

## 2017/2018 BUDGET CONSIDERATIONS LIST

	<u>Cost (\$)</u>	<u>Other Funding Reserve (\$)</u>	<u>Net cost (\$)</u>
<b>Community Services</b>			
Henry Street Oval Covers for Benches	5,000	-	5,000
Silversport Programme	20,000	-	20,000
Refurbishment Avon Descent Start Tower	5,000	-	5,000
Outdoor Digital Kiosks (4 Single sided \$8,900 Double sided \$16,800)	30,000	-	30,000
Install Lighting on BMX Track	90,000	-	90,000
Northam Balloon Fiesta	45,000	30,000	15,000
Concerts in the Park	15,000		15,000
Wildcats V Adelaide 36rs	24,000	9,000	15,000
<b>Works Services</b>			
School bus shelter Glenmore Estate Bakers Hill (I56636) & Carter Rd (ics59940)	9,000		9,000
Line Marking Northam Aero Club	30,000		30,000
Retic bottom portion George Nuich Park	25,000		25,000
Upgrade Bernard Park Bridge	15,000		15,000
Additional Cemetery Lot	43,500		43,500
4T Excavator - Rural Drainage Crew	201,000	94,000	107,000
Grader Blade new Pozitrac	10,800	10,800	0
Profiler Attachment 610mm new Pozitrac	18,600	18,600	0
Minson Avenue Car park Landscaping	100,000	25,000	75,000
Town Hall Balcony	178,200		178,200
Roads Replacement Options			
<b>Other</b>			
Dogs Day Out	4,000		4,000
Bakers Hill Car Event	5,000		5,000
<b>External Requests</b>			
Northam Pistol Club Fencing	67,100		67,100
Northam Aero Club Management	4,000		4,000
Cemetery Marquee, Turf, Chairs	5,000		5,000
Differential rates Levy/ Chamber of Commerce additional over \$60,000	67,000		67,000
Feasibility study for the upgrade of the current Wundowie football club to create central hub	25,000	12,500	12,500
Upgrade Wundowie basketball court	80,000	80,000	0
Feasibility Study Wundowie Swimming Pool refurbishment	25,000	25,000	0
Install Bush Shelters x 3	21,000	21,000	0

**Council Request**

Upgrade of Caravan Dump Point	3,500		3,500
Pump Upgrade for Wundowie	10,000		10,000
Kerbing and Street Lighting Spencers Brook	TBA		
Minson Avenue footpath south side Grey Street to Gordon Street	97,000		97,000
Review Elected Member and Presidential fees			
<b>Total</b>	<b>1,278,700</b>	<b>325,900</b>	<b>952,800</b>

**COMMUNITY SERVICES**

**1. HENRY STREET OVAL SHELTERS FOR BENCHES**

Henry Street Oval users do not have shelters to sit under.

The shelters at Jubilee Oval where they played previously are concrete so could not be relocated. The bench seating they have been able to utilise from the Rec Centre, that is portable, may not always be available if it is use inside the Rec Centre.

This has been identified as an OSH issue protecting players and spectators from the elements.

This is in line with the Shire Corporate Business Plan

**Objective C:** For the residents to enjoy living in a safe, caring and healthy community

**Strategy: C3.2:** Partner with stakeholders to achieve greater community participation in recreational facilities and services.

**Action:** Assisting local sporting clubs to develop their governance and expand their participation levels.



Supply: \$3,900

Install: \$1,100

**Total: \$5,000**

Dimensions 1800 high x 4500 long x 1400 wide, no seating required.

## 2. SILVERSPORT PROGRAMME

To provide funding for the continuation of the SilverSport pilot programme funded by the Department of Sport and Recreation. The programme was an outstanding success, with approximately 180 recipients in the first 9 months. Of those, 40% are new participants to sport and recreation. It benefitted not only the participants but assisted sporting clubs and organisations towards better sustainability through increased membership. The funding requested would be used to continue the SilverSport programme in some form, and implement other low cost sport and recreation activities and programmes to increase physical activity and social inclusion in Seniors.

See Appendix: Community Services 1

**Total: \$20,000**

## 3. REFURBISHMENT OF AVON DESCENT START TOWER



**Total: \$5,000**

#### 4. CLOUD BASED OUTDOOR DIGITAL KIOSKS x 4

To provide outdoor digital cloud based LCD digital posters. These give the opportunity to promote Northam and regional information and events to a wider audience. It will increase community awareness and hopefully generate additional support for the Shire and its Businesses. It may attract tourists into the Town being additional promotion not previously available en route through Bakers Hill.



These units need power, a concrete base and data cabling not included in the \$30,000 requested.

The units being cloud based allows kiosk access through a single login

They are a metal enclosures with 6-8mm laminated safety glass

See Appendix: Community Services 2

**Total: \$30,000**

#### 5. INSTALL LIGHTING ON BMX TRACK

To supply and install BMX Lighting. Staff have been working with the BMX Club to obtain external funding, It is however apparent that funding is unlikely: Council need to make a determination if it would like to finalise the works.

See Appendix: Community Services 3

**Total: \$90,000**

## 6. NORTHAM BALLOON FIESTA

The 2017 Northam Balloon Fiesta will take place the Saturday before the official start of the National Ballooning Championships. It will act as the official welcome to all national and international balloon pilots who will be competing in the Championships.

The Shire propose a stage show, one big ticket main act and local performers and entertainment and stalls, plus an opportunity to interact with the balloon pilots.

The event finale consists of a hot air balloon glow of around 10 balloons which will be lit up in the dark, and choreographed to glow to music. This will be followed by a fireworks. A private function is also held alongside the Fiesta to recognise the contributions made to the event by sponsors, pilots and event officials.

It is a unique and showcase opportunity for Northam, and a draw card for visitors. It provides a social and economic boost.



**Total: \$45,000**

See Appendix: Community Services

4

## 7. CONCERT IN THE PARK

Concert in the Park did not take place in the 2016/2017 financial year. It has been removed from the budget and is being requested as a consideration.

**Total: \$15,000**

## 8. WILDCATS VS ADELAIDE 36ERS

The Northam Rec Centre has been liasing with the Perth Wildcats to host an NBL pre season game in September 2017. Whilst it is in the early stages, indications are positive that this will go ahead. The proposed date is Friday 1 September 2017, which is ideal timing as the National Ballooning Championships is on Saturday 2 September.

The potential even follows on from the highly successful pre season netball game for the West Coast Fever, the recent basketball clinic held by the Perth Wildcats, and the upcoming State Basketball League fixture with Perry Lakes Hawks in July 2017.

**Total: \$15,000**

## WORKS SERVICES

### 9. SCHOOL BUS SHELTER GLENMORE ESTATE BAKERS HILL I56636 CARTER ROAD ICS59940

The funding request for school bus shelters have been raised as a community concern with children waiting out in the elements all year round. It provides protection and visual structure for drivers to see on the rural roads increasing the awareness of pedestrians, hence making it safer.

See Appendix: Works Services 1

**Total: \$9,000**

### 10. LINE MARKING NORTHAM AERO CLUB

Funding is sought for the runway and taxiway are currently badly marked which is identified as a safety issue.



See Appendix: Works Services 2

**Total: \$30,000**

## 11. RETIC BOTTOM PORTION GEORGE NUICH PARK

Supply and install retic and outdoor GPO 10Amp for the bottom portion of George Nuich Park

See Appendix: Works Services 3

**Total: \$25,000**

## 12. UPGRADE BERNARD PARK FOOT BRIDGE

The existing timber footbridge has severe weathering from the elements which is resulting in an unsightly structure which poses safety issues and eventual structural issues if not refurbished.

The following photo's provide evidence of the current timber rot and aging.



**Total: \$15,000**

**13. ADDITIONAL CEMETERY LOT**

The Shire have identified a requirement to seek additional cemetery lots as capacity in the current lots are filled.



See Appendix: Works Services 4  
**Total: \$43,500**

#### 14. 4T EXCAVATOR - RURAL DRAINAGE CREW

Additional crew and excavator with the increasing workload that is not sustainable with the number of workers currently employed. To achieve the required service levels of the Shire, to meet the expectations of the community in rural areas.



See Appendix: Work Services 5

**Total: \$201,000**

#### 15. GRADER BLADE ATTACHMENT FOR POZITRAC AND CURRENT BOBCAT



See Appendix: Works Services 6

**Total: \$10,800**

## 16. PROFILER BLADE FOR THE NEW POZITRAC



See Appendix: Works Services 7

**Total: \$18,600**

## 17. MINSON AVENUE CARPARK LANDSCAPING

Works will focus on linking Bernard Park with the CBD through the current DOME devevelopment. The proposed works will reflect the Bernard Park Master Plan design which will specifically focus on the area identified below. Works will also focus on formalising and upgrading the parking to the rear of the Dome Development.

This project will allow continuation of the recent Bernard Park works in a staged approach to the completed of the Master Plan design.



**Primary Focus:**

Verge landscape works with tree plantings and formalisation of existing crossovers. Works will complement DOME development.

**Primary Focus:**

Island to be turfed or landscaped with tree planting to mirror opposite side of road.

**Secondary Focus:**

(Budget permitting)

Develop a tree avenue providing opportunity for markets / stalls etc.

**Total: \$100,000**

**18. TOWN HALL BALCONY**

**Total: \$178,200**

**19. ROADS REMOVED FROM THE COUNCIL ENDORSED PROGRAM - MAY 2016**

These Roads are currently in the budget

- Fermoy Avenue Asphalt Overlay      \$126,134
- Rocket Street Asphalt Overlay      \$147,061
- Rushton Crescent Asphalt Overlay      \$97,130

They may be replaced by a selection of the roads listed below

Roads removed from budget due to unsuccessful Blackspot Funding

Spencers Brook Road Widening 11.9-14.6 slk	\$340,521	Rank 706
Spencers Brook Road Widening 16.4-17.4 slk	\$213,730	Rank 448
Mitchell Avenue drainage improvements	\$129,941	Not Ranked



## 21. BAKERS HILL CAR EVENT

This allocation has been made for the past four years, the only event to occur was in 2013. It has not been run since that time.



Total: \$5,000

## DEVELOPMENT SERVICES

### EXTERNAL REQUESTS

## 22. NORTHAM PISTOL CLUB FENCING

A request has been received for Garrison Security Fencing to reduce vandalism to the Northam Pistol Club

See Appendix: External Grants 1

Total \$67,100

## 23. NORTHAM AERO CLUB MANAGEMENT

Funding has been requested for payment to cover maintenance undertaken by the Northam Aero Club

See Appendix: External Grants 2

Total: \$4,000

## 24. CEMETERY MARQUEE, TURF AND CHAIRS

Total: \$5,000

## **25. DIFFERENTIAL RATES LEVY/CHAMBER OF COMMERCE**

This is a request for additional funding of \$67,000 in 2017/2018 financial year.

See Appendix: External 3

## **26. FEASIBILITY STUDY FOR THE UPGRADE OF THE CURENT FOOTBALL CLUB**

In line with the Wundowie Community Plan 2016, the upgrade of the football club would create a central hub with a range of sporting and recreation facilities i.e. sports club, change rooms, toilets, bowling club, playgroup, café and the Wundowie Workers Club.

The football Club has a commercial kitchen, function space and change-rooms. The facilities are aged and in need of repair or replacement.

The football club has been inactive for several years however it is expected to be reinvigorated with the settlement of some historical debt through the Wundowie Sports Association.

**Total: \$25,000**

## **27. UPGRADE WUNDOWIE BASKETBALL COURTS**

The basketball court is in a considerable state of disrepair, requiring complete re-surfacing. It is used by locals for practice. Significant numbers of children and adults compete in clubs based in Mundaring.

**Total: \$25,000**

## **28. FEASIBILITY STUDY WUNDOWIE SWIMMING POOL REFURBISHMENT**

The swimming pool is open November to March each year. It has a lap/leisure pool, infant and medium size toddler pools and hosts school swimming lessons and carnivals plus the Wundowie Swimming Club activities.

The current pool was built during the 1960's and is now in need of significant maintenance.

**Total: \$25,000**

## **29. WUNDOWIE SCHOOL BUS SHELTERS**

The installation of three bus shelters has been requested for the school children.

It has been raised as a community concern with children waiting out in the elements all year round. It provides protection and visual structure for drivers to see on the rural roads increasing the awareness of pedestrians, hence making it safer.

## COUNCIL REQUEST

### 30. UPGRADE CARAVAN DUMP POINT

See Appendix: Council 1

### 31. PUMP UPGRADE FOR WUNDOWIE

The current pumping system runs at 5l/sec. It is a Griswald 8 series high head pump. Allied Pumps are talking to design engineers of the current system to seek all possibilities to increase capacity to 15l/sec. It is not known whether the pump can be rebuilt to provide the capacity or a suitable replacement is needed as it must be compatible with the existing system.

**Estimated cost \$10,000**

### 32. SPENCERS BROOK KERBING AND STREET LIGHTING

#### MOTION / COUNCIL DECISION

**Minute No: C.3073**

**Moved: Cr Williams**

**Seconded: Cr Tinetti**

**That Council request the Chief Executive Officer to place the provision of kerbing and street lighting for the major intersections in Spencers Brook as identified in Attachment 1 on the 2017/18 Budget Consideration list.**

**CARRIED 8/1**

#### **Background:**

This item has been submitted by Cr Williams for inclusion on the 2017/18 budget consideration list. The areas proposed have been marked on the attached map of Spencers Brook. It is requested that these areas be considered for kerbing and street lighting for the major intersections in the locality. Both of these have been requested by the Spencers Brook residents and Progress Association for a number of years, due to safety concerns for both vehicular road users and pedestrians.

#### **Officer's Comment:**

Should Council endorse the Motion staff will require sufficient time to seek confirmed quotation from both Western Power and civil contractors to provide Council with a detailed costing for inclusion in the 2017/18 Annual Budget.



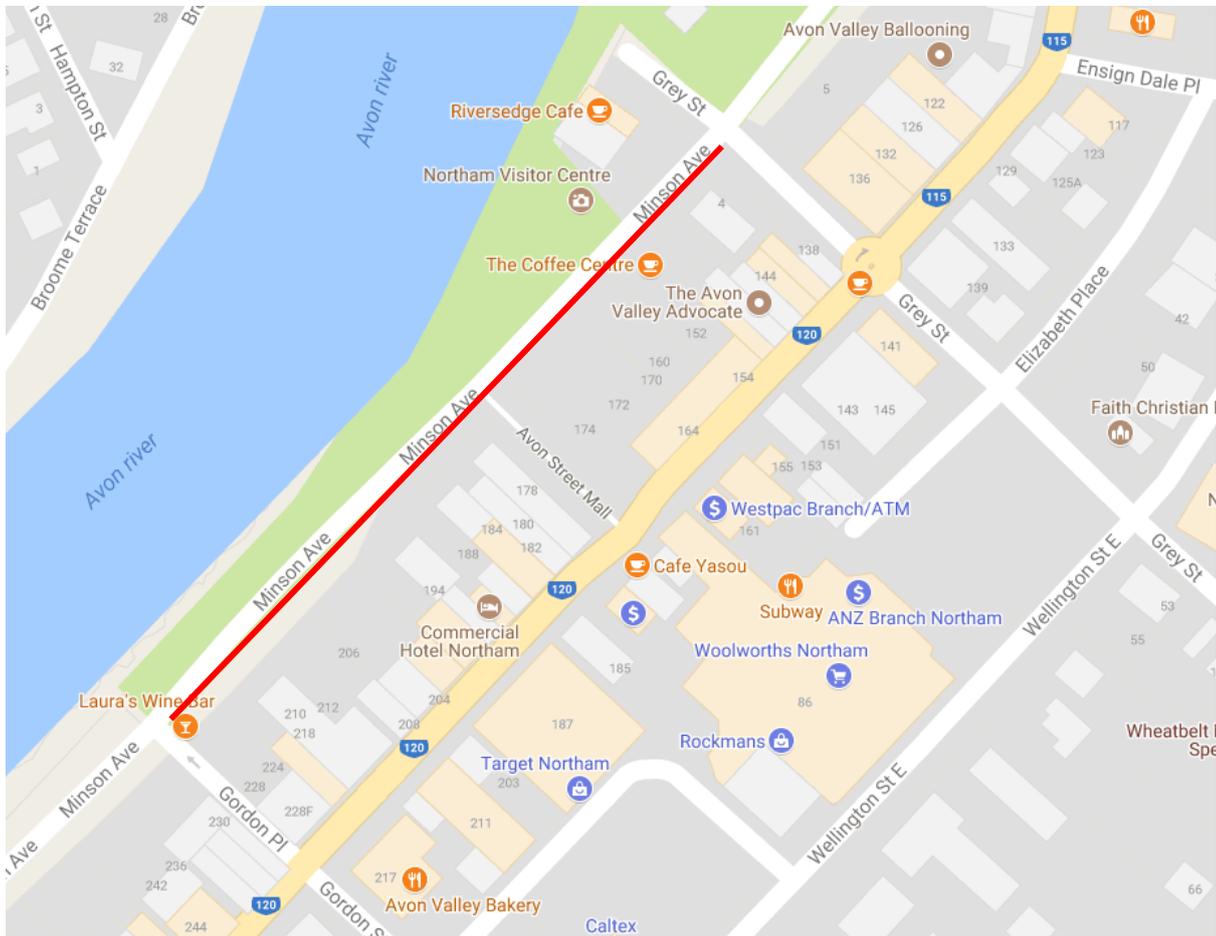
**Total: \$TBA**

### **33. MINSON AVENUE FOOTPATH SOUTH SIDE**

A request for an additional footpath has been made due to safety concerns of pedestrians along the stretch of Minson Avenue from Grey Street to Gordon Street

Project estimate does not allow for onsite identification of formal driveway crossovers and services which may need to be altered.

