer:	Chadd Hunt / Kobus Nieuwoudt
Officer Interest:	Nil
Policy:	<i>Land Administration Act 1997</i>
Voting:	Simple Majority

**PURPOSE**

For Council to initiate the processes for –

- Closing the laneways located at Lot 66 Hutt Street, Northam and Lot 66 Inkpen Street, Northam; and
- Dedication of Right of Way at Lot 166 Perina Way on Plan 6860 as a public road.

**BACKGROUND**

Council has received a request from the WA Housing Authority to –

- transfer two right of ways held in freehold title for closure and amalgamation with adjoining landowners; and
- to transfer a right of way, also held in freehold title, to the Shire for road purposes or dedication as road reserve. The right of way has been paved and is being used as a road, which creates public liability issues for the Housing Authority.

A location plan showing the right of ways is attached. Refer Attachment 1.

Both Lot 66 Inkpen Street, Northam (depicted in Council’s Laneway Review as “Laneway #13”) and Lot 66 Hutt Street, Northam (“laneway #14) have been blocked at its entrances. The orientation of the laneways does not present wider redevelopment opportunities, and effectively acts as a pedestrian access way. Both laneways have been blocked to address anti-social behaviour.

Given the existing use of the laneways and that it had been physically closed at the request of adjoining neighbours, the Laneway Review(adopted by Council in August 2011 and updated in March 2013) recommends closure and sale of the laneways to the neighbouring properties, subject to drainage and sewer easements.

It should be noted that the owner of land comprising ‘private roads’ which are closed in this way are not entitled to compensation.

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The Housing Authority also owns Lot 166 Perina Way, Northam. The Shire has constructed a road pavement over the ROW and the lot needs to be either transferred to Council or to be dedicated as road reserve.

**STATUTORY REQUIREMENTS**

Council will have to initiate the closure process as per section 52 of the *Land Administration Act 1997* and take all responsible steps to give notice to the holder of the laneways and the holders of freehold land abutting the laneway.

Closure of the laneways under section 58 of the *Land Administration Act 1997* is necessary in order to allow it to be amalgamated with adjoining property.

Part of this process is that Council needs to inform service agencies, the Department of Lands and adjoining landowners of the proposal and seek comments. Public advertising through a newspaper notice is required.

The resumption of land for road purposes and the dedication of roads is dealt with under Section 56 of the *Land Administration Act (1997)*.

**PUBLIC CONSULTATION**

Once consultation has concluded, Council will need to consider any comments received prior to making a recommendation to the Department of Lands concerning the disposal.

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

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

OBJECTIVE R1: Provide and support an effective and efficient transport network

STRATEGY R1.1: Plan for the provision and delivery of transport services and infrastructure in the Shire in close consultation with the State and Federal governments and the local community.

**BUDGET IMPLICATIONS**

Costs associated with advertising of the proposed closure and dedication will be allocated to the Development Services Budget.

**OFFICER'S COMMENT**

Nil.

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### RECOMMENDATION

That Council;

1. With respect to Lot 66 Hutt Street, Northam and Lot 66 Inkpen Street, Northam, initiate the closure process as per section 52 of the *Land Administration Act 1997* and take all responsible steps to give notice to the holder of the laneway and the holders of freehold land abutting the laneway.
2. In pursuance of section 58 of the *Land Administration Act 1997*, Lot 66 Inkpen Street, Northam and Lot 66 Hutt Street, Northam be proposed for permanent closure and disposal to adjoining privately owned lots and that the necessary consultation take place prior to the matter being finally determined.
3. With respect to Lot 166 Perina Way on Plan 6860, in pursuance of section 56 of the *Land Administration Act 1997*, request the Minister to dedicate that land as a road.

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**ATTACHMENT – LOCALITY PLAN**

**LOCATION PLAN**

**LOT 66 INKPEN STREET, NORTHAM**



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**LOCATION PLAN**  
**LOT 66 HUTT STREET, NORTHAM**



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**LOCATION PLAN**  
**LOT 166 PERINA WAY, NORTHAM**



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*Cr S B Pollard declared an "Impartiality" interest in item 13.2.8 - Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village) as the Director of owner Femora P/L is well known to him.*

*Cr D A Hughes declared a "Financial" interest in item 13.2.8 - Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village) as his band Bedrock has performed for El Caballo Lifestyle Village in the past.*

*Cr U Rumjantsev declared an "Impartiality" interest in item 13.2.8 - Consideration of Submissions and Final Adoption of Amendment No.5 to Shire of Northam Local Planning Scheme No.6 – Lot 90 (51) Jocoso Rise, Wundowie (El Caballo Lifestyle Village) as his wife (Patricia Rumjantsev) has been a long term close friend of the proponent.*

**13.2.8 CONSIDERATION OF SUBMISSIONS AND FINAL ADOPTION OF AMENDMENT NO.5 TO SHIRE OF NORTHAM LOCAL PLANNING SCHEME NO.6 – LOT 90 (51) JOCOSO RISE, WUNDOWIE (EL CABALLO LIFESTYLE VILLAGE)**

Name of Applicant:	Dynamic Planning and Developments
Name of Owner:	Femora Pty Ltd ATF The El Caballo Trust
File Ref:	13.1.10.5
Officer:	Chadd Hunt / Kobus Nieuwoudt
Officer Interest:	Nil
Policy:	Shire of Northam Local Planning Strategy
Voting:	Simple Majority

**PURPOSE**

For Council to:

- Assess and determine the submissions made in respect of proposed Scheme Amendment No.5 to Shire of Northam Local Planning Scheme No.6 seeking to modify the Scheme Text by altering the provisions for Special Use No.9 (SU9) to better reflect the overall intent of the El Caballo Lifestyle Village (ECLV) in providing an over-45s village in a more efficient and expedient manner; and
- Consider adopting it, with or without modification, for the purpose of seeking Final Approval of the Hon Minister for Planning.

**BACKGROUND**

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Council initiated Amendment No.5 to its Local Planning Scheme No.6 on 16<sup>th</sup> March 2016 (Minute No. C.2660).The proposed Amendment relates to Lot 90 (51) Jocosso Rise, Wundowie (the subject site). Refer **Attachment 1** – Context Plan.

The required documentation has been prepared and lodged by Dynamic Planning and Developments on behalf of the landowner Fermora Pty Ltd ATF The El Caballo Trust.

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Purpose of Amendment:

The purpose of the proposed Amendment is to amend Local Planning Scheme No.6 by amending Schedule No.4 to modify the provisions of El Caballo Lifestyle Village (Special Uses No.9) as follows:

No.	Description of Land	Special Uses	Conditions
SU9	Lot 90 on DP 72807 Jocosso Rise, Wundowie (Formerly Lot 81 and 89 Jocosso Rise, Wundowie)	Integrated Over 45s Lifestyle Village with associated amenities and ancillary infrastructure	<ol style="list-style-type: none"> <li>1. All development and/or subdivision shall be in accordance with an approved Local Development Plan (LDP).</li> <li>2. All lease agreements to contain the following advice to alert residents to the existence of the neighbouring abattoir "This park home is situated in the vicinity of an abattoir and, as such, may be affected by potential nuisances relating to odour, noise, dust and the like".</li> </ol>

Environmental Assessment:

After Council's resolution, assessment of the Amendment by the Environmental Protection Authority (EPA) was undertaken. The EPA advised in a letter received 23<sup>rd</sup> May 2016 that the Amendment is unlikely to have a significant impact on the environment and does not warrant formal assessment under Part IV of the *Environmental Protection Act 1986* (EP Act).

Advertising:

Subsequent to the EPA advice, the Amendment was advertised in accordance with Regulation 47(2) (a) up to and including (e) of the Planning and Development (Local Planning Schemes) Regulations 2015 in the following manner:

- Publication of a notice in *The Advocate* of 31<sup>st</sup> May 2016;
- Placement of a notice in the Council Administration Centre's foyer from 31<sup>st</sup> May 2016 until 12<sup>th</sup> July 2016;
- Publication of a notice on the Shire's website from 31<sup>st</sup> May 2016 until 12<sup>th</sup> July 2016;
- Notifying a total of 5 adjoining landowners in writing on 30<sup>th</sup> May 2016 and inviting comment;
- Notifying the following agencies in writing on 30<sup>th</sup> May 2016 and providing a link to an electronic copy of the Amendment Document on the Shire's website:
  - Western Australian Planning Commission;

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- Department of Health;
- Department of Aboriginal Affairs;
- Department of Environmental Regulation;
- Telstra;
- Department of Fire and Emergency Services;
- Main Roads WA;
- Water Corporation;
- Western Power;
- Department of Water; and
- WA Tourism Commission.

A public submission period of 42 days ended on Tuesday, 12<sup>th</sup> July 2016.

Council received a total of six (6) submissions – five (5) from Government Agencies and one (1) from the applicant on behalf of the landowner. Refer **Attachment 2** – Schedule of Submissions.

#### **STATUTORY REQUIREMENTS**

Council is now required to consider the submissions received and make a recommendation to the Hon. Minister for Planning regarding approval of the Amendment. Should Council adopt the amendment for final approval, it will need to authorise the President and Chief Executive Officer to execute three (3) copies of the documents and forward them to the Western Australian Planning Commission within 42 days of the resolution.

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

OBJECTIVE: Support business and investment opportunities  
STRATEGY: Proactively market the region's business opportunities and attractive lifestyle.

#### **BUDGET IMPLICATIONS**

The applicant will be invoiced the necessary statutory fees and charges associated with processing the scheme amendment upon Council's final adoption.

#### **OFFICER'S COMMENT**

The public submission period did not raise any concerns or issues with the proposed scheme amendment.

The applicant, however, put forward three (3) suggestions. The applicant's first suggestion suggests the inclusion of additional wording to better express the intent of the "Over 45s Lifestyle Village" (refer Item 1 of Submission #7 in the Schedule of Submissions – Attachment 2).

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After careful consideration, officers are of the view that it is unlikely the suggested wording would benefit the overall intent of the proposed scheme amendment. It is also considered that matters regarding development density can be considered by the local government and the Western Australian Planning Commission through the process for preparing Local Development Plans under Part 6 of the *deemed provisions* for local planning schemes. Therefore, officers have recommended no modification of the wording.

With respect to the applicant's submission under Item 2 (adding another Special Use into the table in Schedule 4 to clarify and protect the existence and potential expansion of the existing Caretaker's Residence, Motel and Function Centre), officers agree that the proposed amendment should be modified to recognise the existing Caretaker's Residence, Motel and Function Centre on the site. This use already exists under the existing LPS 6 provisions and was overlooked as part of the scheme amendment proposal/submission.

With respect to the applicant's submission under Item 3 (Deleting reference in the advertised scheme amendment which refers to 'lease agreements' and 'park home' which is related to notifying prospective purchasers and future occupants of the existence of the nearby abattoir and its potential amenity impacts), officers generally agree that this could be changed and the wording replaced as follows:

*"All land titles to contain the following advice via a Section 70A Notice to alert residents to the existence of the neighbouring abattoir:*

*"The land may be affected by emissions from a nearby abattoir and as such, may be affected by potential nuisances relating to odour, noise, dust and the like."*

The use of the Section 70A notification achieves the same intent of inclusion of such advice in lease arrangements.

Based on the above, it is recommended Council adopt the Amendment, subject to the Schedule of Modifications contained in Attachment 3.

**RECOMMENDATION**

**That Council, in respect of Shire of Northam Scheme Amendment No.5 –**

- 1. Receive the Schedule of Submissions that forms the subject of Attachment 2 to the report;**
- 2. Resolve to support Amendment No.5 with proposed modifications as outlined in the Schedule of Submissions that formed the subject of Attachment 2 to the report;**
- 3. Amend the proposed Scheme Amendment No. 5 document as expressed in the Schedule of Modifications that formed the subject of Attachment 3 to the report;**

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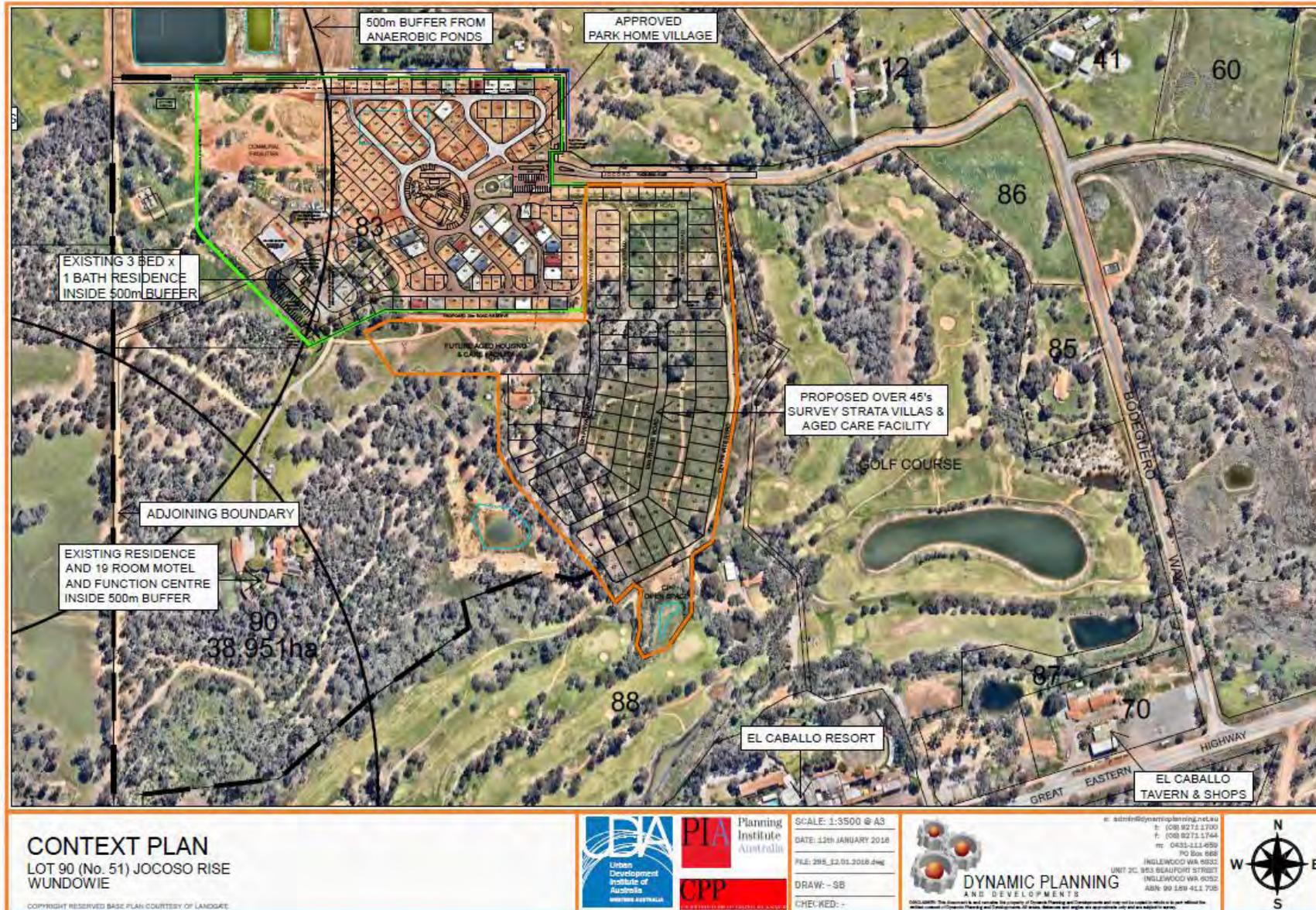
- 4. Amendment No.5 to Shire of Northam Local Planning Scheme No.6 be adopted for final approval as expressed in the Amendment Document (as modified); and**
- 5. The President and Chief Executive Officer be authorised to execute three (3) copies of the Amendment Documents for Amendment No.5 to Shire of Northam Local Planning Scheme No.6, including the fixing of the Council's Seal in the event that the Minister for Planning approves the Amendment without further modification.**

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

#### ATTACHMENT 1 – CONTEXT PLAN



**CONTEXT PLAN**  
 LOT 90 (No. 51) JOCOSO RISE  
 WUNDOWIE

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SCALE: 1:3500 @ A3  
 DATE: 12th JANUARY 2016  
 FILE: 298\_12.01.2016.dwg  
 DRAW: -SB  
 CHECKED: -



**DYNAMIC PLANNING  
 AND DEVELOPMENTS**

e: admin@dynamicplanning.net.au  
 t: (08) 9271 1700  
 f: (08) 9271 1744  
 m: 0431-111-059  
 PO Box 668  
 INGLEWOOD WA 6932  
 UNIT 2C, 953 BEAUFORT STREET  
 INGLEWOOD WA 6932  
 ABN: 99 159 411 708



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**ATTACHMENT 2 – SCHEDULE OF SUBMISSIONS**

Shire of Northam Local Planning Scheme No.6  
Amendment No.5  
**Schedule of Submissions**

No.	Date Received	Name	Address	Land Affected	Comments Made	Council Recommendation
<b>AGENCY COMMENTS</b>						
1	13 July 2016 (Late)	Main Roads WA	PO Box 333 Northam WA 6401	N/A	Main Roads WA (MRWA) has determined from the information provided that the proposed scheme amendment will not have an adverse impact on the MRWA network and therefore advises no objection to the proposal subject to the following;  MRWA reiterates the intersection lighting requirements at the intersection of Great Eastern Highway/Bodeguero Way as requested in our previous letter dated 18 April 2011 relating to the subject.	Noted. No modification of Amendment required.
2	10 June 2016	Department of Environment Regulation	168 St Georges Terrace Perth WA 6000	N/A	DER has no comment on this matter in reference to regulatory responsibilities under the <i>Environmental Protection Act 1986</i> and the <i>Contaminated Sites Act 2003</i> .	Noted. No modification of Amendment required.
3	17 June 2016	WA Tourism Commission	GPO Box X2261 PERTH WA 6847	N/A	Tourism WA has no comment to make on the proposal.	Noted. No modification of Amendment required.
4	16 June 2016	Department of Aboriginal Affairs	151 Royal Street East Perth WA 6004	N/A	The Department of Aboriginal Affairs (DAA) has undertaken a review of the area and confirms there are no reported Aboriginal heritage places mapped on the DAA heritage database that intersect this area. It is reminded that all Aboriginal heritage sites, to which the <i>Aboriginal Heritage Act 1972</i> applies, are protected in Western Australia, including those which have not yet been reported to DAA.  It is recommended that developers undertaking activities within the area, are familiar with the State's Cultural Heritage Due Diligence Guidelines. These have been developed to assist proponents to identify any risks to Aboriginal heritage and to mitigate risk where heritage sites may be present. The guidelines are available at: <a href="http://www.daa.wa.gov.au/globalassets/pdf-files/ddg">http://www.daa.wa.gov.au/globalassets/pdf-files/ddg</a> . If, after reviewing these guidelines, the developer has any queries regarding their responsibilities regarding the AHA, they should contact the DAA in the first instance.	Noted. No modification of Amendment required.  Noted. No modification of Amendment required.
5	8 June 2016	Western Power	363 Wellington Street	N/A	Western Power advises the proposal is being reviewed, and will contact the Shire directly for more information if required.	Noted. No additional information received at the time of determining the submissions.

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			Perth WA 6000			No modification of Amendment required.
6		Water Corporation	629 Newcastle Street Leederville WA 6007	N/A	<p><b>Water</b> Reticulated water is currently available to Lot 90 Jocoso Rise Wundowie.</p> <p><b>Wastewater</b> Water Corporation reticulated sewerage is not available to serve the subject area.</p> <p>The proposed changes to the Scheme do not appear to affect Water Corporation assets.</p>	<p>Noted. No modification of Amendment required.</p> <p>Noted. No modification of Amendment required.</p> <p>Noted. No modification of Amendment required.</p>
<b>APPLICANT'S SUBMISSION</b>						
7					<p><b>Item 1</b> Expand the Special Use intent for an <i>'Integrated Over 45s Lifestyle Village with associated amenities and ancillary infrastructure'</i> to provide a clearer land use connection including:</p> <p>Stage 1 – Existing Park Home Village with associated amenities and ancillary infrastructure.</p> <p><i>Justification</i> This retains the existing Park Home village that has been subject to planning approvals granted by the Shire and subsequently implemented on a staged basis.</p> <p>Stage 2 – Survey Strata Village @ R30 density for Grouped Dwellings</p> <p><i>Justification</i> Whilst the submitted Scheme Amendment and supporting concept plans has based this on a 'R20' density, an R30 coding would likely provide an over-45 community more than sufficient land area for those seeking a downsizing lifestyle lot which allows a garden area that doesn't demand too much maintenance in terms of size. This will also allow for varying lot size product where the topography of the site and engineering practicalities promote smaller lot sizes.</p> <p>Aged Care Facility @ R80 density providing low and high care facilities.</p> <p><i>Justification</i> Allows for development on this site to be measured at a plot ratio (1.0) approach which would suitably promote the ability to cater</p>	<p>Noted.</p> <p><b>"Item 1" comments</b> It is considered the inclusion of the as-suggested text will not provide a clearer land use connection.</p> <p>The current proposed wording "All development and/or subdivision shall be in accordance with an approved Local Development Plan (LDP)" is considered to be sufficient.</p> <p>It is also considered that matters regarding development density can be considered by the local government and the Western Australian Planning Commission through the process for preparing Local Development Plans under Part 6 of the <i>deemed provisions</i> for local planning schemes.</p> <p>Modification of Amendment not recommended.</p>

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						<p>for a 2-3 storey building which would allow future residents to capture the amenity of the site and surrounds.</p> <p><b><u>Item 2</u></b>  Add another Special Use into the table to clarify and protect the existence and potential expansion of the existing Caretaker's Residence, Motel and Function Centre.</p> <p><i>Justification</i>  This use already exists under the existing LPS 6 provisions and was simply overlooked as part of the scheme amendment proposal/submission.</p> <p><b><u>Item 3</u></b>  Delete reference in advertised scheme amendment which refers to 'lease agreements' and 'park home' which is related to notifying prospective purchasers and future occupants of the existence of the nearby abattoir and its potential amenity impacts.</p> <p>A Section 70A notification on Titles is an appropriate and alternative method of alerting prospective purchasers and future occupants of the existence of the nearby abattoir and its potential amenity impacts.</p> <p><i>Justification</i>  The very intent of the amendment is to move away from the issues associated with 'Park Home' and lease arrangements that do not gel with the financial lending sector.</p> <p>The use of the Section 70A notification achieves the same intent of inclusion of such advice in lease arrangements.</p>	<p><b><u>"Item 2" comments</u></b>  Noted and agree. Modification of Amendment recommended.</p> <p>It is recommended the proposed Scheme Amendment Document is updated as follows:</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><i>Special Use</i></th> <th style="text-align: left;"><i>Conditions</i></th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">2. <i>Motel, function centre and associated development</i></td> <td style="vertical-align: top;">1. <i>Existing 19 unit motel and function centre and associated facilities including swimming pool, gym and tennis courts.</i> 2. <i>Any expansion of the motel and function facility is to be considered via a scheme amendment to modify the provisions of the special use zone.</i></td> </tr> </tbody> </table> <p><b><u>"Item 3" comments</u></b>  Noted and agree.  It is recommended the proposed Scheme Amendment Document is updated by deleting the following wording from the "Conditions" column of Schedule 4 for Special Use No.9:</p> <p><i>"All lease agreements to contain the following advice to alert residents to the existence of the neighbouring abattoir "This park home is situated in the vicinity of an abattoir and, as such, may be affected by potential nuisances relating to odour, noise, dust and the like"."</i></p> <p>And replace with the following wording:</p> <p><i>"All land titles to contain the following advice via a Section 70A Notice to alert residents to the existence of the neighbouring abattoir:</i></p> <p><i>"The land may be affected by emissions from a nearby abattoir and as such, may be affected by potential nuisances relating to odour, noise, dust and the like."</i></p>	<i>Special Use</i>	<i>Conditions</i>	2. <i>Motel, function centre and associated development</i>	1. <i>Existing 19 unit motel and function centre and associated facilities including swimming pool, gym and tennis courts.</i> 2. <i>Any expansion of the motel and function facility is to be considered via a scheme amendment to modify the provisions of the special use zone.</i>
<i>Special Use</i>	<i>Conditions</i>										
2. <i>Motel, function centre and associated development</i>	1. <i>Existing 19 unit motel and function centre and associated facilities including swimming pool, gym and tennis courts.</i> 2. <i>Any expansion of the motel and function facility is to be considered via a scheme amendment to modify the provisions of the special use zone.</i>										

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**ATTACHMENT 3 – SCHEDULE OF MODIFICATIONS**

Shire of Northam Local Planning Scheme No.6  
 Amendment No.5  
**Schedule of Modifications**

No.	Modification Requested	Reason for Modification				
1	<p>Update the proposed “Special Use” and “Conditions” column in Schedule 4 of LPS6 as follows:</p> <table border="1" data-bbox="170 542 762 841"> <thead> <tr> <th data-bbox="170 542 464 563"><i>Special Use</i></th> <th data-bbox="478 542 762 563"><i>Conditions</i></th> </tr> </thead> <tbody> <tr> <td data-bbox="170 568 464 841">2. <i>Motel, function centre and associated development</i></td> <td data-bbox="478 568 762 841">                     1. <i>Existing 19 unit motel and function centre and associated facilities including swimming pool, gym and tennis courts.</i>                      2. <i>Any expansion of the motel and function facility is to be considered via a scheme amendment to modify the provisions of the special use zone.</i> </td> </tr> </tbody> </table>	<i>Special Use</i>	<i>Conditions</i>	2. <i>Motel, function centre and associated development</i>	1. <i>Existing 19 unit motel and function centre and associated facilities including swimming pool, gym and tennis courts.</i> 2. <i>Any expansion of the motel and function facility is to be considered via a scheme amendment to modify the provisions of the special use zone.</i>	<p>This use already exists under the existing LPS 6 provisions and was overlooked as part of the scheme amendment proposal/submission.</p>
<i>Special Use</i>	<i>Conditions</i>					
2. <i>Motel, function centre and associated development</i>	1. <i>Existing 19 unit motel and function centre and associated facilities including swimming pool, gym and tennis courts.</i> 2. <i>Any expansion of the motel and function facility is to be considered via a scheme amendment to modify the provisions of the special use zone.</i>					
2	<p>Update the proposed Scheme Amendment Document by deleting the following wording from the “Conditions” column of Schedule 4 for Special Use No.9:</p> <p><i>“All lease agreements to contain the following advice to alert residents to the existence of the neighbouring abattoir “This park home is situated in the vicinity of an abattoir and, as such, may be affected by potential nuisances relating to odour, noise, dust and the like”.”</i></p> <p>And replace with the following wording:</p> <p><i>“All land titles to contain the following advice via a Section 70A Notice to alert residents to the existence of the neighbouring abattoir:</i></p> <p><i>“The land may be affected by emissions from a nearby abattoir and as such, may be affected by potential nuisances relating to odour, noise, dust and the like.”</i></p>	<p>The intent of the amendment is to move away from the issues associated with ‘Park Home’ and lease arrangements that do not gel with the financial lending sector.</p> <p>The use of the Section 70A notification achieves the same intent of inclusion of such advice in lease arrangements.</p>				

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

### RECOMMENDATION

That Council raise the motion for agenda item 13.2.9 from the table for consideration at the Ordinary Council meeting held on 17 August 2016.

### 13.2.9 DEVELOPMENT APPLICATION FOR AN EXTRACTIVE INDUSTRY - LOT 16904 NO.480 JENNAPULLIN ROAD, SOUTHERN BROOK

Name of Applicant:	Joseph & Tanya Naughton
Name of Owner:	Joseph & Tanya Naughton
File Ref:	A1785/P16055
Officer:	Chadd Hunt / Courtney Wynn
Officer Interest:	Nil
Policy:	<i>Local Planning Scheme No.6 Extractive Industry Local Law 2008</i>
Voting:	Simple Majority

### PURPOSE

Council is requested to reconsider an application for development approval for an extractive industry at Lot 16904 No.480 Jennapullin Road, Southern Brook. This application is being referred to Council as objections were received during the public advertising period and Council resolved at its meeting on 20<sup>th</sup> July 2016 to lay the matter on the table.

### BACKGROUND

Date	Item / Outcome
13 <sup>th</sup> May 2016	Shire Officers conducted a site inspection of the proposed excavation site.
23 <sup>rd</sup> May 2016	The Shire received the development application.
26 <sup>th</sup> May 2016	The development application was referred to surrounding landowners located within 1km of the site.
16 <sup>th</sup> June 2016	The advertising period closed with three submissions received.
1 <sup>st</sup> July 2016	A report was prepared for Council.
20 <sup>th</sup> July 2016	Council resolves to "lay the matter on the table"

At the meeting held on July 20<sup>th</sup> 2016 the following reasons were recorded as being the reason for having an alternate recommendation.

#### "Reason for Council Decision

*To allow officers to investigate the following issues and refer back to Council;*

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- a) *The money currently budgeted (as detailed in the Monthly Report) for the widening of Jennapullin Road, be allocated and applied for widening of Jennapullin Road, starting North from Clydesdale Road.*
- b) *Jennapullin Road is brought up to the new Shire road standard, including creek crossing barriers, crest ahead signs and appropriate road signage, verge clearing and no passing ahead/bridge sign and annual verge grading.”*

Lot 16904 No.480 Jennapullin Road, Southern Brook is zoned ‘Rural’ under Local Planning Scheme No.6 and is currently primarily used for agricultural purposes along with the proponents residence located on the adjoining lot (Appendix 1). The subject site is adjoined by other land parcels also zoned ‘Rural’ to the north, south and east. There is a reserve denoted for the purpose of ‘Government Requirements’ and ‘Gravel’.

The proposal involves the extraction of an estimated 10,000m<sup>3</sup> of sand and gravel material per year over a total 10 year period from a portion of the lot. The area of extraction is approximately 72,000m<sup>2</sup> to a maximum depth of 1.5m below Natural Ground Level as depicted on the site plan (Appendix 2 & 3). The extractive industry will involve the use of a hydraulic excavator, front end loader and bobcat.

The materials will be carted off site via Jennapullin Road which connects with the Great Eastern Highway and Southern Brook Road. The applicant has advised that they expect that there will be up to a maximum of 18 heavy vehicle movements per day on occasions when operating at maximum capacity. The hours of operation are proposed to be Monday to Saturday between 7am and 5pm excluding public holidays.

The application specifies that rehabilitation will be undertaken in stages. Once the material is extracted from a particular section, the site will be backfilled using stockpiled soil fill and the removed topsoil to reinstate the land to the natural ground levels. The land will then either be returned to farmland and used for agricultural purposes or native trees planted depending on the suitability of the soil for agriculture.

## **STATUTORY REQUIREMENTS**

### SHIRE OF NORTHAM LOCAL PLANNING SCHEME NO 6

Lot 16904 No.480 Jennapullin Road, Southern Brook is zoned ‘Rural’ under the Shire’s Local Planning Scheme No.6 (the Scheme).

Clause 3.2.8 of the Scheme identifies the following objectives for the Rural Zone:

- *To provide for horticulture, extensive and intensive agriculture, agroforestry, local services and industries, extractive industries and tourist uses which ensure conservation of landscape qualities in accordance with the capability of the land.*
- *To protect the potential of agricultural land for primary production and to preserve the landscape and character of the rural area.*

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- *To control the fragmentation of broad-acre farming properties through the process of subdivision.*
- *To protect land from land degradation and further loss of biodiversity by:*
  - (i) *Minimising the clearing of remnant vegetation and encouraging the protection of existing remnant vegetation;*
  - (ii) *Encouraging the development of and the protection of corridors of native vegetation;*
  - (iii) *Encouraging the development of environmentally acceptable surface and sub-surface drainage works; and*
  - (iv) *Encouraging rehabilitation of salt affected land.*

The proponent requires development approval from the local government for the following reason:

- The use of the land for an ‘Industry - Extractive’ is classified under the Scheme as an ‘A’ use. This means that the use is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with Clause 64 (3) of Schedule 2, Part 8 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The Scheme defines the term ‘industry-extractive’ as follows:

*“**industry - extractive**” means an industry which involves the extraction, quarrying or removal of sand, gravel, clay, hard rock, stone or similar material from the land and includes the treatment and storage of those materials, or the manufacture of products from those materials on, or adjacent to, the land from which the materials are extracted, but does not include industry – mining;*

Schedule 2 Part 9 Clause 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) specifies the planning matters to be considered by the local government when determining an application.