Estimated Value: \$97,000



### 34. REVIEW ELECTED MEMBERS AND PRESIDENTIAL FEES

Table of fees as per Local Government

2017/18

REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: 11349304 / Furniture and Equipment

PROJECT: Henry Street Oval Covers for benches x 2

Henry Street Oval users do not have benches for teams to sit under. When they were playing on Jubilee they did but these are made of concrete so are unable to be moved. Clubs often have to use bench seating that is for inside the Rec Centre. When we have additional bookings there is not enough for the Rec Centre to supply seating for outside. The provision of the benches is considered a safety issue as there is currently no shelter from the elements.

The item is in line with:

Objective: C3 - For the residents to enjoy living in a safe, caring and healthy community

Strategy: C3.2 - Partner with stakeholders to achieve greater community participation in recreational facilities and services

Action: Assist local sporting clubs to develop their governance and expand their participation levels

TIMING OF EXPENDITURE:

Table with 12 columns (July to Jun) and 2 rows (Month, Amount). Amount for Feb is \$5000.

Or

Tick if an even spread over 12 months

TOTAL EXPENDITURE: (Gross) (include a breakdown of costs if appropriate)

\$3900 - Supply
\$1100 - Install
\$
\$
\$ 5000.00

Total \$ 5000 (a)

Revenue Source and Amount(s):

Grant \$
Fees and Charges \$
Trade-In \$
Reserve Account \$
Other \$

Total \$ (b)

Net Contribution Required by Municipal Fund: \$ 5000.00 (a) - (b)

Have all relevant Departments been consulted? NA

Hello Megan

Price to supply cover

\$ 1950.00 + gst each

Kind Regards,

**Trevor Wibberley**

**FRAMES  
WEST**

Body Building • Fabrication

87 Byfield Street, Northam WA 6401 | PO Box 1172, Northam WA 6401

Ph: 08 9621 1718 | Fax: 08 9621 1794 | E: [trevor@frameswest.net.au](mailto:trevor@frameswest.net.au) | Web: [www.frameswest.net.au](http://www.frameswest.net.au)

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**From:** Megan Worthington [<mailto:snrrec@northam.wa.gov.au>]

**Sent:** Thursday, 6 April 2017 2:24 PM

**To:** Simon Wibberley <[simon@frameswest.net.au](mailto:simon@frameswest.net.au)>

**Cc:** Milton Brooks <[reccoord@northam.wa.gov.au](mailto:reccoord@northam.wa.gov.au)>

**Subject:** Footy Benches/Shade

Hi Simon,



Can you please pass onto Ben.

I was looking at something made like the attached but in sheet metal not concrete.

The measurements are

1.8m high

4.5 m long

1.4m width.

Just a rough price please as I need to add to the budget and they may not be approved.

No seating inside required.

2017/18

## REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER:

**PROJECT:** (A Brief Description)

Provide funds for the continuation of the SilverSport programme, which was a pilot programme funded by the Department of Sport and Recreation. The programme has been an outstanding success, with approximately 180 recipients in the first 9 months. Of this, approximately 40% are new participants to sport and recreation. The programme has been a success from individual participants, but has also assisted with some sporting clubs and organisations towards better sustainability through increased membership. The funding requested would be used to continue the SilverSport programme in some form, and also to implement other low cost sport and recreation activities and programmes to increase physical activity and social inclusion in seniors.

**TIMING OF EXPENDITURE:**

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

**TOTAL EXPENDITURE:** (Gross) (include a breakdown of costs if appropriate)

\$  
\$  
\$  
\$  
\$  
\$ \_\_\_\_\_

**Total** \$20,000

(a)

**Revenue Source and Amount(s):**

Grant \$  
Fees and Charges \$  
Trade-In \$  
Reserve Account \$  
Other \$ \_\_\_\_\_

**Total** \$ \_Nil\_\_\_\_\_ (b)

**Net Contribution Required by Municipal Fund:** \$20,000 (a) – (b)

Have all relevant Departments been consulted?

**Signed:** \_\_\_\_\_



# SILVERSPORT

Pilot project 1 July 2016 - 30 June 2017

1 July 2016 - 31 March 2017  
**Northam**

## Overview

SilverSport supports seniors aged 60 years and over to participate in sport and active recreation. SilverSport allows eligible seniors to apply for financial assistance to contribute towards sporting club memberships or physical activity program fees of up to \$200 per person.

**178** **172**

Approved Applications\*

Seniors

\*Seniors can apply more than once (up to \$200)

## Partnerships

- Department of Sport and Recreation
- Department of Local Government and Communities
- Supported by the Seniors Recreation Council.

**\$300,000 Investment into 5 local governments.**



- City of Belmont
- Shire of Coolgardie
- City of Kalgoorlie-Boulder
- City of Kwinana
- Shire of Northam

## Demographics



- 42% Male
- 58% Female

**74**  
Average age

- 4% CaLD
- 1% Aboriginal
- 18% Disability



**Involved in a club, program or group in the last 12 months**

- 60% Yes
- 40% No

## Top 5 ways seniors are hearing about SilverSport

Club / rec centre / program	71	40%
Local government	50	28%
Friend / family	29	16%
Print materials	18	10%
Flyer / newsletter	4	2%

## 13 Providers

- Businesses (2)
- Community organisations (3)
- Sport and recreation clubs (6)
- Local Government (2)

## 10 Sport and recreation activities

### Top 5 most popular activities

1. Bowls	75	42%
2. Fitness (exercise rehabilitation)	51	29%
3. Swimming	12	7%
4. Golf	11	6%
5. Walking	10	6%

### Top 5 most popular clubs / groups

1. Regional Physiotherapy and Sports Injury Clinic	51	29%
2. Northam Bowling Club	39	22%
3. Senior Citizens Carpet Bowls	33	19%
4. Northam Recreation Centre	13	7%
5. Northam Swimming Pool	12	7%



# SILVERSPORT

Pilot project 1 July 2016 - 30 June 2017

1 July 2016 - 31 March 2017  
State wide

## Overview

SilverSport supports seniors aged 60 years and over to participate in sport and active recreation. SilverSport allows eligible seniors to apply for financial assistance to contribute towards sporting club memberships or physical activity program fees of up to \$200 per person.

## Partnerships

- Department of Sport and Recreation
- Department of Local Government and Communities
- Supported by the Seniors Recreation Council.

**\$300,000 Investment into 5 local governments.**



- City of Belmont
- Shire of Coolgardie
- City of Kalgoorlie-Boulder
- City of Kwinana
- Shire of Northam

**1096**

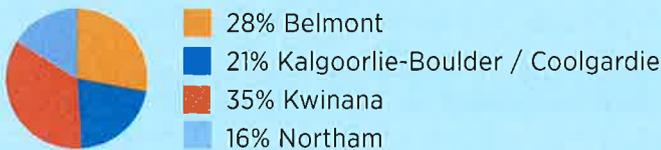
Approved Applications\*

**1031**

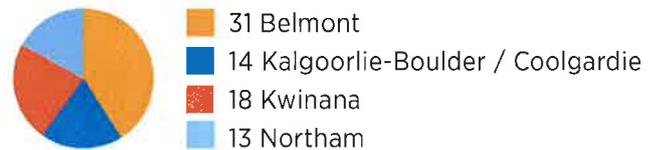
Seniors

\*Seniors can apply more than once (up to \$200)

## 1096 Applications



## 76 Providers

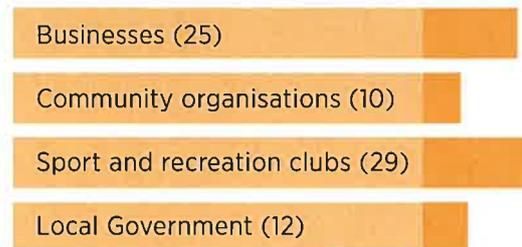


## 21 Sport and recreation activities

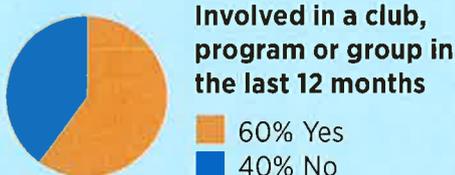
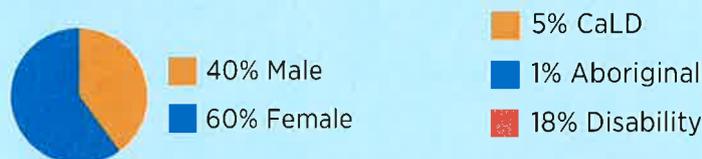
### Top 5 most popular activities

1. Swimming	259	24%
2. Fitness (gym membership)	237	22%
3. Bowls	235	21%
4. Fitness (exercise rehabilitation)	63	6%
5. Golf	59	5%

## Categories of providers



## Demographics



**73**  
Average age

## Top 5 ways seniors are hearing about SilverSport

Club / rec centre / program	493	45%
Friend / family	235	22%
Local government	197	18%
Newspaper	62	6%
Print materials	50	5%



Ross Rayson  
Executive Manager Community Services  
Shire of Northam  
PO Box 613  
NORTHAM WA 6401

Dear Ross

### **FUTURE OF SILVERSPORT PROGRAMS**

Thank you for your letter dated 3<sup>rd</sup> May 2017 regarding the continuation of the SilverSport program.

We are pleased that SilverSport has been well received in the Shire of Northam including from the providers delivering sport and recreation and senior participants.

We appreciate that the Shire would like to continue to deliver the program for as long as possible and have noted the options provided in your letter for consideration. However unfortunately the department is not in a position to commit any further funds to the program at this point in time. It is also not possible to provide the SilverSport branding for local government use beyond the pilot program timeframes specified.

The Shire is encouraged to distribute all existing funding to eligible seniors in your community by the 30 June 2017, as any unspent funds will need to be returned to the department at the end of the program.

The department will work with you in communicating the completion of the program to participants and key stakeholders over the coming weeks. We encourage you to continue discussions on how to apply program learnings and leverage the relationship developed with your senior community and local providers to support ongoing physical activity.

We thank you for your involvement in the SilverSport pilot program and look forward to continuing to work with you through the final stages of implementation and evaluation.

Yours sincerely

**Gemma Barrett**  
**Project Officer - Special Initiatives**

15 May 2017



2017/18

**REQUEST FOR BUDGET CONSIDERATION**

G/L or JOB NUMBER: \_\_\_\_\_

**PROJECT:** (A Brief Description)

*Refurbishment of Anon Descent Start Tower*

**TIMING OF EXPENDITURE:**

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

**TOTAL EXPENDITURE:** (Gross) (include a breakdown of costs if appropriate)

*TBC when quote received*

\$  
\$  
\$  
\$  
\$  
\$  
\$

Total \$ 5000 (a)

b):

\$  
\$  
\$  
\$  
\$  
\$

Total \$ \_\_\_\_\_ (b)

**Net Contribution Required by Municipal Fund:** \$ 5000 (a) – (b)

Have all relevant Departments been consulted?

Signed: *[Signature]*

Forms due to your Executive Manager by 30 April 2017. Please attach quotes if possible.

2017/18

REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: \_\_\_\_\_

PROJECT: (A Brief Description)

Outdoor Digital Information Kiosks (1, 2, or 3)
- Number of kiosks dependent on final costs once specifications have been set

TIMING OF EXPENDITURE:

Table with 12 columns: July, Aug, Sep, Oct, Nov, Dec, Jan, Feb, Mar, Apr, May, Jun. Each column has a '\$' symbol below the month name.

Or

Tick if an even spread over 12 months

TOTAL EXPENDITURE: (Gross) (include a breakdown of costs if appropriate)

\$
\$
\$
\$
\$
\$

Total \$30,000 (a)

Revenue Source and Amount(s):

Grant \$
Fees and Charges \$
Trade-In \$
Reserve Account \$
Other \$

Total \$ (b)

Net Contribution Required by Municipal Fund: \$30,000 (a) - (b)

Have all relevant Departments been consulted?

Signed: [Signature]

Forms due to your Executive Manager by 30 April 2017. Please attach quotes if possible.

### Cloud based LCD outdoor Digital Poster

#### Feature:

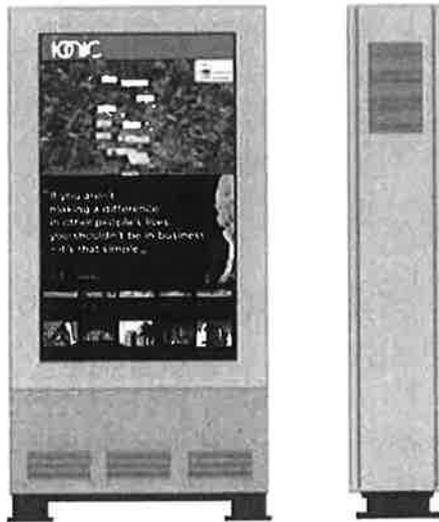
Screen Size: 55 inch

Overall size: 1950(H)x830(W)x320(D) (size in mm)

- High brightness sun readable 1500 nits super high brightness LCD screen;
- Capacitive 6 point touch screen
- Commercial designed for 24/7 operation
- Temperature controlled cooling system
- On/Off control timer
- Embedded media player,
- Custom designed and made enclosure
- With Powerful schedule software;
- updated with different posters/displays via a secure web based system
- Support Split screen display and rolling text;
- Manage content through LAN/WiFi, 3G option.
- With Powerful editing software, support auto editing function
- More functions or customer design

#### Price:

55" Floor standing \$16800 ex GST. *Double-Sided*  
Price exclude freight and installation cost



This is not production drawing, reference only.

### Cloud based LCD outdoor Digital Poster

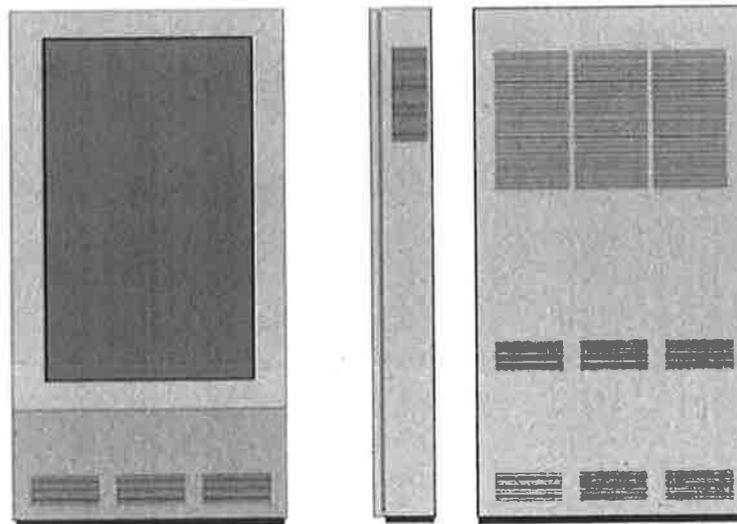
#### Feature:

Screen Size: 55 inch  
Overall size: 2000(H)x850(W)x250(D)  
(size in mm)

- High brightness sun readable 1500 nits super high brightness LCD screen;
- Capacitive 6 point touch screen
- Commercial designed for 24/7 operation
- Temperature controlled cooling system
- On/Off control timer
- Embedded media player;
- Custom designed and made enclosure
- With Powerful schedule software;
- updated with different posters/displays via a secure web based system
- Support Split screen display and rolling text;
- Manage content through LAN/WiFi, 3G option.
- With Powerful editing software, support auto editing function
- More functions or customer design

#### Price:

55" Floor standing **\$8900** ex GST. *Single-Sided*  
If need mini air condition inbuilt add **\$800** ex GST (for north-west facing with direct sunlight)  
Price exclude freight and installation cost



This is not production drawing, reference only.

## Victoria Williams

---

**From:** Jason Whiteaker  
**Sent:** Tuesday, 30 May 2017 11:32 AM  
**To:** Victoria Williams; Ross Rayson; Colin Young  
**Subject:** FW: Digital Information Signage  
**Attachments:** Cortex Brochure.pdf; Flash Media Quote.pdf; Infinitus Outdoor.pdf; Modern city information points.pdf

I would like to see this as a budget submission. Thinking we could put them at the mall and in the grassed area in front of the development commission, perhaps even the recreation centre. Could we also find out;

1. How we update information on them
2. Whether you can link multiple 'hubs' – if yes what is the extent of the link (link Northam information to Bakers Hill?). the link is about updating a range of hubs (and app's – see below) from a central point
3. Can you link the information to an 'app' so people could have a shire of Northam 'app' giving them all the relevant info on what is on, what to see and do, what developments are occurring etc

Thanks

**Jason Whiteaker**  
Chief Executive Officer, Shire of Northam  
e: [ceo@northam.wa.gov.au](mailto:ceo@northam.wa.gov.au)  
p: (08) 9622 6100 | f: (08) 9622 1910  
w: [www.northam.wa.gov.au](http://www.northam.wa.gov.au) | [www.visitnortham.com.au](http://www.visitnortham.com.au)  
t: @ceonortham  
PO Box 613 Northam WA, 6401

**OUR VISION FOR THE SHIRE:**

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

Disclaimer by the Shire of Northam "If you are not the intended recipient, please advise by return e-mail immediately, and delete the e-mail and any attachments without using or disclosing the contents in any way. The views expressed in this e-mail are those of the author, and do not represent those of the Shire of Northam unless this is clearly indicated. You should scan this e-mail and any attachments for viruses. The Shire of Northam accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this e-mail."

Consider the environment before printing this email

---

**From:** Victoria Williams  
**Sent:** Friday, 12 May 2017 12:12 PM  
**To:** Jason Whiteaker  
**Cc:** Ross Rayson  
**Subject:** Digital Information Signage

Hi Jason,

Just FYI, here's some info I've received so far on the costs for digital information signage as discussed for the grant funding. I've been speaking to 3 companies at this stage- below is a summary of what each has told me to date. FYI, I've had to give them a rough idea of what we're looking for, as they can't quote without some specs. I've focused on tourism for now, but that isn't to say that we can't get a Shire one for ICS lodgement etc instead.

I've asked for quotes on the following:

- Interactive Menu
- Interactive Maps/ way finding
- Events Calendar
- Information/ Bulletin page
- Weather Station
- EV Charging Station
- Water station
- Public safety CCTV/ audio monitoring

### **Deep Creek Digital**

They can assist with outdoors kiosks and content, they say that the outdoors hardware is world's best quality but expensive, so it would be good to get our planned budget spend to see what they can offer in the range. Attached is some info about the iMotion kiosks, the lowest priced ones are the single sided 32" model.

The thing is outdoor kiosks are expensive to install, mains power has to be laid, maybe this mean digging up a footpath. And a concrete footing installed, the footing itself could be \$5,000 to \$9,000 +GST, depending on the site.

Content and content management system expense is up to us, they can start from around \$12,000 +GST, goes up depending on how many features are offered in such areas as the Wayfinding.

At this stage they need a lot more detailed brief to supply a proper quote. They do supply consulting services to prepare the brief so requirements are firmed up, it does take some time to work out.

The price per unit of the iMotion kiosks depends on if single or double sided, size and features. The 32" single starts about \$30,000 +GST then there is install, allow \$4,000 depending on the site plus the footing plus the power cable. Most common unit in Europe is the 46" singles which is around the \$50,000 + GST mark. If more than one unit purchased, prices per unit is reduced.

### **Flash Media**

I've attached their proposal.

In my requests email, the first 5 requests are based on touch screen and the functions are achieved by software, this will be easy.

- Interactive Menu
- Interactive Maps/ way finding
- Events Calendar
- Information/ Bulletin page
- Weather Station

he functions below need a custom designed enclosure to add this hardware in.

- EV Charging Station
- Water station
- Public safety CCTV/ audio monitoring

They can custom make an enclosure, or we can provide a concept design and they'll integrate everything together.

### **Cortex**

This product is very new (it's being officially launched at the digital cities conference in Adelaide at the end of this month). They've said that they'd like to wait until they've got a finished product that's tried and tested before they give us a formal quote, but they're very interested to work with us. They are working closely with local governments in Adelaide.

Let me know if you want any more info on this

2017/18

REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: 11349404 Job 6417

PROJECT: (A Brief Description)

Install lighting on the BMX track

TIMING OF EXPENDITURE:

Table with 12 columns: July, Aug, Sep, Oct, Nov, Dec, Jan, Feb, Mar, Apr, May, Jun. Values: \$, \$, \$, \$, \$90k, \$, \$, \$, \$, \$, \$, \$

Or

Tick if an even spread over 12 months

TOTAL EXPENDITURE: (Gross) (include a breakdown of costs if appropriate)

\$ 90,000
\$
\$
\$
\$

Total \$ (a)

Revenue Source and Amount(s):

Grant \$ Project already commenced
Fees and Charges \$
Trade-In \$
Reserve Account \$
Carried over from current year \$ 20,000

Total \$ 20,000 (b)

Net Contribution Required by Municipal Fund: \$ 70,000 (a) - (b)

Have all relevant Departments been consulted?

Signed: [Signature]

Forms due to your Executive Manager by 30 April 2017. Please attach quotes if possible.

Grafton

  
Electrics

Postal Address:  
P.O. Box 289, Northam WA 6401  
Workshop/Office:  
21 Charles Street, Northam WA 6401  
Telephone: (08) 9622 1968  
Facsimile: (08) 9622 5759  
Email: dgrifton@bigpond.net.au

ABN: 42 833 184 395

**ELECTRICAL CONTRACTORS** EC 005202

## QUOTATION

ALL QUOTES VALID FOR 30 DAYS

SHIRE OF NORTHAM  
ATTN MEAGAN

WE HAVE PLEASURE IN SUBMITTING A BUDGET PRICE FOR THE  
FOLLOWING.

SUPPLY AND INSTALL 6 LED DOWN LIGHTS TO THE OUTSIDE AREA OF  
THE HOSPITALITY ROOM. \$4,800.00 PLUS GST.

SUPPLY AND INSTALL BMX LIGHTING AS PER THE ORIGINAL  
SPECIFICATIONS \$90,000.00 PLUS GST

THESE ARE ONLY ESTIMATION PRICES

**YOURS FAITHFULLY**

  
DAVID GRAFTON  
**GRAFTON ELECTRICS**  
Monday, 3 April 2017

2017/18

REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: \_\_\_\_\_

PROJECT: (A Brief Description)

NORTAM BALLOON FIESTA  
Budget overview attached.

TIMING OF EXPENDITURE:

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$ ✓	\$ ✓	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

TOTAL EXPENDITURE: (Gross) (include a breakdown of costs if appropriate)

For all items listed in  
Budget overview

\$ 80,000  
\$  
\$  
\$  
\$

Total \$ 80,000 (a)

Revenue Source and Amount(s):

Grant  
Fees and Charges  
Trade-In  
Reserve Account  
Other

\$ 30,000  
\$  
\$  
\$  
\$

Total \$ 30,000 (b)

Net Contribution Required by Municipal Fund:

\$ 50,000 (a) - (b)

Have all relevant Departments been consulted?

Signed: [Signature]

Forms due to your Executive Manager by 30 April 2017. Please attach quotes if possible.

The 2017 NORTHAM BALLOON FIESTA will take place the Saturday before the official start of the National Ballooning Championships and will act as an official welcome to all National and International Balloon Pilots who will be competing in the Championships.

The Shire of Northam is proposing a stage show, comprised of one big-ticket main act, along with local performers and roving entertainment throughout the event. This format will ensure a good attendance, support local acts, and also give a varied and exciting range of entertainment for the event.

A family fun zone is also planned and this will consist of games and rides for all ages, a sideshow alley, educational and community activities, and an interactive opportunity to engage with balloon pilots. The event will include a number of market stalls and food stalls/vans, all of which at the 2015 event reported a very successful night in terms of sales/visitation.

The event finale consists of a hot air balloon glow of around 10 balloons which will be lit up in the dark and choreographed to glow to music. This will be followed directly by a fireworks display. A private sponsors' function is also hosted alongside the Fiesta to recognise the contributions made to the event by sponsors, pilots, and event officials.

The aim of the 2017 NORTHAM BALLOON FIESTA is to provide an opportunity for the community to become involved this national event, and get an 'up close and personal' experience. It is also anticipated that this event will be a draw card for visitors to come to Northam and add value to the economic impact of the Championships. Balloons are so iconic to Northam and attendees not be disappointed with seeing them so close, and having the opportunity to take part in such a unique event.

The 2017 NORTHAM BALLOON FIESTA will showcase Northam as a fantastic location to work, play, invest, or visit. In addition to the obvious excitement for those living in and visiting Northam, this event provides a wonderful opportunity to further the Northam brand, and give the local economy a considerable boost.

Shire of Northam Balloon Fiesta 2017		
Details		\$
<b>Income</b>		
Sponsorship	\$	-
Grants - Lotterywest	\$	30,470.00
Shire of Northam Investment	\$	33,622.86
<b>Sub-Total</b>	<b>\$</b>	<b>64,092.86</b>
<b>Expenditure</b>		
<b>Property &amp; Equipment Hire</b>		
Audio Visual Equipment	\$	7,818.00
Domed Stage with green room	\$	5,250.00
Marquees for stallholders	\$	6,528.00
Refuse Removal	\$	692.50
Generator Hire	\$	1,979.99
Glow/LED items to decorate event	\$	1,000.00
Helium Balloons, LED	\$	2,000.00
Helium cylinders	\$	600.00
Lighting Towers	\$	2,048.00
<b>Services</b>		
Security	\$	2,500.00
First-Aid	\$	1,037.00
Drone filming	\$	1,360.00
Parking management group	\$	500.00
<b>Entertainment &amp; Activities</b>		
Fire Works	\$	5,000.00
Amusement Rides	\$	2,205.50
Wheatbelt Science Hub	\$	5,000.00
Headline stage Show Act	\$	4,400.00
Support Act - Another Fine Mess	\$	1,500.00
VIP Function	\$	4,000.00
Game Vault	\$	2,125.00
<b>Marketing</b>		
Advertising (Social Media)	\$	1,000.00
Advertising (Print Media )	\$	1,198.87
Advertising (Radio)	\$	2,000.00
Printing (Flyers)	\$	1,000.00
Unaddressed Mail	\$	1,000.00
MC	\$	350.00
<b>Sub-Total</b>	<b>\$</b>	<b>64,092.86</b>

2017/18

**REQUEST FOR BUDGET CONSIDERATION**

G/L or JOB NUMBER:11342212/11343143 \_\_\_\_\_

**PROJECT:**

Perth Wildcats Pre season NBL  
Game \_\_\_\_\_

**TIMING OF EXPENDITURE:**

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$25,000	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

**TOTAL EXPENDITURE:** (Gross) (include a breakdown of costs if appropriate)

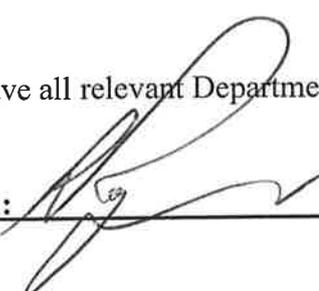
Perth Wildcats fee \$10,000  
Equipment hire \$12,500  
Catering \$ 1,500  
\$  
GST \$ \_\_\_\_\_  
**Total \$24,000 (a)**

**Revenue Source and Amount(s):**

Grant \$  
Fees and Charges \$9,000  
Trade-In \$  
Reserve Account \$  
Other \$ \_\_\_\_\_  
**Total \$9000.00(b)**

**Net Contribution Required by Municipal Fund:** \$15,000 (a) – (b)

Have all relevant Departments been consulted?

Signed: \_\_\_\_\_  


The Northam Recreation Centre has been liaising with the Perth Wildcats to host an NBL Pre season game in September 2017. Whilst it is in early stages, indications are positive that this will go ahead.

The proposed date is Friday 1 September 2017, which is ideal timing as the opening of the National Ballooning Championships is on Saturday 2 September.

This potential event follows on from the highly successful pre- season netball game for the West Coast Fever, the recent basketball clinic held by the Perth Wildcats, and the upcoming State Basketball league fixture with the Perry Lakes hawks in July.

**Assumptions**

Grandstand seating hired	936
% of tickets sold	80%
Child:Adult Ratio	2
Child:Adult ticket cost	50%
Adult ticket cost	\$15

<b>Income</b>	<b>Number</b>	<b>Cost</b>	<b>Subtotal</b>	<b>Total</b>
Adult Tickets	311	\$15.00	\$4,665	\$9,330
Child Tickets	622	\$7.50	\$4,665	

<b>Expenditure</b>	<b>Number</b>	<b>Cost</b>	<b>Subtotal</b>	<b>Total</b>
Appearance fee	1	\$10,000	\$10,000	\$24,000
Grandstand	1	\$12,500	\$12,500	
Catering	1	\$1,500	\$1,500	

**Operational Subsidy:           \$14,670**

YES

2017/18

# REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: \_\_\_\_\_

**PROJECT:** (A Brief Description)

- 1) School bus shelter (156636) Glenmore estate
- 2) School bus shelter (1659940) Carter Road Grass Valley.

**TIMING OF EXPENDITURE:**

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

**TOTAL EXPENDITURE:** (Gross) (include a breakdown of costs if appropriate)

\$ 7200  
 \$ 7200  
 \$  
 \$  
 \$  
 \$  
 Total \$ ~~14,400~~ 11,000 (a)  
 26,200

**Revenue Source and Amount(s):**

Grant \$  
 Fees and Charges \$  
 Trade-In \$  
 Reserve Account \$  
 Other \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_ (b)

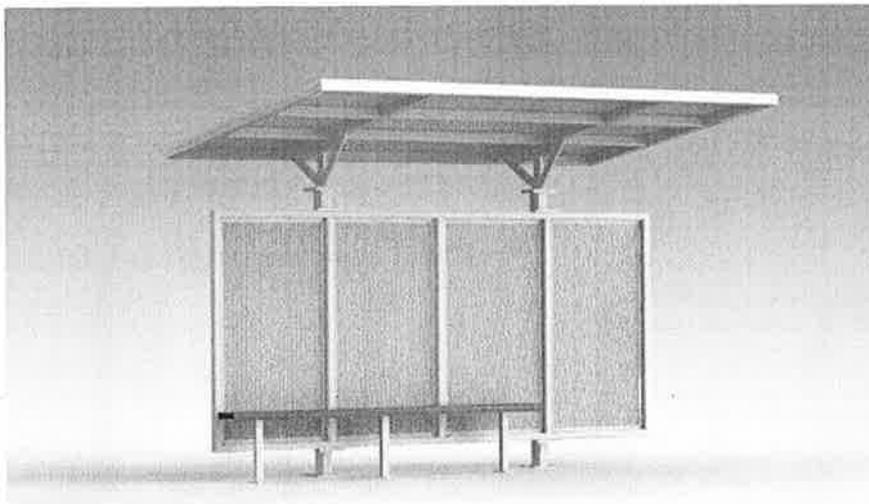
**Net Contribution Required by Municipal Fund:**

\$ ~~14,400~~ 11,000 (a) - (b)  
 26,200

Have all relevant Departments been consulted?