The following subsections under Clause 67 of the Regulations are deemed to be matters relevant to the proposal in front of Council:

- “(a) the aims and provisions of this Scheme and any other local planning scheme operating within the Scheme area;*
- (d) any environmental protection policy approved under the Environmental Protection Act 1986 section 31(d);*
- (m) the compatibility of the development with its setting including the relationship of the development to development on adjoining land or on other land in the locality including, but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the development;*
- (n) the amenity of the locality including the following —*
  - (i) environmental impacts of the development;*
  - (ii) the character of the locality;*
  - (iii) social impacts of the development;*

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- (o) *the likely effect of the development on the natural environment or water resources and any means that are proposed to protect or to mitigate impacts on the natural environment or the water resource;*
- (q) *the suitability of the land for the development taking into account the possible risk of flooding, tidal inundation, subsidence, landslip, bush fire, soil erosion, land degradation or any other risk;*
- (r) *the suitability of the land for the development taking into account the possible risk to human health or safety;*
- (s) *the adequacy of —*
  - (i) *the proposed means of access to and egress from the site; and*
  - (ii) *arrangements for the loading, unloading, manoeuvring and parking of vehicles;*
- (t) *the amount of traffic likely to be generated by the development, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*
- (x) *the impact of the development on the community as a whole notwithstanding the impact of the development on particular individuals;*
- (y) *any submissions received on the application;*
- (za) *the comments or submissions received from any authority consulted under clause 66;*
- (zb) *any other planning consideration the local government considers appropriate.”*

*Extractive Industries Local Law 2008*

The *Extractive Industry Local Law 2008* is the legislation in which the Shire's operates under when dealing with extractive industries. The Local Law outlines the requirements and limitations for extractive industry operations. The application has been assessed and found to be compliant with the Local Law.

*State Planning Policy 2.4 - Basic Raw Materials*

State Planning Policy 2.4 sets out the matters which are to be taken into account by the local government in considering an application for an extractive industry involving basic raw materials (such as sand). The objectives of the policy are as follows:

- Identify the location and extent of basic raw material resources;
- Protect Priority Resource Locations, Key Extraction Areas and Extraction Areas from being developed for incompatible land uses which could limit future exploitation;
- Ensure that the use and development of land for the extraction of basic raw materials does not adversely affect the environment or amenity in the locality of the operation during or after extraction;
- Provide a consistent planning approval process for extractive industry proposals including the early consideration of sequential land uses.

*Environmental Protection (Noise) Regulations 1997*

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Noise is governed by the *Environmental Protection (Noise) Regulations 1997* (the Noise Regulations) with enforcement provisions available to the local authority and police. Under the Noise Regulations, noise is deemed unreasonable if it exceeds a prescribed standard or if the noise unreasonably interferes with the health, welfare, convenience, comfort or amenity of the occupier making the complaint.

*EPA Guidance Statement No.3*

The Environmental Protection Authority (EPA) lists extractive industry - sand and limestone extraction under its *Separation Distances between Industrial and Sensitive Land Uses Guidelines* (2005) as a land use that may potentially affect nearby sensitive land uses (including residential dwellings). The Guidelines advise that the separation buffers between sand extraction sites should be a minimum of 300m - 500m depending on the size and of the proposal.

**PUBLIC CONSULTATION**

The application was advertised for a period of 21 days in accordance with and Schedule 2 Part 8 Clause 64 (3) of the Regulations and the Shire's Local Planning Policy 20 - Advertising of Planning Proposals.

Officers gave notice of the application on 26<sup>th</sup> May 2016 to all land owners located within 1km of the subject site.

During the advertising period, three (3) submissions were received in total, which comprised of 3 objections.

The submissions generally raised concerns in relation to the potential impacts upon Jennapullin Road, and potential impacts upon the amenity of the local area. These issues have been summarised and are discussed in the attached Schedule of Submissions and the Officer's Comment section below.

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

STRATEGY E1.2: Support the identification, protection and control of the mineral resources industry through careful development and planning.

STRATEGY E1.3: Promote a diverse mix of development opportunities throughout the Shire.

**BUDGET IMPLICATIONS**

There are no financial/budgetary implications for the Shire of the recommendations of this report.

The applicant has paid the statutory fees prescribed by the *Planning and Development Regulations 2009*.

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**OFFICER'S COMMENT**

The submissions received from surrounding land owners identified concerns regarding potential impacts to amenity including dust and noise impact resulting from the proposed extractive industry along with the safety and maintenance concerns regarding the use of heavy vehicles along Jennapullin Road as access to and from the subject site.

Noise

The proposed extractive industry is considered to be of smaller scale and will only involve the use of a hydraulic excavator, front end loader and bobcat along with noise typically associated with heavy vehicle movements and the loading of sand and gravel into trucks. The applicant has advised that all machinery will be fitted with noise filtering devices and that they have no need for the use of reversing alarms as they will be providing a demarcated loading zone.

There are 4 dwellings located within a 1km radius of the subject site. The EPA Guidelines stipulate that the minimum buffer distance between a sand extractive industries should be 300-500m depending on size. The applicant's house is the closest house to the site and is located approximately 160m away. The nearest house on a neighbouring property is located approximately 300m from the subject site which is consistent with the guidelines considering the small scale of this proposal.

The hours of operation are proposed to be Monday to Saturday between 7am and 5pm excluding public holidays which is compliant with the *Environmental Protection (Noise) Regulations 1997*. The hours of operation would be enforced as a recommended condition of approval.

Dust

It is considered that the proposed extractive industry is likely to generate some dust resulting from onsite extraction activities and associated vehicle movements over unsealed roads. Dust control measures including vegetation buffers located between the site, road and residential properties can help to dissipate dust.

It is considered that the applicant has undertaken extensive tree planting over a 25,000m<sup>2</sup> area to provide a buffer between the proposed extractive industry site and Jennapullin Road. There is a heavily vegetated reserve located to the west and further vegetation planted to the south and east of the proposed site along the properties internal roads which will further help dissipate dust and act as screening.

The application also specifies that a windrow of no less than 1m in height will be constructed around the perimeter of the subject site and that a water truck will be available on site.

Therefore, the proposed strategies are considered sufficient and can be appropriately managed through the imposition of appropriate conditions.

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Visual Amenity

Officers have conducted a site inspection and consider that the proposed extractive industry will not be visible from Jennapullin Road or nearby properties due to the extensive existing and recently planted native vegetation which acts as sufficient screening.

Bushfire

One of the submissions raised concerns regarding the bushfire risk present on this site and the adjoining Reserve. It should be noted that the subject site is located within a Designated Bushfire Prone area and that any on site activities would be subject to hot works bans during the bushfire season.

Jennapullin Road

All three submissions have raised concerns regarding the proposed use of Jennapullin Road by the proponent of this application. Jennapullin Road is a Main Roads Western Australia approved RAV2 route which requires heavy vehicle operators to obtain a permit from the Shire. The designation of a RAV2 route indicates that the road has been identified as being suitable for use by heavy vehicles up to a certain size. Engineering staff have assessed the entry / exit points of the property and determined minimum sight distances meet the required design standards for vehicle north and southbound on Jennapullin Road as well as vehicle exiting the access in question. Staff also considered restricting direction of entry and exit movements of the property however in consideration of the first point believed this was not warranted.

The proponent is proposing on average an increase of 2 heavy vehicle movements per day along Jennapullin Road, with a maximum of 18 vehicle movements per day on occasion when operating a maximum capacity. The Shire's Engineering Department has conducted further investigations in response to concerns raised in the submissions. The investigation revealed that there are sufficient sightlines for heavy vehicles movements on both the northern and southern sections of Jennapullin Road. It is on this basis, that no specific restriction is recommended to be imposed upon the applicant's routes.

The proponent would also be required to comply with the Main Roads RAV Routes Assessment Guidelines which addresses potential conflicts with other road uses including school buses, maximum permitted size of vehicles and hours of operation. The Guidelines also stipulate maximum permitted speed limit limits along with other safety measures including restricting heavy vehicles from the road during school bus drop off and collection times.

In response to the issues raised at the Council meeting held on 20<sup>th</sup> July 2016 the following additional comments are made by staff.

- a) *The money currently budgeted (as detailed in the Monthly Report) for the widening of Jennapullin Road, be allocated and applied for widening of Jennapullin Road, starting North from Clydesdale Road.*

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This project included in the 2016/17 budget is funded through Regional Road Group as a Priority 1 second coat seal to works completed in 2015/16 on a different section of Jennapullin Road. The funds cannot be re-allocated to alternative projects.

- b) *Jennapullin Road is brought up to the new Shire road standard, including creek crossing barriers, crest ahead signs and appropriate road signage, verge clearing and no passing ahead/bridge sign and annual verge grading.*

The Shire of Northam has a long term strategy for upgrading key regional roads, of which Jennapullin Road is included. Funding for the upgrade of these roads is sought from Regional Road Group, with submissions going through a comprehensive assessment process based on a scored criteria. With adjoining Shires competing for the same funding, submissions are made based on firstly road network needs, and secondly strength of the submission to achieve maximum possible funding. To put in context the cost of upgrading the remaining narrow sections of Jennapullin Road to a 7 meter wide seal, it is estimated to cost in the order of \$1.3 million.

Typically road widening projects include vegetation clearing, upgrade of roadside infrastructure and widening of culverts where appropriate. Routine shoulder grading is performed across the network which is scheduled based on priority and ability to deliver with available resources. Jennapullin Road is included in this assessment and will be scheduled accordingly in the routine program.

Environmental Impact & Site Rehabilitation

There are no existing waterways on the site and the proposed extractive industry is to take place on an area of land that has been cleared of native vegetation for agricultural purposes and does not involve the removal of further native vegetation. The site adjoins a Reserve which is vested for the purpose of extractive industries including 'Gravel' and 'Government Requirements' rather than for environmental conservation purposes. Therefore a study into the impacts upon native flora and fauna within adjoining reserve as suggested in one of the submissions was not required.

The application specifies that rehabilitation will be undertaken in 26 individual stages. Once the material is extracted from a particular section, the site will be backfilled using the removed topsoil to restore the site to natural ground levels. The land will then either be returned to farmland and used for agricultural purposes or native trees planted depending on the suitability of the soil for agriculture.

Conclusion

It is recommended that Council resolve to approve the application for an 'industry-extractive' land use at Lot 16904 No.480 Jennapullin Road, Southern Brook subject to conditions. It is not recommended at this stage to impose conditions restricting access other than the existing RAV route.

**RECOMMENDATION**

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That Council resolves to grant a time limited development approval for the proposed 'Industry-Extractive' land use at Lot 16904 No.480 Jennapullin Road, Southern Brook, subject to the following conditions:

### GENERAL CONDITIONS

1. This development approval is valid for 10 years from the date of approval and will expire on 17/08/2026.
2. The development hereby permitted must substantially commence within two years from the date of this determination notice.
3. The development hereby permitted taking place in accordance with the approved plans dated 17/08/2016 in addition to any documentation endorsed with an 'Approved' stamp by the Shire of Northam.
4. Hours of operation on the site shall be limited to between 07.00 to 17.00 hours, Monday to Saturday, excluding public holidays.
5. The Rehabilitation Plan approved by the Shire of Northam is to be adhered to at all times to the satisfaction of the local government.
6. A maximum of 18 heavy vehicle movements associated with the extractive industry are permitted along Jennapullin Road per day.

### CONDITIONS TO BE MET PRIOR TO THE COMMENCEMENT OF THE WORKS/USE

7. Prior to the commencement of the use, the proponent is to obtain a valid extractive industry licence from the local government under the Shire's *Extractive Industries Local Law 2008*.
8. Prior to the commencement of the use, warning signs are to be placed along each of the boundaries of the area excavated under this licence which are no more than 200 metres apart, not less than 1.8m high and not less than 1 metre **wide** and bears the words 'DANGER EXCAVATIONS KEEP OUT'.
9. Prior to commencement of the use, the applicant to provide a rehabilitation bond for not less than \$10,000 (ten thousand dollars) and such bond or bank guarantee to be unconditional (no expiry date).
10. Prior to commencement of the use, the applicant must upgrade the ingress and egress point with Jennapullin Road to Austroads standards to the satisfaction of the local government.
11. Prior to commencement of the use, a detailed road condition report prepared by a suitably qualified civil engineer to the satisfaction of the Local Government, must be submitted to and approved by the Local Government.
12. Prior to commencement of the use, the applicant to provide a road maintenance bond for \$50,000 (fifty thousand dollars) and such bond or bank guarantee to be unconditional (no expiry date).
13. Prior to commencement of the use, the applicant must install and maintain approved road signs along the transport route, warning other road users of trucks entering and using the public road system.

### CONDITIONS REQUIRING ONGOING COMPLIANCE

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14. Areas of existing native vegetation are to be retained and maintained to screen the extractive industry from Jennapullin Road and adjoining properties to the satisfaction of the Local Government.
15. The on-site drainage system shall be maintained on an ongoing basis to the satisfaction of the local government.
16. All heavy vehicles transporting product off the site are to be fitted with suitable dust covers to the satisfaction of the local government.
17. The ingress and egress point with Jennapullin Road must be maintained on an ongoing basis to the satisfaction of the Local Government

### ADVICE NOTES

- NOTE 1:** If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the determination, the approval shall lapse and be of no further effect.
- NOTE 2:** Shire Officer's will undertake a routine annual inspection of the site at the time the extractive industry licence renewal is applied for.
- NOTE 3:** Where an approval has so lapsed, no development shall be carried out without the further approval of the Local Government having first been sought and obtained.
- NOTE 4:** If an applicant is aggrieved by this determination there is a right of appeal under the *Planning and Development Act 2005*. An appeal must be lodged with the State Administrative Tribunal within 28 days of the determination.
- NOTE 5:** In relation to Condition 5, upon completion of the site rehabilitation, the applicant is to notify the Local Government in writing. At this time, Local Government Officers will conduct a site visit to ensure that the site has been rehabilitated to the satisfaction of the Local Government.
- NOTE 6:** The proponent should take appropriate measures to minimise heavy vehicle movements along Jennapullin Road during school bus pick up and drop off times.
- NOTE 7:** Prior to the commencement of the use, the operator is required to obtain a written approval from the local government, permitting use of the road, must be carried and produced on demand. No operation on unsealed segment when visibly wet. Vehicle not to exceed 25m in total length.
- NOTE 8:** The maximum permitted size for heavy vehicles using Jennapullin Road is not to exceed Main Roads Requirements for designated RAV routes.
- NOTE 9:** The extractive industry is to be carried out in accordance with the Shire's *Extractive Industries Local Law 2008* at all times.
- NOTE 10:** The extractive industry is to operate in accordance with the requirements of the *Environmental (Noise) Protection Regulations 1997*.
- NOTE 11:** The extractive industry may require registration or a licence as a 'prescribed premise' from the Department of Environmental Regulation

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under Part V of the *Environmental Protection Act 1986 (Environmental Protection Regulations, 1987, Schedule 1)* if:

- Category 12: Licensing is required if the material is screened, washed, crushed, ground, milled, sized or separated and more than 50000 tons/annum is processed.
- Category 70: Registration is required if the material is screened, washed, crushed, ground, milled, sized or separated and more than 5000 tons/annum but less than 50,000 tonnes per annum is processed.
- Category 80: Registration is required if non-metallic minerals are being processed (crushed, ground, milled or separated) and more than 100 tonnes/annum is processed.

**NOTE 12:** Approval for an Extractive Industry is not transferable unless written approval is granted by the Shire of Northam, and provided all conditions of the existing approval are met.

**NOTE 13:** Site operation to comply with the *Mines Safety and Inspection Act 1994* at all times.

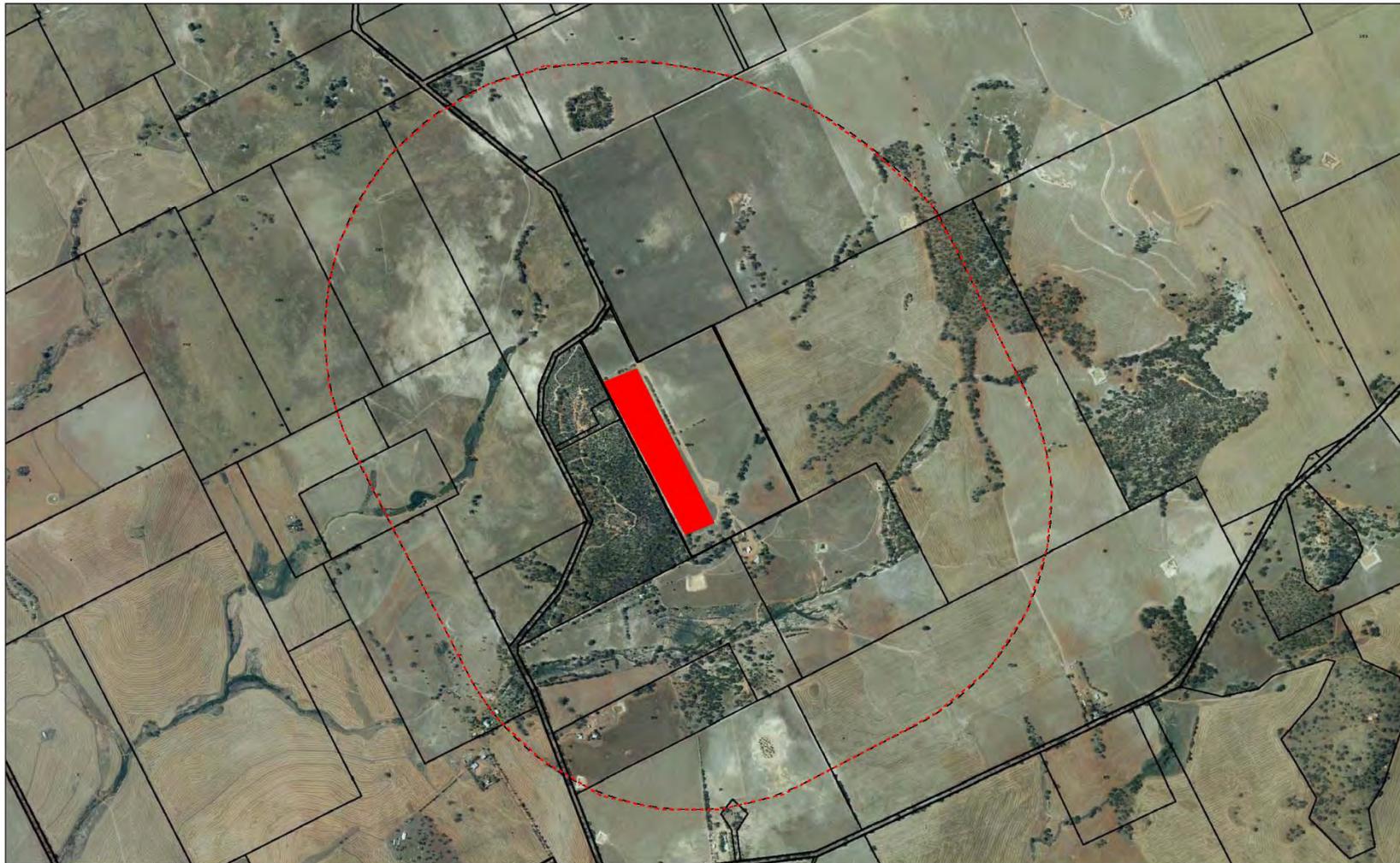
**NOTE 14:** In relation to Condition 12, the applicant is advised that the \$50,000 road maintenance bond is the estimated cost of reconstructing 1km of Jennapullin Road. If at any time the Local Government determines the extractive industry has caused damage to Jennapullin Road, the Local Government may give a written notification to the applicant identifying the damage and require it to be made good in accordance with the Local Government's standards. Any work required to be done by the notice must be completed within 14 days following the date the notice is given, unless a greater period is stipulated in the notice.

In order to allow the Local Government to carry out necessary repair works in the event of the applicant's default, the bond/bank guarantee may be drawn on by the Local Government without notice. If the Local Government draws on the bond/bank guarantee, the applicant must, within a period of 14 days thereafter, reinstate the bond/guarantee to the amount of \$50,000. When the extractive industry ceases the Local Government may review the condition of the Jennapullin Road and, if necessary, draw on the bond/bank guarantee to pay for any work required to return the road to its present standard. Any balance of the bond/bank guarantee which thereafter remains will to be refunded to the applicant. The Local Government may require the applicant to enter into a legal agreement, prepared by the Local Government's solicitors at the applicant's cost, in order to deal with any additional matter of detail concerning the requirements of this approval.

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**ATTACHMENT 1 – LOCATION MAP**



PAUL KRAFT AND ASSOCIATES PO BOX 428 NORTHAM 6401 Phone: 9574 2690 Fax: 9574 2991	FEATURE SURVEY OF	C/T Volume:	Folio:	Scale: 1:14000
				Datum: A.H.D.
				Original Sheet Size <b>A3</b>
Surveyor: P Kraft	Date: 20/05/2016			

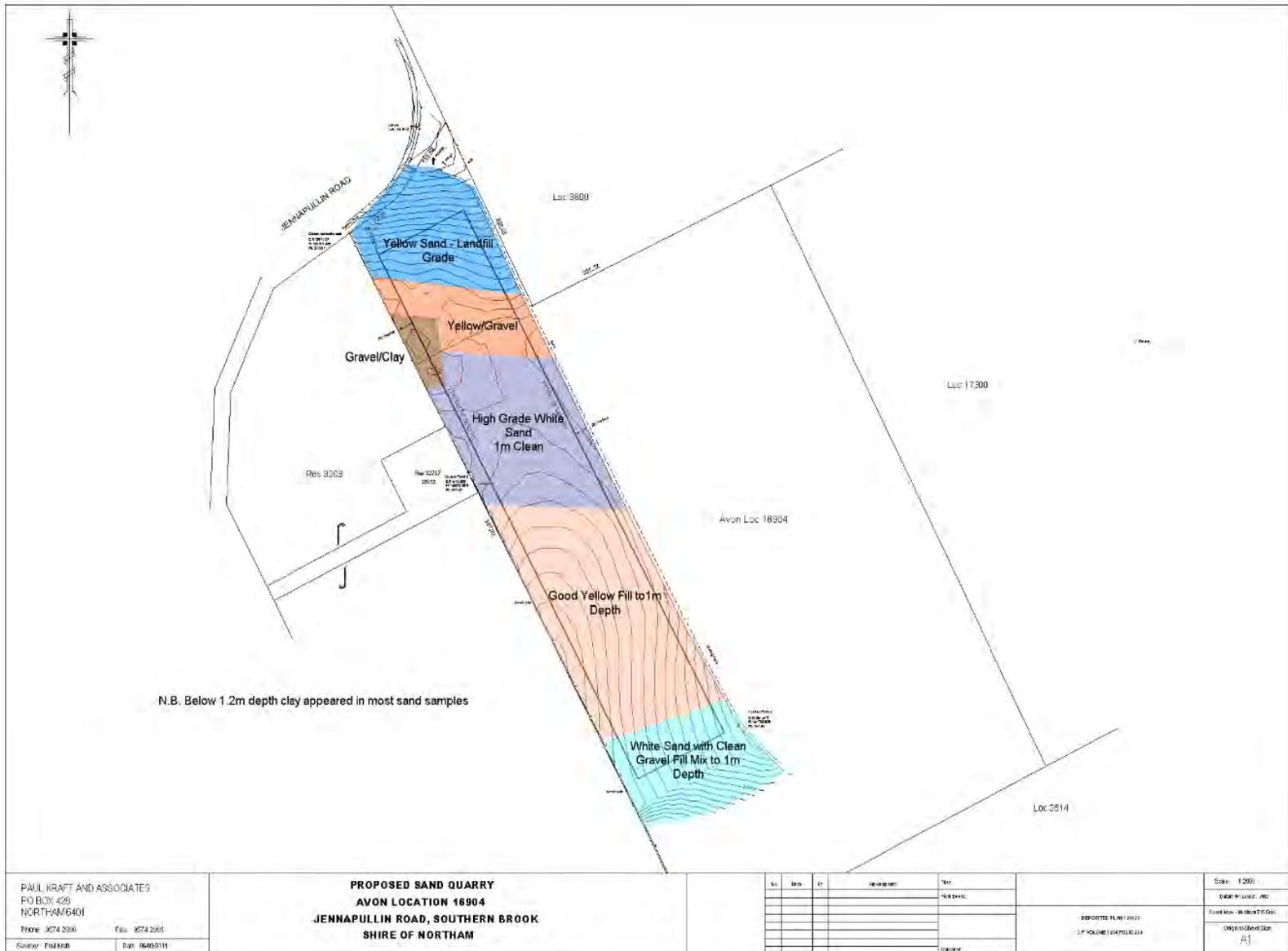


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#### ATTACHMENT 3 – SOIL OVERLAY PLAN



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**ATTACHMENT 4 –APPLICATION REPORT**

**Extractive Industry License Proposal**  
**Lot 16904**  
**Southern Brook, Shire of Northam, Western Australia,**  
**Australia**

By;  
JG Naughton & Glenrothers Nominees Pty Ltd  
T/A  
Naughton's Earthmoving & Sand Supplies  
ABN: 68 361880 704

May 2016

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**Figures:**

Figure 1 - Estimated Position of Sand Pit

**Attached Documents:**

local\_law\_extractive\_industries\_08[1].pdf  
Fees & Charges 2010-2011[1].pdf

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**1. OVERVIEW**

(1) Subject to subclause (3), a person seeking the issue of a licence in respect of any land shall apply in the form determined by the local government from time to time and must forward the application duly completed and signed by each of the applicant, the owner of the land and any occupier of the land to the CEO together with the below information.

**2. REQUIRED BY LICENSED SURVEYOR/DRAFTSPERSON**

Required by licensed surveyor/draftsperson.

Section 2.3.1 (a) as below.

(a) 3 copies of a plan of the excavation site to a scale of between 1:500 and 1:2000 showing;

- (i) The existing and proposed land contours based on the Australian Height Datum and plotted at 1 metre contour intervals;
- (ii) The land on which the excavation site is to be located;
- (iii) The external surface dimensions of the land;
- (iv) The location and depth of the existing and proposed excavation of the land;
- (v) The location of existing and proposed thoroughfares or other means of vehicle access to and egress from the land and to public thoroughfares in the vicinity of the land;
- (vi) The location of buildings, treatment plant, tanks and other improvements and developments existing on, approved for or proposed in respect of the land;
- (vii) The location of existing power lines, telephone cables and any associated poles or pylons, sewers, pipelines, reserves, bridges, railway lines and registered grants of easement or other encumbrances over, on, under or adjacent to or in the vicinity of the land;
- (viii) The location of all existing dams, watercourses, drains or sumps on or adjacent to the land;
- (ix) The location and description of existing and proposed fences, gates and warning signs around the land; and
- (x) The location of the areas proposed to be used for stockpiling excavated material, treated material, overburden and soil storage on the land and elsewhere;

(d) Evidence that a datum peg has been established on the land related to a point approved by the local government on the surface of a constructed public

(e) A certificate from a licensed surveyor certifying the correctness of -

- (i) The plan referred to in paragraph (a); and
- (ii) The datum peg and related point referred to in paragraph (d);

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**3. SECTION 2.3.1 (B) WORKS AND EXCAVATION PROGRAMME**

(i) The nature and estimated duration of the proposed excavation for which the licence is applied;

- This proposal is to extract sand for construction purposes i.e. house pads and site establishment. During the excavation period, the excavation will be progressed in stages.

(ii) The stages and the timing of the stages in which it is proposed to carry out the excavation;

- Stage one of the excavations will see an estimated 10,000m<sup>3</sup> of material removed. This is approximately 10% of the entire proposed area to be excavated.
  - This initial stage is estimated to take approximately 12 – 24 months.
- Once the initial stage is completed, the remaining stages will be excavated according to demand.

(iii) Details of the methods to be employed in the proposed excavation and a description of any on-site processing works;

- Excavation will be performed by means of hydraulic excavator, front end loader & bobcat.
- As excavation progresses the batters will be completed to a grade of 1:5, 20% , 11.3°

(iv) Details of the depth and extent of the existing and proposed excavation of the site;

- Total extents of the proposed excavation are:
  - 600m Length
  - 120m Width
  - From approximately 1.0m to 1.5m depth

(v) An estimate of the depth of and description of the nature and quantity of the overburden to be removed;

- Existing overburden is historic farmed soil. This material is of sandy nature, with little clay content.
- Topsoil removal to a depth of 0.15m
- Total 10800m<sup>3</sup> of topsoil to be removed & stockpiled for placement upon excavation completion.

(vi) A description of the methods by which existing vegetation is to be cleared and topsoil and overburden removed or stockpiled;

- Land proposed for the excavation site is farm land, with no existing native bush, or clearing required.
- Overburden/topsoil will be removed by means of hydraulic excavator, front end loader, tracked dozer & bobcat.
- Overburden/topsoil material will be stockpiled on the site for use in rehabbing the excavated pit.

(vii) A description of the means of access to the excavation site and the types of thoroughfares to be constructed;

- Access will be via the western boundary of the excavation. Between the natural reserve and excavation.
- This road will then be connected to the farm access road to the east of the proposed excavation.
- This road is constructed of gravel/sand backfill & will be maintained as part of the excavation operations.
- This eastern boundary road connects to Jennapullin Road, north of Grass Valley Road.

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- Access onto the eastern boundary road will be controlled via locked gates.
- (viii) Details of the proposed number and size of trucks entering and leaving the Site each day and the route or routes to be taken by those vehicles;
  - Truck size to be in line with Main Roads & Shire regulations. In general 42.500t gross But not exceeding network 2 conditions.
  - On nominated haulage days, Monday to Saturday (excluding Public Holidays) 7am – 5pm, it is expected that there will be normally one and on occasion two highway sized trucks which will service the excavation site.
  - It is estimated that there will be one to two loads leaving the excavation site per hour, per 9 hour working day.
    - Total of 9 to 18 loads per day best case scenario.
  - The proposed route would be utilised as to reduce the effect on shire access roads.
- (ix) A description of any proposed buildings, water supply, treatment plant, tanks and other improvements;
  - No other improvements will be constructed on the excavation site.
  - Existing nearby facilities will be used to service the excavation area.
- (x) Details of drainage conditions applicable to the land and methods by which the excavation site is to be kept drained;
  - Drainage of the excavation site will be via perimeter drainage and windrows constructed at the top of the excavation.
  - There are no natural water courses which will be altered by this excavation.
  - The land falls to the North West which drains through natural bush land.
  - Soil characteristics of the excavation are of a porous & unconsolidated nature. Therefore is expected to be free draining.
- (xi) A description of the measures to be taken to minimise sand drift, dust nuisance, erosion, watercourse siltation and dangers to the general public;
  - Minimal soil disturbance will be conducted prior to the area being excavated.
  - A windbreak to the east and natural bush land to the west will provide relief from the effects of wind.
  - No identified areas of natural watercourse have been identified.
  - Windrows of no less than 1m in height will be constructed around the perimeter of the site.
  - Warning signs will be placed on the external boundaries of the excavation lot.
    - Signs will read: Danger: Open Excavation.
  - Gates will be locked and secured at the eastern access road & the entrance to the western access road during non-excavation times.
- (xii) A description of the measures to be taken to comply with the *Environmental Protection (Noise) Regulations 1997*;
  - Excavation will only be conducted during the day. Commencing no earlier than 7am.
  - All machines will be fitted with noise filtering devices i.e. well maintained exhaust and muffler systems.
- (xiii) A description of the existing site environment and a report on the anticipated effect that the proposed excavation will have on the environment in the vicinity of the land;
  - Currently, the proposed excavation site is level & cleared farm land. This area has historically been used to grow farm crops.
  - Due to the nature of the surrounding land, it is anticipated there will be minimal or no effect on the surrounding area.
- (xiv) Details of the nature of existing vegetation, shrubs and trees and a description of measures to be taken to minimise the destruction of existing vegetation;

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- As the land is previously cleared, no destruction of existing vegetation is anticipated.