Signed: [Signature] [Signature]

\* Based on landmark pricing as PTA shelters may not be available  
 [Signature]



## The JSF Flat Roof Shelter

Information and Specification Sheet

Approximately 30 bus shelters are available as at 13/2/2017. There are a range of shelter structures available. Some shelters have no end panels whilst others have only one left or right end panel. Any additional changes to the shelter will incur additional charges as outlined below.

**Pricing information:**

- Bus shelter within the metropolitan area (supplied only) \$2,500
- Bus shelter within the metropolitan area (supplied and installed) \$4,000\*
- Bus shelter outside of metropolitan area (shelter cost only - delivery and installation costs to be agreed on, dependent on location) \$2,500
- Powder coat (1 colour to entire structure) \$1,300.00
- Paint in 2 pack (1 colour to entire structure) \$1,600.00
- Retro fitting end panel to one side \$749.00
- Retro fitting end panels to both sides \$1,498.00

\* This cost may increase if there are additional site specific traffic management requirements. These will be confirmed prior to installation.

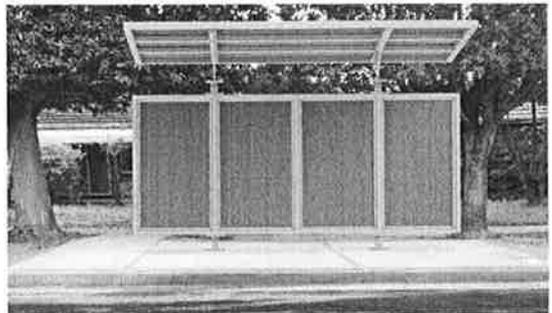
Please note: Preference will be given to installations at Public Transport Authority (PTA) bus stop locations, which the PTA will upgrade in conjunction with the bus shelter installation.

For more information on these shelters please contact:

Rick Jones (Project Officer - North metropolitan and regional areas)  
on 9326 2433,

Richard Robinson (Project Officer - South metropolitan and regional areas)  
on 9326 2922.

Or email [bussshelters@pta.wa.gov.au](mailto:bussshelters@pta.wa.gov.au)



Public Transport  
Authority

**Transperth**

Description	Length	Width	area	Rate	Cost
Base Slab	4.5	2.5	11.25	130	1462.5

Shelter	2500
Bench	650
Installation	1500
Painting	1000
	7112.5



**Landmark Products Pty Ltd**

55-57 Kabi Circuit  
PO Box 603  
DECEPTION BAY, QLD 4508 AUSTRALIA  
Phone: (07) 3817 9444  
Fax: (07) 3204 0457  
Email: landmark@landmarkpro.com.au  
ABN: 99 112 000 843

**Quote No: 29514R0**

**Wednesday, 22 June 2016**

**Client:** Shire of Northam  
**Contact:** Sue Connell  
**Email:** pcao@northam.wa.gov.au  
**Phone:** 08 9622 6136

**Delivery Location:**  
Northam WA 6400

**Project Consultant:** Adel Young  
WALGA

**Estimator:** ALAHUN

\*\*\* A formal instruction to proceed must be submitted on a company letterhead or official purchase order, and placed on Landmark Products Ltd via the above fax number or email address \*\*\*

**Project:** Bus shelter

**Supply of ( 1 ) Standard K703 "Bathurst" all steel bus shelter with 'boltdown' posts ( no seat ), as per drawing K7034S\*S\*BGX-101 Rev 0.**

- \* Pre-cut and pre-curved Colorbond, blue orb roof sheeting - XRW grade.
- \* Hot dipped galvanised and powder coated steel roof frame and posts.
- \* Galvanised and powder coated lv16g louvre mesh panels.
- \* Landmark products stainless steel anti vandal fastening system.
- \* All remaining brackets and fixings are galvanised steel.
- \* Footing design and setout plan.
- \* Engineers certification and building application drawings.
- \* Installation instructions.
- \* Delivery to site or depot - unloading by others.

**Note.**

- \* No allowance for unloading of the kit at site ( in install price ).

Price for 1	\$9,920.00
+10% GST	\$992.00
<b>Total Price for 1</b>	<b>\$10,912.00</b>
Price for 10	\$96,200.00
+10% GST	\$9,620.00
<b>Total Price for 10</b>	<b>\$105,820.00</b>

**Supply of ( 1 ) 1.5m Aluminum seat with 'boltdown' legs ( supplied with the shelter kit ).**

Price for 1	\$650.00
+10% GST	\$65.00
<b>Total Price for 1</b>	<b>\$715.00</b>
Price for 10	\$6,500.00
+10% GST	\$650.00
<b>Total Price for 10</b>	<b>\$7,150.00</b>

**INSURANCES FOR YOUR PROTECTION:** \$20 Million Public and Product Liability Cover, \$5 Million Professional Indemnity Cover

**WARRANTY:** 10 year Structural Guarantee

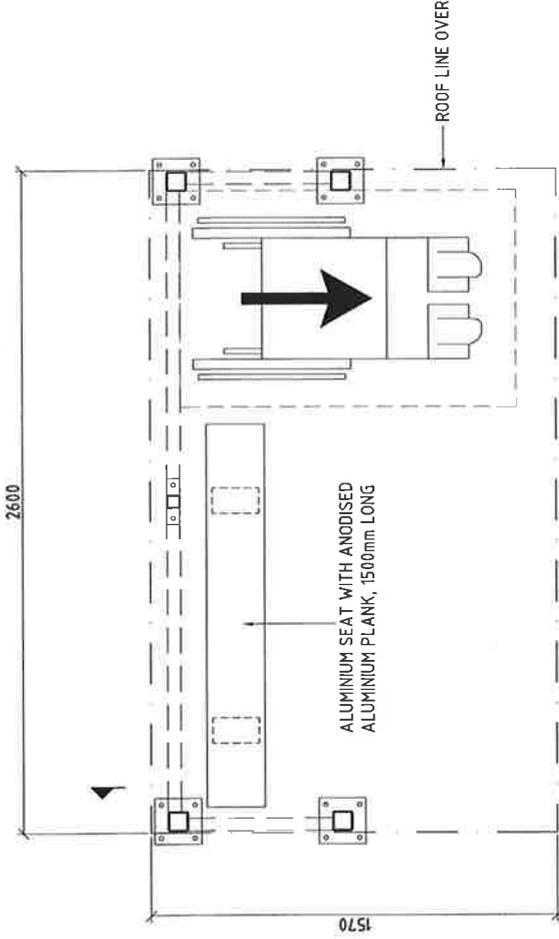
**QUOTE TERMS AND TRADING TERMS:**

As per Landmark Products Quotation and Trade Terms (clause 5.1) Invoice of product supply will occur on completion of manufacture (regardless if the product is shipped or not) and payment is due 30 days from EOM. A 20% deposit must be paid upon placement of order of all custom manufactured goods.

This quotation is subject to Landmark Quotation and Trading Terms - Available on our website at www.landmarkpro.com.au

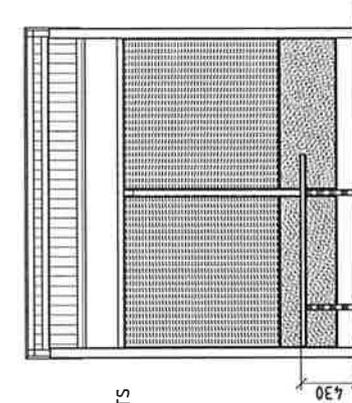
We thank you for the opportunity to submit this proposal and look forward to working with you.

ALL DIMENSIONS IN MILLIMETRES - DO NOT SCALE

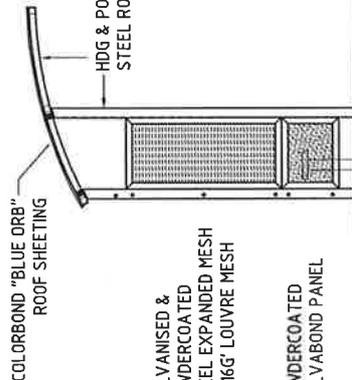


PLAN  
SCALE (1:20)

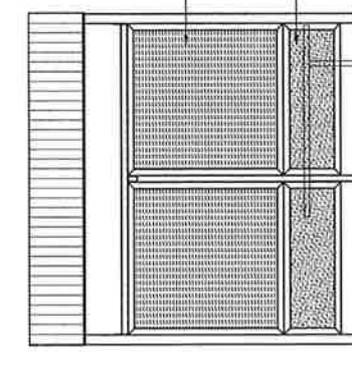
- GENERAL NOTES:**
- G1. DURING CONSTRUCTION THE STRUCTURE SHALL BE MAINTAINED IN A STABLE CONDITION AND NO PART SHALL BE OVER STRESSED.
  - G2. PRIOR TO COMMENCEMENT OF WORKS THE BUILDER SHALL SATISFY THEMSELVES OF THE CORRECT LOCATIONS OF ALL EXISTING SERVICES WHETHER INDICATED OR NOT ON THE PLANS.
  - G3. LOCATING OF THE STRUCTURE, INCLUDING CO-ORDINATES IF APPLICABLE IS THE RESPONSIBILITY OF THE CLIENT AND/OR THE CLIENT'S SITE REPRESENTATIVE.
  - G4. STRUCTURE HAS BEEN DESIGNED IN ACCORDANCE TO THE FOLLOWING AUSTRALIAN STANDARDS:
    - AS1170.1, AS1170.2, AS1720.1, AS3600 AND AS4100, AS1664.
  - G5. STRUCTURE IS SUITABLE FOR N3 AREAS AND HAS BEEN DESIGNED WITH AN AVERAGE RECURRENT INTERVAL OF 100 YEARS.
  - G6. SITE COVERAGE IS 4.08m<sup>2</sup> (ROOF AREA).
  - G7. THE FOOTING HAS BEEN DESIGNED ASSUMING:
    - ALLOWABLE SOIL BEARING CAPACITY OF 100kPa
    - SOIL ADHESION OF 10kPa
    - (TO BE VERIFIED ON SITE).
  - G8. FOR SLABS ON GROUND, ALL TOPSOIL AND UPPER STRATA CONTAINING SOFT OR ORGANIC MATTER ARE TO BE REMOVED AND REPLACED WITH SELECT COMPACTED FILL.
  - G9. ALL FILL TO BE CLEAN, PLACED IN LAYERS NOT EXCEEDING 200mm AND COMPACTED TO 95% STANDARD COMPACTION.
  - G10. EARTHWORKS SHALL BE CARRIED OUT IN ACCORDANCE WITH CRITERIA AND PROCEDURES SET OUT IN AS3798 GUIDELINES ON EARTHWORKS FOR COMMERCIAL AND RESIDENTIAL DEVELOPMENTS.



FRONT ELEVATION  
SCALE (1:40)



END ELEVATION  
SCALE (1:40)



REAR ELEVATION  
SCALE (1:40)

<b>CLIENTS DESIGN APPROVAL</b>	
APPROVED	DATE:

<b>REVISION</b>	DATE:	DRAWN BY:	PROJECT	CLIENT NAME	PAGE
6			LANDMARK PRODUCTS LTD.	LANDMARK PRODUCTS LTD.	A3
5					DRAWN PK
4					SCALE
3				STD. K703 "BATHURST", W41, ALL STEEL, BD, GALV, XRW	K7034S'S'BGX NTD
2				DRAWING TITLE	SHEET No.
1				BA - PLAN & ELEVATIONS	101
					REV. 0

**Landmark**  
Enhancing Open Space Environments

Landmark Products Limited.  
A.B.N. 99 112 000 843  
55-57 Kabi Circuit, Description Bay  
P.O. Box 603, Description Bay  
Queensland 4608

PH: 1300 788 230  
FAX: 1300 788 250  
www.landmarkpro.com.au  
landmark@landmarkpro.com.au

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PROHIBITED.

CHECKED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

# PROPOSAL

Quote EXTQ6423  
Date Aug 19, 2016



To: Sue Connell  
SHIRE OF NORTHAM  
PO BOX 613  
NORTHAM, WA 6401

T. (08) 9622 6136

26 Wildfire Road  
Maddington WA 6109

T. 1300 785 765  
F. 08 9452 7966

sales@exteria.com.au  
exteria.com.au

Landmark Engineering & Design Pty Ltd  
ABN 53 147 967 095 trading as Exteria

SALES CONTACT	PROJECT / JOB	PAYMENT TERMS
Damien Davies	NORTHAM BUS SHELTERS	T.B.A.

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
7	CUSTOM BUS SHELTER: Frame: Heavy steal section, HDG Roof: Colorbond sheeting Mounting Type: Sub-Surface Size: 3m L x 1.7m W x 2.5m H Finish: Hot Dip Galvanised & powder coated Includes Aluminium perforated Panelling.	\$4,521.00	\$31,647.00

<b>SUBTOTAL</b>	\$31,647.00
<b>GST</b>	\$3,164.70
<b>TOTAL</b>	<b>\$34,811.70</b>

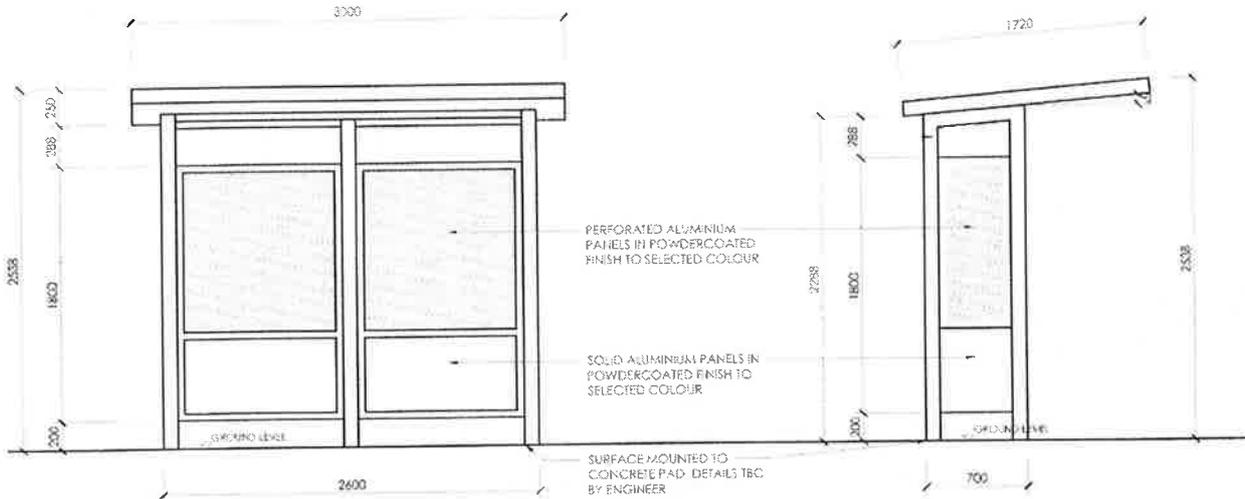
Thank you for the opportunity to assist you with a quotation.  
If you have any queries do not hesitate to contact the undersigned.

Best Regards,

Damien Davies  
Sales Consultant

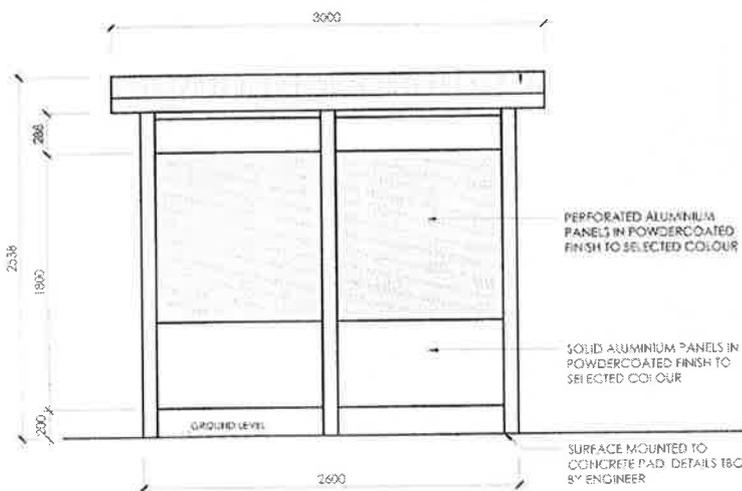


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**BUS SHELTER FRONT ELEVATION**  
A  
01  
1: 100 M.