(xv) A description of the measures to be taken in screening the excavation site, or otherwise minimising adverse visual impacts, from nearby thoroughfares or other areas;

- The excavation site lies to the east of a natural bush land reserve. This reserve will screen the excavation site from the nearest main thoroughfare, being Jennapullin Road.
- To the north of the excavation site natural bush land is on the edge of the road and will screen the excavation site.

3 copies of a rehabilitation and decommissioning programme indicating –

(i) The objectives of the programme, having due regard to the nature of the surrounding area and the proposed end-use of the excavation site;

- The objectives of the rehabilitation programme are;
  - Establish a safe & visually pleasing site.
  - Promote re-growth of native vegetation.
  - Or return back to farm cropping.
  - Utilise storm water capturing and utilisation where possible.

(ii) Whether restoration and reinstatement of the excavation site is to be undertaken progressively or upon completion of excavation operations;

- Batters and slopes will be progressively rehabbed as the operation progresses.
- Promotion of re-vegetation and planting of new plants or return back to farm cropping will be done progressively.

(iii) How any face is to be made safe and batters sloped;

- Side walls are to be battered at;
  - 1V:5H, 20% , 11.3°
- Vertical excavation faces will be collapsed at the completion of each day, to prevent unsafe face position & potential collapse.

(iv) The method by which topsoil is to be replaced and revegetated;

- Topsoil will be spread via front end loader and will be re-seeded using seeding equipment.

(v) The numbers and types of trees and shrubs to be planted and other landscaping features to be developed;

- A native seed mix will be used & sown into the ground. This mix will contain shrub & tree seed.
- No other landscaping features will be developed.

(vi) How rehabilitated areas are to be maintained;

- Monitoring of plant growth will be conducted whilst they are growing.
- Re-seeding will be performed if the plants do not grow.

(vii) The programme for the removal of buildings, plant, waste and final site clean up;

- No buildings or plant will be installed at the excavation site.
- General rubbish will be taken to the local rubbish disposal site.
- Final clean up will be conducted by front end loader.

thoroughfare or such other land in the vicinity;

(f) evidence that the requirements of subclauses 2.2(1) and (2) have been carried out;

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**2.2 Applicant to Advertise Proposal**

*(1) Unless the local government first approves otherwise, a person seeking the issue of a*

*Licence shall, before applying to the local government for a licence –*

*(a) Forward by registered mail a notice in the form determined by the local government from time to time to –*

*(i) The owners and occupiers of all land adjoining the land upon which it is proposed to excavate, or within an area determined by the local government as likely to be affected by the granting of a licence, advising of the application and specifying that they may, within twenty-one days from the date of service of the letter, object to or make representations in writing in respect of the issue of a licence by the local government;*

*(ii) Every authority or person having control or jurisdiction over any of the things referred to in subclause 2.3(1)(a)(vii) and (viii) within 500 metres from the boundaries of the land, or within an area determined by the local government as likely to be affected by the granting of a licence; and*

*(b) As soon as practicable after complying with the requirements of paragraph (a) –*

*(i) Forward a copy of the notice to the CEO; and*

*(ii) Publish the notice in a newspaper circulating in the area in which the proposed excavation is located.*

*(2) The local government may, within 14 days after receiving a copy of a notice referred to in subclause (1), cause to be displayed, or require the proposed applicant to display, in a prominent position on the land one or more notices –*

*(a) In the form determined by the local government from time to time;*

*(b) The content, size and construction of which have been approved by the CEO;*

*(c) Specifying particulars of the proposed excavation; and*

*(d) Inviting objections or comments within 21 days from the placement of the notice.*

*(g) copies of all land use planning approvals required under any planning legislation;*

- Not required as we are not altering/creating any building & we are submitting this license application.

*(h) copies of any environmental approval required under any environmental legislation;*

- None required as we are not clearing any bush or altering any natural water courses.

*(i) copies of any geotechnical information relating to the excavation site;*

- Not required.
- Stipulated batter angles are well within tolerances for safe batter angles.

*(j) the consent in writing to the application from the owner of the excavation site;*

*(k) the licence application fee specified by the local government from time to time;*

3. Determining a development application for an extractive industry where the development has not commenced or been carried out

\$739

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**Figure 1 - Estimated Position of Sand Pit**

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(l) any other information that the local government may reasonably require.

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**Shire of Northam Local Planning Scheme No.6**  
**Proposed Extractive Industry - Lot 16904 No.480 Jennapullin Road, Southern Brook**  
**Schedule of Submissions**

Number	Name	Summary of Submission	Key Themes Identified in Submission	Applicants Response	Officers Comment
1	Richard Brazier Property Affected: 329 Jennapullin Road, Grass Valley	<p>The sealed sections of Jennapullin Road, of most concern to us, are barely four metres wide. As stated in the proposal, truck movements are estimated at 9 – 18 loads a day.</p> <p>We have lived at 329 Jennapullin Road for 25 years, and in that time the maintenance of Jennapullin Road has been less than satisfactory, the only serious improvement has been re-alignment of the North Grass Valley Road / Jennapullin Road intersection, this was done following a serious accident, which involved the Shire in a substantial settlement with the person concerned.</p> <p>The Shire will need to do serious road widening and sealing on Jennapullin Road going north and south from the entrance to 480 Jennapullin Road. Going South to Grass Valley from the North Grass Valley Road / Jennapullin Road intersection there is a crest (not</p>	<i>Condition of Jennapullin Road, traffic movements, noise, amenity,</i>	<p>As stated in section 3, Stage 1 will be 10,000m<sup>3</sup> carted per year, best case scenario. All though on very occasional days two trucks would be carting, the lead would have to be very short to meet a 1 hour turn around. Deliveries to town would be more like 1.5hr turn around. So at best case scenario on the more common route, there would be 12 trucks leaving the pit a day on occasion.</p> <p>There are approximately 313 carting days per year, carting a maximum of best case scenario 10000m<sup>3</sup> this equates to 31m<sup>3</sup> a day which equates to 1.5 trucks leaving the pit a day, with the route being split between Clydesdale and Southern Brook crossroads.</p> <p>Only Naughton's Earthmoving trucks will have access to the pit and it will not be open to the</p>	<p><u>Jennapullin Road</u>  Jennapullin Road is a Main Roads Western Australia approved RAV2 route which requires heavy vehicle operators to obtain an annual permit from the Shire. The designation of a RAV2 routes indicates that the road has been identified as being suitable for use by heavy vehicles up to a certain size.</p> <p>The Shire's Engineering Department has reviewed the proposal and is satisfied that the proposed additional vehicle movements will not have a significant impact upon the condition of Jennapullin Road. The Shire does not have any plans to upgrade Jennapullin Road to</p>

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	<p>sign posted) which is dangerous with the volume of traffic that uses it today, let alone with a further 9/18 truck movements a day.</p> <p>This section of road is also a school bus route, as are other parts of Jennapullin Road going north from 480 Jennapullin Road.</p> <p>The Shire has a duty of care, with the road, and cannot possibly agree to allow the proposal to go ahead, unless major works are done on the road.</p> <p><b>Noise:</b> Section 2.3.1B paragraph xii  We accept that the proponent will have noise filtering devices fitted to exhaust and muffler systems. The problem will be the reversing indicators which are of a high pitch and the sound carries a long way. I spoke to Joe Naughton about this several years ago when he first moved in, that I could tell when he was moving machinery, because of the reversing indicators that clearly carried to where we lived.</p> <p><b>Lifestyle:</b>  We have lived here for 25 years and have enjoyed a normal rural lifestyle, and have the usual rural noises occurring ie. seeding time, harvest time, hay making time, and usual</p>	<p>public. Naughton’s Earthmoving is a Main Roads Accredited operator with an extensive safety management system in place for environmental and OH&amp;S and has an impeccable safety record with no incidents.</p> <p>In passing conversation I was alerted to my reverse beepers having an impact on my neighbours and on that very day they were disconnected which is backed up by the 3<sup>rd</sup> submission. As this pit is of very small scale and is demarcated by a demarcated loading zone there will be no need for reverse beacons. My plant meet all statutory regulations and are a lot quieter than ag machinery.</p> <p>There has been over 30000 trees been established on the property, many of which have been grown as a visual, dust, and noise buffer. The excavation site cannot be seen from Jennapullin Road or adjoining landowner’s properties. Along with a tree buffer a water truck is available to suppress any dust issues. Only 0.7ha will be</p>	<p>widened or sealed during the 2016/17 financial year.</p> <p>The proponent would also be required to comply with the Main Roads RAV Routes Assessment Guidelines which addresses potential conflicts with other road uses including school buses, maximum permitted size of vehicles and hours of operation. The Guidelines also stipulate maximum permitted speed limit limits along with other safety measures including restricting heavy vehicles from the road during school bus drop off and collection times.</p> <p><u>Noise</u>  The applicant has advised that all machinery will be filled with noise filtering devices and that they have no need for the use of reversing alarms as they will be providing a demarcated loading zone.</p>
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	<p>vehicle movements related to farming. We accept that the proponent has every right to apply for an extractive license, however, lifestyle for the residents who are going to be inconvenienced must be considered. Noise, dust and land values must be taken into account.</p> <p><b>Road Safety:</b>  The Shire was forced to realign the North Grass Valley Road / Jennapullin intersection following the serious accident that occurred. According to the criteria that has been used on the Southern Brook Road for tree removal and pruning, makes the Jennapullin Road suspect to say the least. The Shire could be liable if an accident occurred involving one of these trees. I am lead to believe that the Shire is years behind in regards to this programme.</p> <p>Until satisfactory improvements are made to make the road safe to cater for an increase in traffic, we will be objecting to the proposal being granted.</p>		<p>excavated at any one time and rehabilitation is progressive as stated in section 3-3 (ii).</p> <p>As owners living on the property we also have a vested interest in quality of life for ourselves and our neighbours. We believe this small scale extractive industry can be managed with minimal impact.</p>	<p>The hours of operation are proposed to be Monday to Saturday between 7am and 5pm excluding public holidays which is compliant with the <i>Environmental Protection (Noise) Regulations 1997</i>. The hours of operation would be enforced as a recommended condition of approval.</p> <p><u>Dust</u>  The applicant has undertaken extensive tree planting to provide a buffer between the proposed extractive industry site and Jennapullin Road. There is a heavily vegetated reserve located to the west and further vegetation planted to the south and east of the proposed site along the properties internal roads which will further help dissipate dust and act as screening.</p> <p>The application also specifies that a windrow of no less than 1m in height will be</p>
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				<p>constructed around the perimeter of the subject site and that a water truck will be available on site to assist with dust suppression if required.</p> <p><u>Land Value</u> Perceived impact on property value is not a material planning consideration identified under the Schedule 2 Part 9 Clause 67 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and therefore, cannot contribute to making a determination on this application.</p> <p>The amount of sand proposed to be removed each year is of small scale and is unlikely to trigger the minimum requirement for a registration or licences for a 'prescribed premises' from Department of Mines &amp; Petroleum or the Department of Environment Regulation.</p>
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2	<p>Angus &amp; Grant Cook (M.Cooke &amp; Sons)  Property  Affected: 500 Jennapullin Road</p>	<p>We do not support the proposal for an extractive industry on Lot 169 Jennapullin Road, for the following reasons:</p> <ol style="list-style-type: none"> <li>1) Will devalue surrounding locations and titles</li> <li>2) Already extractive industries eyesores in the area eg. Southern Brook / Jennapullin cross roads. Moore Road/Clydesdale Road.</li> <li>3) Amenity and Lifestyle destroyed by noise, dust and big increases in heavy traffic on local area roads.</li> <li>4) Shire roads are not up to standard/unsafe and could not handle an increase in traffic for the next ten years. Shire would be negligent as roads already not maintained.</li> <li>5) Two school bus routes utilise roads in this vicinity. Danger to children in Grass Valley area.</li> <li>6) Surrounding area is farmland / small lifestyle blocks. An extractive industry does not belong here.</li> <li>7) Bushfire hazard during summer months and Harvest Bans.</li> </ol>	<p><i>Amenity, Noise, Dust, Traffic Movements, Bushfire Hazard, Environmental Values, Compliance</i></p>	<ol style="list-style-type: none"> <li>1) The extractive industry we are proposing is on a very small scale with only .7ha being excavated at any one time and progressive rehabilitation.</li> <li>2) Site cannot be seen from Jennapullin Road or adjoining landowner's properties with many trees being planted as a visual, noise and dust buffer.</li> <li>3) Reverse beacons are not required on machinery at site. Water truck is available to suppress and dust issues. As stated in section 3, Stage 1 will be 10,000m<sup>3</sup> carted per year, best case scenario. All though on very occasional days two trucks would be carting, the lead would have to be very short to meet a 1 hour turn around. Deliveries to town would be more like 1.5hr turn around. So at best case scenario on the more common route, there would be 12 trucks leaving</li> </ol>	<ol style="list-style-type: none"> <li>1. Perceived impact on property value is not a material planning consideration identified under the Schedule 2 Part 9 Clause 67 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and therefore, cannot contribute to making a determination on this application.</li> <li>2. Existing native vegetation will provide sufficient screening and the extractive industry will not be visible from Jennapullin Road.</li> <li>3. As per the above, the applicant is proposing sufficient measures to suppress dust and noise impacts. A condition limiting the number of heavy vehicle</li> </ol>
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		<p>8) "C" class Reserve along west side will be affected by dust / noise as it is a flora and fauna Reserve. Wildlife will be disrupted. Shire to do Flora / Fauna study.</p> <p>9) Who will control rehabilitation after 10 years – usually either sold or forgotten about? Does shire take on this responsibility if proponent goes broke or sells.</p> <p>10) How many extractive industry licences are already operational in Northam Shire?</p>		<p>the pit a day on occasion. There are approximately 313 carting days per year, carting a maximum of best case scenario 10000m<sup>3</sup> this equates to 31m<sup>3</sup> a day which equates to 1.5 trucks leaving the pit a day, with the route being split between Clydesdale and Southern Brook crossroads.</p> <p>5) Only Naughton's Earthmoving trucks will have access to the pit and it will not be open to the public. Naughton's Earthmoving is a Main Roads Accredited operator with an extensive safety management system in place for environmental and OH&amp;S and has an impeccable safety record with no incidents.</p> <p>6) As owners living on the property we also have a vested interest in quality of life for ourselves and our neighbours. We believe this small scale</p>	<p>movements on Jennapullin Road per day to 18 is recommended as a Condition of approval.</p> <p>4. Jennapullin Road is a Main Roads Western Australia approved RAV2 route which requires heavy vehicle operators to obtain an annual permit from the Shire. The designation of a RAV2 routes indicates that the road has been identified as being suitable for use by heavy vehicles up to a certain size.</p> <p>5. The proponent would be required to comply with the Main Roads RAV Routes Assessment Guidelines which addresses potential conflicts with other road uses including</p>
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				<p>extractive industry can be managed with minimal impact.</p> <p>7) Living in a rural area we are aware of the bush fire risk and the enforcement of machinery bans during summer months. Naughton's Earthmoving is a Main Roads Accredited operator with an extensive safety management system in place for environmental and OH&amp;S and has an impeccable safety record with no incidents.</p> <p>8) There is a 20m buffer zone between the reserve and the excavation site. Again, this is a small venture with minimal impact on wildlife and flora.</p> <p>9) Rehabilitation is progressive with an area of .7ha being excavated at any one time.</p>	<p>school buses, maximum permitted size of vehicles and hours of operation. The Guidelines also stipulate maximum permitted speed limit limits along with other safety measures including restricting heavy vehicles from the road during school bus drop off and collection times.</p> <p>6. The Shire can consider an application for an extractive industry on any lot zoned 'Rural' as an extractive industry is classified as an 'A' (Advertising) land use under the Scheme.</p> <p>7. All on site activities would be subject to hot works bans during the bushfire season.</p>
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					<p>8. The site adjoins a Reserve which is vested for the purpose of extractive industries including 'Gravel' and 'Government Requirements' rather than for environmental conservation purposes. Therefore a study into the impacts upon native flora and fauna within adjoining reserve was not required.</p> <p>9. The proponent is required to rehabilitate the site sequentially over the 10 year period in accordance with the Shire's Extractive Industries Local Law 2008. A recommended condition of approval requires the payment of a bond which would</p>
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					be released once the site has been rehabilitated to the Shire's satisfaction. 10. There are 12 existing extractive industry licences currently active in the Shire of Northam.
3	Andrea McCandlish Property Affected: 330 Jennapullin Road, Southern Brook	I have a number of concerns about this proposal given the close proximity of the site of the sand pit to my residence. These concerns include:  1. Noise - in ordinary weather conditions, the noise of the reversing indicators of the heavy machinery used by Mr Naughton is intrusive. In conditions when the wind is from the east, this noise is downright distracting. Mr Naughton has, when asked, disconnected the indicators in the past but I would expect that he cannot do this legally in a commercial situation. The beeping noise of the indicators can be heard clearly over 600m from the site.  2. Dust - I disagree that the vegetation of the reserve	<i>Noise, Dust, Amenity, Traffic Movements, Condition of Jennapullin Road</i>	1) As this pit is of very small scale and is demarcated by a demarcated loading zone there will be no need for reverse beacons.  2) Water truck is available to suppress any dust issues. There has been over 30000 trees been established on the property, many of which have been grown as a visual, dust, and noise buffer. The excavation site cannot be seen from Jennapullin Road or adjoining landowner's properties. Along with a tree buffer a water truck is available to suppress any dust issues. Only .7ha will be excavated at any one time and rehabilitation is progressive as	1. Please refer to the above comments regarding noise impacts.  2. Please refer to the above comments regarding dust impacts.  Jennapullin Road is a Main Roads Western Australia approved RAV2 route which requires heavy vehicle operators to obtain an annual permit from the Shire. The designation of a RAV2 routes indicates that the road has been identified as being suitable for use by heavy vehicles up to a certain size.

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	<p>adjoining 330 and 480 Jennapullin Road is sufficient barrier for the dust of such an activity. There is little understorey or shrub vegetation between the site of the pit and my residence.</p> <p>However, I respect Mr Naughton as a responsible operator who will do whatever he can to alleviate the effects of both these concerns. If the application is approved, I would expect to speak with Joe to ensure he understands my concerns for the amenity of my residence.</p> <p>My main concern and reason to lodge an objection to this application lies outside Mr Naughton's capacity to do much about.</p> <p>Section 2.3.1 (8) Works and Excavation Programme (viii) states that on 6 days per week between 9 and 18 loaded trucks may leave the sand pit. This means that there is a possibility of between 18 and 36 truck movements along Jennapullin Road between 7am and 5pm, six days a week.</p> <p>The condition of Jennapullin Road south of Naughton's property is abysmal. This section of road has a long</p>		<p>stated in section 3-3 (ii).</p> <p>3) As owners living on the property we also have a vested interest in quality of life for ourselves and our neighbours. We believe this small scale extractive industry can be managed with minimal impact.</p> <p>We would be more than happy to speak to you in regards to any concerns you may have for the amenity of your residence and any other concerns.</p> <p>4) As stated in section 3, Stage 1 will be 10,000m<sup>3</sup> carted per year, best case scenario. All though on very occasional days two trucks would be carting, the lead would have to be very short to meet a 1 hour turn around. Deliveries to town would be more like 1.5hr turn around. So at best case scenario on the more common route, there</p>	<p>The Shire's Engineering Department has reviewed the proposal and is satisfied that the proposed additional vehicle movements will not have a significant impact upon the condition of Jennapullin Road. The Shire does not have any plans to upgrade Jennapullin Road to widened or sealed during the 2016/17 financial year.</p>
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	<p>history of minor accidents and near-misses. It is also a school bus route.</p> <p>During the harvest period every year, grain trucks degrade the road and road shoulders to a dangerous degree. The constant destruction of roadside markers is an indication of the problem. Extra heavy truck traffic is simply not safe or acceptable without major upgrades to this section of road.</p> <p>Danger spots include the winding road between my property (330) and Naughton's property, the sharp bend from the creek causeway northwards that includes my driveway, poor visibility for both north and south bound traffic approaching the creek crossing, the dog-leg bend at the intersection of Jennapullin Road and Grass Valley North Road and the crest about 200m south of the dog-leg bend. While there has been some work done on sections of road in the past few years, it is not enough to cope with heavy trucks and is still dangerous for ordinary traffic. Official statistics do not show the number of minor accidents and run-offs or the near misses that occur frequently on this stretch of road, particularly on the dog-leg bend.</p>		<p>would be 12 trucks leaving the pit a day on occasion. There are approximately 313 carting days per year, carting a maximum of best case scenario 10000m<sup>3</sup> this equates to 31m<sup>3</sup> a day which equates to 1.5 trucks leaving the pit a day, with the route being split between Clydesdale and Southern Brook crossroads. Only Naughton's Earthmoving trucks will have access to the pit and it will not be open to the public. Naughton's Earthmoving is a Main Roads Accredited operator with an extensive safety management system in place for environmental and OH&amp;S and has an impeccable safety record with no incidents.</p>	
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		Therefore, I lodge an objection to the approval of the establishment of the sand pit due to the unsuitable condition of Jennapullin Road to cope with the extra truck traffic the sand pit will generate.			
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**13.2.10 AVON VALLEY VINTAGE VEHICLE ASSOCIATION BUILDING WORKS**

Name of Applicant:	Internal Report
Name of Owner:	Shire of Northam
File Ref:	A11190
Officer:	Nathan Gough/Chadd Hunt
Officer Interest:	Nil
Policy:	N/A
Voting:	Absolute Majority

**PURPOSE**

For Council to consider the expenditure of additional funds to complete necessary remediation works on the Avon Valley Vintage Vehicle Association (AVVVA) building located within the Old Northam Railway Precinct.

**BACKGROUND**

Council allocated funds of \$42,000 within the 2015-16 financial year to undertake works on the AVVVA building primarily based around releveling and restumping the timber floor. (Formerly the District Engineers Office for the Old Northam Railway Station). These funds were based on estimates received to undertake the restumping of the building with provision to replace various bearers and joists as required (based on the fact that the exact condition of all components could not accurately be determined without significant alteration to the building).

Works around the bathroom resulted in damage to the sheeting (which was identified as being asbestos) and hence additional costs have been encountered with its removal. The concrete floor was also damaged in lifting the adjoining floor and walls. In addition it is proposed to modify the bathroom (by widening the door, removing the shower and lifting the floor to the existing floor level to prevent a trip hazard to make it more user friendly as well as replacing the damaged sheeting).

The most significant issue is in relation to Room 5 where it has been found that all the framework has rotted. The floor was also built on timber sleepers buried into the ground. These needed to be removed as they are white ant infested. The wall of this room also supports a secondary roof. When it was attempted to lift the wall with jacks the wall started to collapse. Work on the building has been stopped as it is unsafe to continue.

It is proposed that the under floor framework of room five will be replaced and the rotted floor boards will be replaced. The outside sheeting of the collapsing wall (facing Fitzgerald Street) will be removed, the wall strengthened and re built. A steel member will be put on the top plate to distribute the weight of the secondary roof. New sheeting will be replaced on the wall. To gain access to repair the wall, the veranda will need to be removed and

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replaced. The verandah does not have any support under the middle of the sheeting making it non-compliant and any new framework will need to be installed to meet AS1684 Timber Framing.

**STATUTORY IMPACTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN**

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

STRATEGY C4.1: Facilitate the preservation of heritage buildings and significant sites.

**FINANCIAL IMPLICATIONS**

Council allocated additional funds (\$10,000) in the draft 2016-17 Budget to complete the works on the building. These additional funds were primarily to complete the works associated with the toilet/bathroom section of the building.

To complete the remaining works an additional \$27,000 will need to be allocated. It is recommended that this be sourced from the Council Building and Amenities Reserve. The main additional cost is \$23,000 associated with the replacement of the front wall and flooring of room 5 as mentioned above.

**OFFICER'S COMMENT**

The works associated with the AVVVA building highlight the difficulties in maintain and repairing historical buildings. In staffs opinion there is two options available to Council with regard to the completion of the works.

Option 1

Undertake the scope of works as indicated within the report that will ensure that the building is both safe and functional for all users and the public alike. A separate grant will be applied for the replacement of the roof and any external recladding as required. This is the preferred option of staff.

Option 2

Undertake minimal works to "make-safe" the building and undertake the works associated with room 5 as part of a future grant. This will potentially be the more expensive option in the long term but will result in a lower cost initially.

The additional works were only identified subsequent to the budget meetings when undertaking works to that section of the building.

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### RECOMMENDATION

That Council:

1. Allocate an additional \$27,000 to Job 1039 – AVVVA Building to permit the completion of the required building works; and
2. Transfers a corresponding amount from the Council Building and Amenities Reserve to offset the above expense

**ABSOLUTE MAJORITY VOTE REQUIRED**

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**13.2.11 APPLICATION FOR EXTENSION TO STALLHOLDER PERMIT AT MITRE 10**

Name of Applicant:	Internal Report
Name of Owner:	Shire of Northam
File Ref:	4.1.2.1
Officer:	Chadd Hunt / Gill Mansfield
Officer Interest:	Nil
Policy:	Local Government Act 1995 Activities on Thoroughfares and Public Places and Trading Local Law 2008
Voting:	Simple Majority

**PURPOSE**

The purpose of this report is to consider a request for an extension to the previous approval from Colin Fernihough, who has a mobile food business trading as El Mule O's Coffee. The food business is registered in respect to premises at 9 Gregory Street, Northam, WA 6401. The request is to extend the approval dates for a stallholders permit under the *Activities on Thoroughfares and Public Places and Trading Local Law 2008 (the Local Law)* to operate from the Mitre 10 car park, Saturday and Sunday mornings, during store trading hours to the end of October 2016.

**BACKGROUND**

Council on 20 July 2016 resolved (Minute No: C.2759):-

*“That Council issue a temporary permit under the Activities on Thoroughfares and Public Places and Trading Local Law 2008 to Mr Fernihough trading as El Mule O's Coffee for the period applied for being 8am – 12pm on July 23, 24, 30, 31 and August 6, 7, 13, 14, 20, 21, 27, 28 subject to payment of applicable fees, notification under the Food Act 2008, all waste be contained and refuse removed daily.”*

On 10 August 2016 a workshop was conducted between staff and councillors to discuss a proposed stance on adoption of a trading policy for the Shire. The workshop highlighted a need for further refinement with respect to the proposed policy as well as further consultation with other stakeholders such as the Chamber of Commerce.

Therefore until such time as Council adopts a policy, Mr Fernihough trading as El Mule O's Coffee has requested an extension to 31 October 2016.

The activity proposed by the applicant is considered to be a 'stall' under the Local Law and the car park is considered by definition to be a 'public place'. As such the conduct of a 'stall' in a 'public place' requires a stall holders permit from the Shire.

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Delegations at officer level are normally exercised in determining stallholder applications, however approval of applications from commercial participants have been confined to stalls being either part of an approved event, sports fixture or community market. Stall approvals outside of the three categories mentioned have been restricted to charitable and sporting organisations raising funds through a wood raffle, usually outside the Boulevard or a sausage sizzle.

**STATUTORY REQUIREMENTS**

The *Activities on Thoroughfares and Public Places and Trading Local Law 2008*, clause 6.1 defines:-

***stallholder*** as a person in charge of a stall;

***stall*** as a moveable or temporarily fixed structure, stand or table in, on or from which goods or services are sold, hired or offered for sale or hire”;

***trading*** as including (*inter alia*) –

- (b) displaying goods in any public place for the purpose of –
  - (i) offering them for sale or hire;
  - (ii) inviting offers for their sale or hire;
  - (iii) soliciting orders for them; or
  - (iv) carrying out any other transaction in relation to them; and

(c) going from place to place, whether or not public places, and

- (i) offering the goods for sale or hire

***public place*** as including –

(a) any thoroughfare or place which the public are allowed to use whether or not the thoroughfare or place is on private property; and

(b) local government property.

**Clause 6.5 Relevant considerations in determining application for permit**

- (1) In determining an application for a permit for the purposes of this Division, the local government is to have regard to—
  - (a) any relevant policies of the local government;
  - (b) the desirability of the proposed activity;
  - (c) the location of the proposed activity;
  - (d) the principles set out in the Competition Principles Agreement; and
  - (e) such other matters as the local government may consider to be relevant in the circumstances of the case.

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- (2) *The local government may refuse to approve an application for a permit under this Division on any one or more of the following grounds—*
- (a) *that the applicant has committed a breach of any provision of this local law or of any written law relevant to the activity in respect of which the permit is sought;*
  - (b) *that the applicant is not a desirable or suitable person to hold a permit;*
  - (c) *that—*
    - (i) *the applicant is an undischarged bankrupt or is in liquidation;*
    - (ii) *the applicant has entered into any composition or arrangement with creditors; or*
    - (iii) *a manager, an administrator, a trustee, a receiver, or a receiver and manager has been appointed in relation to any part of the applicant's undertakings or property; or*
  - (c) *such other grounds as the local government may consider to be relevant in the circumstances of the case.*

**Clause 6.6 Conditions of permit**

- (1) *If the local government approves an application for a permit under this Division subject to conditions, those conditions may include—*
- (a) *the place, the part of the district, or the thoroughfare to which the permit applies;*
  - (b) *the days and hours during which a permit holder may conduct a stall or trade;*
  - (c) *the number, type, form and construction, as the case may be, of any stand, table, structure or vehicle which may be used in conducting a stall or in trading;*
  - (d) *the goods or services in respect of which a permit holder may conduct a stall or trade;*
  - (e) *the number of persons and the names of persons permitted to conduct a stall or trade;*
  - (f) *the requirement for personal attendance at the stall or the place of trading by the permit holder and the nomination of assistants, nominees or substitutes for the permit holder;*
  - (g) *whether and under what terms the permit is transferable;*
  - (h) *any prohibitions or restrictions concerning the—*
    - (i) *causing or making of any noise or disturbance which is likely to be a nuisance to persons in the vicinity of the permit holder;*
    - (ii) *the use of amplifiers, sound equipment and sound instruments;*
    - (iii) *the use of signs; and*
    - (iv) *the use of any lighting apparatus or device;*
      - (i) *the manner in which the permit holder's name and other details of a valid permit are to be displayed;*
  - (j) *the care, maintenance and cleansing of the stall or any structure used for trading and the place of the stall or any structure;*

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- (k) *the vacating of the place of a stall or trading when the stall is not being conducted or trading is not being carried on;*
- (l) *the acquisition by the stallholder or trader of public risk insurance;*
- (m) *the period for which the permit is valid; and*
- (n) *the designation of any place or places where trading is wholly or from time to time prohibited.”*

**CONFORMITY WITH COMMUNITY STRATEGIC PLAN / CORPORATE PLAN**

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

STRATEGY C2.1: Provide community services to uphold public safety standards.

**BUDGET IMPLICATIONS**

No budget implications apart from application fee.

**OFFICER’S COMMENT**

The applicant has requested approval to conduct a stall, as a commercial participant, selling tea, coffee and packaged biscuits for which his food business is registered as a mobile food business under the *Food Act 2008*. He is requesting an extension of time to the current temporary approval to operate the mobile food business from the public car park, which is a “public place”, at the Mitre 10 hardware store in Peel Terrace on weekend mornings, during store trading hours. Although the food business is registered under the *Food Act 2008* it also requires Shire approval to operate as a stall under the *Activities on Thoroughfares and Public Places and Trading Local Law 2008*.