**BUS SHELTER SIDE ELEVATION**  
A  
01  
1: 100 M.



**BUS SHELTER REAR ELEVATION**  
A  
01  
1: 100 M.



**EXTERIA**  
26 WILDFIRE RD  
MADDINGTON WA 6109  
PH: 1300 785 765  
e: info@exteria.com.au

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TITLE	<b>BUS SHELTER</b>
DATE	<b>27/07/2016</b>
DRAWN	-
CHECKED	-

SHEET NO.

**01**

OF  
**01**

JOB NO.

REV NO.

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YES

# REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: \_\_\_\_\_

**PROJECT:** (A Brief Description)

Airport Line markings  
\_\_\_\_\_  
\_\_\_\_\_

**TIMING OF EXPENDITURE:**

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

**TOTAL EXPENDITURE:** (Gross) (include a breakdown of costs if appropriate)

\$  
\$  
\$  
\$  
\$  
\$ \_\_\_\_\_

**Total** \$ 30,000. (a)

**Revenue Source and Amount(s):**

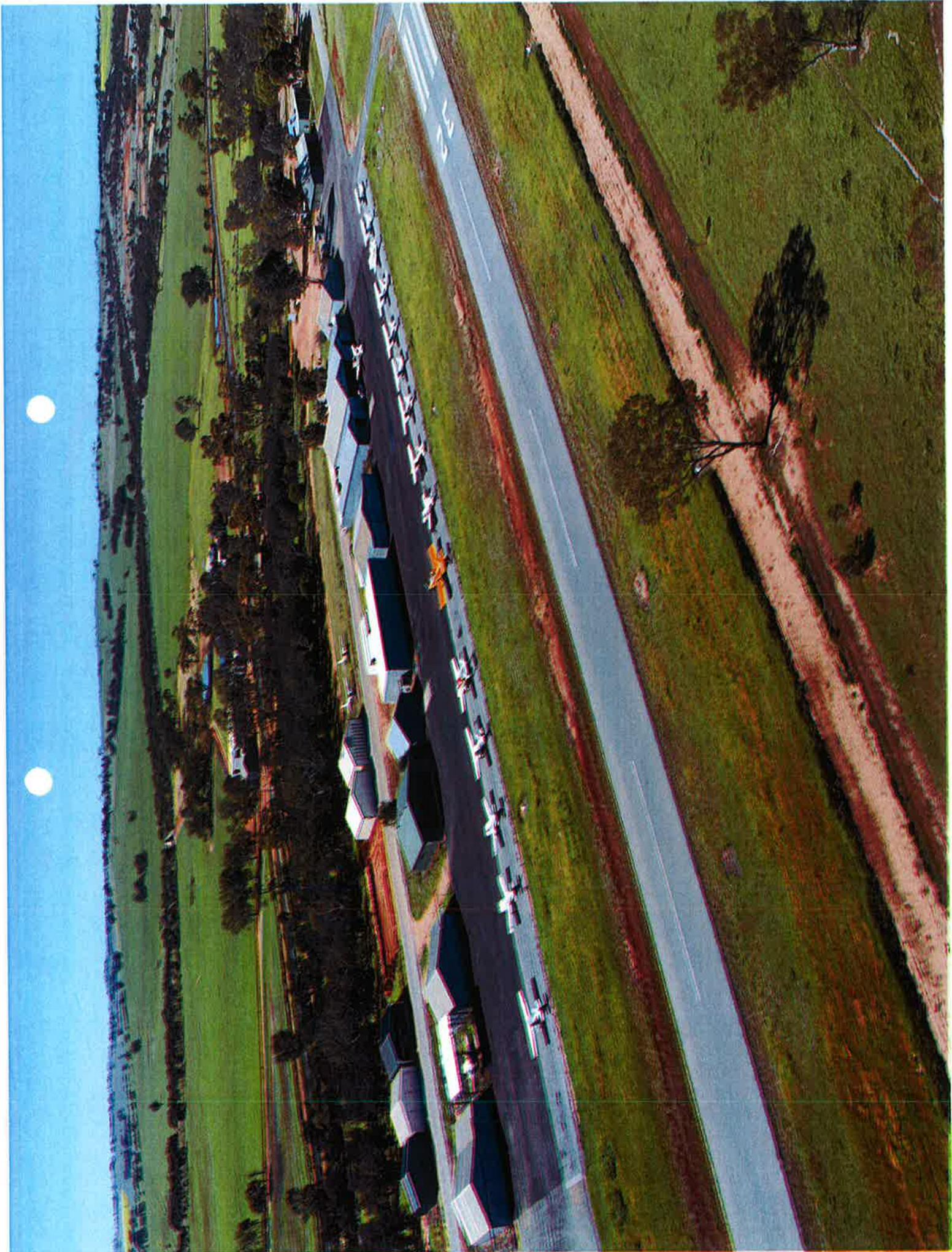
Grant \$  
Fees and Charges \$  
Trade-In \$  
Reserve Account \$  
Other \$ \_\_\_\_\_

**Total** \$ \_\_\_\_\_ (b)

**Net Contribution Required by Municipal Fund:** \$ 30,000 (a) – (b)

Have all relevant Departments been consulted?

**Signed:** Tracy Renee



<b>QUOTATION</b>	<b>17RM 132</b>
------------------	-----------------



**ROAD and  
TRAFFIC  
SERVICES**

**Barrard Pty Ltd**  
ACN 151 779 574  
ATF Barrett-Lennard Trust  
ABN 85 670 226 024

**DATE :** \_\_\_\_\_ **YOUR REF:** \_\_\_\_\_

**CLIENT :** Shire of Northam  
**Attn:** Tracey Pearce **Phone:** \_\_\_\_\_  
**Fax:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_  
**Email:** [operations@northam.wa.gov.au](mailto:operations@northam.wa.gov.au) **No. of Pages:** 1

**LOCATION :** Northam Aero Club

**SCOPE OF WORK :** Install as Below

Description	Unit	Quantity
Centre Line	dashes	14
Threshold Markings	ea	2
Runway End Markings	m2	42
Arrows	ea	4
Numbers	ea	4
Hold Line	m	30
Taxi Line Marking	m	150
Edge Line	m	200

**Note:** Inductions / Medicals charged at a rate of \$55 / hr per crew member.( medicals charged at cost plus 10% )  
 Standing time charged at a rate of \$85 / hr per crew member.

**MATERIALS :** All materials used are to current Australian and MRWA standards. Normal manufacturer's guarantee apply.

**PRICE :** **\$28,600.00** **Plus 10% G.S.T.**

**TERMS :** Nett 30 Days,

**VALIDITY :** 26-May-17

**AVAILABILITY :** To be advised.

Current Insurances are held under the following polices :  
 Workers Comp: QBE GWC-1758005 Public Liability: Brooklyn Underwriting BROVR002494 (\$30m) Aviation: AllianZ BAW000-788-286

**Yours faithfully,**

**Guy Barrett-Lennard** Manager

**This quotation assumes CLEAR access and CLEAN surface.**  
**Unless otherwise stated it does NOT include setting out, spotting or removal of vehicles, debris or obstructions.**  
**Hold-ups beyond the control of Road and Traffic Services in the metropolitan area will charge at the following rates:**

<b>Mobilisation fee per visit per site.</b>	<b>\$150.00</b>
<b>Standing time, per crew member, per hour.</b>	<b>\$80.00</b>

**Acceptance of this quotation acknowledges acceptance of these conditions.**

NOTE: There is NO provision in this Quote for any Government Taxes or Duties, including but not limited to a Goods and Services Tax, which will be on charged.

**Please sign below if Quote is Accepted and Return by Fax or Mail**

Purchase Order No. ....

Print Name: ..... Signature: .....

34 Irvine Street, Bayswater WA 6053      Email: [rats@roadtraffic.com.au](mailto:rats@roadtraffic.com.au)  
 Phone: 61 8 9371 1140      Facsimile: 61 8 9371 1962      Website: [www.roadtraffic.com.au](http://www.roadtraffic.com.au)





## **Geordas Thariyath**

---

**From:** Geordas Thariyath  
**Sent:** Wednesday, 29 March 2017 10:56 AM  
**To:** Tracey Pearce  
**Cc:** Clinton Kleynhans (emes@northam.wa.gov.au); Michael Newton  
**Subject:** New Graveyard -2017-18 Budget

Hi Tracey,

Please see below new grave yard for 2017-18 Budget. Last year PO by GDR was 48,950. Reducing the length in roads by 45m, approximate \$5,465 could be reduced. This will provide a cost of \$43500 .

**Total to be reduced**

Kerbing – 45mX2X\$25 = \$2250  
Road surface – 45m X 3.5m X \$10 = \$1575  
Road Gravel -45m X 3.5m X \$10 = \$1575  
Kerb Removal – 13MX\$5 = \$65  
Total = \$5465

If you are happy with this costing I can add this to the Budget Request. Please add the cost involved based on Geotech report. Michael will prepare a drawing based on the sketch prepared with dimensions.

Regards

Geordas



**Geordas Thariyath**

Asset Manager, Shire of Northam

e: [assets@northam.wa.gov.au](mailto:assets@northam.wa.gov.au)

p: (08) 9622 6120 | f: (08) 9622 1910

w: [www.northam.wa.gov.au](http://www.northam.wa.gov.au) | [www.visitnortham.com.au](http://www.visitnortham.com.au)

PO Box 613 Northam WA, 6401



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**Consider the environment before printing this email**





PO Box 613, NORTHAM WA 6401  
 395 Fitzgerald Street, NORTHAM WA 6401  
 Phone: (08) 9622 6100  
 Fax: (08) 9622 1910  
 Email: records@northam.wa.gov.au

ABN: 42 826 617 380

**Purchase Order 41661**

To:  
 KERBTECH P/L T/A GDR CIVIL CONTRACTING  
 PO BOX 719  
 NORTHAM WA 6401

Page 1 of 2  
 Date 02/06/2016  
 Required By 02/06/2016  
 Fax To 95740438

Quantity	Description	Reference	Unit Value	Line Value
1.00	EXTENSION OF NORTHAM CEMETERY - CLEARING VEGETATION, TOP SOIL & LEVELLING FOR GRAVE YARD & ROAD. 200MM THICK ROAD BASE FOR 110M LONG SEALED ROAD COMPACTED TO 95% MMDD MINIMUM. 14MM PRIMER SEAL WITH 7MM SECOND COAT SEAL FOR A 3.5M SEALED ROAD MATCHING WITH EXISTING ROAD WITH 3% ONE-WAY CROSS FALL & TURNING RADIUS AS SHOWN IN THE PROVIDED DRAWING. REMOVAL OF EXISTING KERB FOR NEW ROAD OPENING. SEMI MOUNTABLE KERBS ON BOTH SIDES OF THE ROAD & TRANSITION TO THE EXISTING KERB. MOUNTABLE KERBING FOR FUTURE CAR PARK OPENING. ROAD SURFACING HAS TO BE MAINTAINED FOR PROPER DRAINAGE.	LO:GT	\$3,045.90	\$3,045.90
1.00	EXTENSION OF NORTHAM CEMETERY - CLEARING VEGETATION, TOP SOIL & LEVELLING FOR GRAVE YARD & ROAD. 200MM THICK ROAD BASE FOR 110M LONG SEALED ROAD COMPACTED TO 95% MMDD MINIMUM. 14MM PRIMER SEAL WITH 7MM SECOND COAT SEAL FOR A 3.5M SEALED ROAD MATCHING WITH EXISTING ROAD WITH 3% ONE-WAY CROSS FALL & TURNING RADIUS AS SHOWN IN THE PROVIDED DRAWING. REMOVAL OF EXISTING KERB FOR NEW ROAD OPENING. SEMI MOUNTABLE KERBS ON BOTH SIDES OF THE ROAD & TRANSITION TO THE EXISTING KERB. MOUNTABLE KERBING FOR FUTURE CAR PARK OPENING. ROAD SURFACING HAS TO BE MAINTAINED FOR PROPER DRAINAGE.		\$31,460.00	\$31,460.00
1.00	EXTENSION OF NORTHAM CEMETERY - CLEARING VEGETATION, TOP SOIL & LEVELLING FOR GRAVE YARD & ROAD. 200MM THICK ROAD BASE FOR 110M LONG SEALED ROAD COMPACTED TO 95% MMDD MINIMUM. 14MM PRIMER SEAL WITH 7MM SECOND COAT SEAL FOR A 3.5M SEALED ROAD MATCHING WITH EXISTING ROAD WITH 3% ONE-WAY CROSS FALL & TURNING RADIUS AS SHOWN IN THE PROVIDED DRAWING. REMOVAL OF EXISTING KERB FOR NEW ROAD OPENING. SEMI MOUNTABLE KERBS ON BOTH SIDES OF THE ROAD & TRANSITION TO THE EXISTING KERB. MOUNTABLE KERBING FOR FUTURE CAR PARK OPENING.		\$14,444.10	\$14,444.10

ROAD SURFACING HAS TO BE MAINTAINED FOR PROPER DRAINAGE.

---

Order Value

**\$48,950.00**

Deliver To :

Purchasing Officer Signature



---

RECEIVED 03 JUN 2016

Kerbtech Pty Ltd trading as



ABN 61104023878  
P.O Box 719  
Northam WA  
6401

Phone: 0413047190  
Fax: 96211596  
Email: [graham@gdrcivil.com.au](mailto:graham@gdrcivil.com.au)

**To:** Geordas Thariyath  
**Company:** Shire of Northam  
**From:** Graham O'Neil  
**Re:** Northam Cemetary

**Fax:**  
**Email :** [assets@northam.wa.gov.au](mailto:assets@northam.wa.gov.au)  
**Date:** 12/5/2016

## QUOTATION

To complete entire scope of works as per email May 9<sup>th</sup> 2016

Price excludes any works in the future carpark.

Price \$44,500.00 + GST

**Please note:**

Whilst on site the area of the future carpark could be prepared up to the roadbase stage at a reasonable price. The reason being the future carpark could be used as a stockpile area and contractor parking.

Regards.

*Graham O'Neil*



Winner of the  
Wheatbelt Small Business Awards 2015  
5 - 10 Employees category



## REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: \_\_\_\_\_

**PROJECT:** (A Brief Description)

4T. Excavator - for drainage crew to  
make them more effective.

**TIMING OF EXPENDITURE:**

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

**TOTAL EXPENDITURE:** (Gross) (include a breakdown of costs if appropriate)

	\$	
	\$	
Bucket Attachment.	\$	20,000.
Excavator	\$	75,000
<b>Total</b>	<b>\$</b>	<b>94,000. (a)</b>

**Revenue Source and Amount(s):**

Grant	\$	
Fees and Charges	\$	
Trade-In	\$	
Reserve Account	\$	
Other	\$	_____
<b>Total</b>	<b>\$</b>	<b>_____ (b)</b>

**Net Contribution Required by Municipal Fund:** \$ 94,000 (a) - (b)

Have all relevant Departments been consulted?

Signed: *[Signature]*



KOMATSU > GLOBAL  
 Search this site...

- EQUIPMENT
- PARTS
- USED
- SERVICE
- MACHINE MANAGEMENT
- RENTAL
- FINANCE
- ABOUT KOMATSU
- OFFERS

Home > Equipment > Excavators > PC45MR-3

**EQUIPMENT**

- Backhoe Loaders
- Crushers
- Dozers-Crawlers
- Dozers-Wheeled
- Dump Trucks-ADT
- Dump Trucks-Rigid
- Graders
- Excavators
- Mining Shovels
- Skidsteer Loaders
- Wheel Loaders
- Wheeled Excavators

Industry: ALL

**Excavators - PC45MR-3**

PC45MR-3

[Download Specifications](#)

[Enquire](#)



Overview	Specifications	Features
----------	----------------	----------

**Overview**

Are you after a small excavator but demand big features? Take a look at the Komatsu MR-3 range.