The applicant has requested an extension of the operating hours to 2pm on weekends to coincide generally with the extended operating hours of the Mitre 10 store on those days.

Given that the decision on the policy is several weeks from being made staff support the application for the extended approval.

**RECOMMENDATION**

**That Council issue a temporary permit under *the Activities on Thoroughfares and Public Places and Trading Local Law 2008* to Mr Fernihough trading as El Mule O’s Coffee for the period applied for being 8am – 2pm on weekends up to the 30th October 2016 subject to payment of applicable fees, notification under the *Food Act 2008*, all waste be contained and refuse removed daily.**

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**13.3. CORPORATE SERVICES**

**13.3.1 ACCOUNTS AND STATEMENTS OF ACCOUNTS – JULY 2016**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Kathy Scholz / Colin Young
Officer Interest:	Nil
Policy	Nil
Voting	Simple Majority

**PURPOSE**

The Accounts due and submitted to the Ordinary Council Meeting on 17 August 2016 are attached.

**RECOMMENDATION**

That Council endorse the payments for the period 31 July 2016, as listed, which have been made in accordance with the delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

<b>Municipal Bank Vouchers 34528 to 34556</b>	<b>\$ 140,303.80</b>
<b>Municipal Bank Electronic Fund Transfer EFT23513 to EFT23749 \$ 1,735,888.57</b>	
<b>Direct Debit Fund Transfer 10115.1 to 10115.1 and 10129.1 to 10129.16 and 10181.1 to 10181.17</b>	<b>\$ 59,904.45</b>
<b>Municipal Bank Electronic Fund Transfer Payroll 12/07/2016</b>	<b>\$ 188,713.56</b>
<b>Municipal Bank Electronic Fund Transfer Payroll 28/07/2016</b>	<b>\$ 196,679.34</b>
<b>TOTAL</b>	<b>\$ 2,321,489.72</b>

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<b>LIST OF ACCOUNTS DUE &amp; SUBMITTED TO COUNCIL JULY 2016.</b>				
<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT \$</b>
EFT23513	07/07/2016	COOMBS CARTAGE & EARTHMOVING	SUPPLY LOADER & OPERATOR TO REMOVE SPOIL FROM THE OLD GRASS VALLEY TIP ON JENNAPULIN ROAD & WUNDOWIE DEPOT TO THE TIP.	-2,750.00
EFT23514	07/07/2016	NORTHAM HERITAGE FORUM INC.	QUICK RESPONSE GRANT 2015/2016.	-550.00
EFT23515	07/07/2016	ABBOTTS FORGE	FRAMES FOR TREE PLANTERS.	-1,050.00
EFT23516	07/07/2016	ALAN'S AUTO ELECTRICS	FITTING OF RADIOS INTO CBFCO VEHICLE.	-1,213.00
EFT23517	07/07/2016	ARBORWEST TREE FARM	VARIOUS PLANTS FOR PARKS & GARDENS.	-2,464.00
EFT23519	07/07/2016	AVON CONCRETE	PROJECT RETENTION RELEASE OF 5% ON COMPLETION REPLACEMENT OF BRIDGE 5029 - SPENCERS BROOK ROAD, CLACKLINE AS PER CONTRACT 20 OD 2015. THE USE OF PVC PIPE IN PLACE OF HDPE HAS BEEN APPROVED BY SHIRE OF NORTHAM ASSET MANAGER & REPLACEMENT OF BRIDGE 5029 - SPENCERS BROOK ROAD, CLACKLINE AS PER CONTRACT 20 OF 2015. VARIATION #1 ADDITIONAL GUARDRAIL.	-19,429.41
EFT23520	07/07/2016	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FOR PERIOD ENDING - 19/6/2016.	-1,568.00
EFT23521	07/07/2016	AVON HOME IMPROVEMENT CENTRE	NORTHAM SHIRE ADMIN. PARTITIONING FOR FINANCE AND HR OFFICE AND GLASS PANELLING. SUPPLY AND INSTALL.	-7,040.00
EFT23522	07/07/2016	AVON PAPER SHRED	1x 240ltr BIN PAPER SHRED & 1X BOX PAPER SHRED	-74.90
EFT23523	07/07/2016	AVON TELECOMS PTY LTD	SES - ALARM SYSTEM SERVICE AND BATTERY REPLACEMENT & SERVICE CALL - KILLARA DAY CENTRE - REPLACE FAULTY SMOKE DETECTOR IN RECEPTION.	-630.00
EFT23524	07/07/2016	AVON VALLEY ADULT RIDING CLUB INC	GRANT ALLOWANCE FOR SUPPLY & DELIVERY OF RIVER SAND FOR ARENA.	-1,989.90
EFT23525	07/07/2016	COUNTRYWIDE POOLS	NYLON PULL CORD FOR MOWERS	-55.00
EFT23526	07/07/2016	AVON VALLEY NISSAN	CARRY OUT REPAIRS TO REMOVE & REPLACE BROKEN LENS & SERVICE TO N11254.	-198.91
EFT23527	07/07/2016	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION IN THE SHIRE OF NORTHAM	-122,312.55
EFT23528	07/07/2016	BEAUREPAIRES	REPAIRS & REPLACEMENT TYRES FOR VARIOUS SHIRE VEHICLES.	-1,632.89

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EFT23529	07/07/2016	BLOOMY'S FLORIST	FLOWERS FOR DOUG MORGAN - EX COUNCILLOR (PASSING OF WIFE) AND CR CHRIS ANTONIO (PASSING OF MOTHER)	-100.00
EFT23530	07/07/2016	BOB DAVEY REAL ESTATE RENTAL TRUST A/C	RENT FOR 182 FITZGERALD STREET FROM 12/10/2015 TO 30/06/2016.	-28.40
EFT23531	07/07/2016	C.Y.O'CONNOR INSTITUTE	8 UNITS TO COMPLETE CERT IV IN LOCAL GOVERNMENT - CHRIS SUMNERS & COURSE FEES FOR CERT III AGED CARE FOR JOANNE FRENCH, GAIL PIETERSIE & RACHEL HAMPTON.	-1,502.74
EFT23532	07/07/2016	CATALYSE PTY LTD	CONDUCT COMMUNITY SWIMMING POOL SURVEY+SUPPLY OF REPLY PAID ENVELOPES	-10,318.00
EFT23533	07/07/2016	CENTRAL DISTRICTS AIRCONDITIONING PLUMBING & ELECTRICAL	INSTALL AIRCONDITIONER IN FINANCE DEPARTMENT.	-2,049.00
EFT23534	07/07/2016	CENTURION TEMPORARY FENCING	200MTRS OF TEMP FENCE PANELS WITH BASE WEIGHT INCLUDING DELIVERY AND COLLECTION TO NORTHAM AIRFIELDS FOR RUSIAN BALLOONIST.	-632.50
EFT23535	07/07/2016	CJD EQUIPMENT PTY LTD	FUEL HOSES FOR PN0908.	-271.04
EFT23536	07/07/2016	CLACKLINE FENCING CONTRACTORS	NEW 4M FRONT GATE FOR INKPEN ROAD LANDFILL SITE TO REPLACE VANDALISED OLD GATE.	-851.90
EFT23537	07/07/2016	COLIN DUNCAN GRANT	MONTHLY CLEANING OF NORTHAM DISTRICT SES OFFICES	-110.00
EFT23538	07/07/2016	COUNTRY COMFORTSTYLE NORTHAM	NEW CHAIR FOR RECEPTION.	-285.00
EFT23539	07/07/2016	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READINGS & STATIONERY.	-2,206.90
EFT23540	07/07/2016	COURIER AUSTRALIA	FREIGHT CHARGES FOR DEPOT & LIBRARY FOR P/E 10/6/2016.	-82.27
EFT23541	07/07/2016	COVS PARTS PTY LTD	2X 20LTR ADBLUE FOR KILLARA BUS	-126.17
EFT23542	07/07/2016	CROSSLAND & HARDY PTY LTD	COLEBATCH LANDFILL SITE CARRY OUT VOLUME SURVEY OF WASTE MATERIAL CALCULATE VOLUMES OF STOCKPILES & AMEND SITE PLAN.	-1,897.50
EFT23543	07/07/2016	DIRECT OFFICE FURNITURE	NORTHAM LIBRARY. TAMBOUR DOOR CUPBOARD 1020MM X 1200MM SILVER GREY.	-1,350.00
EFT23544	07/07/2016	E FIRE & SAFETY	SERVICE AND FIT FIRE EXTINGUISHERS IN THE NORTHAM DEPOT	-552.75
EFT23545	07/07/2016	ELDERS LIMITED	5 X 20L DRUM OF GLYPHOSATE	-544.50
EFT23546	07/07/2016	FLAT OUT FREIGHT	FREIGHT CHARGES FOR PICK-UP OF CUPBOARDS AT LIBRARY.	-62.15
EFT23547	07/07/2016	FULTON HOGAN INDUSTRIES PTY LTD	X2 1 TONNE BAGS OF BLACK COLD ASPHALT FOR ROAD MAINTENANCE.	-1,408.00
EFT23548	07/07/2016	GRAFTON ELECTRICS	ELECTRICAL REPAIRS AT VARIOUS SHIRE LOCATIONS.	-13,779.07

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EFT23549	07/07/2016	HAYLEY AYERS-FINDLAY	CRAFT & SUNDRIES FOR WEST NORTHAM PRIMARY SCHOOL INCURSION PROGRAM.	-30.00
EFT23550	07/07/2016	HI CONSTRUCTIONS AUST PTY LTD	OLD RAILWAY STATION MASTERS BUILDING. REPLACEMENT OF STUMPS AS PER SPECIFICATIONS SUPPLIED BY THE SHIRE OF NORTHAM PROGRESS CLAIM 2.	-13,750.00
EFT23551	07/07/2016	HITSERT CONTRACTING	SUPPLY OF CONCRETE & REINFORCEMENT FOR CROSSOVER LOCK INS CHIDLOW STREET NORTHAM AS PER QUOTE#104.	-986.70
EFT23552	07/07/2016	HOST AUTO REPAIRS	REPAIRS TO SES FIRE VEHICLES.	-8,130.00
EFT23553	07/07/2016	HOWSON TECHNICAL	PLANT & EQUIPMENT VALUATION REPORT INCLUDING SITE VISIT, INSPECT & VALUE ALL PLANT & PREPARATION OF REPORT FOR THE SHIRE OF NORTHAM.	-2,821.50
EFT23554	07/07/2016	IN PHASE TEST & TAG	TEST & TAG SHIRE OFFICE EQUIPMENT	-3,474.00
EFT23555	07/07/2016	INVISION SIGNS AND DESIGNS	REMOVE OR COVER CARAVAN SIGN REMOVED FROM BAKERS HILL	-70.00
EFT23556	07/07/2016	IREDALE PEDERSEN HOOK ARCHITECTS	ARCHITECTURAL DESIGN SERVICES FOR ABORIGINAL & ENVIRONMENTAL INTERPPREITIVE CENTRE.	-6,820.00
EFT23557	07/07/2016	IXOM OPERATIONS PTY LTD	SERVICE FEE OF 920KG CHLORINE BOTTLE FOR JUNE 2016.	-337.26
EFT23558	07/07/2016	J & K HOPKINS	WORKSTATION FOR HR.	-688.00
EFT23559	07/07/2016	KERBTECH P/L T/A GDR CIVIL CONTRACTING	VARIOUS ROAD WORK & CEMETERY WORKS COMPLETED AS WELL AS HIRE OF PLANT.	-157,055.80
EFT23560	07/07/2016	LANDGATE	COUNTRY SOUTHERN URBAN UV REVALUATION 2015/2016 & LAND ENQUIRY.	-434.04
EFT23561	07/07/2016	LANDMARK	20L OF TALKEN 100	-220.00
EFT23562	07/07/2016	LLOYDS EARTHMOVING	RAILWAY SLEEPERS (2.15M LONG) & NATIVE PLANTS FOR CITIZENSHIP CEREMONY.	-341.00
EFT23563	07/07/2016	MALATESTA ROAD PAVING & HOT MIX	SPRAY AND SPREAD 14/7MM TWO COAT SEAL ON GUMTREE ROAD - 12320M2 & SPRAY SEAL YATES ROAD, BAKERS HILL	-50,432.95
EFT23564	07/07/2016	MCDOWALL AFFLECK PTY LTD	DETAILED CAMERA INSPECTION OF PIPE SYSTEM SURVEY COMPLETED TO COMPLETE DETAILED DESIGN OF PIPE SYSTEM TO REPLACE OPEN CHANNEL & SURVEY WORKS COMPLETED TO COMPLETED DETAILED DESIGN OF PIPE SYSTEM TO REPLACE OPEN CHANNEL CARPARK DESIGN.	-21,186.00
EFT23565	07/07/2016	MCLEODS BARRISTERS & SOLICITORS	LEGAL COST FOR MATTER OF DISUSED VEHICLES - J. ASHWORTH	-1,179.42
EFT23566	07/07/2016	MIDALIA STEEL	16MM DEFORMED / TEMPCORE BAR 500 PLUS 6M (MATERIAL ID: 100839)	-34.03

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EFT23567	07/07/2016	MIDLAND MOWERS	MOWER BLADES, BOLTS & CASTLE TYRE.	-698.40
EFT23568	07/07/2016	MISTY RIDGE PLANT FARM	PLANTS FOR VARIOUS GARDEN BEDS.	-936.05
EFT23569	07/07/2016	MOORE STEPHENS (WA) PTY LTD	VARIOUS AUDIT REPORTS.	-8,800.00
EFT23570	07/07/2016	MORRIS PEST AND WEED CONTROL	PROVIDE ANNUAL VISUAL TERMITE INSPECTION & REPORT ON VARIOUS SHIRE BUILDINGS.	-7,980.50
EFT23571	07/07/2016	NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION FROM 15/6/2016 TO 14/7/2016.	-857.45
EFT23572	07/07/2016	NORTHAM BETTA HOME LIVING	SAMSUNG MONITORS FOR ADMIN.	-1,156.00
EFT23573	07/07/2016	NORTHAM BOWLING CLUB INC	SPONSORSHIP FOR LADIES CLASSIC & MENS CARNIVAL	-1,000.00
EFT23574	07/07/2016	NORTHAM CARPETS PTY LTD	WUNDOWIE KURINGAL UNIT 7. SUPPLY AND LAY PLANK FLOORING FOR LOUNGE, DINING, AND BEDROOM & WUNDOWIE KURINGAL UNIT 7. SUPPLY AND INSTAL 4 ROLLER BLINDS FOR WINDOWS AND 1 VERTICAL BLIND FOR GLASS SLIDING DOOR. IVORY.	-3,946.80
EFT23575	07/07/2016	NORTHAM CENTRAL NEWSAGENCY	DELIVERIES FOR AVON ADVOCATE AND WEST AUSTRALIAN FOR THE PERIOD 02/05/16 TO 31/05/2016	-41.60
EFT23577	07/07/2016	NORTHAM MITRE 10 SOLUTIONS	VARIOUS HARDWARE ITEMS.	-60.75
10082634	27/05/2016	NORTHAM MITRE 10 SOLUTIONS	BOLTS FOR RUSHTON PARK.	-9.12
10076869	03/05/2016	NORTHAM MITRE 10 SOLUTIONS	SPRAYER KNAPSACK 12 LITRE.	-51.63
EFT23578	07/07/2016	NORTHAM NURSERY	KANGAROO PAWS LARGE & GERALDTON WAX.FOR VISITOR CENTRE GARDEN.	-1,260.00
EFT23579	07/07/2016	NORTHAM RETRAVISION	WUNDOWIE KURINGAL UNIT 7. DUAL FUEL / GAS COOKTOP / INBUILT ELECTRIC GRILL IN OVEN / ELECTRIC OVEN (FAN FORCED). STAINLESS STEEL. WESTINGHOUSE.	-1,498.00
EFT23580	07/07/2016	NORTHAM SCOUT GROUP	RUNNING BBQ ON BEHALF OF THE SHIRE OF NORTHAM FOR VARIOUS SHIRE EVENTS & SHIRE OF NORTHAM PROJECT GRANT 2015/2016.	-2,147.98
EFT23581	07/07/2016	NORTHAM VETERINARY CENTRE	TESTING OF BLOOD FROM SWANS FOR LEAD LEVELS	-305.00
EFT23582	07/07/2016	NORTHAM WADO RYU KARATE CLUB	KIDSPORT FUNDING.	-200.00
EFT23583	07/07/2016	OXTER SERVICES	CEMETERY INVOICING FOR THE 3 WEEKS ENDING 3RD JUNE 2016	-3,579.24
EFT23584	07/07/2016	PERFECT COMPUTER SOLUTIONS PTY LTD	SOFTWARE SUPPORT FOR ITC.	-1,842.50
EFT23585	07/07/2016	PERTH SAFETY PRODUCTS PTY LTD	(MULTI MESSAGE) MULTI MESSAGE FRAMES	-121.00

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EFT23586	07/07/2016	PR POWER PTY LTD	MOBILISATION OF MG115S-P GENERATOR UNIT #G660 ON THE 20TH JUNE 2016 TO SITE.	-825.00
EFT23587	07/07/2016	PROMAPP SOLUTIONS LIMITED	PROMAPP PROCESS MANAGER SOFTWARE MONTHLY SUBSCRIPTION FOR JUNE 2016.	-1,122.00
EFT23588	07/07/2016	QUAD SERVICES PTY LTD	CLEANING OF VARIOUS SHIRE BUILDINGS JUNE 2016.	-2,809.96
EFT23589	07/07/2016	QUIN'S GOURMET BUTCHERS	ASSORTED MEATS FOR KILLARA KITCHEN	-425.30
EFT23591	07/07/2016	RED DOT STORES	AFTER SCHOOL AND BETTER BEGINNINGS PROGRAMS	-198.67
EFT23592	07/07/2016	SHANE GARLETT	NAIDOC WEEK FAMILY DAY 08 JULY 2016 - PIPELINE BAND PERFORMANCE & WELCOME TO COUNTRY PERFORMANCE FOR THE RUSSIAN BALLOON LAUNCH 01 JULY 2016	-1,400.00
EFT23593	07/07/2016	SHIRE OF DOWERIN	AROC CONTRIBUTION - AROC 2015/16 ANNUAL FEE MEMBERS CONTRIBUTION	-5,500.00
EFT23594	07/07/2016	SLAV'S CLEANING SERVICE	CLEANING OF RECREATION CENTRE ON 08/03/2016.	-231.00
EFT23595	07/07/2016	SPANDEX MALAGA	PURCHASE OF VIPONDS	-501.24
EFT23596	07/07/2016	SPECIALISED TREE SERVICE	TREE PRUNING IN VARIOUS PARTS OF THE SHIRE.	-44,126.00
EFT23597	07/07/2016	SPORTSPOWER NORTHAM	POLO SHIRTS FOR STAFF.	-133.00
EFT23598	07/07/2016	ST JOHN AMBULANCE AUSTRALIA	FIRST AID TRAINING FOR STAFF.	-320.00
EFT23599	07/07/2016	SUSAN AISTHORPE	PAYMENT IN FULL FOR INCIDENT INVOLVING TRAILOR & DRAINAGE GRATE.	-250.00
EFT23600	07/07/2016	T-QUIP	HAP01066160 - PANEL FILTER METAL FOR HAKO CITYMASTER FOOTPATH SWEEPER 1DNH350.	-1,999.15
EFT23601	07/07/2016	THE WATERSHED	RETICULATIONS PARTS FOR PARKS & GARDENS.	-820.11
EFT23602	07/07/2016	THE WORKWEAR GROUP	UNIFORM FOR STAFF.	-395.40
EFT23603	07/07/2016	VALLEY FORD	45,000KM SERVICE ON 2015 FORD RANGER N11120.	-487.85
EFT23604	07/07/2016	VERLINDENS ELECTRICAL SERVICE (WA)	INSPECT AND REPAIR DAMAGES LIGHT ON BOLLARD (EXPOSED WIRES, COULD BE LIVE) AT THE VISITORS CENTRE	-224.90
EFT23605	07/07/2016	VERNICE PTY LTD	HIRE OF SMOOTH DRUM ROLLER FOR WERRIBEE ROAD.	-3,080.00
EFT23606	07/07/2016	VINCELEC	REPLACE ACTUATOR CABLE ON RECLINER CHAIR & REPLACEMENT OF SAFETY SWITCH AT OLD GIRLS SCHOOL.	-407.29
EFT23607	07/07/2016	WAY SIGNS	TO SUPPLY POPUP SHOP SIGNS.	-506.00
EFT23608	07/07/2016	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	STAFF & COUNCILLORS VARIOUS TRAINING.	-2,194.00

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EFT23609	07/07/2016	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REPAIRS TO VARIOUS SHIRE VEHICLES	-3,179.50
EFT23610	07/07/2016	WHEATBELT OFFICE & BUSINESS MACHINES	USB TO SERIAL ADAPTOR CABLE FOR METRO COUNTER	-33.10
EFT23611	07/07/2016	WREN OIL	COLLECTION OF DRUMS CONTAINING WASTE OIL - DISPOSAL	-478.50
EFT23612	15/07/2016	ABBOTTS FORGE	HIRE OF TELEHANDLER TO INSERT POWER POLE ON MINSON AVENUE	-410.00
EFT23613	15/07/2016	ALLEN TONKIN	SUPPLY & INSTALL NEW DATA POINT FOR PHOTOCOPIER AT NORTHAM SES HQ.	-65.78
EFT23614	15/07/2016	ALLWEST PLANT HIRE	CONTRACT 22 OF 2015 - NORTHAM TOWNSITE DRAINAGE IMPROVEMENTS (STAGE 2) -	-167,646.70
EFT23615	15/07/2016	ASLAB PTY LTD	BASECOURSE COMPACTION TESTING ON DUMBARTON ROAD IRISHTOWN.	-1,467.96
EFT23616	15/07/2016	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	-26.35
EFT23617	15/07/2016	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAY RUN WEEK END 12/7/2016.	-51,090.00
EFT23618	15/07/2016	AV-SEC SECURITY SERVICES	NORTHAM SHIRE ADMIN. SECURITY CALL OUT.	-181.50
EFT23619	15/07/2016	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FROM 21/6/2016 TO 03/07/2016.	-1,568.00
EFT23620	15/07/2016	AVON TELECOMS PTY LTD	VARIOUS BUILDINGS. SECURITY MONITORING JULY 2016	-355.00
EFT23621	15/07/2016	BERYL DICK	NAIDOC CELEBRATION ART WORKSHOP	-200.00
EFT23622	15/07/2016	BRIDGELEY COMMUNITY CENTRE	ROOM BOOKING AT BRIDGELEY COMMUNITY CENTRE FOR MEETING WITH HON. MIA DAVIES, HON. TERRY REDMAN AND JASON WHITEAKER	-15.00
EFT23623	15/07/2016	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-726.60
EFT23624	15/07/2016	CIVIC LEGAL	WORKSHOP - THE CHALLENGE OF THE GIFT CR WILLIAMS	-99.00
EFT23625	15/07/2016	CMM TECHNOLOGY	RECALIBRATION OF LIFELOC BREATH ALCOHOL TESTER	-88.00
EFT23626	15/07/2016	CONNECT SOURCE PTY LTD	SUPPLY AND INSTALL NAVIGATION TRACKING SYSTEM IN NEW TWO-WAY TIPPER TRUCK QUBE, MNAV, SATELLITE, INTALLATION, SATELLITE CONNECTION.	-3,613.45
EFT23627	15/07/2016	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING & STATIONERY.	-2,569.04
EFT23628	15/07/2016	COUNTRYWIDE POOLS	20L OF 2 STROKE OIL & FITTING OF NEW CHAINSAW CHAINS TO SMALL PLANT.	-290.40
EFT23629	15/07/2016	COURIER AUSTRALIA	FREIGHT CHARGES.	-314.55
EFT23630	15/07/2016	DANIELS HEALTH SERVICES PTY LTD	SERVICING OF SHARPS WALL SAFE UNITS AT BERNARD PARK & APEX PARK.	-236.08

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EFT23631	15/07/2016	DEBORAH MOODY	WELCOME TO COUNTRY PERFORMANCE AT THE 2016 NAIDOC WEEK FAMILY FUN DAY 08/07/2016	-200.00
EFT23632	15/07/2016	DEPENDABLE LAUNDRY SOLUTIONS	REMOVED WATER HOT & COLD WATER VALVE. FAULTY	-231.00
EFT23633	15/07/2016	DLR CABINETS	KURINGAL VILLAGE. UNIT 7 RENOVATION. SUPPLY AND INSTALL KITCHEN AND SKIRTING AS PER QUOTE.	-9,944.00
EFT23634	15/07/2016	DS AGENCIES PTY	SFMISC - PARK PT9 DDA LEG, BLACK SATIN POWDER COATED, SURFACE FIXED (INCL FREIGHT).	-377.30
EFT23635	15/07/2016	DUNNING INVESTMENTS PTY LTD	FUEL CHARGES FOR JUNE 2016.	-26,554.01
EFT23636	15/07/2016	EMU ESSENCE	STOCK PURCHASES FOR VISITORS CENTRE.	367.00
EFT23637	15/07/2016	ENVIRONMENTAL HEALTH AUSTRALIA	ENVIRONMENTAL HEALTH AUSTRALIA MEMBERSHIP CARMEN SADLEIR (1/07/16-30/06/17) & I'M ALERT FOOD SAFETY TRAINING 26 MAY 16 TO 30 JUN 17.	-670.00
EFT23638	15/07/2016	GLENN STUART BEVERIDGE	REPAIRS AT VARIOUS SHIRE PROPERTIES.	-5,500.90
EFT23639	15/07/2016	GLOBAL SPILL CONTROL	FOR CLEANUP OF OIL SPILL IN RIVER.	-2,539.79
EFT23640	15/07/2016	HANNAGANS HEARTH HOUSE	REPLACE OR REPAIR ALL SEALS TO TOILETS AND SINKS AND MIXER TAPS AT SES BUILDING & REPAIR AND REPLACE ROOF SHEETS ON SES BUILDING & REMOVAL OF EVAPROTIVE AIRCONDITIONER	-1,881.00
EFT23641	15/07/2016	HILLS CONCRETE PRODUCTS	X2 300 HEAD WALLS FOR WERRIBEE ROAD.	-440.00
EFT23642	15/07/2016	IMMACU SWEEP	SWEEPING TOWN CENTRE FOOTPATHS & GULLY EDUCATION SERVICES	-19,478.25
EFT23643	15/07/2016	KLEENWEST DISTRIBUTORS	CLEANING SUPPLIES FOR VARIOUS SHIRE BUILDINGS.	-662.86
EFT23644	15/07/2016	LEIGH ASHBY	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL & REIMBURSEMENT FOR POLICE CLEARANCE.	-190.10
EFT23645	15/07/2016	MATSHOP	RUBBER MATS FOR REC CENTRE.	-1,023.00
EFT23646	15/07/2016	MATT GIRAUDO	OPTION ANALYSIS AND CONCEPTUAL DESIGN - STORMWATER DETENTION BASIN - LOT 20 GREGORY STREET, NORTHAM & CONCEPTUAL DESIGN - STORMWATER DRAINAGE - EAST AND OLIVER STREET SUB CATCHMENTS, NORTHAM	-13,200.00
EFT23647	15/07/2016	MAYBERRY HAMMOND & CO	LEASE AGREEMENT WITH MALINOWSKI AS LESSOR AND SHIRE AS LESSEE	-637.12
EFT23648	15/07/2016	MCKINLEY DEVELOPMENTS	VARIOUS REPAIRS TO KURINGAL VILLAGE.	-5,374.00

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EFT23649	15/07/2016	MCLEODS BARRISTERS & SOLICITORS	VARIOUS LEGAL MATTERS	-2,953.41
EFT23650	15/07/2016	METRO BEVERAGE CO PTY LTD	STOCK PURCHASES FOR REC CENTRE.	-160.65
EFT23651	15/07/2016	MORRIS PEST AND WEED CONTROL	INSPECT & TREAT 19 BRIDGES WITHIN THE SHIRE OF NORTHAM	-11,099.00
EFT23652	15/07/2016	NORTHAM CENTRAL NEWSAGENCY	NEWSPAPERS FOR LIBRARY FOR JUNE 2016.	-127.14
EFT23653	15/07/2016	NORTHAM VETERINARY CENTRE	VARIOUS VET EXPENSES FOR RANGER SERVICES.	-717.00
EFT23654	15/07/2016	OCLC (UK) LTD	AMLIB ANNUAL MAINTENANCE AMLIB 7 USER,SQLBASE, NET OPACS AMLIB SIP2 MODULE 2-5 LICENCE TIER 01/07/16 -30/06/17 & AMLIB ANNUAL MAINTENANCE FROM 01/07/2016 - 30/06/2016.	-5,608.42
EFT23655	15/07/2016	OFFICEWORKS SUPERSTORES PTY LTD	STATIONERY ORDER FOR KILLARA	-63.75
EFT23656	15/07/2016	OXTER SERVICES	TOILET ROLLS, PAPER TOWELS, ETC FOR VARIOUS SHIRE BUILDINGS.	-1,040.25
EFT23657	15/07/2016	PAULL & WARNER BODY BUILDERS PTY LTD	SUPPLY PROTECTIVE CLOTHING FOR SES.	-1,017.74
EFT23658	15/07/2016	PERTH SAFETY PRODUCTS PTY LTD	RURAL NUMBER STICKER NUMBERS	-242.00
EFT23659	15/07/2016	PLAYMASTER PTY LTD T/A BEEFMASTER STEEL FABRICATIONS	REPLACEMENT STRAP SWING SEATS FOR MORRELL STREET PARK.	-100.00
EFT23660	15/07/2016	RAMM SOFTWARE PTY LTD	COURSE REGISTRATION FOR GEORDAS THARIYATH TO ATTEND ESSENTIAL RAMM, ASSET RAMM & POCKET RAMM & ASSET MAINTENANCE & POCKET RAMM ON 14TH JUNE 2016 TO 17TH JUNE 2016.	-1,094.50
EFT23661	15/07/2016	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	VARIOUS ADVERTISING	-3,475.53
EFT23662	15/07/2016	SIMON NEVILL PUBLICATIONS	STOCK PURCHASES FOR VISITORS CENTRE.	-213.79
EFT23663	15/07/2016	SLAV'S CLEANING SERVICE	CLEANING OF VARIOUS SHIRE BUILDINGS JUNE 2016.	-8,675.01
EFT23664	15/07/2016	SLOAN EARTHMOVING	INKPEN FIRE SERVICES BUILDING. EARTHWORKS, COMPACTED SAND PAD AND SEPTIC SYSTEM AS PER SPECIFICATIONS.	-18,040.00
EFT23665	15/07/2016	STAPLES AUSTRALIA PTY LIMITED	STATIONERY FOR SHIRE ADMIN.	-755.29
EFT23666	15/07/2016	STEWART & HEATON CLOTHING CO.PTY LTD	PPE EQUIPMENT FOR CLACKLINE BRIGADES	-85.05
EFT23667	15/07/2016	THE AUSSIE POO COMPANY	STOCK PURCHASES FOR VISITORS CENTRE.	-102.00
EFT23668	15/07/2016	THE FARM SHOP	10 X STAR PICKETTS FOR RURAL ROAD NUMBERING	-62.37
EFT23669	15/07/2016	THE PAPER COMPANY OF AUSTRALIA	PHOTOCOPIER PAPER FOR SHIRE ADMIN BUILDING.	-858.00
EFT23670	15/07/2016	THE RIVERSIDE HOTEL	GIFT VOUCHER FOR MONTH OF APRIL - ALEC LEARNER	-150.00