The MR-3 units are smaller than their larger counterparts; however they are stacked with huge features such as:

- Komatsu's Closed-center Load Sensing hydraulics for powerful performance,
- Large operator stations with leading ergonomics for ease of operation and comfort,
- Class leading accessibility for maintenance and servicing through tilting cabin platforms.

Additional to the above features, we can offer flexibility with your configuration via selection of cabin or canopy; and a track selection of rubber, steel or roadliner undercarriage.

As the MR-3 units are equipped with KOMTRAX satellite monitoring as standard; asset management, control and security is a breeze as you can easily track and obtain the latest information with minimal fuss.

Due to their integrated design, they are robust, durable and offer low cost ownership.

[Back to top](#)

**Specifications**

**Engine**

Model	Komatsu 4D88E-6
Horsepower, Gross - SAE J1995 (kW)	
Horsepower, Net - ISO 9249 (kW)	28.5
Horsepower, Net - SAE J1349 (kW)	28.5
Rated RPM	2400
Fan drive method	Mechanical
Displacement (litre)	2,189
Number of cylinders	4
Related information	

**Weights**

Operating weight - total (kg)	4,755
Bucket weight - KGA GP (kg)	139
Quick hitch weight - KGA (kg)	66.5

### Operation / Application

Boom size (m) & type	2,640 Standard
Arm size (m) & type	1,375 Standard
Bucket size – KGA standard GP (m3)	0.15
Arm crowd force – ISO (kgf)	2200
Bucket crowd force – ISO (kgf)	3460
Digging depth – maximum (mm)	3350
Digging reach – maximum (mm)	5735
Maximum reach @ ground level (mm)	5575
Swing radius (mm)	1060
Related information	Komatsu Genuine Attachments available include a dynamic cast quick hitch and a selection of bucket solutions.

### Driveline and Swing

Drawbar pull, maximum (kg)	4280
Gradeability (%)	58
Travel speeds (km/h)	2.8/4.6
Swing speed (rpm)	9
Related information	The travel speed control has an automatic function.

### Undercarriage

Shoe size & type	400
Related information	

### Hydraulic System

Type	HydraMind System
Main pump type	Variable displacement piston
Maximum flow rate (ltr/min)	140.8
Related information	

### Dimensions (transport position)

Length, overall (mm)	5220
Track length on ground (mm)	2520
Track gauge (mm)	1560
Overall track width (mm)	1960
Overall height (mm)	2550
Related information	Overall height is a transport position.

### Service information

Fuel tank (litre)	65
-------------------	----

### Communication systems

Komtrax Satellite tracking	Yes
----------------------------	-----

### Standard Fitment

ENGINE & RELATED ITEMS  
 - Komatsu 4D88E-6 engine.  
 - Interim Tier 4 compliant diesel engine.  
 - Air cleaner with pre-cleaner.

- Cooling fan, plastic blades, suction type.
- Side by side cooling cores.

#### ELECTRICAL SYSTEM

- Alternator, 12 Volt, 40 Ampere.
- Battery, standard, 1 x 12 Volt, 72 Ah.
- Starter motor, 12 Volt, 2.3 kW.

#### TRAVEL & BRAKE SYSTEM

- Travel speed control, 2-stage automatic.

#### UNDERCARRIAGE

- Track frame, high strength.
- Track shoes, 400mm roadliner type.

#### HYDRAULICS & CONTROLS

- HydrauMind Closed-centre Load Sensing System (CCLS).
- Variable displacement piston pump.
- Control levers for steering and travel with PPC system.
- Hammer and auger piping.
- Quick hitch piping.

#### SPECIAL ARRANGEMENTS

- Hot area arrangement (-20 to 45 degrees C).
- Operating pattern change valve.

#### OPERATOR ENVIRONMENT

- ROPS cabin with air conditioner, window washer, heater & defroster.
- Tilted cabin windows.
- Rearview mirror, left & right hand side.
- Seat, suspension type with wrist rests.
- Seat belt, 78mm.
- Travel alarm.
- Guarded LED rotating beacon.
- AM/FM radio.

#### OTHER STANDARD EQUIPMENT

- Markings and Caution plates for Australia/NZ.
- Painting, Komatsu standard colouring.
- Lifting capacity chart (for 1,375mm arm).
- Komatsu Machine Tracking System, (KOMTRAX).
- Fire extinguisher.
- Grease gun.

#### WORK EQUIPMENT

- Boom assembly, 2,640mm.
- Arm assembly, 1,375mm.
- Blade assembly.

#### MATERIALS

- Operation and maintenance manual.
- Parts book.

#### WARRANTY

- 12 months unlimited hours plus 36 months / 3,000 hour powertrain warranty.
- "Specification is subject to change without notice"

### Optional Equipment

- Two post ROPS and OPG 1 compliant canopy & Magnetic LED rotating beacon.
- Rubber track shoe system.
- Steel track shoe system.
- Long arm, 1,770mm.

Contact a Komatsu sales representative for optional equipment information.



### Features

#### Key Features

- > Komatsu CLSS for precise control
- > Hammer / auger piping (70 litres / min)

- > Interim Tier 4 emission compliance
- > Automatic two speed travel
- > High drawbar pull for superior blading and travelling performance
- > Large ROPS / OPG compliant operator station. Cabin similar size to PC78
- > Tilt up operator station for ease of servicing or repair
- > Side by side engine and hydraulic coolers to ensure optimum performance in arduous conditions
- > Pattern change valve is standard equipment
- > Factory fitted air conditioning (cabin model)
- > 500 hour service intervals
- > KOMTRAX machine tracking system
- > Choice of rubber, steel or roadliner tracks

[Back to top](#)

**KOMTRAX**

**TECH SUPPORT**

**JOBS WITH KOMATSU**

**BRANCH LOCATOR**

**Equipment**

- Backhoe Loaders
- Crushers
- Dozers-Crawler
- Dozers-Wheeled
- Dump Trucks-Articulated
- Dump Trucks-Rigid
- Graders
- Excavators
- Face Shovels
- Skidsteer Loaders
- Wheel Loaders

**Rental**

- Rental Solutions
- Maintained Machinery
- Product Line Up
- 2D & 3D Machine Control
- Komatsu Credit Application
- Komatsu Rental Terms & Conditions
- Request a Quote

**Parts**

- Genuine Parts
- Maintenance Parts
- Used Parts
- Undercarriage
- Ground Engaging Tools
- Reman
- Parts Online

**Used**

- Used Equipment
- Used Parts

**Finance**

- Products
- Finance Application Forms
- Policies and Terms

**Service**

- Komplimentary Maintenance
- Scheduled Servicing
- Contract Agreements
- Technical Services
- Breakdowns
- Track Press Shop
- Paint Shop Facility
- Request a Service

**Machine Management**

- KOMTRAX
- KOMTRAX App
- KOMTRAX Plus
- Condition Monitoring Services
- Optimal Fleet Recommendation
- Undercarriage Inspection
- Ground Engaging Tools
- Inspections

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- Partners & Affiliates
- Merchandise
- Komatsu Kids
- RTO Audit Report

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U SERIES

[\(HTTP://WWW.KUBOTA.COM.AU/PRODUCTS/CONSTRUCTION/EXCAVATORS/U-SERIES/\)](http://www.kubota.com.au/products/construction/excavators/u-series/)

# U48-4

4.7 - 4.8 TONNE

With a tight tail swing, the Kubota U48-4 excavator has the flexibility and power to work wonders in tight spaces. Powered by a Kubota 41HP, renowned worldwide for their outstanding reliability, the Kubota U48-4 delivers impressive digging force, for optimal results in less time. With a newly designed cab, experience luxury never seen before in this class.



 [Download Brochure \(4 MB\)](http://www.kubota.com.au/wp-content/uploads/2015/09/U48-41.pdf)  
[\(http://www.kubota.com.au/wp-content/uploads/2015/09/U48-41.pdf\)](http://www.kubota.com.au/wp-content/uploads/2015/09/U48-41.pdf)

## Features

### PERFORMANCE



New and improved 1-pump load sensing hydraulic system ensures the smoothest of operations regardless of the load.

Powered by a 41.8HP Kubota engine renowned worldwide for outstanding reliability.

Float position adjusts the dozer height to make a clean level when backfilling, simply travel backwards with the dozer in the float position.

### SERVICE

### VERSATILITY

### COMFORT

### SAFETY

## Gallery



(<http://www.kubota.com.au/wp-content/uploads/2015/09/Breakout-force12.jpg>)



(<http://www.kubota.com.au/wp-content/uploads/2015/09/Man/Mwopacs4208.jpg>)



(<http://www.kubota.com.au/wp-content/uploads/2015/09/ops.jpg>)



(<http://www.kubota.com.au/wp-content/uploads/2015/09/Action-shot.jpg>)

ENQUIRE ABOUT THIS PRODUCT [FIND YOUR NEAREST DEALER](#) ▶ ([HTTP://WWW.KUBOTA.COM.AU/WHERE-TO-BUY/](http://www.kubota.com.au/where-to-buy/))

## Specifications

[GENERAL](#)

[DOWNLOADS](#)

### U48-4 Specifications

		<b>U48-4</b>
Type of ROPS/OPG (Top Guard Level I)		Canopy / Cab
Type of tracks		Rubber / Steel
Engine	Model	Kubota V2607-DI
	Output (SAE J1995 gross) HP (kW)/rpm	41.8 (31.2) / 2200
	Output (SAE J1349 net) HP (kW)/rpm	40.2 (30.0) / 2200
	Displacement (cc)	2615
Dimensions	Overall length (mm)	5330
	Overall height (Canopy/Cab) (mm)	2550 / 2550
	Overall width (mm)	1960
	Min. ground clearance (mm)	310
Hydraulic system	Pump capacity (l/min)	118.8
	Auxiliary hydraulic flow (AUX 1) (l/min)	37 / 70
	Max. breakout force (Bucket) kgf	3360
	Max. breakout force (Arm) kgf	2245
Drive system	Travel speed Rubber (Low/High) (km/h)	2.8 / 4.9
	Travel speed Steel (Low/High) (km/h)	2.6 / 4.6
	Max. traction force (Low Speed) (kgf)	5440
	Tumbler distance (mm)	1990
	Crawler length (mm)	2500
	Shoe width Rubber/Steel (mm)	400
	Ground contact pressure Rubber (Canopy/Cab) kPa	26.9 / 27.4
	Ground contact pressure Steel (Canopy/Cab) kPa	27.4 / 27.9
Swing system	Unit swing speed (rpm)	9.3
	Boom swing angle (left) (degree)	70
	Boom swing angle (right) (degree)	55
Blade	Dimensions (width) (mm)	1960
	Dimensions (height) (mm)	410

**ViO45-6B** | **ViO55-6B**  
29.6kW(39.7hp) | 36.1kW(48.4hp)



**ADVANCED PRODUCT SUPPORT WITH NEW OPERATION CONTROL SYSTEM**

The new ViO comes with the operation control system that enables operator to monitor the operation history of past 3 months.

**Yanmar Smart Assist can be set as on option**

The system performs centralized control of machine operation information, maintenance support information, and machine position information, aiming at providing a speedy and highly efficient service and enhancing security.

**EFFICIENCY**

**Eco Mode**

Switching to this controls the engine speed for efficiency and greatly reduces fuel consumption.

Eco mode switch



Auto deceleration switch

**Auto deceleration**

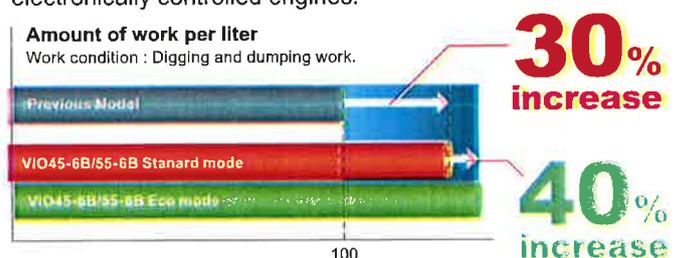
Switching the operating levers to neutral automatically drops the engine rpm and reduces on both fuel consumption and noise.

**Improved fuel combustion efficiency**

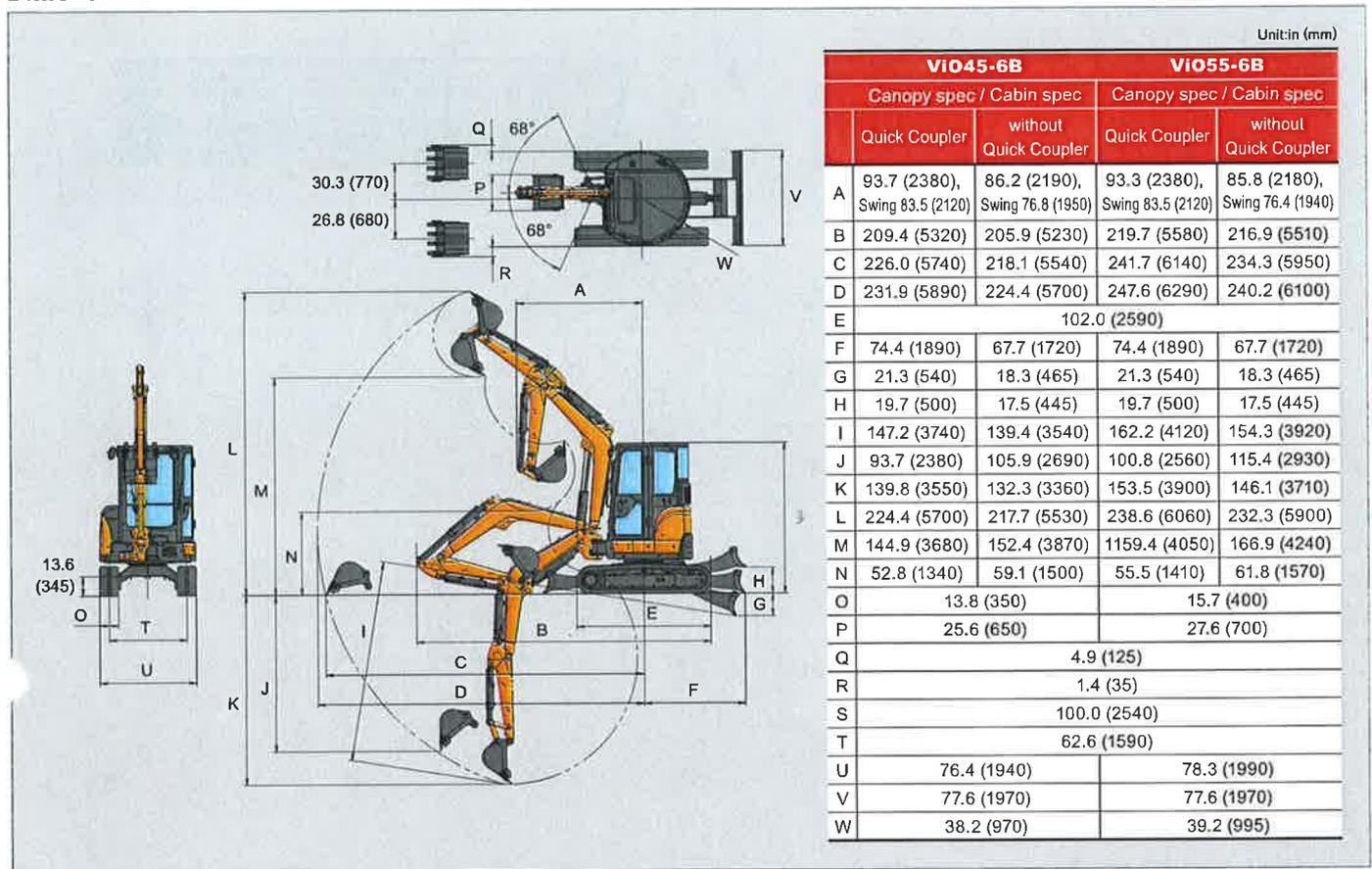
You will see 30% fuel savings against previous models, thanks to our new hydraulic system that increases hydraulic circuit efficiency and the energy savings from our electronically controlled engines.

**Amount of work per liter**

Work condition : Digging and dumping work.