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EFT23671	15/07/2016	WA CONTRACT RANGER SERVICES	10 X CATS IMPOUNDED FEES	-550.00
EFT23672	15/07/2016	WBS GROUP PTY LTD	SUPPLY AND CONSTRUCT INKPEN FIRE SERVICES BUILDING AS PER CONTRACT 21 OF 2015. PROGRESS CLAIM 2.	-152,032.31
EFT23673	15/07/2016	WESTERN POWER	ABORIGINAL INTERPERATIVE CENTRE. HIGH VOLTAGE RELOCATION FEASABILITY STUDY.	-1,500.00
EFT23674	15/07/2016	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL PURCHASED FROM PUMA - JUNE 2016.	-1,430.36
EFT23675	22/07/2016	DEPARTMENT OF ENVIRONMENT REGULATION	LEVY PAYMENT FOR APRIL - JUNE 2016 FOR INKPEN & OLD QUARRY RD LANDFILL SITES.	-4,302.01
EFT23676	22/07/2016	WESTERN AUSTRALIAN TREASURY CORPORATION	INTEREST PAYMENTS FOR LOANS AS AT 30/6/2016 REF - 208, 219, 221, 223, 225, 224.	-8,017.25
EFT23677	22/07/2016	ALLWEST PLANT HIRE	CONTRACT 22 OF 2015 - NORTHAM TOWNSITE DRAINAGE IMPROVEMENTS (STAGE 2)	-101,251.70
EFT23678	22/07/2016	ANDY'S PLUMBING SERVICE	PLUMBING REPAIRS TO VARIOUS BUILDINGS.	-5,269.55
EFT23679	22/07/2016	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD APRA	LICENCE FEE FOR 01/07/2016 TO 30/09/2016 - FOR LIVE MUSIC, BACKGROUND MUSIC & MUSIC ON HOLD.	-463.35
EFT23680	22/07/2016	AUSTRALIA POST	POSTAGE FOR JUNE 2016 - ADMIN, KILLARA & LIBRARY.	-1,133.30
EFT23681	22/07/2016	AV-SEC SECURITY SERVICES	SECURITY FOR RUSSIAN BALLOON LAUNCH (TO BE ON-CHARGED)	-1,705.00
EFT23682	22/07/2016	AVON PAPER SHRED	240 LTR BIN OF SHREDDING.	-55.00
EFT23683	22/07/2016	AVON TELECOMS PTY LTD	SUPPLY AND INSTALLATION OF 1 ADDITIONAL LG ARIA PHONE FOR HR ASSISTANT	-363.00
EFT23684	22/07/2016	AVON VALLEY ARTS SOCIETY (INC)	STOCK PURCHASES FOR VISITORS CENTRE.	-48.55
EFT23685	22/07/2016	AVON VALLEY NISSAN	15,000KM SERVICE ON MITSUBISHI TRITON N11184 BOOKED IN 06/07/2016.	-330.00
EFT23686	22/07/2016	AVW ELECTRICAL	CHECK POWER CONNECTION BETWEEN THE MALL AND FITZGERALD HOTEL DUE TO DEMOLITION.	-313.50
EFT23687	22/07/2016	BAKERS HILL VETERINARY HOSPITAL	2 X CAT STERILISATION AND MICRO CHIPPING - CAT GRANT	-300.00
EFT23688	22/07/2016	BEAUREPAIRES	REPAIRS & REPLACEMENT TYRES FOR VARIOUS SHIRE VEHICLES.	-4,411.29
EFT23689	22/07/2016	BUNNINGS BUILDING SUPPLIES P/L	DECKING MATERIALS.	-1,538.46
EFT23690	22/07/2016	CCS STRATEGIC MANAGEMENT	NORTHAM RECREATION FACILITIES DEVERLOPMENT PLAN REVIEW	-6,227.92
EFT23691	22/07/2016	CLACKLINE FENCING CONTRACTORS	NORTHAM DOG POUND. SUPPLY AND INSTALL GATES TO DOG KENNELS TO ALLOW CAPTURE OF AGRESSIVE DOGS	-3,141.00

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EFT23692	42573	COUNTRYWIDE LANDSCAPING	INSTALLMENT OF RETICULATION SYSTEM TO GEORGE NUICH PARK	-24,535.76
EFT23693	22/07/2016	DEVEN ROBERTSON	SHIRE OF NORTHAM SPONSORSHIP FOR EXCELLENCE IN SPORT - DEVEN ROBERTSON.	-150.00
EFT23694	22/07/2016	ECOMIST SWAN	SANITARY BIN 12 MTHLY SERVICE	-1,186.90
EFT23695	22/07/2016	EXPERIENCE PERTH	EXPERIENCE PERTH SILVER MEMBERSHIP 2016/17 PERTH REGION TOURISM ORGANISATION T/A EXPERIENCE PERTH.	-220.00
EFT23696	22/07/2016	FM SURVEYS	SURVEYING AT SOUTHERN BROOK ROAD SLK 3.6 TO 6.4 INCLUDING: ALL FEATURES ALONG THE CENTRELINE FOR THE WIDTH OF THE ROAD. WIDTH OF ROAD SHALL BE BOUNDARY TO BOUNDARY.	-4,180.00
EFT23697	22/07/2016	FORPARK AUSTRALIA	OUTDOOR FITNESS EQUIPMENT OPTION 2 (WSPF-0164) FOR BROOME TCE NORTHAM.	-16,500.00
EFT23698	22/07/2016	FREINDS GARAGE	SUPPLY & INSTALL 2 NEW BATTERIES IN KOMATSU WA380-6H LOADER AT THE INKPEN TIP.	-843.70
EFT23699	22/07/2016	FRONTLINE FIRE & RESCUE EQUIPMENT	EQUIPMENT FOR BRIGADES ESL.	-1,053.36
EFT23700	22/07/2016	GGJ CONSULTANTS	ASSISTANCE IN THE IMPLEMENTATION OF THE RECOMMENDATION FROM THE KILLARA HACC REVIEW REPORT COMPLETED IN 2016.	-15,491.19
EFT23701	22/07/2016	GRAFTON ELECTRICS	ELECTRICAL REPAIRS AT VARIOUS SHIRE LOCATIONS.	-18,759.21
EFT23702	22/07/2016	HAYLEY AYERS-FINDLAY	STORAGE CONTAINERS FOR ROBOTICS EV3	-31.96
EFT23703	22/07/2016	HI CONSTRUCTIONS AUST PTY LTD	OLD RAILWAY STATION MASTERS BUILDING. REPLACEMENT OF STUMPS AS PER SPECIFICATIONS SUPPLIED BY THE SHIRE OF NORTHAM PROGRESS CLAIM 3.	-9,350.00
EFT23704	22/07/2016	JAYNE MCINNES	NORTHAM SENIORS HALL. CLEANING FOR THE WEEK 19/5/2016 TO 10/07/2016.	-1,260.00
EFT23705	22/07/2016	KAREN DAWN HOWELL	ILLUSTRATIONS FOR 2016 RIVER FESTIVAL MARKETING MATERIAL	-500.00
EFT23706	22/07/2016	KERBTECH P/L T/A GDR CIVIL CONTRACTING	SUPPLY OF GRAVEL, GRADING & COMPACTION OF THE EXTENDED ROAD SURFACE SHOULDER WIDEN AT OYSTON ROAD BAKERS HILL.	-41,147.26
EFT23707	22/07/2016	KLEENHEAT GAS	NORTHAM TOWN HALL. HIRE OF GAS BOTTLES.	-138.60
EFT23708	22/07/2016	LANDGATE	GROSS RENTAL VALUES REVALUATION 2015/2016 COUNTRY TOWN REGIONS & RURAL UV INTERIM VALUATION SHARED & CONSOLIDATED MINING TENEMENT ROLL.	-75,517.57
EFT23709	22/07/2016	LANDMARK	VARIOUS HARDWARE ITEMS.	-852.16

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EFT23710	22/07/2016	LANDMARK PRODUCTS LTD	1 FFSD009005 DRINKING FOUNTAIN STAINLESS STEEL DRINKING BOWL INCLUDING MESH.	-1,089.00
EFT23711	22/07/2016	LLOYDS EARTHMOVING	PLANTS FOR VARIOUS GARDEN BEDS.	-2,984.36
EFT23712	22/07/2016	MARKETFORCE	ADVERTISING IN VARIOUS NEWSPAPERS	-3,945.65
EFT23713	22/07/2016	MCDOWALL AFFLECK PTY LTD	SENIOR CIVIL ENGINEER SERVICES FOR CONSTRUCTION DRAWINGS FOR SHIRE OF NORTHAM DRAINAGE STUDY STAGE 2 - 13647.	-10,631.50
EFT23715	22/07/2016	NATURE'S ALTERNATIVE	STOCK PURCHASES FOR VISITORS CENTRE.	-93.00
EFT23716	22/07/2016	NORTHAM BETTA HOME LIVING	ELECTROLUX CLOTHES DRYER VENTED ELECTRONIC 6KGS & TV ADJUSTABLE WALL BRACKET	-807.00
EFT23717	22/07/2016	NORTHAM CENTRAL NEWSAGENCY	KILLARA PAPER DELIVERIES FOR 1/06/16 - 30/06/16	-43.20
EFT23720	22/07/2016	NORTHAM GARDENING SERVICE	SLASHING OF LOT 61 35 BYFIELD STREET, NORTHAM	-150.00
EFT23721	22/07/2016	NORTHAM HARDWARE	VARIOUS HARDWARE ITEMS.	-539.52
EFT23722	22/07/2016	NORTHAM HOLDEN	15,000KM SERVICE ON HOLDEN COMMODORE SEDAN N11114.	-311.00
EFT23723	22/07/2016	NORTHAM NURSERY	BOUGAINVILLEA BAMBINO FOR WUNDOWIE TOWNSITE.	-352.00
EFT23724	22/07/2016	NORTHAM TOWING SERVICE	TOWING OF VEHICLES FROM VARIOUS LOCATIONS.	-477.40
EFT23725	22/07/2016	OXTER SERVICES	CATERING PAPER PRODUCTS FOR NAIDOC WEEK FAMILY DAY 08 JULY 2016	-66.56
EFT23726	22/07/2016	PLANNING INSTITUTE AUSTRALIA	PIA MEMBERSHIP FOR PLANNERS.	-1,267.87
EFT23727	22/07/2016	PROFESSIONAL LOCKSERVICE	KEYS FOR VARIOUS BUILDINGS.	-342.10
EFT23728	22/07/2016	PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA (TRANS WA)	TICKET SALES & COMMISSION FOR JUNE 2016.	-73.11
EFT23729	22/07/2016	RAMM SOFTWARE PTY LTD	ANNUAL SUPPORT & MAINTENANCE FEE & RENTAL OF THE POCKET RAMM SOFTWARE FOR THE PERIOD 01/07/2016 TO 30/06/2017.	-8,577.49
EFT23730	22/07/2016	RETAIL DECISIONS (COLES)	COLES CARD FOR JUNE 2016 - PAYING FOR CARD HOLDERS - NICOLE HAMPTON, MILTON BROOKS, SUSAN BURLEY, BEV BULL, ALISON ROWLAND, ANGI MCCLUSKEY, CHRISTINE WATERS, VICTORIA JONES, KRISTY ROBINSON, GAIL PIETERSIE, ALYSHA MAXWELL & WENDY SOFOULIS.	-2,745.02
EFT23731	22/07/2016	SPECIALISED TREE SERVICE	VEGETATION PRUNING FOR ICS & WESTERN POWER REQUIREMENTS AS PER CONTRACT.	-10,400.00
EFT23732	22/07/2016	ST JOHN AMBULANCE AUSTRALIA	FIRST AID TRAINING FOR STAFF	-160.00

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EFT23733	22/07/2016	STAPLES AUSTRALIA PTY LIMITED	STATIONERY FOR SHIRE ADMIN.	-460.50
EFT23734	22/07/2016	SUPERCIVIL	SUPPLY & LAY KERBING At VARIOUS LOCATIONS	-8,174.10
EFT23735	22/07/2016	THE RIGGING SHED	8MM X 3.0M E/L, 2 LEG CHAIN SLING - 2 LEG CHAIN SLING COMPLETED WITH MASTERLINK AT TOP, ONTO SHORTENERS ONTO SELF LOCKING LATCH HOOKS ON BOTTOM, TESTED TO NATA. WLL 3.5T	-330.00
EFT23736	22/07/2016	TRISLEY'S HYDRAULIC SERVICES PTY LTD	GRAVITY SAND FILTER REFURBISHMENT & PATCHING WORK AT WUNDOWIE POOL.	-28,751.80
EFT23737	22/07/2016	TYREPOWER	FIX GRADER TYRE FROM PN0806 GRADER	-121.00
EFT23738	22/07/2016	VERNICE PTY LTD	RELOCATE 10,000 TONNES OF CLEAN FILL SITE STOCK PILE @ 2.00 + GST PER TONNE.	-24,805.00
EFT23739	22/07/2016	WA RANGERS ASSOCIATION INC	RANGERS EQUIPMENT.	-180.25
EFT23740	22/07/2016	WBS GROUP PTY LTD	SUPPLY AND CONSTRUCT INKPEN FIRE SERVICES BUILDING AS PER CONTRACT 21 OF 2015 PROGRESS CLAIM 3.	-62,781.08
EFT23741	22/07/2016	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	VARIOUS SUBSCRIPTIONS FOR 2016/2017 & PLANNING PRACTICES IN LOCAL GOVERNMENT TRAINING COURSE	-33,308.58
EFT23742	22/07/2016	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	INSTALL NEW TWO-WAY RADIO INTO NEW TWO-WAY TIPPER TRUCK	-331.00
EFT23743	29/07/2016	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	-26.35
EFT23744	29/07/2016	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-726.60
EFT23745	29/07/2016	JAYNE MCINNES	NORTHAM SENIORS HALL. CLEANING 17/7/2016 AND 24/07/2016	-280.00
EFT23746	29/07/2016	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES - 182 FITZGERALD STREET, NORTHAM - STATEMENT NO 2096167 ACCOUNT NO 601148.	-392.87
EFT23747	29/07/2016	SUSAN BURLEY	REIMBURSEMENT FOR FIVE UNITS PAID BY SUSAN BURLEY TO COMPLETE CERT IV LOCAL GOVT - PLANNING.	-747.37
EFT23748	29/07/2016	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	PROCUREMENT TRAINING IN LOCAL GOVERNMENT FOR LEASA OSBORNE BEING HELD ON 1ST & 2ND AUGUST 2016.	-1,320.00
EFT23749	29/07/2016	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 223 FIXED COMPONENT - CONSTRUCTION OF RECREATION FACILITIES	-67,994.79
			<b>TOTAL EFT MUNICIPAL</b>	<b>-1,735,888.57</b>

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

34528	07/07/2016	SHIRE OF NORTHAM	LRA CIVIL RETENTION - CONTRACT 10 OF 2014 - WUNDOWIE STORMWATER REUSE PROJECT & SHIRE RATES FOR A325 AT RES 35772 KURINGAL RD, WUNDOWIE, 410 AVON WUNDOWIE 411 WUNDOWIE COMMUNITY PURPOSE.	-25,280.84
34529	07/07/2016	STASS ENVIRONMENTAL	GROUND WATER MONITORING REPORTS FOR OLD QUARRY ROAD WASTE MANAGEMENT FACILITY.	-1,386.00
34530	07/07/2016	SYNERGY	VARIOUS SHIRE PROPERTIES ELECTRICITY ACCOUNTS.	-23,543.24
34531	07/07/2016	TELSTRA CORPORATION	RELOCATION OF TELSTRA ASSETS AT SPENCERS BROOK ROAD, CLACKLINE AS PER QUOTATION PR175244-1 & VARIOUS TELSTRA ACCOUNTS	-13,063.96
34532	07/07/2016	WATER CORPORATION	VARIOUS SHIRE PROPERTIES WATER ACCOUNTS.	-11,654.23
34533	11/07/2016	WESTERN POWER	ANNUAL INSPECTION OF COMMUNITY BUS REGO N.009 BOOKED FOR TUESDAY 12/7/2016.	-154.25
34534	15/07/2016	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS	-20.50
34535	15/07/2016	PETTY CASH	PETTY CASH REIMBURSEMENT	-1,298.10
34536	15/07/2016	SHIRE OF NORTHAM	OCCUPANCY PERMIT INKPEN FIRE SERVICES BUILDING.	-96.00
34537	15/07/2016	SYNERGY	VARIOUS SHIRE PROPERTIES ELECTRICITY ACCOUNTS.	-24,277.85
34538	15/07/2016	WESTERN POWER	ANNUAL INSPECTION OF KILLARA 2 BUS.	-154.25
34539	15/07/2016	WESTERN POWER	ANNUAL INSPECTION OF WUNDOWIE COMMUNITY BUS REGO N460.	-154.25
34540	22/07/2016	JOSEPH WILLIAM CORCORAN	CROSSOVER REBATE FOR A10029 LOT 10(8) ARNOLD STREET NORTHAM.	-500.00
34541	22/07/2016	LUCY'S TEAROOMS	CATERING FOR COUNCIL MEETINGS	-391.00
34542	22/07/2016	PHILLIP RUSHAN	A15094 - CROSSOVER REBATE FOR LOT 325 (56) GILLETT ROAD, NORTHAM.	-600.00
34543	22/07/2016	SHANE PETER MANUEL	SHIRE OF NORTHAM SPONSORSHIP FOR EXCELLENCE IN SPORT - JELENA MANUEL.	-300.00
34544	22/07/2016	SHARLENE EVE MOORE	SHIRE OF NORTHAM SPONSORSHIP FOR EXCELLENCE IN SPORT - CLAUDIA MOORE.	-150.00
34545	22/07/2016	SHAYNE ANDREW LUCY	A14503 - CROSSOVER REBATE FOR LOT 3 (40) HAMPTON STREET, NORTHAM.	-600.00
34546	22/07/2016	SYNERGY	VARIOUS SHIRE PROPERTIES ELECTRICITY ACCOUNTS.	-3,376.70
34547	22/07/2016	TELSTRA CORPORATION	VARIOUS PHONE ACCOUNTS	-7,554.24
34548	22/07/2016	WATER CORPORATION	VARIOUS SHIRE PROPERTIES WATER ACCOUNTS.	-6,858.88
34549	28/07/2016	SHIRE OF NORTHAM	VARIOUS SHIRE VEHICLE REGISTRATIONS	-16,195.95

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

34550	29/07/2016	CITY OF GOSNELLS	LOST ITEM 31111046336994 BRANDED BY FIRE.	-10.45
34551	29/07/2016	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS	-20.50
34552	29/07/2016	RAYMA MAE ALTHAM	QUICK RESPONSE GRANT - STAY ACTIVE SENIORS EXERCISE GROUP UNIFORMS.	-370.00
34553	29/07/2016	SYNERGY	VARIOUS SHIRE PROPERTIES ELECTRICITY ACCOUNTS.	-224.25
34554	29/07/2016	TELSTRA CORPORATION	VARIOUS PHONE ACCOUNTS	-221.79
34555	29/07/2016	WATER CORPORATION	VARIOUS SHIRE PROPERTIES WATER ACCOUNTS.	-1,744.42
34556	29/07/2016	WESTERN POWER	ANNUAL RE-INSECTION OF NORTHAM COMMUNITY COASTER BUS N.009 BOOKED IN MONDAY 1ST AUGUST 2016.	-102.15
			<b>TOTAL CHEQUES MUNICIPAL</b>	<b>-140,303.80</b>
DD10115.1	11/07/2016	BANKWEST	EMCS MASTERCARD 24/5/16 TO 22/6/16	-29.00
DD10115.1	11/07/2016	BANKWEST	EMCOMSER MASTERCARD 24/5/16 TO 22/6/16	-598.00
DD10115.1	11/07/2016	BANKWEST	CEO MASTERCARD 24/5/16 TO 22/6/16 & BANK FEES	-127.11
DD10115.1	11/07/2016	BANKWEST	EMDS MASTERCARD 24/5/16 TO 22/6/16	-505.00
DD10115.1	11/07/2016	BANKWEST	EMES MASTERCARD 24/5/16 TO 22/6/16	-569.05
DD10129.1	12/07/2016	WA SUPER	PAYROLL DEDUCTIONS	-22,306.94
DD10129.2	12/07/2016	EWWRAP SUPER	SUPERANNUATION CONTRIBUTIONS	-97.51
DD10129.3	12/07/2016	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	-435.02
DD10129.4	12/07/2016	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS	-345.78
DD10129.5	12/07/2016	QSUPER	SUPERANNUATION CONTRIBUTIONS	-180.88
DD10129.6	12/07/2016	BENDIGO SMART START SUPER	SUPERANNUATION CONTRIBUTIONS	-181.08
DD10129.7	12/07/2016	LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	-218.24
DD10129.8	12/07/2016	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	-180.88
DD10129.9	12/07/2016	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1,746.29
DD10181.1	26/07/2016	WA SUPER	PAYROLL DEDUCTIONS	-23,882.80
DD10181.2	26/07/2016	EWWRAP SUPER	SUPERANNUATION CONTRIBUTIONS	-143.29
DD10181.3	26/07/2016	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	-412.14
DD10181.4	26/07/2016	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS	-343.55
DD10181.5	26/07/2016	QSUPER	SUPERANNUATION CONTRIBUTIONS	-180.88
DD10181.6	26/07/2016	BENDIGO SMART START SUPER	SUPERANNUATION CONTRIBUTIONS	-180.91
DD10181.7	26/07/2016	LOCAL GOVERNMENT SUPER	SUPERANNUATION CONTRIBUTIONS	-218.24
DD10181.8	26/07/2016	VISION SUPER	SUPERANNUATION CONTRIBUTIONS	-181.02
DD10181.9	26/07/2016	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	-269.20
DD10129.10	12/07/2016	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	-313.81

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

DD10129.11	12/07/2016	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	-458.34
DD10129.12	12/07/2016	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-185.46
DD10129.13	12/07/2016	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	-244.42
DD10129.14	12/07/2016	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-541.79
DD10129.15	12/07/2016	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS	-281.35
DD10129.16	12/07/2016	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	-493.74
DD10181.10	26/07/2016	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-61.66
DD10181.11	26/07/2016	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-1,755.56
DD10181.12	26/07/2016	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	-487.65
DD10181.13	26/07/2016	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-186.56
DD10181.14	26/07/2016	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	-244.42
DD10181.15	26/07/2016	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-541.79
DD10181.16	26/07/2016	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS	-281.35
DD10181.17	26/07/2016	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	-493.74
			<b>TOTAL DIRECT DEBITS</b>	<b>-59,904.45</b>
PAYROLL	12/07/2016	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL	-188,713.56
PAYROLL	28/07/2016	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL	-196,679.34
			<b>TOTAL PAYROLL</b>	<b>-385,392.90</b>
			<b>TOTAL EFT MUNICIPAL</b>	<b>-1,735,888.57</b>
			<b>TOTAL CHEQUES MUNICIPAL</b>	<b>-140,303.80</b>
			<b>TOTAL DIRECT DEBITS</b>	<b>-59,904.45</b>
			<b>TOTAL PAYROLL</b>	<b>-385,392.90</b>
			<b>TOTAL</b>	<b>-2,321,489.72</b>

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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The payment of cheque numbers 34528 to 34556 from Municipal Fund (dated 1<sup>st</sup> July 2016 to 31<sup>st</sup> July 2016), and the payment of Electronic Funds Transfer numbers EFT23513 to EFT23749 (dated 1<sup>st</sup> July 2016 to 31<sup>st</sup> July 2016 and Direct Debits 10115.1 to 10115.1 and 10129.1 to 10129.16 and 10181.1 to 10181.17 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Bank Vouchers 34528 to 34556	\$ 140,303.80
Municipal Bank Electronic Fund Transfer EFT23513 to EFT23749	\$ 1,735,888.57
Direct Debit Fund Transfer 10115.1 to 10115.1 and 10129.1 to 10129.16 and 10181.1 to 10181.17	\$ 59,904.45
Municipal Bank Electronic Fund Transfer Payroll 12/07/2016	\$ 188,713.56
Municipal Bank Electronic Fund Transfer Payroll 28/07/2016	\$ 196,679.34
 TOTAL	 \$ 2,321,489.72

**CERTIFICATION OF THE PRESIDENT**

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$2,321,489.72 was submitted to the Ordinary Meeting of Council on Wednesday, 17 August 2016.

\_\_\_\_\_ 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 \$2,321,489.72 was submitted to each member of the Council on Wednesday, 17<sup>th</sup> August 2016, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.

\_\_\_\_\_ CHIEF EXECUTIVE OFFICER

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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**13.3.2 FINANCIAL STATEMENTS TO 30 JUNE 2016**

Name of Applicant:	Internal Report
File Ref:	2.1.3.4
Officer:	Zoe Macdonald / Colin Young
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority

**PURPOSE**

The Statement of Financial Activity for the period ending 30 June 2016 is included as a separate attachment to this Agenda and includes the following reports:

- Statement of Financial Activity;
- Acquisition of Assets;
- Disposal of Assets;
- Information on Borrowings;
- Reserves;
- Net Current Assets;
- Rating Information;
- Trust Funds;
- Operating Statements;
- Balance Sheet;
- Financial Ratio;
- Budget to Actual Material Variance; and
- Bank Reconciliation

**RECOMMENDATION**

**That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 30 June 2016.**

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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Shire of Northam

**SHIRE OF NORTHAM**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 30 JUNE 2016**

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# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



#### SHIRE OF NORTHAM STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 30 JUNE 2016

		NOTE	15/16 Budget \$	Ytd Actual \$	Variances Actuals to Budget \$	Variances Actuals to Budget %
<b>Operating</b>						
<b>Revenues</b>						
	8					
Governance			72,153	75,913	3,760	5.21%
General Purpose Funding Other			2,229,224	2,016,689	(212,535)	(9.53%)
General Purpose Funding Rates			8,582,323	8,618,557	36,234	0.42%
Law, Order, Public Safety			1,113,262	379,902	(733,360)	(65.87%)
Health			50,000	46,842	(3,158)	(6.32%)
Education and Welfare			1,352,833	1,315,656	(37,177)	(2.75%)
Housing			46,465	34,155	(12,310)	(26.49%)
Community Amenities			2,513,390	2,641,423	128,033	5.09%
Recreation and Culture			3,075,744	639,195	(2,436,549)	(79.22%)
Transport			2,294,267	1,853,606	(440,661)	(19.21%)
Economic Services			563,851	719,531	155,680	27.61%
Other Property and Services			84,348	105,413	21,065	24.97%
<b>Total Operating Revenue</b>			<b>21,977,860</b>	<b>18,448,882</b>	<b>(3,530,978)</b>	<b>(16.07%)</b>
<b>Expenses</b>						
	8					
Governance			(1,255,590)	(1,122,313)	133,277	10.61%
General Purpose Funding			(364,868)	(313,961)	50,907	13.95%
Law, Order, Public Safety			(1,173,368)	(1,022,655)	150,713	12.84%
Health			(308,419)	(291,095)	17,324	5.62%
Education and Welfare			(1,502,295)	(1,390,378)	111,917	7.45%
Housing			(105,856)	(91,454)	14,402	13.61%
Community Amenities			(3,438,827)	(2,750,203)	688,624	20.02%
Recreation & Culture			(5,001,938)	(4,724,348)	277,590	5.55%
Transport			(7,831,220)	(7,948,757)	(117,537)	(1.50%)
Economic Services			(2,036,106)	(1,737,802)	298,304	14.65%
Other Property and Services			(93,608)	(134,711)	(41,103)	(43.91%)
<b>Total Operating Expenses</b>			<b>(23,112,095)</b>	<b>(21,527,676)</b>	<b>1,584,419</b>	<b>6.86%</b>
<b>Removal of Non-Cash Items</b>						
(Profit)/Loss on Asset Disposals	2		144,029	82,971	(61,058)	42.39%
Movement in Employee Benefit Provisions			0	(197,063)	(197,063)	
Depreciation on Assets			8,977,994	7,414,386	436,392	(6.25%)
<b>Non Operating Items</b>						
Purchase Land Held for Resale	1		0	0	0	0.00%
Purchase Land and Buildings	1		(3,476,168)	(479,244)	2,996,924	86.21%
Purchase Plant and Equipment	1		(1,194,697)	(965,681)	229,016	19.18%
Purchase Furniture and Equipment	1		(10,483)	0	10,483	100.00%
Purchase Bush Fire Equipment	1		(460,000)	0	460,000	100.00%
Purchase Playground Equipment	1		0	0	0	0.00%
Purchase Infrastructure Assets - Roads	1		(3,360,383)	(2,205,919)	1,154,464	34.36%
Purchase Infrastructure Assets - Bridges	1		(532,512)	(474,054)	58,458	10.98%
Purchase Infrastructure Assets - Footpaths	1		(557,315)	(575,051)	(17,736)	(3.18%)
Purchase Infrastructure Assets - Drainage	1		(2,292,624)	(919,584)	1,373,040	59.89%
Purchase Infrastructure Assets - Parks & Ovals	1		(649,264)	(463,008)	186,256	28.69%
Purchase Infrastructure Assets - Streetscape	1		(264,371)	(192,751)	71,620	27.09%
Purchase Infrastructure Assets - Other	1		(451,519)	(275,239)	176,280	39.04%
Proceeds from Disposal of Assets	2		344,642	159,920	(184,722)	53.60%
Repayment of Debentures	3		(210,154)	(210,154)	0	0.00%
Self-Supporting Loan Principal Income	3		30,099	30,099	0	0.00%
Transfers to Restricted Assets (Reserves)	4		(1,063,385)	(1,036,817)	26,568	2.50%
Transfers from Restricted Asset (Reserves)	4		2,240,871	1,562,271	(678,600)	30.28%
Transfers from Restricted Asset (Other)			0	0	0	0.00%
ADD Net Current Assets July 1 B/Fwd	5		5,919,675	5,906,402	(13,273)	
LESS Year End Adjustment - Killara			-	0	0	
LESS Net Current Assets Year to Date	5		0	4,306,403	4,306,403	
<b>Surplus</b>			<b>0</b>	<b>(225,734)</b>	<b>(225,734)</b>	

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

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



#### SHIRE OF NORTHAM

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

#### FOR THE PERIOD ENDING 30 JUNE 2016

1. ACQUISITION OF ASSETS	15/16 Budget \$	Ytd Actual \$
The following assets have been acquired during the period under review:		
<b><u>By Program</u></b>		
<b>Governance</b>		
CEO Vehicle	55,000	0
Admin Building	23,431	20,573
<b>Law, Order &amp; Public Safety</b>		
CESM Vehicle	31,454	34,120
Brigade Appliance -3.4 Grass Valley	335,000	0
Brigade Appliance - Light Tanker Irishtown BFB	125,000	0
Inkpen Fireshed	280,851	240,805
Clackline/Muresk Fire Shed	51,975	51,975
Electronic Conversion of Standpipe	12,500	0
Ranger Vehicle	45,000	37,232
Ranger Vehicle	25,000	37,232
Chief Fire Officer Vehicle Upgrade		4,412
Dog Pound	10,000	0
CCTV - Fitzgerald St & Peel Tce	24,200	25,310
<b>Health</b>		
Snr EHO Vehicle	35,000	27,996
<b>Education &amp; Welfare</b>		
NRCP Vehicle	33,889	31,454
Fluffy Ducks Patio & Power Relocation	10,455	0
Land & Buildings - Respite Centre Construction	19,852	20,256
Kuringal Village Long Term Mtc	24,890	29,626
<b>Community Amenities</b>		
Gate House - Inkpen Landfill	20,000	10,780
Urban Drainage	1,824,747	119,330
Town Centre Drainage Southern Investment Funding		274,196
Drainage CLGF 12/13		88,258
Aerators - Supertowns	241,123	81,688
Snr EHO Vehicle	35,000	40,271
Avon Mall Streetscaping	148,138	65,225
Cemetery Drainage	2,769	2,769
Cemetery Lot Development	28,600	28,600