## Dimensions



## Specifications

Model		ViO45-6B				ViO55-6B					
Spec		Canopy		Cabin		Canopy		Cabin			
Type		Quick Coupler	without QuickCoupler	Quick Coupler	without QuickCoupler	Quick Coupler	without QuickCoupler	Quick Coupler	without QuickCoupler		
Operating Weight	Rubber track	lbs (kg)	10373 (4705)	10152 (4605)	10748 (4875)	10527 (4775)	11806 (5355)	11585 (5255)	12203 (5535)	11982 (5435)	
	Steel track	lbs (kg)	10659 (4835)	10439 (4735)	11034 (5005)	10814 (4905)	11872 (5385)	11651 (5285)	12269 (5565)	12048 (5465)	
Engine	Type	Vertical four cylinder water-cooled direct injection diesel engine									
	Model	YANMAR 4TNV88-ZPBV				YANMAR 4TNV84T-ZMBV					
	Rated output	hp (kW) / rpm	39.7 (29.6) / 2400				48.4 (36.1) / 2600				
	Maximum output at high idle speed, gross (High idle speed is limited by the engine control unit.)	hp (kW) / rpm	37.7 (28.1) / 2200				44.8 (33.4) / 2200				
Performance	Max digging force, Bucket	lbf (kN)	6497 (28.9)	8206 (36.5)	6497 (28.9)	8206 (36.5)	7464 (33.2)	9419 (41.9)	7464 (33.2)	9419 (41.9)	
	Traveling speed, high / low	Rubber track	MPH (km / h)	2.9 (4.6) / 1.5 (2.4)				2.6 (4.2) / 1.4 (2.2)			
		Steel track	MPH (km / h)	2.7 (4.3) / 1.3 (2.1)				2.4 (3.9) / 1.2 (2.0)			
	Swing speed	rpm	10								
	Average ground pressure, standard crawler	Rubber track	PSI (kPa)	4.25 (29.3)	4.16 (28.7)	4.41 (30.4)	4.32 (29.8)	4.24 (29.2)	4.15 (28.6)	4.38 (30.2)	4.29 (29.6)
Steel track		PSI (kPa)	4.42 (30.5)	4.34 (29.9)	4.58 (31.6)	4.50 (31.0)	4.31 (29.7)	4.24 (29.2)	4.45 (30.7)	4.38 (30.2)	
Hydraulic System	Hydraulic pump displacement	GPM (L / min)	11.2 (42.5) X2 / Variable displacement pump 9.8 (37) X1, 2.9 (10.8) X1 / Gear pump				12.1 (45.8) X2 / Variable displacement pump 9.8 (37) X1, 2.9 (10.8) X1 / Gear pump				
	System relief set pressure	PSI (MPa)	3553 (24.5)X2, 3133 (21.6)X1, 566 (3.9)X1				3553 (24.5)X2, 3553 (24.5)X1, 566 (3.9)X1				
Fuel tank capacity		lit	66								

## YANMAR CONSTRUCTION EQUIPMENT CO.,LTD.

All data subject to change without notice.

OVERSEAS SALES DEPT.  
MARKETING & SALES DEPT.

1717-1, Kumano, Chikugo, Fukuoka 833-0055, Japan  
Tel: +81-942-53-5465 Fax: +81-942-53-5132  
yanmar.com

(i)

[KUBOTA GLOBAL \(http://www.kubota-global.net/\)](http://www.kubota-global.net/)

U SERIES

[\(HTTP://WWW.KUBOTA.COM.AU/PRODUCTS/CONSTRUCTION/EXCAVATORS/U-SERIES/\)](http://www.kubota.com.au/products/construction/excavators/u-series/)

# U35-4

3.6 - 3.7 TONNE

With an all new 5 tonne class cab, the Kubota U35-4 is a class leading, zero swing excavator offering more room than ever before. Powered by a reliable Kubota 24.8HP engine, the Kubota U35-4 combines superior power and outstanding versatility to tackle a wide variety of jobs and conditions.



[Download Brochure](#)

(2.3 MB)

<http://www.kubota.com.au/wp-content/uploads/2015/09/U35-4.pdf>

## Features

### PERFORMANCE ▲



Auto idle system automatically reduces RPM's when control levers are left stationary, reducing noise and operation costs with less fuel consumption.

Auto travel shift system automatically shifts from high to low range travel speeds for a smoother operation when dozing or turning.

Float position adjusts the dozer height to make a clean level when backfilling, simply travel backwards with the dozer in the float position.

### SERVICE ▼

### VERSATILITY ▼

### COMFORT ▼

## Gallery





(<http://www.kubota.com.au/wp-content/uploads/2015/09/Maintenance-2015-09/U35-hero.jpg>)

(<http://www.kubota.com.au/wp-content/uploads/2015/09/Breakout-force1.jpg>)

ENQUIRE ABOUT THIS PRODUCT [FIND YOUR NEAREST DEALER](#) ▶ ([HTTP://WWW.KUBOTA.COM.AU/WHERE-TO-BUY/](http://www.kubota.com.au/where-to-buy/))

## Specifications

[GENERAL](#)

[DOWNLOADS](#)

### U35-4 Specifications

		U35-4
Type of ROPS/OPG (Top Guard Level I)		Canopy / Cab
Type of tracks		Rubber / Steel
Engine	Model	Kubota D1703M-DI-E4
	Output (SAE J1995 gross) HP (kW)/rpm	24.8 (18.5) / 2200
	Output (SAE J1349 net) HP (kW)/rpm	23.9 (17.8) / 2200
	Displacement (cc)	1647
Dimensions	Overall length (mm)	4750
	Overall height (Canopy/Cab) (mm)	2480 / 2470
	Overall width (mm)	1700
	Min. ground clearance (mm)	290
Hydraulic system	Pump capacity (l/min)	39.6 x 2 / 20.9 x 1
	Auxiliary hydraulic flow (AUX 1) (l/min)	60
	Max. breakout force (Bucket) kgf	2810
	Max. breakout force (Arm) kgf	1920
Drive system	Travel speed (Low/High) (km/h)	3.0 / 4.6
	Max. traction force (Low Speed) (kgf)	2760
	Tumbler distance (mm)	1670
	Crawler length (mm)	2090
	Shoe width (mm)	295
	Ground contact pressure Rubber (Canopy/Cab) kPa (kgf/cm <sup>2</sup> )	34 (0.34) / 35 (0.36)
	Ground contact pressure Steel (Canopy/Cab) kPa (kgf/cm <sup>2</sup> )	34 (0.34) / 35 (0.36)
Swing system	Unit swing speed (rpm)	8.5
	Boom swing angle (left) (degree)	70
	Boom swing angle (right) (degree)	48
Blade	Dimensions (width) (mm)	1700
	Dimensions (height) (mm)	340
	Max. lift above ground (mm)	370

2017/18

## REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: \_\_\_\_\_

**PROJECT:** (A Brief Description)

2 x Additional staff to form the Rural Drainage Crew as Stage 2 of the Business case presented to Council a part of the 16/17 Budget development process.

Note: Plant needs identified on separate request

**TIMING OF EXPENDITURE:**

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

**TOTAL EXPENDITURE:** (Gross) (include a breakdown of costs if appropriate)

\_\_\_\_\_

**Total**      173,000 (a)

**Revenue Source and Amount(s):**

Grant	\$
Fees and Charges	\$
Trade-In	\$
Reserve Account	\$
Other	\$ _____
<b>Total</b>	<b>\$ 173,000 (b)</b>

**Net Contribution Required by Municipal Fund:**      \_\_\_\_\_ (a) – (b)

√ Have all relevant Departments been consulted?

**Signed:** \_\_\_\_\_

Forms due to your Executive Manager by 30 April 2017. Please attach quotes if possible.

# REQUEST

## Additional Engineering (Works & Services) Staff

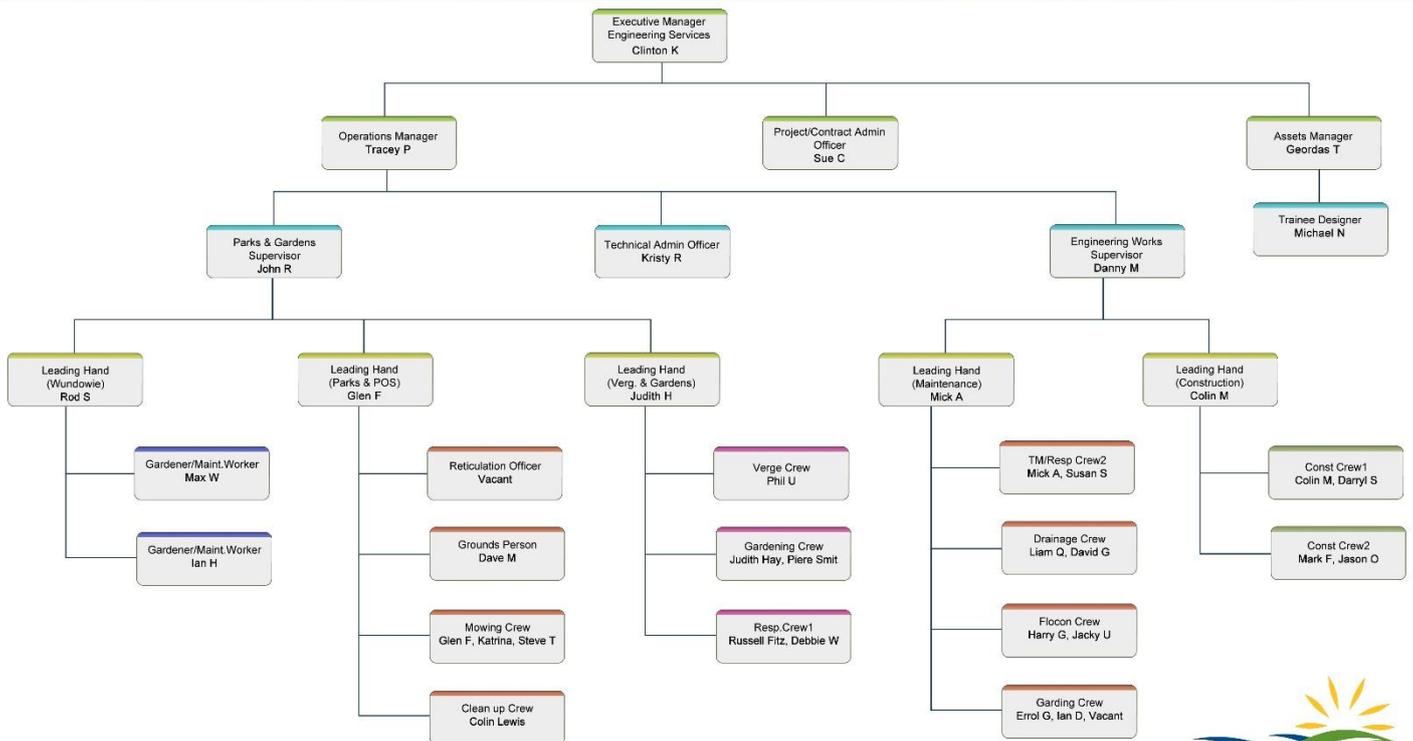
### A. Background

In recent times there has been significant discussion around the capacity of existing staff to deliver on Community and Council expectations in a number of 'works' based areas. It is apparent that there is particular pressure being put on the rural areas around maintenance of drainage, road verges, gravel roads, road shoulders. With this in mind Council staff have been assessing current structure and capacity of the existing works team with a view of providing Council with a recommendation in regards to how the 'perception' issues can be addressed.

The Shire of Northam has approximately 463 kilometres of sealed roads and 296 kilometres of unsealed, or gravel roads. This equates to a total of 759 kilometres of road to maintain and 1,518 kilometres of verges. The Shire from boundary to boundary is approximately 70kms in length and consists of a mix of both urban, rural and semi-rural communities.

The Shire of Northam Works & Services structure currently consists of the following;

#### ENGINEERING SERVICES STRUCTURE



The current structure, as stated, is currently not addressing the expectation of the Community. It is with this in mind that management have been implementing a range of initiatives aimed at addressing the concerns being raised. The following has been done in the past six months;

- Have multiple 'crews' working weekends. Primarily this in the following areas;

## REQUEST

### Additional Engineering (Works & Services) Staff

- ICS Gravel road maintenance
- Rural Verge mowing
- Rural drainage
- Extended the current operational hours of the gravel road maintenance crew
  - Pushed back their finish time by 1.5 hours daily
  - Removed the requirement for the employees to report to the Depot prior to commencement and completion of work day, allowing the employees to go directly to their work site. This is estimated to have provided an addition 1 – 1.5 hours of productivity each day.

Whilst these measure have improved the output it is considered that this is still not meeting the expectation subsequent workload. It is with this in mind that staff have been working through a range of options to present to Council for consideration.

#### B. Service Levels / Expectations

In order to determine the level of resource required to meet expectation, the expectation must first be established. The following information has been provided on what staff considers to be the two most critical areas requiring improvement;

##### **Gravel Road Grading - Agreed Service Levels**

The SoN will grade :

Gravel Roads (Normal)	<b>1</b>	Time per year.
Gravel Roads (RAV Routes)	<b>2</b>	Time per year.
Gravel Roads (School Bus)	<b>3</b>	Time per year.

Note: agreed service levels are based on a 'rip and grade' method

##### **Shoulder Grading - Agreed Service Levels**

The SoN will grade :

Sealed Roads Shoulders (RAV Routes)	<b>As possible</b>	Time per year.
Shoulders (School Bus)	<b>1</b>	Time per year.
	<b>2</b>	Time per year.

It is projected that these minimum service levels will be achievable with existing resources, based on the revised hours and methods of operation. A detailed program will be published to Elected Members highlighting how this will be achieved. It is however important to acknowledge that from time to time events, outside of the control of the Council, occur which will impact the ability of the above service levels to be met. Examples of the external impacts are extended leave for weather, staff, major storm

## REQUEST

### Additional Engineering (Works & Services) Staff

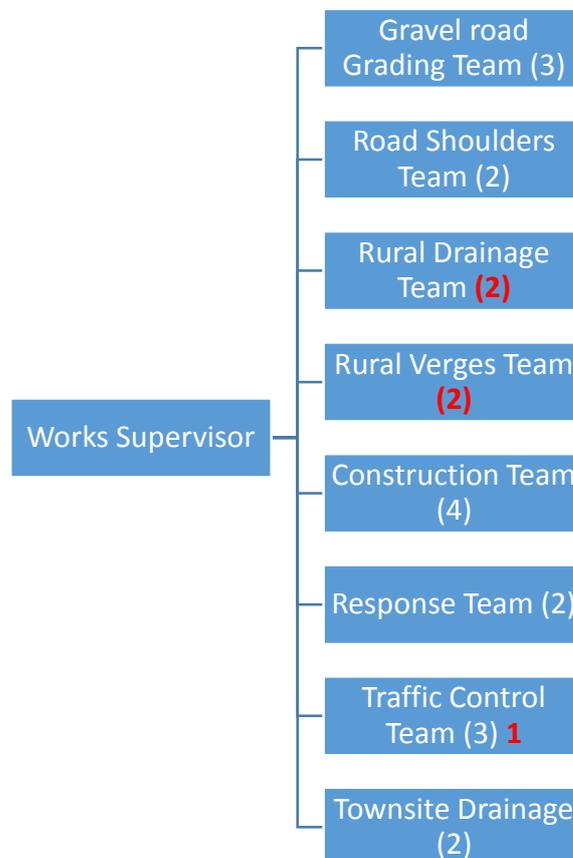
events which require reprioritisation of workforce, construction work precedents Management will report to Council six monthly on the progress of the works in comparison with the service level agreement.

The rural drainage service levels are slightly more difficult to determine as the full extent of the 'catch up' works are not yet fully understood. With this in mind the intent, of the current submission is successful, would be for staff to address the most problematic rural drainage areas over the first eighteen months, after which time an assessment of annual maintenance requirements will be better understood.

#### C. Resources

A full and detailed assessment of the Engineering Department has been underway for some time now. This culminated in a bottom up approach to assessing the resource requirements of the department. This approach focused on ignoring existing structures and resources, placing a strong focus on the perceived actual resource demands / expectations and utilising this information to determine a structure which could achieve these outcomes. In the initial stages proposed structures were developed and taken away by staff to critically assess what was being put forward. This was done on a number of occasions until the staff were comfortable with recommending a structure to Council which is not only effective, but also achievable.