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

1. ACQUISITION OF ASSETS (Continued)	15/16 Budget \$	2016 Actual \$
<u>By Program (Continued)</u>		
<b>Recreation and Culture</b>		
Land & Building - Replace Balcony	178,200	0
Northam Pool Bowl Tiles	14,000	18,961
Filter - Wundowie Pool	24,600	0
Rec Centre Air Conditioning	505,000	13,400
Rec Centre Additional Exit Doors	25,000	2,500
Bakers Hill Golf & Tennis - Kitchen	60,365	0
EMComms Vehicle	40,000	39,482
Playground Improvements	263,964	239,961
Play Equipment Wundowie	9,796	0
Install Cricket Pitch - Jubilee Oval	27,000	13,360
Henry Street Oval Fencing WAFL Grant	3,223	0
Free Standing Stackable Seating	3,580	438
BMX Lighting	20,000	0
Bert Hawke Drainage	40,000	0
Bert Hawke Lighting	20,000	0
Wundowie Skate Park	194,032	171,948
Henry Street Oval Drainage	6,780	0
Parks Seating & Play Equipment	40,000	23,049
Retic Wundowie Oval	20,889	14,252
Drink Fountain - Rec Centre	5,500	5,679
Library Furniture & Equipment	10,483	0
Railway Precinct Upgrade	49,284	110
AVVVA - Building Renewal	42,000	23,965
AVVVA - Kitchen Refurbishment	36,365	0
Aboriginal & Environmental Building	2,100,000	50,873
Carpark/ Drop Zone Old Railway Station	70,376	84,262

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

1. ACQUISITION OF ASSETS (Continued)	15/16 Budget \$	2016 Actual \$
<u>By Program (Continued)</u>		
<b>Transport</b>		
Northam Depot Relocation Feasibility	10,000	0
Footpath Construction	557,315	573,751
Rural Drainage	106,570	100,096
GEH Deproclamation Funds	60,726	4,855
Southern Brook Road RRG 15/16	249,244	292,497
Jennapullin Road RRG 15/16	82,067	77,228
Roadworks - General Construction	596,917	313,353
Bridge Construction	532,512	474,054
Roadworks - Roads to Recovery	1,168,217	827,209
Roadworks - Supplementary Funding	237,917	248,383
Laneway Land Acquisition	28,500	14,381
Roadworks - Blackspot Funding	223,556	148,891
Infra Development - Super Towns	14,962	12,505
Roadworks - Gravel Sheeting	619,203	216,962
Kerb Renewal	107,574	50,762
Culvert Renewal	46,018	13,274
Plant & Equipment - Road Plant Purchases	834,554	661,977
<b>Economic Services</b>		
Christmas Decorations	17,436	17,064
Information Bays	35,857	43,264
Signs Tower - GEH	10,000	0
Building Services Plant & Equipment	60,000	51,505
Bakers Hill & Wundowie Water Project	315,289	337,704
Car Park Medical Centre	80,791	95,169
	<u>13,249,536</u>	<u>6,550,531</u>

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

1. ACQUISITION OF ASSETS (Continued)	15/16 Budget \$	2016 Actual \$
<u>By Class</u>		
Land and Buildings	3,476,168	479,244
Plant and Equipment	1,194,897	965,681
Furniture and Equipment	10,483	0
Bush Fire Equipment	460,000	0
Infrastructure Assets - Roads	3,360,383	2,205,919
Infrastructure Assets - Footpaths	557,315	575,051
Infrastructure Assets - Bridges & Culverts	532,512	474,054
Infrastructure Assets - Drainage	2,292,624	919,584
Infrastructure Assets - Parks & Ovals	649,264	463,008
Infrastructure Assets - Streetscape	264,371	192,751
Infrastructure Assets - Other	451,519	275,239
	<u>13,249,536</u>	<u>6,550,531</u>

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

#### 2. DISPOSALS OF ASSETS

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

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	15/16 Budget \$	Ytd Actual \$	15/16 Budget \$	Ytd Actual \$	15/16 Budget \$	Ytd Actual \$
<b>Governance</b>						
PN1315 CEO Vehicle (N4082) MV1315	46,647	0	29,000	0	(17,647)	0.00
<b>Law, Order, Public Safety</b>						
PN1315 CESM Vehicle (N4056) MV1303	25,001	23,134	10,000	9,091	(15,001)	(14,043)
PN1223 Ranger Vehicle (N4021) MV1228	20,019	0	10,000	0	(10,019)	0.00
PN1304 Ranger Vehicle (N4057) MV1304	21,552	0	10,000	0	(11,552)	0.00
<b>Health</b>						
PN1215 SEHO Vehicle (N10734) MV1218	15,995	0	13,000	0	(2,995)	0.00
<b>Community Amenities</b>						
PN1208 Snr Planner Vehicle (N10714) MV1208	12,000	12,000.00	12,000	8,193	0	(3,808)
PN1301 SV6 Commodore Sedan (N4030) MV1302	24,726	23,101	20,000	17,727	(4,726)	(5,374)
<b>Recreation &amp; Culture</b>						
PN1306 EMCommS Vehicle (N4092) MV1305	29,437	27,550	20,000	21,364	(9,437)	(6,186)
<b>Transport</b>						
PN0812 Wundowie Truck (N3647) 9216	25,000	25,000	31,045	20,909	6,045	(4,091)
PN1201 Flocon (N008) MV1201 & MV1202	90,751	0	73,427	0	(17,324)	0
P5029 Quad Bike (N5173) 9029	7,417	0	7,276	0	(141)	0
PN0905 Ride on Mower (N3779) 9240	22,169	6,834	8,211	1,500	(13,958)	(5,334)
P5017 Dynapac Vibrating Roller (N9166) 9017	3,794	20,587	3,047	7,000	(747)	(13,587)
PN1009 Two Way Tip Truck (N3885) RP1009	111,342	94,685	50,000	65,500	(61,342)	(29,185)
PN1205 Reticulation Utility (N10709) MV1206	8,635	0	12,636	0	4,001	0
Flail Mower Wundowie	0	0	5,000	0	5,000	0
<b>Other Economic Services</b>						
PN1221 Building Mtc Vehicle (N10728) MV1213	11,752	10,000	10,000	8,636	(1,752)	(1,364)
PN1219 Snr Building Surveyor Vehicle (N3433) MV1224	12,434	0	20,000	0	7,566	0
	<b>488,671</b>	<b>242,890</b>	<b>344,642</b>	<b>159,920</b>	<b>(144,029)</b>	<b>(82,971)</b>

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

#### 2. DISPOSALS OF ASSETS

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

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	15/16 Budget \$	Ytd Actual \$	15/16 Budget \$	Ytd Actual \$	15/16 Budget \$	Ytd Actual \$
<b>Plant &amp; Equipment</b>						
PN1315 CEO Vehicle (N4082) MV1315	46,647	0	29,000	0	(17,647)	0
PN1315 CESM Vehicle (N4056) MV1303	25,001	23,134	10,000	9,091	(15,001)	(14,043)
PN1223 Ranger Vehicle (N4021) MV1228	20,019	0	10,000	0	(10,019)	0
PN1304 Ranger Vehicle (N4057) MV1304	21,552	0	10,000	0	(11,552)	0
PN1215 SEHO Vehicle (N10734) MV1218	15,995	0	13,000	0	(2,995)	0
PN1208 Snr Planner Vehicle (N10714) MV1208	12,000	12,000	12,000	8,193	0	(3,808)
PN1306 EMCommS Vehicle (N4092) MV1305	29,437	27,550	20,000	21,364	(9,437)	(6,186)
PN0812 Wundowie Truck (N3647) 9216	25,000	25,000	31,045	20,909	6,045	(4,091)
PN1201 Flocon (N008) MV1201 & MV1202	90,751	0	73,427	0	(17,324)	0
P5029 Quad Bike (N5173) 9029	7,417	0	7,276	0	(141)	0
PN0905 Ride on Mower (N3779) 9240	22,169	6,834	8,211	1,500	(13,958)	(5,334)
P5017 Dynapac Vibrating Roller (N9166) 9017	3,794	20,587	3,047	7,000	(747)	(13,587)
PN1009 Two Way Tip Truck (N3885) RP1009	111,342	94,685	50,000	65,500	(61,342)	(29,185)
PN1205 Reticulation Utility (N10709) MV1206	8,635	0	12,636	0	4,001	0
Flail Mower Wundowie	0	0	5,000	0	5,000	0
PN1301 SV6 Commodore Sedan (N4030) MV1302	24,726	23,101	20,000	17,727	(4,726.00)	(5,374)
PN1221 Building Mtc Vehicle (N10728) MV1213	11,752	10,000	10,000	8,636	(1,752)	(1,364)
PN1219 Snr Building Surveyor Vehicle (N3433) MV1224	12,434	0	20,000	0	7,566	0
	488,671	242,890	344,642	159,920	(144,029)	(82,971)

#### Summary

Profit on Asset Disposals  
Loss on Asset Disposals

	15/16 Budget \$	Ytd Actual \$
	22,612	0
	(166,641)	(82,971)
	<u>(144,029)</u>	<u>(82,971)</u>

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

**3. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-15	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		15/16 Budget \$	Ytd Actual \$	15/16 Budget \$	Ytd Actual \$	15/16 Budget \$	Ytd Actual \$	15/16 Budget \$	Ytd Actual \$
<b>Recreation &amp; Culture</b>									
Loan 208 - Northam Country Club **	25,270	0	0	4,919	4,919	20,351	20,351	1,938	1,862
Loan 219 - Northam Bowling Club **	94,923	0	0	25,180	25,180	69,743	69,743	5,752	5,482
Loan 223 - Recreation Facilities	579,122	0	0	102,423	102,423	476,699	476,699	37,485	35,736
Loan 224 - Recreation Facilities	976,294	0	0	36,236	36,236	940,058	940,058	69,264	66,077
<b>Transport</b>									
Loan 221 - Airstrip Upgrade	37,519	0	0	11,749	11,749	25,770	25,770	2,435	2,307
<b>Economic Services</b>									
Loan 225 - Victoria Oval Purchase	798,785	0	0	29,647	29,647	769,138	769,138	56,671	54,063
	2,511,913	0	0	210,154	210,154	2,301,759	2,301,759	173,545	165,527

**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

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

	15/16 Budget				Ytd Actual					
	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total
<b>4. RESERVES - CASH BACKED</b>										
Aged Accommodation Reserve	255,465	6,324	15,900	(59,770)	217,919	255,465	5,570	15,000	(59,770)	216,265
Employee Liability Reserve	494,602	12,213	-	(35,500)	471,315	494,602	10,788	-	(35,500)	469,890
Housing Reserve	242,782	5,995	-	-	248,777	242,782	5,297	-	-	248,079
Reticulation Scheme Reserve	48,750	1,204	40,000	-	89,954	48,750	1,067	40,000	-	89,817
Office Equipment Reserve	122,458	3,024	-	-	125,482	122,458	2,672	-	-	125,130
Plant & Equipment Reserve	600,754	15,999	588,965	(678,212)	527,506	600,754	13,100	588,965	(678,212)	524,607
Recreation Reserve	18,131	448	-	(18,579)	-	18,131	448	-	(18,579)	0
Road & Bridgeworks Reserve	547,453	13,479	10,000	(459,652)	111,240	547,453	11,914	-	(459,652)	99,675
Refuse Site Reserve	228,755	5,649	150,105	(20,000)	364,510	228,755	4,999	150,105	(20,000)	363,859
Regional Development Reserve	873,646	21,573	-	(80,000)	815,219	873,646	19,059	-	-	892,705
Speedway Reserve	134,968	3,333	-	-	138,301	134,967	2,944	-	-	137,911
Community Bus Replacement Reserve	31,139	769	-	-	31,908	31,138	679	-	-	31,817
Septage Pond Reserve	324,005	8,001	26,415	-	358,422	324,005	7,070	26,415	-	357,491
Killara Reserve	154,372	7,000	-	(30,000)	131,372	158,620	3,677	7,000	(30,000)	149,297
Stormwater Drainage Projects Reserve	27,441	1,067	-	-	28,508	27,441	599	-	-	28,040
Recreation and Community Facilities Reserve	810,813	20,022	-	(431,296)	399,539	810,814	17,631	-	(56,296)	772,149
Administration Office Reserve	671,050	16,570	-	(23,431)	664,189	671,050	14,638	-	(23,431)	662,257
Council Buildings & Amenities Reserve	130,203	3,215	-	(100,000)	33,418	130,204	2,634	-	(100,000)	33,038
River Town Pool Dredging Reserve	283,686	7,005	-	(223,600)	67,091	283,686	6,189	-	-	289,875
Parking Facilities Construction Reserve	123,582	3,586	75,000	(80,791)	121,377	123,583	2,696	75,000	(80,791)	120,488
Art Collection Reserve	21,219	524	-	-	21,743	21,219	463	-	-	21,682
<b>Total Cash Backed Reserves</b>	<b>6,145,276</b>	<b>157,000</b>	<b>906,385</b>	<b>(2,240,871)</b>	<b>4,867,790</b>	<b>6,159,524</b>	<b>134,334</b>	<b>902,485</b>	<b>(1,562,271)</b>	<b>5,634,072</b>
<b>Total Interest</b>							<b>134,334</b>			

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

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

**4 RESERVES (Continued)**

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

**Aged Accommodation Reserve**

Provision of future capital works requirements for aged units at Kuringal Village, Wundowie, and other sites within the Shire of Northam.

**Employee Liability Reserve**

Provision for employees future liability commitments, ie annual leave, long service leave requirements and negotiated gratuities and sickness payouts.

**Housing Reserve**

Reserve established for future construction of Community Housing in Wundowie.

**Reticulation Scheme Reserve**

Provision for future replacement/upgrading of water reuse and reticulation infrastructure. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

**Office Equipment Reserve**

Acquisition and upgrading of Council offices, furniture, computers and general equipment. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

**Plant & Equipment Reserve**

Acquisition and upgrading of Council works plant and general equipment in accordance with plant replacement program. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

**Recreation Reserve**

Purpose - Development and improvement of recreation and sporting facilities within the Shire of Northam. It is anticipated that this reserve will be fully utilised in 2015/16.

**Road & Bridgeworks Reserve**

Provision for upgrading of road and bridge infrastructure within the Shire of Northam. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

**Refuse Site Reserve**

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

**Regional Development Reserve**

Purpose - To provide for future projects whereby a broader range of development ideas may be required to be encouraged on a regional basis, in consultation with other stakeholders and/or Local Governments. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

**Speedway Reserve**

Purpose - To provide funds for possible future rehabilitation works required at the Northam Speedway site on Fox Road Northam. No date has been specified for the use of this Reserve.

**Community Bus Replacement Reserve**

Purpose - To provide funds for future replacement of the Shire of Northam Community Buses. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

**RESERVES (Continued)**

**Septic Pond Reserve**

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

**Killara Reserve**

Purpose - To provide a fund for surplus funds from Killara Operations and a restricted cash for and unspent Killara Grants. No date has been specified for the use of this Reserve.

**Storm Water Drainage Projects Reserve**

Purpose - To provide funds for stormwater drainage projects. No date has been specified for the use of this Reserve. 17400

**Recreation and Community Facilities Reserve**

Purpose - To provide fund for Recreation and Public Facilities within the Shire of Northam. No date has been specified for the use of this Reserve. 2% of net rates levied each year set aside for the provision of recreation and sport facilities.

**Administration Office Reserve**

Purpose - To provide a fund for the expansion or relocation of the Shire of Northam Administration Centre. No date has been specified for the use of this Reserve.

**Council Buildings & Amenities Reserve**

Purpose - Provision for maintenance and upgrading of Council buildings and amenities. Funds not expected to be used in a set period as further transfer to the reserve account are anticipated.

**River Town Pool Dredging Reserve**

Purpose - Provision for dredging and maintenance of the River Town Pool. Funds not expected to be used in a set period as further transfers to the reserve account are anticipated.

**Parking Facilities Construction Reserve**

Purpose - Provision for future car parking facilities. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

**Art Collection Reserve**

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

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

	15/16 Budget	Ytd Actual	2014/2015 Financial Report
	\$	\$	\$
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	200,000	2,864,794	3,118,600
Cash - Restricted Unspent Grants	0	1,670,369	2,107,310
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	5,250,600	5,634,071	6,159,524
Self Supporting Loan		0	(5,322)
Sundry Debtors	1,141,850	340,047	1,277,154
Rates - Current	0	1,446,903	1,136,116
Pensioners Rates Rebate	0	21,910	16,222
Provision for Doubtful Debts	0	(124,729)	(124,729)
GST Receivable	0	171,387	175,694
Accrued Income/Prepayments	0	0	11,693
Inventories	10,000	0	30,222
	<u>6,602,450</u>	<u>12,024,752</u>	<u>13,902,483</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(2,159,557)	(1,613,872)	(1,207,536)
Rates Income in Advance	0	(167,538)	0
GST Payable	0	(66,859)	(104,067)
Accrued Salaries & Wages	0	0	0
Accrued Interest on Debentures	0	(35,862)	(35,862)
Payroll Creditors	0	0	(202,109)
Accrued Expenditure	0	(111,682)	0
Withholding Tax Payable	0	0	0
Payg Payable	0	0	(26,147)
Loan Liability	0	1	(210,153)
Provision for Annual Leave	0	(374,482)	(534,837)
Provision for Long Service Leave	0	(283,873)	(320,601)
Other Payables	0	0	0
	<u>(2,159,557)</u>	<u>(2,654,167)</u>	<u>(2,641,312)</u>
<b>NET CURRENT ASSET POSITION</b>	4,442,893	9,370,585	11,261,171
Less: Cash - Reserves - Restricted	(5,250,600)	(5,634,071)	(6,159,524)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add: Current Loan Liability	223,416	(1)	210,153
Add: Leave Liability Reserve	488,315	469,890	494,602
Add: Budgetted Leave	100,000	100,000	100,000
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u>4,024</u>	<u>4,306,403</u>	<u>5,906,402</u>

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



#### SHIRE OF NORTHAM

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

FOR THE PERIOD ENDING 30 JUNE 2016

#### 6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Ytd Total Revenue \$	15/16 Budget \$
<b>General Rate</b>								
00 Non-Rateable	0.0000	700	3,343,912	0	(167)	0	(167)	0
01 GRV-Townsites Residential	10.5571	2,988	37,552,380	3,964,443	(12,039)	(238)	3,952,166	3,981,043
02 GRV-Northam Commercial/Indu	11.6252	248	11,255,466	1,308,470	0	0	1,308,470	1,309,570
05 Agricultural Local	0.5679	519	160,924,000	913,888	81,654	195	995,737	918,988
06 Agricultural Regional	0.4706	208	111,632,000	525,340	(2,838)	0	522,502	530,440
07 Rural Small Holdings	0.6474	546	95,829,000	620,397	(199)	0	620,198	623,497
<b>Sub-Totals</b>		5,209	420,536,758	7,332,538	66,411	(43)	7,398,907	7,363,538
<b>Minimum Rates</b>								
	Minimum \$							
01 GRV-Northam Town Gen	865	914	4,211,349	791,475	0	0	791,475	790,610
02 GRV-Northam Town Diff	865	48	185,998	41,520	0	0	41,520	41,520
05 Agricultural Local	865	136	11,523,418	117,640	0	0	117,640	117,640
06 Agricultural Regional	865	205	23,189,539	177,325	0	0	177,325	177,325
07 Rural Small Holdings	865	106	13,223,000	91,690	0	0	91,690	91,690
<b>Sub-Totals</b>		1,409	52,333,304	1,219,650	0	0	1,219,650	1,218,785
							8,618,557	8,582,323
Ex-Gratia Rates							0	12,900
Excess Rate Receipts							(158,077)	0
<b>Totals</b>							<b>8,460,480</b>	<b>8,595,223</b>

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



#### SHIRE OF NORTHAM

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

FOR THE PERIOD ENDING 30 JUNE 2016

#### 7. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail		Balance 01-Jul-15 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Town Hall Bond	1	1,500	3,800	(4,300)	1,000
Lesser Hall Bond	2	900	2,000	(2,000)	900
Nomination Deposits	4	0	640	(640)	0
Library Deposits & Income	5	0	0	0	0
POS - Cash in Lieu	6	338,929	7,220	0	346,149
Bonds - Building	7	34,500	1,000	(1,000)	34,500
Crossovers - Bond	9	86,392	0	0	86,392
Recreation Centre Bond	11	400	3,000	(3,000)	400
Bert Hawke Pavillion	12	0	800	(800)	0
Facilities - Bonds	18	200	42,020	0	42,220
Footpath/Kerbing Deposit	22	96,500	21,500	(17,500)	100,500
Retentions	26	169,175	45,886	(83,087)	131,974
Sundry Trust	27	13,310	0	0	13,310
Building & Construction (BCITF)	29	0	47,538	(47,538)	0
Builders Reg Board Levy	30	0	45,006	(45,006)	0
Standpipe Key	31	6,900	550	(150)	7,300
Resited Dwellings	32	37,200	30,834	(30,834)	37,200
Deposits-Extractive Industries	33	261,548	6,528	0	268,076
Other	34	15,747	2,461	(1,597)	16,611
Other - Rental Bond	35	200	0	(200)	0
Bonds - Animal Traps	36	130	223	(223)	130
Storm Damage Donations	38	175	0	0	175
		<b>1,063,706</b>	<b>261,006</b>	<b>(237,875)</b>	<b>1,086,837</b>

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



#### SHIRE OF NORTHAM

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

FOR THE PERIOD ENDING 30 JUNE 2016

#### 8. OPERATING STATEMENT

	15/16 Budget \$	Ytd Actual \$	Variances Actuals to Budget \$	Variances Actual to Budget %
<b>OPERATING REVENUES</b>				
Rates	8,657,223	8,498,286	(158,850)	-2%
Operating Grants Subsidies and Contributions	3,408,645	3,736,313	327,668	10%
Fees and Charges	3,670,091	3,710,429	40,338	1%
Service Charges	0	0	0	
Interest Earnings	385,500	355,704	(29,796)	-8%
Other Revenue	772,953	628,508	(144,445)	-19%
<b>TOTAL OPERATING REVENUE</b>	<b>16,894,412</b>	<b>16,929,240</b>	<b>34,915</b>	<b>0%</b>
<b>OPERATING EXPENSES</b>				
Employee Costs	(7,002,731)	(6,708,544)	294,187	4%
Materials and Contracts	(6,981,182)	(5,132,968)	1,848,214	26%
Utility Charges	(762,396)	(853,381)	(90,985)	-12%
Depreciation of Non Current Assets	(6,897,607)	(7,317,965)	(420,358)	-6%
Interest Expenses	(173,545)	(165,527)	8,018	5%
Insurance Expenses	(432,268)	(448,535)	(16,267)	-4%
Other Expenditure	(695,725)	(784,164)	(88,439)	-13%
<b>TOTAL OPERATING EXPENSE</b>	<b>(22,945,454)</b>	<b>(21,411,084)</b>	<b>1,534,370</b>	<b>-7%</b>
Non Operating Grants Subsidies and Contr	5,060,836	1,495,578	(3,565,258)	70%
Profit on Asset Disposals	22,612	1,364	(21,248)	94%
Loss on Asset Disposals	(166,641)	(95,892)	70,749	42%
<b>RESULTING FROM OPERATIONS</b>	<b>(1,134,235)</b>	<b>(3,080,795)</b>	<b>(1,946,473)</b>	<b>172%</b>

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

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#### SHIRE OF NORTHAM

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

FOR THE PERIOD ENDING 30 JUNE 2016

#### 9. BALANCE SHEET

	Ytd Actual \$	2014/2015 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	10,169,234	11,385,434
Receivables	1,855,519	2,633,780
Inventories	0	30,221
<b>TOTAL CURRENT ASSETS</b>	<u>12,024,753</u>	<u>14,049,435</u>
<b>NON-CURRENT ASSETS</b>		
Receivables	400,038	435,458
Inventories	0	0
Land and Buildings	16,588,481	16,574,100
Property, Plant and Equipment Infrastructure	40,553,981	40,558,374
	<u>189,461,847</u>	<u>190,623,664</u>
<b>TOTAL NON-CURRENT ASSETS</b>	<u>247,004,347</u>	<u>248,191,596</u>
<b>TOTAL ASSETS</b>	<u>259,029,100</u>	<u>262,241,031</u>
<b>CURRENT LIABILITIES</b>		
Payables	1,995,817	1,722,670
Interest-bearing Liabilities	-1	207,198
Provisions	658,355	855,439
<b>TOTAL CURRENT LIABILITIES</b>	<u>2,654,171</u>	<u>2,785,307</u>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	2,301,760	2,301,760
Provisions	158,484	158,484
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>2,460,244</u>	<u>2,460,244</u>
<b>TOTAL LIABILITIES</b>	<u>5,114,415</u>	<u>5,245,551</u>
<b>NET ASSETS</b>	<u>253,914,685</u>	<u>256,995,480</u>
<b>EQUITY</b>		
Retained Surplus	77,360,501	79,915,843
Reserves - Cash Backed	5,634,071	6,159,524
Reserves - Asset Revaluation	170,920,113	170,920,113
<b>TOTAL EQUITY</b>	<u>253,914,685</u>	<u>256,995,480</u>

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2016

10. FINANCIAL RATIO

	2016 YTD	2015	2014	2013
Current Ratio	2.16	2.08	1.43	1.82

The above rates are calculated as follows:

Current Ratio equals 
$$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$$

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



**SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 30 JUNE 2016**

<u>Operating</u>	NOTE	15/16 Budget \$	Ytd Actual \$	Variances Actuals to Budget Ytd \$	Variances Actual Budget to Ytd %	
<b>Revenues/Sources</b>	8					
Governance		72,153	75,913	3,760	5.21%	Funding towards Business Continuity Plan
General Purpose Funding Other		2,229,224	2,018,689	(151,535)	(6.99%)	Lower Interest rates and the timing of interest being brought to account
General Purpose Funding Rates		8,582,323	8,618,557	(24,766)	(0.29%)	Additional Fees
Law, Order, Public Safety		1,113,262	379,902	(733,360)	(65.87%)	DFES capital & operating grants not yet received
Health		50,000	-6,842	(3,158)	(6.32%)	
Education and Welfare		1,352,833	1,315,666	(37,177)	(2.75%)	Additional HACC & NRCF Funding, due to changes in the method of distribution
Housing		46,465	34,156	(12,310)	(26.49%)	Unoccupied Rental Swimming Pool
Community Amenities		2,513,390	2,641,423	128,033	5.09%	Additional Planning Fees
Recreation and Culture		3,075,744	639,195	(2,436,549)	(79.22%)	Timing on grant income Stronger Regions Grant AVVA, Lotterieswest NSRF Funding Delay to 2016/17, Kitchen Refurbishment Bakers Hill Golf & Tennis Club Town Hall Balcony not granted
Transport		2,294,267	1,853,606	(440,661)	(19.21%)	Timing on grant income MRWA
Economic Services		583,851	719,531	155,680	27.61%	Additional revenue for the Avon Festival, water charges Racing Club, Wheatbelt Development Commission Avon water reuse grant not budgeted 201K
Other Property and Services		84,348	105,413	21,065	24.97%	Fuel Rebates greater than budgeted
		<u>21,977,660</u>	<u>18,446,862</u>	<u>(3,530,798)</u>	<u>(16.07%)</u>	
<b>(Expenses)/(Applications)</b>	8					
Governance		(1,255,590)	(1,122,313)	133,277	10.61%	Lower salaries, training, consultants and advertising fees, CEO vehicle not sold, lower admin fees
General Purpose Funding		(364,868)	(313,961)	50,907	13.95%	Lower Title Search and legal fee expenses
Law, Order, Public Safety		(1,173,368)	(1,022,655)	150,713	12.84%	Lower salaries, fire hazzard reduction and fire break costs provision of Ranger Services lower than anticipated expense
Health		(308,419)	(291,095)	17,324	5.62%	
Education and Welfare		(1,502,295)	(1,390,378)	111,917	7.45%	Timing of Community sponsorship, higher depreciation charges
Housing		(105,856)	(91,454)	14,402	13.61%	Lower maintenance costs and admin allocation expenses (internal)
Community Amenities		(3,438,827)	(2,750,203)	688,624	20.02%	Timing Contractor Services for both rubbish collection & site maintenance, unspent septage pond works lower contractor expenses
Recreation & Culture		(5,001,938)	(4,724,348)	277,590	5.55%	Lower than budget plant cost allocations. Aboriginal Environmental Study is in progress
Transport		(7,831,220)	(7,948,757)	(117,537)	(1.50%)	Additional depreciation expenses
Economic Services		(2,036,106)	(1,737,802)	298,304	14.65%	Building Services Officer vacancy, delayed spending on Council properties, lower retic maintenance, depreciation costs and festival and events expenditure are all under budget
Other Property and Services		(93,608)	(134,711)	(41,103)	(43.91%)	Internal jnl for recovery to be done
		<u>(23,112,095)</u>	<u>(21,527,678)</u>	<u>1,584,419</u>	<u>(6.86%)</u>	
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	2	144,029	82,971	(61,058)	42.39%	Timing of Asset disposals
Movement in Employee Benefit Provisions		0	(197,083)	(197,083)	0.00%	
Depreciation on Assets		6,977,994	7,414,386	2,180,967	(41.67%)	Fair Valuation increased the value of the assets and thus annual depreciation charges

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



**SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 30 JUNE 2016**

<u>Operating</u>	NOTE	15/16 Budget \$	Ytd Actual \$	Variances Actuals to Budget Ytd \$	Variances Actual Budget to Ytd %	
<b>Capital Revenue and (Expenditure)</b>						
Purchase Land and Buildings	1	(3,476,168)	(479,244)	2,299,597	82.75%	Timing on building works
Purchase Plant and Equipment	1	(1,194,897)	(965,681)	140,896	12.73%	Timing on plant purchases, Flocon Refurbishment, and Replacement CEO Vehicle will carry forward to 2016/17
Purchase Furniture and Equipment	1	(10,483)	0	10,483	0.00%	
Purchase Bush Fire Equipment	1	(460,000)	0	421,663	100.00%	Timing unknown for supply by DFES
Purchase Infrastructure Assets - Roads	1	(3,360,383)	(2,205,919)	897,307	28.92%	Timing on final works for the financial year plus jobs that are to be carried forward, (a list of expected Carry forward projects has been presented to Council as part of the Draft Budget)
Purchase Infrastructure Assets - Bridges	1	(532,512)	(474,054)	(201,542)	(73.98%)	Spencers Brook & Clydesdale Road Bridge work
Purchase Infrastructure Assets - Footpaths	1	(557,315)	(575,051)	(84,244)	(12.58%)	Timing on final works for the financial year plus jobs that are to be carried forward, (a list of expected Carry forward projects has been presented to Council as part of the Draft Budget)
Purchase Infrastructure Assets - Drainage	1	(2,292,624)	(919,584)	1,239,315	57.40%	Timing on final works for the financial year plus jobs that are to be carried forward, (a list of expected Carry forward projects has been presented to Council as part of the Draft Budget)
Purchase Infrastructure Assets - Parks & Ovals	1	(649,264)	(463,008)	132,092	22.20%	Timing on final works for the financial year plus jobs that are to be carried forward, (a list of expected Carry forward projects has been presented to Council as part of the Draft Budget)
Purchase Infrastructure Assets - Streetscape	1	(264,371)	(192,751)	49,568	20.46%	Timing on final works for the financial year plus jobs that are to be carried forward, (a list of expected Carry forward projects has been presented to Council as part of the Draft Budget)
Purchase Infrastructure Assets - Other	1	(451,519)	(275,239)	147,729	34.93%	Timing on final works for the financial year plus jobs that are to be carried forward, (a list of expected Carry forward projects has been presented to Council as part of the Draft Budget)
Proceeds from Disposal of Assets	2	344,642	159,920	(184,722)	53.60%	Assets not disposed of
Repayment of Debentures	3	(210,154)	(210,154)	0	0.00%	
Self-Supporting Loan Principal Income	3	30,099	30,099	0	0.00%	
Transfers to Restricted Assets (Reserves)	4	(1,063,385)	768,152	1,831,537	172.24%	Reserves transfers processed June
Transfers from Restricted Asset (Reserves)	4	2,240,871	(902,485)	(3,143,396)	140.27%	Reserves transfers processed June
ADD Net Current Assets July 1 B/Fwd	5	5,919,675	5,906,402	0	0.00%	
LESS Year End Adjustment - Killara		-	-	0		
LESS Net Current Assets Year to Date	5	0	4,306,403	4,306,403	0.00%	
<b>Surplus</b>	6	0	(885,522)	(753,814)	572.34%	

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

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

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#### SHIRE OF NORTHAM

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

#### FOR THE PERIOD ENDING 30 JUNE 2016

##### 1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

###### (a) Basis of Accounting

The financial report is a general purpose financial report which has been prepared in accordance with applicable Australian Accounting Standards and the Local Government Act 1995 (as amended) and accompanying regulations (as amended). The report has also been prepared on the accrual basis under the convention of historical cost accounting.

###### (b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 7.

###### (c) 2009/10 Actual Balances

Balances shown in this budget as 2009/10 Actual are as forecast at the time of budget preparation and are subject to final adjustments.

###### (d) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

###### (e) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

###### (f) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

###### (g) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

###### (h) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectibility of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

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#### SHIRE OF NORTHAM

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

#### FOR THE PERIOD ENDING 30 JUNE 2016

#### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### (i) Inventories

###### **General**

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

###### **Land Held for Resale**

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred during that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

##### (j) Fixed Assets

###### **Initial Recognition**

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed includes the cost of all materials, direct labour and variable and fixed overheads.

###### **Revaluation**

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. For infrastructure and other asset classes where no active market exists, fair value is determined to be the current replacement cost of an asset less, where applicable, accumulated depreciation calculated on a basis to reflect the already consumed or expired future economic benefits.

Those assets carried at a revalued amount, being their fair value at the date of revaluation less any subsequent accumulated depreciation and accumulated impairment losses, are to be revalued with sufficient regularity to ensure the carrying amount does not differ significantly from that determined using fair value at reporting date.

###### **Land under Roads**

Land under roads is excluded from infrastructure in accordance with the transition arrangements available under AASB 1045 and in accordance with legislative requirements.

In Western Australia, all land under roads is Crown Land, the responsibility of managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government, (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst this treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the Council.

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

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#### SHIRE OF NORTHAM

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

FOR THE PERIOD ENDING 30 JUNE 2016

#### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### (k) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are separately and systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets. Assets are depreciated from the date of acquisition or, in respect of internally constructed assets, from the time the asset is completed and held ready for use.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	50 years
Furniture and Equipment	5 years
Computer Hardware/Software	4 years
Tools	4 years
Cars	20 years
Utilities	4 years
Heavy Vehicles-	
-Trucks	5 years
-Graders, Loaders, & Heavy Equipment	10 years
Other Plant and Equipment	10 years
Sealed Roads and Streets	
Construction-Road Reconstruction	50 years
original surfacing and major re-surfacing	
- bituminous seals	15 years
- asphalt surfaces	20 years
Car Parks (Sealed)	40 years
Unsealed Gravel Roads	
construction/road base/sub grade	50 years
gravel sheet/resheet	10 years
Reserves/Playground Equipment	10 years
Bridges & Culverts	
-timber	50 years
-concrete	100 years
Footpaths	
-insitu concrete and slabs	40 years
-asphalt, bitumen surfaces	20 years
Kerbing	
- concrete	40 years
Street lighting	25 years
Sewerage piping	60 years
Water supply piping	60 years
Parks & Reserves	50 years
Main Drains & Water Retarding Basins	85 years

##### (l) Investments and Other Financial Assets

###### **Classification**

Council classifies its investments in the following categories: financial assets at fair value through profit or loss, loans and receivables, held-to-maturity investments and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and, in the case of assets classified as held-to-maturity, re-evaluates this designation at each reporting date.

###### *(i) Financial assets at fair value through profit and loss*

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

###### *(ii) Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date which are classified as non-current assets. Loans and receivables are included in trade and other receivables in the balance sheet.

# SHIRE OF NORTHAM

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#### SHIRE OF NORTHAM

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

#### FOR THE PERIOD ENDING 30 JUNE 2016

#### (I) Investments and Other Financial Assets (Continued)

##### *Classification (Continued)*

##### *(iii) Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity. If Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale. Held-to-maturity financial assets are included in non-current assets, except for those with maturities less than 12 months from the reporting date, which are classified as current assets.

##### *(iv) Available-for-sale financial assets*

Available-for-sale financial assets, comprising principally marketable equity securities, are non-derivatives that are either designated in this category or not classified in any of the other categories. They are included in non-current assets unless management intends to dispose of the investment within 12 months of the balance sheet date. Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term.

##### **Recognition and derecognition**

Regular purchases and sales of financial assets are recognised on trade-date – the date on which Council commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets carried at fair value through profit or loss are initially recognised at fair value and transaction costs are expensed in the income statement. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and Council has transferred substantially all the risks and rewards of ownership.

When securities classified as available-for-sale are sold, the accumulated fair value adjustments recognised in equity are included in the income statement as gains and losses from investment securities.

##### **Subsequent measurement**

Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method.

Available-for-sale financial assets and financial assets at fair value through profit and loss are subsequently carried at fair value. Gains or losses arising from changes in the fair value of the financial assets at fair value through profit or loss category are presented in the income statement within other income or other expenses in the period in which they arise. Dividend income from financial assets at fair value through profit and loss is recognised in the income statement as part of revenue from continuing operations when Council's right to receive payments is established. Changes in the fair value of other monetary and non-monetary securities classified as available-for-sale are recognised in equity.

##### **Impairment**

Council assesses at each balance date whether there is objective evidence that a financial asset or group of financial assets is impaired. In the case of equity securities classified as available-for-sale, a significant or prolonged decline in the fair value of a security below its cost is considered as an indicator that the securities are impaired. If any such evidence exists for available-for-sale financial assets, the cumulative loss – measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in profit or loss – is removed from equity and recognised in the income statement. Impairment losses recognised in the income statement on equity instruments classified as available-for-sale are not reversed through the income statement.

# SHIRE OF NORTHAM

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### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

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#### SHIRE OF NORTHAM

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

#### FOR THE PERIOD ENDING 30 JUNE 2016

#### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### (m) Estimation of Fair Value

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. These include the use of recent arm's length transactions, reference to other instruments that are substantially the same, discounted cash flow analysis, and option pricing models making maximum use of market inputs and relying as little as possible on entity-specific inputs.

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

##### (n) Impairment

In accordance with Australian Accounting Standards the Shire's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of adopting the budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2009.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

##### (o) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

##### (p) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

# SHIRE OF NORTHAM

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#### SHIRE OF NORTHAM

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

FOR THE PERIOD ENDING 30 JUNE 2016

#### 1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

##### (p) Employee Benefits (Continued)

###### (i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

###### (ii) Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

##### (q) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

###### **Borrowing Costs**

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

##### (r) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

##### (s) Superannuation

The Council contributes to the Local Government Superannuation Scheme and the Occupational Superannuation Fund. Both Funds are defined contribution schemes.

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent a cash refund or a reduction in the future payments is available.

##### (t) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

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#### SHIRE OF NORTHAM

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

#### FOR THE PERIOD ENDING 30 JUNE 2016

#### 2. STATEMENT OF OBJECTIVE

The Shire of Northam is dedicated to providing high quality services to the community through the various service orientated programs which it has established.

##### **GOVERNANCE**

Administration and operation of facilities and services to members of Council, other costs that relate tasks of assisting elected members and rate payers on matters which do not concern specific Council services.

##### **GENERAL PURPOSE FUNDING**

Rates, general purpose government grants and interest revenue.

##### **LAW, ORDER, PUBLIC SAFETY**

Supervision of various local laws, fire prevention, emergency services and animal control.

##### **HEALTH**

Food quality and pest control, immunisation services and inspection of abattoirs.

##### **EDUCATION AND WELFARE**

Assistance to playgroups and other voluntary services.

##### **HOUSING**

Maintenance of rental housing (including aged accommodation).

##### **COMMUNITY AMENITIES**

Rubbish collection services, operation of tips, noise control, administration of town planning scheme, maintenance of cemeteries, community and environmental services.

##### **RECREATION AND CULTURE**

Maintenance of community halls and facilities, the Wundowie swimming pool, Wundowie library and various reserve, parks and recreation grounds.

##### **TRANSPORT**

Construction and maintenance of roads, bridges, drainage works, footpaths, parking facilities, traffic and street cleaning. Licensing transactions on behalf of the Department of Transport.

##### **ECONOMIC SERVICES**

The regulation and provision of tourism, area promotion, building control, saleyards, noxious weed control, plant nursery and standpipes.

##### **OTHER PROPERTY & SERVICES**

Private works operations, plant repairs and operations costs.

# SHIRE OF NORTHAM

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Appendix 1 The following information details jobs or programs that were not completed during the 15/16 financial year. They have been included in the 16/17 budget

<u>Surplus Funds Represented By:</u>		
Surplus Carried Forwards		
Budget 2016/17		
<u>Capital</u>		
04049104, 04049005	CEO Vehicle	23,000
	Flocon Truck	70,000
	SHO Car	
	SBO Car	
4311	Bernard Park Drainage	550,544
4313	Northam Town Centre Drainage	22,668
2054	King Creek Drainage	552,189
	CLGF Drainage 2012/13	200,756
	Supertowns Avon Health	68,922
10259004	Completion Gate House - Inkpen Landfill, Veranda	9,500
6406	George Nuich Park	46,607
6408	Play Equip, Wundowie, Retaining Wall	9,796
6426	Broome Tce, Install Fitness Equipment	34,243
1610	Avon Mall Upgrade	90,000
1273	Fitz Grey Roundabout	25,000
6417	BMX Lighting	20,000
6419	Bert Hawke - Drainage	40,000
6421	Bert Hawke - Lighting	20,000
6428	Upgrade Lighting Hooper Park	10,000
1620	Cemetery Drainage	2,769
1625	Cemetery Lot Development	28,600
3400	Rail Link Footpath WDC Grant	46,112
7009	Leever Road	38,301
7010	Chedaring Road	63,336
7011	Augustini Road	71,410
7012	Chinganning Road	82,406
3689	Werrabee Road	77,042
3076	Yates Street	64,500
3751	Newman Road	129,676
3733	Oysten	56,283
3750	Thackrah	38,308
3747	Forrest	3,989
3077	Bedford Street	56,507
3450	Carlin Road Drainage	25,000
1025	Old Railway Station	50,000
12379044 (3513)	GEH Deproclamation	55,870
13459004	Visitor Centre Audio	10,483
13499104	Bakers Hill Water Project - Easment	25,000
12379094	Laneway Acquisition	28,500
05067044	Electronic Conversion of Standpipe	12,500
11367004 (1039)	Railway Precinct Upgrade (stumping)	42,000
13459124	Signage - Tower GEH / Mitchell Ave C/F	10,000
09249014	Kuringal Unit Upgrade & Painting	54,890
1502	Grass Valley Fencing	20,000
13499064	Waste Water Pump Station Upgrade	201,181
<u>Operation</u>		
10252082	Waste Management Plan	20,000
11362022	Art Collection Valuation	5,000
1961	Northam Depot	10,000
4042132	Business Case Development	50,000
4042132	Reconciliation Action Plan	5,000
4042132	Community Plans	20,000
04042132	Urban renewal Planning	20,000
11352142	Sci Tech Discovery	1,818
11362052	Supertowns, Aboriginal/Environmental Centre	132,705
4215	Aerators Supertowns	160,578
10292122	River Dredging	50,000
5491	Kids Sport	446
5492	Silver Sport	40,000
12382132	Engineering Consultants	21,462
12382072	Roadwise Committee Grant	5,477
5535	Fire Mitigation Report	25,000
05063073	BFB Income in advance	35,000
05063073	SES Income in advance	4,676
05072112	Cat Sterilisation Grant Expense	6,882
10302112	Heritage Inventory	12,000
<b>Total</b>		<b>3,713,532</b>

**SHIRE OF NORTHAM**  
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**13.3.3 REVIEW OF ADMINISTRATIVE POLICIES**

Name of Applicant:	Internal
Name of Owner:	Internal
File Ref:	2.3.1.2
Officer:	Cheryl Greenough/Colin Young
Officer Interest:	N/A
Policy:	Review A8.1 - A8.6
Voting:	Simple majority

**PURPOSE**

For Council to consider the reviewed changes to Administrative Policies A8.1 to 8.6 and to adopt the proposed changes.

**BACKGROUND**

A policy can be defined or described as a deliberate plan of action to guide decisions and achieve rational outcomes (Local Government Amalgamation Guide, 2013)

The policies are now due for a further review. The Administrative Policies are part of the Shire of Northam Policy Manual and is a combined document of policies previously adopted by Council along with some new policies that are proposed be included.

Council's current Administrative Policies were last subject to a general review in September 2010.

The following policies have been reviewed;

- A8.1 SHIRE OF NORTHAM LIBRARY SERVICES,
- A8.2 HARVEST, VEHICLE MOVEMENT AND/OR HOT WORKS BAN,
- A8.3 POLICY FOR CHILDREN ON A FIRE GROUND,
- A8.4 MULTIPLE DOG POLICY,
- A8.5 RECORDS MANAGEMENT,
- A8.6 COMPLAINTS MANAGEMENT SYSTEM,

**STATUTORY IMPACTS**

Section 2.7(2)(b) of the Act provides that it is the role of Council to determine the local government's policies. In some instances individual policies have their own statutory implications, where this is the case the relevant legislation has been referenced in the policy summary.

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**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN**

OBJECTIVE G1: Provide accountable and transparent leadership

STRATEGY G1.1: Continue to develop Council's policy framework to guide decision making

**FINANCIAL IMPLICATIONS**

N/A

**OFFICER'S COMMENT**

Policies are intended as a guide to members, staff and the public on the normal practices and activities of this organisation. The policies do not require absolute adherence, but may be changed as circumstances dictate, in accordance with Council's directions and amended by Council from time to time.

The following six policies have been reviewed to reflect current legislation in an endeavour to make them clearer to the reader.

It is also considered that Policies 8.2 - 8.4 should come under Development Services and Policy 8.1 should come under Community Services rather than Corporate Services:

Current Policy Number	Policy Name	Proposed alteration
<b>Governance Policy</b>		
A8.1	Shire of Northam Library Services	To reflect more detailed guidelines with respect to staff training, internet access, acceptable forms of identification and customer conduct;
A8.4	Multiple Dog Policy	To reflect the changes to the Dog Act 1976.
A8.5	Records Management	To reflect updated wording
A8.6	Complaints Management System	Includes the newly appointed Complaints Officer.

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**RECOMMENDATION**

That Council;

1. Endorse the changes to all six (6) policies
  - Amendment to Policy A8.1 SHIRE OF NORTHAM LIBRARY SERVICES, to reflect the Library operations in accordance with the State Library of WA Guidelines;
  - Amendment of Policy A8.4 MULTIPLE DOG POLICY, to reflect the changes to the Dog Act 1976.
  - Amendment of Policy A8.5 RECORDS MANAGEMENT, to reflect updated wording.
  - Amendment to Policy A8.6 COMPLAINTS MANAGEMENT SYSTEM, includes the newly appointed Complaints Officer.
2. Endorse the removal of Policy 8.1 from Administration to Community Services.
3. Endorse the removal of Policy 8.4 from Administration to a new section for 'Rangers'.
4. Authorise the Chief Executive Officer to adjust the policy numbering in accordance with the above policy changes.

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**ATTACHMENT**



*Shire of Northam ~~Planning~~ Policy Manual (Section I)  
 Policy  
~~B7.4 Retaining Walls~~ C 2.2 Shire of Northam Library Service*

**ADMINISTRATION COMMUNITY SERVICES**

**C 2.2A-8.1 Shire of Northam Library Service**

<i>Responsible Department</i>	Executive Manager <del>Corporate</del> <u>Community</u> Services
<i>Resolution Number</i>	
<i>Resolution Date</i>	
<i>Next Scheduled Review</i>	
<i>Related Shire Documents</i>	
<i>Related Legislation</i>	<u>State Library of WA Guidelines.</u>

**OBJECTIVE**

To ensure access is available to educational, occupational, cultural, recreational and personal growth information being available regardless of geographical location, socio-economic status, age, level of physical or intellectual ability or cultural background.

**SCOPE**

**POLICY**

The Shire of Northam library services are to operate in accordance with the Western Australian public library operations provisions of the State Library of WA Guidelines.

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*Shire of Northam Policy Manual (Section I)*  
*Policy*  
*A8.5 Records Management*

**ADMINISTRATION**

**A8.35 Records Management**

<i>Responsible Department</i>	Executive Manager Corporate Services
<i>Resolution Number</i>	
<i>Resolution Date</i>	
<i>Next Scheduled Review</i>	
<i>Related Shire Documents</i>	
<i>Related Legislation</i>	State Records Act 2000

**OBJECTIVE**

To define the principles that underpin the Shire's record keeping function and the roles and responsibilities of those individuals who manage or perform record keeping processes on behalf of the Shire.

The Policy and its associated Plans and Procedures establish a framework for the reliable and systematic management of Shire records in accordance with legislative requirements and best practice standards.

**SCOPE**

This policy applies to all government records created or received by a Shire of Northam employee, contractor or Elected Member, or an organisation performing outsourced services on behalf of the Shire of Northam, regardless of their physical format, storage location or date of creation.

**POLICY**

~~Attachment A 8.5 provides detail of the Shire's Record Management Policy in accordance with the requirements of the State Records Act 2000.~~

# SHIRE OF NORTHAM

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### ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016



Shire of Northam Policy Manual (Section I)  
Policy  
A8.5 Records Management

#### ATTACHMENT A 8.5 RECORDS-MANAGEMENT POLICY

##### Purpose

The purpose of this Record Keeping Policy is to define the principles that underpin the Shire of Northam's records keeping function and the roles and responsibilities of those individuals who manage or perform record keeping processes on behalf of the Shire. This policy establishes a framework for the reliable and systematic management of Shire's records in accordance with legislative requirements and best practice standards.

##### Scope

This policy applies to all government records created or received by a Shire of Northam employee, contractor or Elected Member, or an organisation performing outsourced services on behalf of the Shire of Northam, regardless of their physical format, storage location or date of creation.

##### Custodianship of Records

The Shire of Northam recognises its records as a government owned asset and will ensure that they are managed as such. Ownership and proprietary interest of records created or collected during the course of business (including those from outsourced bodies or contractors) is vested in the Shire of Northam.

##### Roles and Responsibilities

- (a) **Elected Members:** All Elected Members are to create, collect and retain records relating to their role as an Elected Member for the Shire of Northam in a manner commensurate with legislation and the Shire's policies and procedures for record keeping. Originals or copies thereof shall be delivered to the Chief Executive Officer for recording and safe keeping by the Shire of Northam. Party political and personal records of Elected Members are exempt.
- (b) **Chief Executive Officer:** The Chief Executive Officer is to ensure that an organisational system for the capture and management of records is maintained that is compliant with legislative requirements and best practice standards.
- (c) **Managers:** All Managers are to ensure record keeping policy and procedures are known and adhered to in their area of responsibility.
- (d) **All Staff:** All staff (including contractors) are to create, collect and retain records relating to Shire of Northam business activities they perform. They are to identify

Amended: 15/09/2010  
Revision No 3.9

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Policy  
A8.5 Records Management

significant and ephemeral records, ensure significant records are captured into the Record Keeping System and that all records are handled in a manner commensurate with legislation and the Shire's policies and procedures for record keeping.

#### **Creation of Records**

All Elected Members, staff and contractors will create full and accurate records, in the appropriate format, of the Shire's business decisions and transactions to meet all legislative, business, administrative, financial, evidential and historical requirements.

#### **Capture and Control of Records**

All records created and received in the course of Shire of Northam business are to be captured at the point of creation, regardless of format, with required metadata, into appropriate record keeping and business systems, that are managed in accordance with sound record keeping principles.

#### **Security and Protection of Records**

All records are to be categorised as to their level of sensitivity and adequately secured and protected from violation, unauthorised access or destruction, and kept in accordance with necessary retrieval, preservation and storage requirements.

#### **Access to Records**

Access to the Shire's records by staff and contractors will be in accordance with designated access and security classifications. Access to the Shire's records by the general public will be in accordance with the *Freedom of Information Act 1992* and Shire policy. Access to the Shire's records by Elected Members will be via the Chief Executive Officer in accordance with the *Local Government Act 1995*.

#### **Appraisal, Retention & Disposal of Records**

All records kept by the Shire will be disposed of in accordance with the General Disposal Authority for Local Government Records, produced by the State Records Office of Western Australia in 1999.

# SHIRE OF NORTHAM

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*Shire of Northam Policy Manual (Section I)  
Policy  
~~B7.4 Retaining Walls~~A8.6 Complaints Management System*

## ADMINISTRATION

### A8.64 Complaints Management System Policy

<i>Responsible Department</i>	Executive Manager Corporate Services
<i>Resolution Number</i>	
<i>Resolution Date</i>	
<i>Next Scheduled Review</i>	
<i>Related Shire Documents</i>	
<i>Related Legislation</i>	<p><u>For complaints of a minor or serious breach of staff or Councillors - S5.121 Local Government Act 1995.</u>  <u>Complaints about staff – the Australian Standard for Customer Satisfaction – S5.50 Local Government Act based on the Australian Standard for Customer Satisfaction – Guidelines for complaints handling in organisations (ISO:10002:2004,MOD)</u></p>

#### OBJECTIVE

The objectives of this policy are to:

1. Ensure commitment to efficient and reasonable resolution of complaints relating to staff and Councillors.
2. Ensure the privacy and fair treatment of all parties.
3. Provide a framework for the recording and analysis of complaints of a minor or serious breach to assist with continuous improvement of policies and work practices.
4. Develop an organisational culture that accepts complaints as an opportunity to improve service to the community.

#### SCOPE

#### POLICY

The Shire of Northam is committed to handling complaints in a way that is responsive, efficient, effective and fair.

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*Shire of Northam Policy Manual (Section I)*

*Policy*

*B7.4 Retaining Walls A8.6 Complaints Management System*

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The ~~Chief Executive Officer~~ Executive Manager Corporate Services is responsible for the operation of the Complaints Management Register system and the achievement of ~~these~~ the objectives.

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*Shire of Northam Policy Manual (Section I)  
Policy  
A8-49.1 Multiple Dog Policy*

## ADMINISTRATION RANGERS

### Development Services

#### R 9.1 A8-4 Multiple Dog Policy

<i>Responsible Department</i>	Executive Manager <b>Corporate Development</b> Services
<i>Resolution Number</i>	
<i>Resolution Date</i>	
<i>Next Scheduled Review</i>	
<i>Related Shire Documents</i>	
<i>Related Legislation</i>	<i>Shire of Northam Dog Local Law 2008; cl 3.2(1)(b)  Dog Act 1976 s26(3)</i>

#### OBJECTIVE

To maintain a balance between preservation of lifestyle and a sense of community and population growth and accompanying development by providing quality regulatory services.

#### SCOPE

#### POLICY

An exemption under s26(3) of the *Dog Act 1976* to keep more than the number of dogs prescribed in the ***Shire of Northam Dog Local Law 2008*** is to be in accordance with the following conditions:

*This approval is not transferable and is specific to the person named in the approval letter.*

- 1 The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.
- 2 All dogs approved to be kept on the subject premises, must hold and maintain valid registrations and be micro-chipped.
- 3 Any proven complaints from neighbours regarding offences against the *Dog Act 1976*, may result in the permit being revoked and the maximum number of dogs on the premises being reduced to two within 14 days.

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*Shire of Northam Policy Manual (Section I)*  
*Policy*  
*A8-49.1 Multiple Dog Policy*

- 4 At any time following approval, authorised Council officers can inspect the subject property to check fencing, number of dogs and registration details.
- 5 Compliance with the requirements of the *Dog Act 1976*, Regulations and any Local Law of the Shire of Northam.

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**13.3.4 ANNUAL 2016/17 BUDGET ADOPTION**

Name of Applicant	Internal Report
File Ref:	8.2.8.1
Officer:	Colin Young
Officer Interest:	N/A
Policy:	Local Government Act 1995 and Associated Regulations
Voting:	Absolute Majority vote required (Some Parts)

**PURPOSE**

To consider and adopt the Municipal Fund Budget for the 2016/17 financial year together with supporting schedules, including striking of the municipal fund rates, establishment of new reserve funds, setting of the rubbish and recycling fees, setting of elected members fees for the year and other consequential matters arising from the budget papers.

**BACKGROUND**

The draft 2016/17 budget has been provided as a separate attachment to this agenda/minutes and has been compiled based on the parameters established in the Council integrated planning documents including long term financial plan, corporate business plan and strategic community plan.

Council gave consideration to the detail within the budget via a series of workshops and a budget meeting held on July 18, 2016. 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 a 2.86% increase in total rates levied.

The proposed differential rates have subsequently been advertised for public comment and at the time of publishing this agenda no comments had been received. The submissions close at 3.00pm on August 16, 2016 consequently any comments received between the publishing date of this agenda and the budget adoption meeting will be fully disclosed and responded to by staff.

**STATUTORY REQUIREMENTS**

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)*

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*Regulations 1996* details the form and content of the budget. The draft 2016/17 budget as presented is considered to meet statutory requirements.

#### CONFORMITY WITH THE PLAN FOR THE FUTURE

The draft 2016/17 budget has been developed based on the integrated planning documents adopted by council.

#### BUDGET IMPLICATIONS

#### 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

The budget provides an average 2.86% increase in rates collected, this includes any newly rated properties created through subdivisions. This year was a revaluation year for Gross Rental Valuations (GRV) which resulted in the overall GRV increasing from \$53,205,193 to \$72,701,686 an increase of approximately 36%, this increase included those properties that were reclassified from Unimproved Value (UV) to GRV, they amounted for 20% of the increase representing \$10,475,326. The valuation saw residential properties increase in some cases by 25% whilst a range of commercial properties remain unchanged and vacant land decreased. This has resulted in the need to reduce the rate in the dollar from 10.5571 to 9.2982 for the residential GRV to achieve the average 2.86% increase, however there will be variances greater and lesser than the average increase. The following table has been supplied by landgate and shows the increases across the various categories of GRV rated properties;

	% Inc/Dec	Values	Agg.Values	% of Total
<b>Residential</b>	17.74%	3,296	\$ 46,060,212	74.02%
<b>Commercial</b>	12.78%	193	\$ 10,334,125	16.61%
<b>Industrial</b>	13.24%	107	\$ 2,457,370	5.66%
<b>Vacant Land</b>	-16.6%	581	\$ 2,050,626	2.75%
<b>Misc.</b>	7.43%	418	\$ 600,765	0.97%
<b>TOTALS</b>	<b>15.23%</b>	<b>4,195</b>	<b>\$ 62,226,360</b>	<b>100.00%</b>

This year saw the change of methodology of approximately 950 UV rated properties to the GRV rating method, this has created challenges for Council with some properties

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increasing whilst some have decreased, Council resolved on the 18 July 2016 to phase in the new valuation over three years and is calculated as follows;

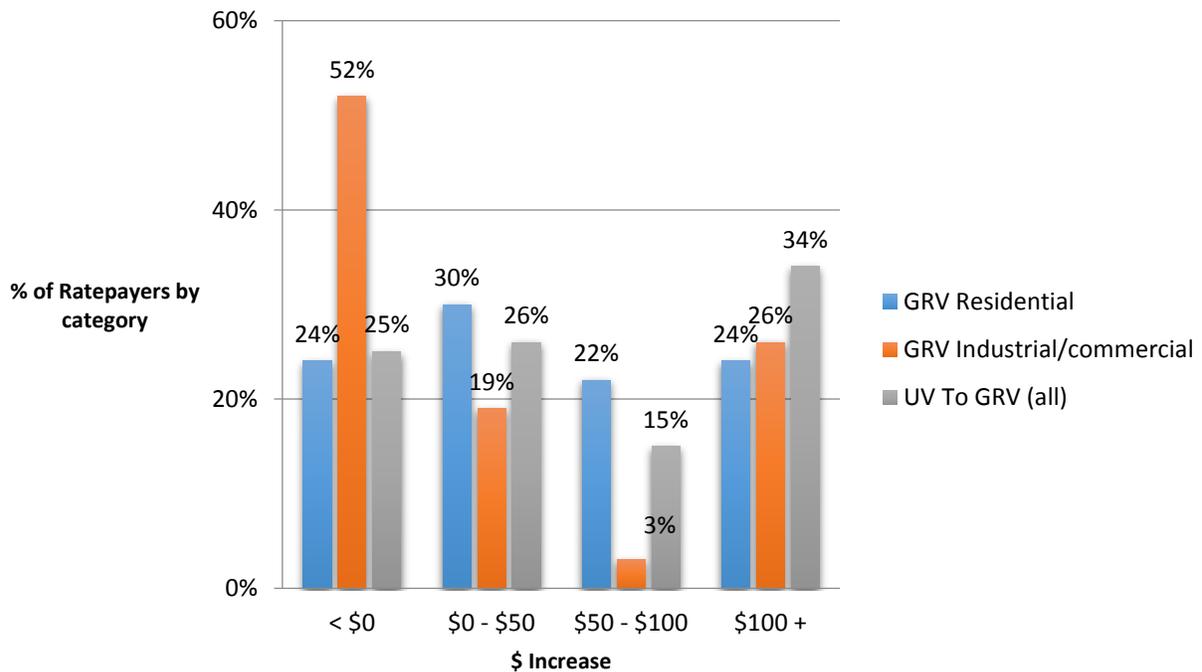
2016/17 Financial Year – 2/3 Unimproved Valuation and 1/3 Gross Rental Valuation  
 2017/18 Financial Year – 1/3 Unimproved Valuation and 2/3 Gross Rental Valuation  
 2018/19 Financial Year – 100% Gross Rental Value

Example 2016/17 Financial Year

Unimproved Value - \$900 divided 3 times 2 =	\$600
Gross Rental Value - \$1,200 divided 3 =	\$400
Total Rates Payable	\$1,000

The graph below as presented has the majority of ratepayers receiving increases not greater than \$100, GRV Residential 76%, GRV Industrial/Commercial 74% and UV to GRV 66%. The increases as presented include subdivisions and developments that in general would have increases at the greater end of the scale (greater than \$100).

**Figure 1 - Rates Increases by Rating Category**



The Unimproved Valuations (UV) were completed 1 August 2015 and effective from 30 June 2016. The overall change in valuations was negligible. Although this is the case, there will also be variances greater or less than the 2.86% average. Comments from the District Valuer were;

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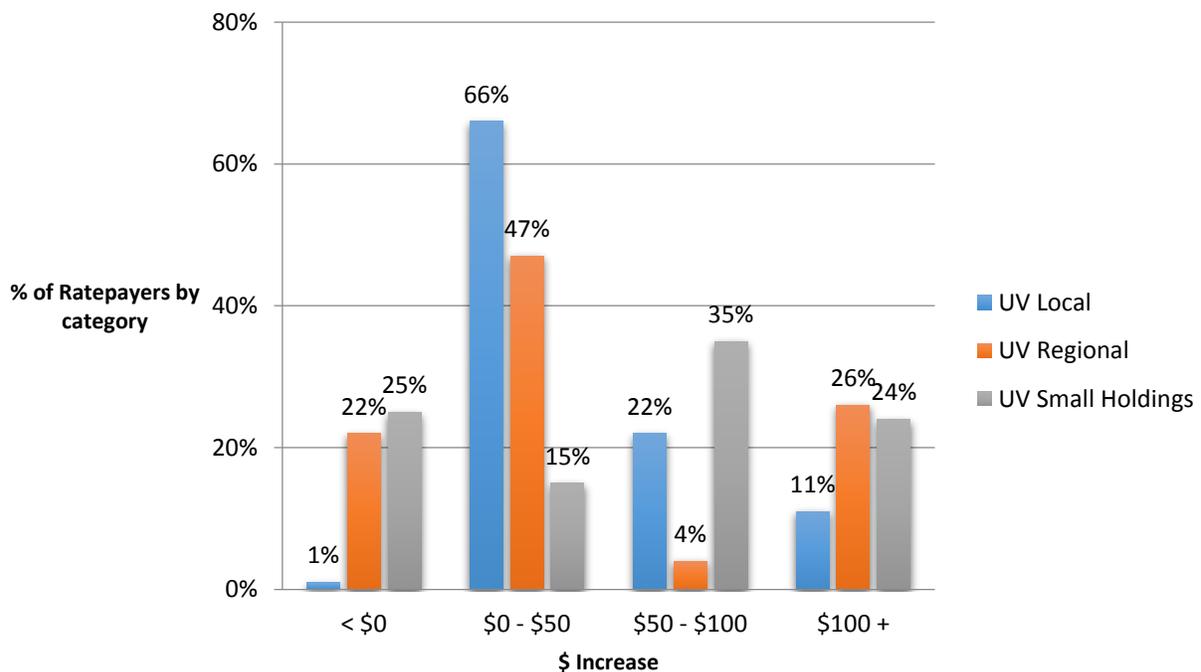
*“There has been no significant change to the overall total of unimproved values effective 30 June 2016. However there have been changes in different sectors of the market which have tended to balance each other. Broadly smaller lots in the lifestyle or smallholding markets have declined in value while broad area farms have shown some increase.*

*Some changes to individual assessments may have occurred either as a product of the mass valuation process or where records have been amended or corrected for more up to date information about soil types etc.”*

It is noted that property owners have the right to appeal against the valuation of their property. This appeal is made to Landgate the agency responsible for conducting the valuation service

The graph below as presented has the majority of ratepayers receiving increases not greater than \$100, UV Local 89%, UV Regional 73% and UV Small Holdings 76%.

**Figure 1 - Rates Increases by Rating Category**



The minimum rates are proposed to be increased to \$890, an increase of 2.89%.

#### **Rubbish and Recycling Fees**

Management are recommending that the Waste Charges increase by the Perth CPI of 0.7% from the 2015/16 financial year which is a rate not greater than that required to cover

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the running costs of Councils waste facilities. The table below shows both the 2015/16 and the proposed 2016/17 Rubbish and Recycling Fees;

Service	2015/16 charge	2016/17 charge
Residential and Commercial rubbish collection	\$160.00	\$161.00
Residential and Commercial recycling levy	\$85.00	\$86.00
Pensioner recycling	\$65.00	\$66.00
1500L Commercial bin weekly	\$987.00	\$994.00
1500L commercial bin fortnightly	\$494.00	\$497.00
3000L Commercial bin weekly	\$1,976.00	\$1,983.00
3000L commercial bin fortnightly	\$987.00	\$994.00
4500L Commercial bin weekly	\$2,964.00	\$2,984.00
4500L commercial bin fortnightly	\$1,425.00	\$1,435.00

**End of year position**

The 2015/16 end of year position is summarised below;

	<b>2015/16</b>	
	<b>Actual</b>	
	\$	
<b>NET CURRENT ASSETS</b>		
Composition of Estimated Net Current Asset Position		
<b>CURRENT ASSETS</b>		
Cash - Unrestricted	2,495,494	
Cash - Restricted	7,646,227	
Receivables	1,864,599	
Inventories	20,174	
	12,026,494	
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions	(3,132,219)	
<b>NET CURRENT ASSET POSITION</b>	<b>8,894,275</b>	
Less: Cash - Restricted	(5,604,142)	
Add: Current Loan Liability	210,154	
Add: Leave Liability Reserve	467,474	
Add: Budgeted Leave	100,000	
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>		<b>4,067,761</b>

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<b>Surplus Carried Forward</b>		
<b>Budget 2016/17</b>		
<b><u>Capital</u></b>		
04049005	CEO Vehicle	\$ 23,000
	Flocon Truck	\$ 70,000
4311	Bernard Park Drainage	\$ 550,544
4313	Northam Town Centre Drainage	\$ 22,668
2054	King Creek Drainage	\$ 552,189
	CLGF Drainage 2012/13	\$ 200,756
	Supertowns Avon Health	\$ 68,922
10259004	Completion Gate House - Inkpen Landfill, Veranda	\$ 9,500
6406	George Nuich Park	\$ 46,607
6408	Play Equip, Wundowie, Retaining Wall	\$ 9,796
6426	Broome Tce, Install Fitness Equipment	\$ 34,243
1610	Avon Mall Upgrade	\$ 90,000
1273	Fitz Grey Roundabout	\$ 25,000
6417	BMX Lighting	\$ 20,000
6419	Bert Hawke - Drainage	\$ 40,000
6421	Bert Hawke - Lighting	\$ 20,000
6428	Upgrade Lighting Hooper Park	\$ 10,000
1620	Cemetery Drainage	\$ 2,769
1625	Cemetery Lot Development	\$ 28,600
3400	Rail Link Footpath WDC Grant	\$ 46,112
7009	Leever Road	\$ 38,301
7010	Chedaring Road	\$ 63,336
7011	Augustini Road	\$ 71,410
7012	Chinganning Road	\$ 82,406
3669	Werribee Road	\$ 77,042
3076	Yates Street	\$ 64,500
3751	Newman Road	\$ 129,676
3733	Oysten	\$ 56,283
3750	Thackrah	\$ 38,308
3747	Forrest	\$ 3,989
3077	Bedford Street	\$ 56,507
3450	Carlin Road Drainage	\$ 25,000
1025	Old Railway Station	\$ 50,000
3513	GEH Deproclamation	\$ 55,870
13459004	Vistor Centre Audio	\$ 10,483
13499104	Bakers Hill Water Project - Easment	\$ 25,000
12379094	Laneway Acquisition	\$ 28,500
05067044	Electronic Conversion of Standpipe	\$ 12,500
11367004		
(1039)	Railway Precinct Upgrade (stumping)	\$ 42,000
13459124	Signage - Tower GEH / Mitchell Ave C/F	\$ 10,000

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<b>Surplus Carried Forward</b>		
<b>Budget 2016/17</b>		
<b><u>Capital</u></b>		
09249014	Kuringal Unit Upgrade & Painting	\$ 54,890
1502	Grass Valley Fencing	\$ 20,000
13499064	Waste Water Pump Station Upgrade	\$ 201,181
<b><u>Operation</u></b>		
10252062	Waste Management Plan	\$ 20,000
11362022	Art Collection Valuation	\$ 5,000
1961	Northam Depot	\$ 10,000
4042132	Business Case Development	\$ 50,000
4042132	Reconciliation Action Plan	\$ 5,000
4042132	Community Plans	\$ 20,000
04042132	Urban renewal Planning	\$ 20,000
11352142	Sci Tech Discovery	\$ 1,818
11362052	Supertowns, Aboriginal/Environmental Centre	\$ 132,705
4215	Aerators Supertowns	\$ 160,378
10292122	River Dredging	\$ 50,000
5491	Kids Sport	\$ 446
5492	Silver Sport	\$ 40,000
12382132	Engineering Consultants	\$ 21,462
12382072	Roadwise Committee Grant	\$ 5,477
5535	Fire Mitigation Report	\$ 25,000
05063073	BFB Income in advance	\$ 35,000
05063073	SES Income in advance	\$ 4,676
05072112	Cat Sterilisation Grant Expense	\$ 6,682
10302112	Heritage Inventory	\$ 12,000
<b>Untied</b>		
<b>Surplus</b>	<b>Transfer to the Recreation &amp; Community Facilities Reserve</b>	<b>\$354,229</b>
<b>Total</b>		<b>\$4,067,761</b>

The result of the final surplus calculations are that Council has an end of year untied surplus of \$354,229, it has been recommended that this is transferred to the Recreation & Community Facilities Reserve with the aim of utilising for one of Councils major projects when required. After the additional transfer the Recreation and Community Facilities Reserve will have a closing balance of \$579,144 as of the 30 June 2017.

**Annual fees and reimbursement of costs**

The recommendations include the setting of annual sitting fees and allowances for members. This includes the Presidents allowance of \$45,000 the Deputy President's allowance \$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

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associated with information and communication technology expenses incurred by members in carrying out their functions on behalf of the Shire. Other claims such as travelling 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 12 April 2016.

#### **PART A – MUNICIPAL FUND BUDGET FOR 2016/17**

##### **RECOMMENDATION**

1. That Council allocate the untied surplus of \$354,229 to the Recreation & Community Facilities Reserve.
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 2016/17 financial year as prepared and presented.

**ABSOLUTE MAJORITY REQUIRED**

#### **PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

##### **RECOMMENDATION**

1. That Council, for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, council 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.

##### **1.1 Differential General Rates**

- |                                 |                             |
|---------------------------------|-----------------------------|
| • Residential (GRV)             | 9.2982 cents in the dollar  |
| • Commercial / Industrial (GRV) | 10.2850 cents in the dollar |
| • Agriculture Local (UV)        | 0.5841 cents in the dollar  |
| • Agriculture Regional (UV)     | 0.4840 cents in the dollar  |
| • Rural Small Holdings (UV)     | 0.6974cents in the dollar   |

##### **1.2 Minimum Rates**

- |                                 |       |
|---------------------------------|-------|
| • Residential (GRV)             | \$890 |
| • Commercial / Industrial (GRV) | \$890 |

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- Agriculture Local (UV) \$890
- Agriculture Regional (UV) \$890
- Rural Small Holdings (UV) \$890

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 & 1<sup>st</sup> instalment due date 30 September 2016
- 2<sup>nd</sup> half instalment due date 30 November 2016
- 2<sup>nd</sup> quarterly instalment due date 30 November 2016
- 3<sup>rd</sup> quarterly instalment due date 30 January 2017
- 4<sup>th</sup> & final quarterly instalment due date 30 March 2017

3. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, council adopts an instalment administration charge where the owner has elected to pay rates (and charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.

4. That Council, pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 5.5% where the owner has elected to pay rates and charges through an instalment option.

5. 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*, council adopts an interest rate of 11% for rates (and charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

**ABSOLUTE MAJORITY REQUIRED**

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### PART C – RUBBISH AND RECYCLING FEES FOR 2016/17

#### RECOMMENDATION

That Council adopts the following Rubbish and Recycling Fees for the 2016/17 financial year:

• Residential and commercial rubbish collection Charge	\$161.00
• Residential and commercial recycling levy	\$86.00
• Pensioner recycling levy	\$66.00
• 1500L commercial bin weekly	\$994.00
• 1500L commercial bin fortnightly	\$497.00
• 3000L commercial bin weekly	\$1,983.00
• 3000L commercial bin fortnightly	\$994.00
• 4500L commercial bin weekly	\$2,984.00
• 4500L commercial bin fortnightly	\$1,435.00

ABSOLUTE MAJORITY REQUIRED

### PART D – ELECTED MEMBER'S FEES AND ALLOWANCES FOR 2016/17

#### RECOMMENDATION

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
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4. That Council, pursuant to section 5.98A of the *Local Government Act 1995*

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and within the range determined by the Salaries and Allowances Tribunal, adopts the following annual local government allowance to be paid in addition of the annual meeting allowance:

Deputy President

\$11,250

**ABSOLUTE MAJORITY REQUIRED**

### PART E – MATERIAL VARIANCE REPORTING FOR 2016/17

#### **RECOMMENDATION**

That Council, In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2016/17 for reporting material variances shall be a percentage of ten (10) or a minimum of \$20,000, whichever is greater.

**SIMPLE MAJORITY REQUIRED**

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**13.4. COMMUNITY SERVICES**

**13.4.1 APPLICATION FOR FEE REDUCTION-NORTHAM RECREATION CENTRE**

Name of Applicant:	Avivo
Name of Owners:	Shire of Northam
File Ref:	1.3.16.4
Officer:	Ross Rayson / Milton Brooks
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority

**PURPOSE**

For Council to consider a fee reduction for Avivo for use of the Northam Recreation Centre.

**BACKGROUND**

Avivo implemented a local Peer Support Network project in Northam for those living with a mental illness under Avivo's mental health services. The project has now come to an end after three months of establishment, and the Northam Peer Support Network consisting of approximately 10 members are needing and wanting to continue operating independently.

The purpose of the Peer Support Network is to provide a localised resource to community members consisting of support, education, the opportunity to meet regularly to welcome any new community members living with any form of mental illness and share stories of struggles and success. The outcomes of this project clearly identify the community's need to have a flexible model of support where the individuals can focus on their recovery without fear of stigma and having to present at various clinical services locations.

Avivo have written seeking assistance in the Northam Peer Support Network accessing a meeting room at the Northam Recreation Centre once a fortnight for two hours without incurring a fee. The group intend on establishing themselves as a community service, establishing a committee and sourcing funding to assist in the sustainability of the group, however at this stage they do not have the finances to contribute to the hire of the venue.

**STATUTORY IMPACTS**

***Local Government Act 1995, Part 6, Division 4, Section 6.12***

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

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(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.*

**CONFORMITY WITH COMMUNITY STRATEGIC PLAN**

OBJECTIVE C 3: Provide active and passive recreation facilities and services.

STRATEGY C 3.2: Partner with stakeholders to achieve greater community participation in recreational facilities and services.

**FINANCIAL IMPLICATIONS**

The recommended fees and charges for the 2016/17 financial year for a meeting room is \$30.00 per hour. With a fortnightly two hour booking over the 26 fortnights in the year, the following breakdown represents the charges that will be levied with various potential rates.

<b>Rate</b>	<b>\$30 per hour</b>	<b>\$20 per hour</b>	<b>\$10 per hour</b>
<i>Sessional</i>	\$60 per session	\$40 per session	\$20 per session
<i>Annual</i>	\$1560 per year	\$1040 per year	\$520 per year

This would see the following discount applied to the schedule of fees and charges;

<b>Rate</b>	<b>\$30 per hour</b>	<b>\$20 per hour</b>	<b>\$10 per hour</b>
<i>Hourly</i>	Nil	33%	66%
<i>Sessional</i>	Nil	\$20 per session	\$40 per session
<i>Annual</i>	Nil	\$520	\$1040

Note that the foregone income represents unrealised opportunity costs.

**OFFICER'S COMMENT**

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As Avivo seeks to provide a means of ensuring that people with disability have the same fundamental rights as all other residents to access services, community events, buildings and facilities, information, consultative and complaint resolution processes, supporting them is in line with the Shire of Northam's Disability Access and Inclusion Plan (DAIP) 2014-2018. Additionally, the increased utilisation of the centre will see greater foot traffic and greater exposure of other recreation centre programs.

Free use is not supported as it is not consistent with previous decisions of council to provide a discounted rate. With the recent council resolution 1.3.16.1 to provide a 33% discount to the Senior Citizens Social Club for use of the facility, providing a similar 33% discount to a community group is consistent with this decision.

**RECOMMENDATION**

**That Council;**

- 1. Provides a reduction in fees charged for the Meeting Room at the Northam Recreation Centre, from \$30 per hour to \$20 per hour, to assist Avivo's Peer Support Network to provide a localised resource to community members for the 2016/17 Financial year; and**
- 2. Review this reduction in line with the 2017/18 schedule of fees and charges.**

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**13.5. ENGINEERING SERVICES**

**13.5.1 KING CREEK DRAINAGE - PROPOSED OPTIONS**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	8.2.9.1
Officer:	Clinton Kleynhans / Geordas Thariyath
Officer Interest:	Nil
Policy:	F3.2 Purchasing and Tendering
Voting:	Absolute Majority

**PURPOSE**

For Council to review the proposed options developed by consulting engineers for the King Creek upgrade works (Stage 3) in consideration of the recommendation to proceed with Option 1 design.

**BACKGROUND**

King Creek catchment (as depicted in Appendix 1) covers a total area of approximately 435 ha consisting of agricultural land, public open space and urban developments.

In recent years works have been completed to improve drainage through this area by means of constructing retention basins, defined swales to channel overland flows, and piped systems. These works (Stage 1 & 2) stretch from Throssell through to Wellington Street.

Stage 3 proposed works will replace the open channel drain located in Purslowe Park between Wellington Street and Fitzgerald Street / Gairdner Street intersection.

The drain in its current form presents safety concerns to the community, unfavourable aesthetic appeal to the Northam town site entry and unusable public open space.

In May 2016 McDowell Affleck were engaged on behalf of the Shire to complete an as constructed study of the completed Stage 1 and 2 works in the context of presenting options for Stage 3 works.

The following 2 options were presented for consideration:

**Option 1** - A single box culvert to be placed in the concrete lined open drain channel, back filled and landscaped. The design will cater to a 1:10 year event.

**Option 2** – Two box culverts with the removal of the concrete lined open drain channel. Backfilled and landscaped. The design will cater to a 1:100 year event.

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Both options include the formalisation of a sealed car park within the public open space.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN**

OBJECTIVE: Provide and support an effective and efficient transport network.

STRATEGY: Maintain an efficient, safe and quality road network.

**FINANCIAL IMPLICATIONS**

**Option 1** - Construction costs have been estimated to be valued at \$558,387 excluding landscaping.

**Option 2** – Construction costs have been estimated to be valued at \$1,085,698 excluding landscaping.

The 2016/17 budget has an allocation sufficient to deliver the preferred Option 1 works.

**OFFICER'S COMMENT**

In review of both options the following needs to be considered.

**Option 2:**

This option has the following limitations:

- The design can cater to a 1:100 year event, however this is limited to the need for the Avon River to be at a low level to allow stormwater to disperse at a more rapid rate. Meaning the system will only function to design in a localised high event rainfall, when there has been limited heavy rainfall upstream of the Avon River;
- Upstream of the proposed Stage 3 works (section between Duke Street and Wellington Street) has been designed and constructed for a 10 year event, with the volume of stormwater which exceeds the capacity of the drainage system to be channelled as overland flow through the swale drain constructed on Victoria Oval.

That being said, if Option 2 were to be the preferred option, Council needs to be aware that localised flooding would still possibly occur in the vicinity of Duke Street to Wellington Street, (Victoria Street Oval).

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**Option 1:**

This option has been designed to cater for a 1:10 year event, which is the same limits of the drainage network upstream (1.8m PVC Pipe located between Duke St and Wellington St)

Storm water volume which exceeds this capacity will be channelled as overland flow through Purslowe Park by re-contouring surface levels which will be incorporated in to the landscape design.

Once the detailed design has been completed for the drainage component of the project, the second phase will be to complete landscape designs which will explore various car parking options. Alternatives to the current proposed car park will be considered for the purpose of maximising the use of the public open space.

**RECOMMENDATION**

**That Council authorises the Chief Executive Officer to proceed with Option 1 design for the purpose of being tendered for construction.**

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## MCDOWALL AFFLECK PTY LTD

### CONSULTING ENGINEERS / PROJECT MANAGERS

#### King Creek

Estimate of Construction Costs As At

July 22, 2016

#### Drainage Box Culvert Supply and Install 2.4x1.5

EXCLUSIVE OF GST

Description	Unit	Qty	Rate	Price	Cost
<b>Preliminaries</b>					
Mobilisation/Demobilisation	Item	1	\$ 2,500	\$ 2,500	
Preliminaries	Item	1	\$ 10,000	\$ 10,000	
				\$ 12,500	\$ 12,500
<b>Earthworks</b>					
Removal of Trees, Mulching, and cart away from site	No	2	\$ 250	\$ 500	
Demolition of existing open drain walls, base slab, fence and dispose of site	cbm	230	\$ 50	\$ 11,500	
Subgrade Preparation	cbm	200	\$ 28	\$ 5,500	
Import Fill	cbm	200	\$ 28	\$ 5,586	
Dust Control - allow	Item	1	\$ 14,000	\$ 14,000	
	<b>Sub Total</b>			\$ 37,086	\$ 37,086
<b>Drainage Box Culverts Supply and install 2.1x1.5</b>					
Supply box culverts	Lm	250	\$ 1,325	\$ 331,145	
Concrete base for boxes	Lm	250	\$ 268	\$ 66,950	
Install boxes	Lm	250	\$ 117	\$ 29,125	
Install Headwalls to suit box culvert	No	2	\$ 5,000	\$ 10,000	
Transport boxes and machinery	Item	1	\$ 14,000	\$ 14,000	
	<b>Sub Total</b>			\$ 451,220	\$ 451,220
<b>Other Professional Fees</b>					
Ascon	Item	1	\$ 3,500	\$ 3,500	
Survey	Item	1	\$ 4,000	\$ 4,000	
Contingencies - Allow say 10%	Item	1	\$ 50,080.60	\$ 50,081	
			<b>Engineering Fees</b>	\$ 57,581	\$ 57,581
			<b>Total Cost</b>	\$ 558,387	\$ 558,387

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**MCDOWALL AFFLECK PTY LTD**  
**CONSULTING ENGINEERS / PROJECT MANAGERS**

**King Creek**

**Estimate of Construction Costs As At**

**July 22, 2016**

**Drainage Box Culvert Supply and Install (2 No of 2.4x 1.5 )**

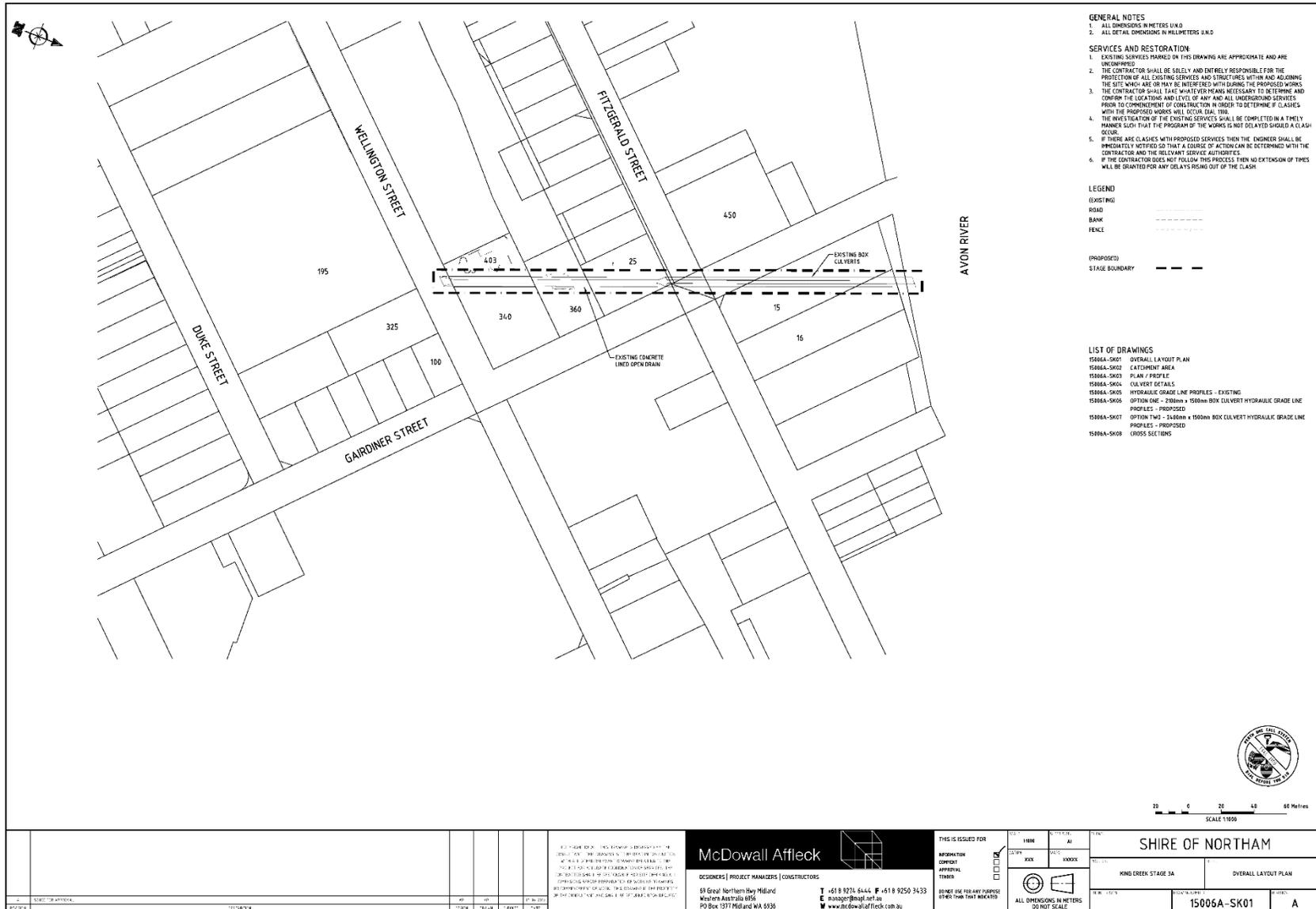
**EXCLUSIVE OF GST**

Description	Unit	Qty	Rate	Price	Cost
<b>Preliminaries</b>					
Mobilisation/Demobilisation	Item	1	\$ 2,500	\$ 2,500	
Preliminaries	Item	1	\$ 10,000	\$ 10,000	
				<b>\$ 12,500</b>	<b>\$ 12,500</b>
<b>Earthworks</b>					
Removal of Trees , Mulching, and cart away from site	No	2	\$ 250	\$ 500	
Demolition of existing open drain walls , base slab, fence and dispose of site	ctm	230	\$ 50	\$ 11,500	
Subgrade Preparation	ctm	200	\$ 45	\$ 9,000	
Import Fill	ctm	200	\$ 28	\$ 5,586	
Dust Control - allow	Item	1	\$ 14,000	\$ 14,000	
<b>Sub Total</b>				<b>\$ 40,586</b>	<b>\$ 40,586</b>
<b>Drainage Box Culvert Supply and Install (2 No of 2.4x 1.5 )</b>					
Supply box culverts	Lm	250	\$ 2,644	\$ 661,024	
Concrete base for boxes	Lm	250	\$ 536	\$ 133,900	
Install boxes	Lm	250	\$ 273	\$ 68,250	
Install Headwalls to suit box culvert	No	2	\$ 7,000	\$ 14,000	
Transport boxes and machinery	Item	1	\$ 49,920	\$ 49,920	
<b>Sub Total</b>				<b>\$ 927,094</b>	<b>\$ 927,094</b>
<b>Other Professional Fees</b>					
Ascon	Item	1	\$ 3,500	\$ 3,500	
Survey	Item	1	\$ 4,000	\$ 4,000	
Contingencies - Allow say 10%	Item	1	\$ 98,018	\$ 98,018	
				<b>Engineering Fees \$ 105,518</b>	<b>\$ 105,518</b>
<b>Total Cost</b>				<b>\$ 1,085,698</b>	<b>\$ 1,085,698</b>

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**GENERAL NOTES**

1. ALL DIMENSIONS IN METERS U.N.D.
2. ALL DETAIL DIMENSIONS IN MILLIMETERS U.N.D.

**SERVICES AND RESTORATION:**

1. EXISTING SERVICES MARKED ON THIS DRAWING ARE APPROXIMATE AND ARE UNCONFIRMED.
2. THE CONTRACTOR SHALL BE SOLELY AND ENTIRELY RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SERVICES AND STRUCTURES WITHIN AND ADJOINING THE SITE WHOSE ARE OR MAY BE INTERFERED WITH DURING THE PROPOSED WORKS.
3. THE CONTRACTOR SHALL TAKE WHATEVER MEASURES NECESSARY TO DETERMINE AND CONFIRM THE LOCATIONS AND LEVELS OF ANY AND ALL UNDERGROUND SERVICES PRIOR TO COMMENCEMENT OF CONSTRUCTION IN ORDER TO DETERMINE IF CLASHES WITH THE PROPOSED WORKS WILL OCCUR DURING THE PROJECT.
4. THE INVESTIGATION OF THE EXISTING SERVICES SHALL BE COMPLETED IN A TIMELY MANNER SUCH THAT THE PROGRAM OF THE WORKS IS NOT DELAYED SHOULD A CLASH OCCUR.
5. IF THERE ARE CLASHES WITH PROPOSED SERVICES THEN THE ENGINEER SHALL BE IMMEDIATELY NOTIFIED SO THAT A COURSE OF ACTION CAN BE DETERMINED WITH THE CONTRACTOR AND THE RELEVANT SERVICE AUTHORITIES.
6. IF THE CONTRACTOR DOES NOT FOLLOW THIS PROCESS THEN NO EXTENSION OF TIMES WILL BE GRANTED FOR ANY DELAYS RESULTING OUT OF THE CLASH.

**LEGEND**

(EXISTING)

ROAD -----

BANK -----

FENCE -----

(PROPOSED)

STAGE BOUNDARY - - - - -

**LIST OF DRAWINGS**

15006A-SK01 OVERALL LAYOUT PLAN  
 15006A-SK02 CATCHMENT AREA  
 15006A-SK03 PLAN / PROFILE  
 15006A-SK04 CULVERT DETAILS  
 15006A-SK05 HYDRAULIC GRADE LINE PROFILES - EXISTING  
 15006A-SK06 OPTION ONE - 200mm x 1500mm BOX CULVERT HYDRAULIC GRADE LINE PROFILES - PROPOSED  
 15006A-SK07 OPTION TWO - 2400mm x 1500mm BOX CULVERT HYDRAULIC GRADE LINE PROFILES - PROPOSED  
 15006A-SK08 CROSS SECTIONS



0 20 40 60 Meters  
SCALE 1:600

<p>THIS IS ISSUED FOR:</p> <p>INFORMATION</p> <p>CONSENT</p> <p>APPROVAL</p> <p>TENDER</p>	<p><b>McDowall Affleck</b></p> <p>DESIGNERS   PROJECT MANAGERS   CONSTRUCTORS</p> <p>68 Great Northern Hwy Midland Western Australia 6150 PO Box 1317 Midland WA 6150</p> <p>T +61 8 9374 6444 F +61 8 9250 3433 E <a href="mailto:info@maffleck.com.au">info@maffleck.com.au</a> W <a href="http://www.maffleck.com.au">www.maffleck.com.au</a></p>	<p>DO NOT USE FOR ANY PURPOSE OTHER THAN INDICATED</p>	<p>1:1000</p> <p>DATE: 10/08/16</p>	<p>SHIRE OF NORTHAM</p> <p>KINGS ESTATE STAGE 3A</p> <p>OVERALL LAYOUT PLAN</p> <p>15006A-SK01</p> <p>A</p>	<p>REV: 1</p> <p>REV: 2</p> <p>REV: 3</p> <p>REV: 4</p> <p>REV: 5</p>
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**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016**

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

Nil.

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

**15.1. Elected Members**

Nil.

**15.2. Officers**

Nil.

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 17 AUGUST 2016

### 16. CONFIDENTIAL ITEMS

#### RECOMMENDATION

That Council meet behind closed doors to consider agenda item 16.1 – Receipt of Minutes and Adoption of Recommendations of the Chief Executive Review Committee Meeting 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.

### 16.1 RECEIPT OF MINUTES AND ADOPTION OF RECOMMENDATIONS OF THE CHIEF EXECUTIVE REVIEW COMMITTEE MEETING

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	1.1.1.1 – Emp2250
Officer:	N/A
Officer Interest:	N/A
Policy:	Nil
Voting:	Simple Majority

#### PURPOSE

For Council to receive the minutes and consider the recommendations from the Chief Executive Officer Review Committee meeting which was held on 10 August 2016.

#### That Council;

1. Endorse that the 2016 CEO Review be carried out by the CEO Review Committee as an internal review.
2. Endorse that the Employee Performance Report be edited as required to make it relevant and given to the CEO to complete the (current) employee section.
3. Endorse that the CEO be requested to comment on his performance against the current (2016) KPI's.
4. Endorse, following the completion of the 2016 CEO Review, the CEO Review Committee meet quarterly to prepare for, and finalise, the 2017 review.

### 17. DECLARATION OF CLOSURE