The structure being proposed is provided in the below organisational chart;



## REQUEST

### Additional Engineering (Works & Services) Staff

The additional proposed resources are highlighted red in the organisational chart above, with the traffic control 1 indicating that within the 3 identified, 1 of these is an additional resource proposal.

While the proposed structure of the works and services teams will provide strong positive outcome there were a range of other options looked at. Some of these are highlighted below to provide an insight into the considerations put forward;

- Additional Gravel Road Grading Team – this was given strong consideration due to the pressure in this area from the community. Within this option there were also a range of opportunities assessed. A complete second team was considered, which would have required the purchase of all associated plant. However this would be at a significant cost to Council in terms of both initial set up ongoing operational. A further consideration was the moving to a seven day a week 12 hour day operation. This would involve two crews working shifts over a seven day period. While this was strongly considered it was not favoured by operational staff, who were consulted during the process.
- Having two response teams, one in parks/reserves and one in works – given the volume of customer requests (ICS) this was given strong consideration, however it was ultimately discounted due to the other competing interests and costs. It was also felt that by improving internal processes the response current team could adequately service this area.

One of the most challenging elements of managing the current workforce and workloads is the perceived 'lean structure' which can be impacted significantly by leave (annual, sick, and unpaid). Historically there has been significant movement within the structure on a daily basis, with resources being reallocated due to leave taken. This has been particularly disruptive and in recent times there has been a strong focus on keeping 'teams' together and unless critical not moving resources between the teams.

#### D. Cost Implications

In order for the Council to be able to achieve the above it is projected that an additional five (5) staff are required as well as the following additional plant and equipment. It is projected that in order to provide the additional five (5) staff there would be a cost to Council of approximately \$320,000.

In addition to the additional employment costs the following plant and equipment is required to enable effective delivery of programs;

NEW – Backhoe (drainage rural)		175,000
NEW - Truck 4T Tipper (drainage rural)		72,000
NEW - Posi Track Attachment (shoulder focus)		10,000
NEW - Posi Track Trailer (shoulder focus)		13,000
NEW - Truck 4T Tipper (verges rural)		72,000
NEW – Crew Cab Ute (Crew Transport)		35,000
<b>TOTAL</b>		<b>377,000</b>

# REQUEST

## Additional Engineering (Works & Services) Staff

### Options Assessment

The Council has a number of options available to it in regards to this matter.

**1. Business as usual**

This is not a recommended course of action. It is apparent that the rural areas have not been maintained to the level which is desirable or acceptable to the community. Given the current staffing levels it is not possible to lift the quantity of work being currently performed. In saying this Council may form a view that the initiatives identified within this report will provide sufficient improvement to meet the expectation of the Council.

**2. Full Implementation**

This is the recommended option being put to Council. It is considered that this option will position Council to be able to meet reasonable community expectation. In saying this it is important to acknowledge that it will take time for the full impact of the new structure to have full effect. This is given the current perceived lack of attention in the rural areas over a considerable period. It is also important to understand that no structure will remove 'all' complaints as in some instances the expectation of people within the community is simply not realistic or achievable. The results will however position the Council to be able to satisfy itself that it will be able to meet a service level which is reasonable

**3. Partial Implementation**

Council may for a view that the proposed new structure could be implemented over a two year period, with year one seeing the implementation of one (1) additional traffic management employee and the two (2) person rural drainage crew. Year two would then allow for the additional rural verges crew to be implemented, if the Council felt this was still necessitated.

If Council were to go down the implementation path, the following are the estimated cost impacts;

Year 1 Employment Costs	\$190,000
Year 1 Plant & Equipment	\$247,000
Year 2 Employment Costs	\$130,000
Year 2 Plant & Equipment	\$ 95,000

### E. Funding

In requesting the additional resource staff have given consideration to how this could be funded. With this in mind the following is suggested;

**1. Business as usual –**

No funding required

**2. Full Implementation**

Annual costs (employment) \$320,000

**REQUEST**  
**Additional Engineering (Works & Services) Staff**

Less time taken to appoint – (1 Sept)	(\$80,000)
Plant & Equipment	377,000
To be funded 2016/17 financial year	\$585,000
Funded by:	
Rural residential rate (phased in revaluation)	(\$200,000)
Reduction in overtime provision	(\$40,000)
Plant reserve	(\$377,000)

**3. Partial implementation**

**a. Year 1**

<b>Annual costs (employment)</b>	\$190,000
Less time taken to appoint – (1 Sept)	(\$45,000)
Plant & Equipment	247,000
To be funded in 2016/17	\$427,000

Funded by:	
Rural residential rate (phased in revaluation)	(\$200,000)
Reduction in overtime provision	(\$40,000)
Plant reserve	(\$187,000)

**b. Year 2**

Annual costs (employment)	\$130,000
Plus amount not funded in 2016/17)	\$ 45,000
Plant & Equipment	\$98,000
To be funded in 2017/18	\$273,000

Funded by:	
Rural residential rate (phased in revaluation Y2)	(\$200,000)
Plant Reserve	(\$73,000)

Yes

2017/18

REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: \_\_\_\_\_

PROJECT: (A Brief Description)

Grader blade attachment to fit the new Pozy track and current Bobcat.

TIMING OF EXPENDITURE:

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

TOTAL EXPENDITURE: (Gross) (include a breakdown of costs if appropriate)

\$ 10'800 .  
 \$  
 \$ 1'080 .  
 \$  
 \$ \_\_\_\_\_  
 Total \$ 11'880.00 (a)

Revenue Source and Amount(s):

Grant \$  
 Fees and Charges \$  
 Trade-In \$  
 Reserve Account \$  
 Other \$ 11'880 .  
 Total \$ 11'880 (b)

Net Contribution Required by Municipal Fund: \$ 11'880 (a) - (b)

Have all relevant Departments been consulted?

**Signed:** 

Forms due to your Executive Manager by 30 April 2017. Please attach quotes if possible.

## Aaron Wootton

---

**From:** Chris Dawes <Chris.Dawes@clarkequipment.com>  
**Sent:** Thursday, 16 March 2017 4:13 PM  
**To:** Aaron Wootton  
**Cc:** Kristy Robinson; Tracey Pearce  
**Subject:** RE: Profiler  
**Attachments:** soild conditioner.jpg

Hi Aaron.

Bobcat Grader 84" to suit the S205 – Price \$10,800 + GST (Bottom Picture)  
Bobcat Box blade 84" to suit S205 – Price \$8,600 + GST (Top picture)-  
Bobcat Soil conditioner 72" suit S205 – price \$12,300 + GST (attached photo)  
Bobcat Profiler 610mm suit S205 – price \$18,600 + GST (same as rental unit).

The box blade does not do any angles only hold dirt and pushed forward (like a bucket).  
The grader is the best option for grading work.

I have just sold one to a customer and it is working in Northam (new supermarket site). You could go down and see it in use.

Regards.

Chris Dawes

0417 042 685

1711 Albany Hwy Kenwick, WA

Clark Equipment Sales

<http://www.clarkequipment.com>

<http://www.bobcat.com/eu/index>

<http://www.doosaninfracore.com/ce/en/main.do>

<http://www.sakainet.co.jp/en/products/>

<http://www.finncorp.com/>

Bobcat, Doosan, Sakai, Finn.

North of the river.

---

**From:** Aaron Wootton [mailto:works@northam.wa.gov.au]

**Sent:** Thursday, 16 March 2017 3:11 PM

**To:** Chris Dawes

**Cc:** Kristy Robinson; Tracey Pearce

**Subject:** Profiler

Chris, we are putting up to try and get a profiler here in the near future (610mm) in the mean time we may be looking at re-hiring we would also be looking at a grader attachment similar to the two pictured are you able to forward a prices accordingly for the graders and another quote for the 610mm profiler to please.





Cheers

Aaron Wootton

Engineering Works Supervisor

Shire of Northam

Mobile 0455 093 652

Yes

2017/18

REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: \_\_\_\_\_

PROJECT: (A Brief Description)

Purchase a 610mm Profiler attachment for the new Pozy Track and Older Bobcat.

TIMING OF EXPENDITURE:

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

TOTAL EXPENDITURE: (Gross) (include a breakdown of costs if appropriate)

\$ 18'600.

\$

\$ 1'860.

\$

\$

Total \$ 20'460 (a)

Revenue Source and Amount(s):

Grant

\$

Fees and Charges

\$

Trade-In

\$

Reserve Account

\$

Other

\$ 20'460

Total \$ 20'460 (b)

Net Contribution Required by Municipal Fund:

\$ 20'460 (a) - (b)



## Aaron Wootton

---

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**Cc:** Kristy Robinson; Tracey Pearce  
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Chris Dawes

0417 042 685

1711 Albany Hwy Kenwick, WA

Clark Equipment Sales

<http://www.clarkequipment.com>

<http://www.bobcat.com/eu/index>

<http://www.doosaninfracore.com/ce/en/main.do>

<http://www.sakainet.co.jp/en/products/>

<http://www.finncorp.com/>

Bobcat, Doosan, Sakai, Finn.

North of the river.

---

**From:** Aaron Wootton [mailto:works@northam.wa.gov.au]

**Sent:** Thursday, 16 March 2017 3:11 PM

**To:** Chris Dawes

**Cc:** Kristy Robinson; Tracey Pearce

**Subject:** Profiler

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2017 / 2018

## REQUEST FOR BUDGET CONSIDERATION

G/L or JOB NUMBER: 1003

### PROJECT:

NORTHAM TOWN HALL Construction of Balcony\_

On the 16/4/14 a Shire of Northam council decision was made to research into potential costs associated with restoring the balcony structure of the Northam Town Hall utilising external grant funding. Now the 16/06/2017 cost estimates have been updated to reflect price increases.

In 1905 an extension to the Northam Town Hall was built which included a wrought iron balcony. The balcony was an unusual architectural feature. It became unsafe and was removed and the doorway servicing the balcony was bricked up.

Research is being undertaken by the Northam Historical society to find the original design plans. Until these are found we only have limited photographic details. It is very difficult to estimate the cost without some specifications to supply the manufacturer.

The following cost is an estimate only.

### TIMING OF EXPENDITURE:

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

### TOTAL EXPENDITURE: (Gross)

Balcony	\$185,000.00
Replace opening and doorway	\$6500.00
Research, design, plans and engineering	\$8700.00
	\$
	\$
<b>Total</b>	<b>\$200,200</b>

(a)

### Revenue Source and Amount(s):

Grant	\$191,500.00
Fees and Charges	\$
Trade-In	\$
Reserve Account	\$
Other	\$8700.00
<b>Total</b>	<b>\$200,200.00</b>

(b)

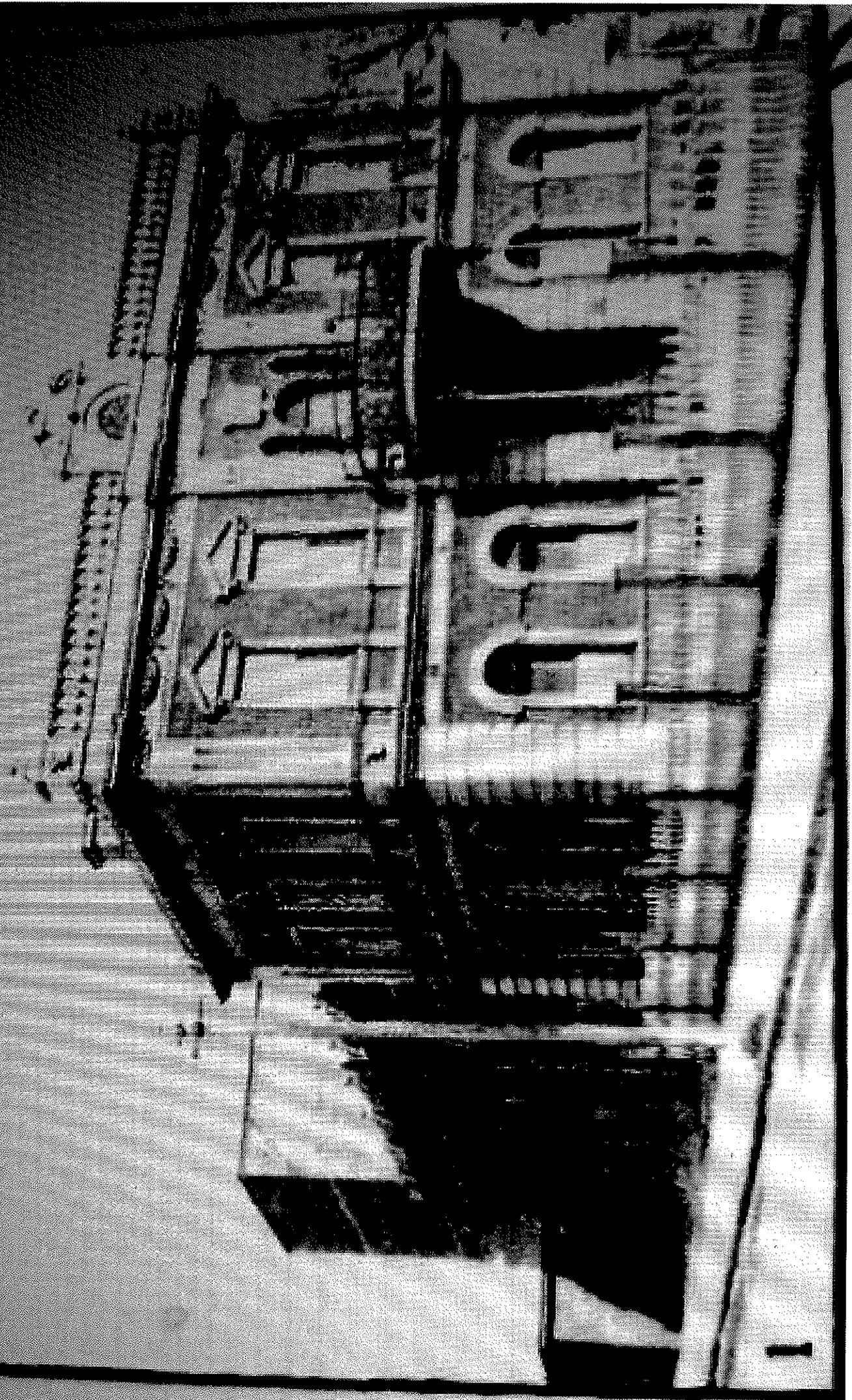
Net Contribution Required by Municipal Fund: \$ \_\_\_\_\_ (a) – (b)



Signed:  \_\_\_\_\_

Forms due to your Executive Manager by 16/06/2017. Please attach quotes if possible.











6 January 2015  
Job Number: 14177  
Our Reference:01L Shire of Northam

Chief Executive Officer  
Shire of Northam  
PO Box 613  
Northam WA 6401

Attn: Nathan Gough, Building and Project Supervisor  
(Email: [building2@northam.wa.gov.au](mailto:building2@northam.wa.gov.au))

Griffiths Architects



Dear Nathan,

#### **NORTHAM TOWN HALL BALCONY ESTIMATE**

We have reviewed the information provided, discussed some changes in approach that are likely to be required to produce a complying outcome and reviewed some of the recommendations in the reference documents. We have also assumed that the reconstruction will be as faithful as it can be to the original balcony to do the building justice and to comply with good conservation principles. The photograph provides good but not conclusive evidence and some further research and site investigations would be required to produce a proper reconstruction.

#### **Estimate**

The estimate provided has been prepared on the basis of the reference documents provided, a review and discussions with the quantity surveyor.

The estimate includes some contingency allowances for design variations that might arise from further investigations. There is an allowance for professional fees that reflects a research component and the requirement for an engineer and building surveyors inputs.

Essentially, the quantity surveyor is estimating a total cost of \$170,000 (excluding GST), which reflects the detail and complexity of this small but important project.

The exclusions in items 1.1-1.3 should be noted. However, this estimate would be suitable for seeking funds.

At the end of the research, design and documentation process, a pre-tender estimate is recommended to ensure that the funds raised for the work will be adequate to do the work.

Next Steps

Should you be successful in obtaining funds, the next stage would be to complete research, modify the drawn work to accord with the research and current standards and make a development application.

We would be pleased to assist in the planning, design, documentation and contract administration of this project. Having completed the Dalkeith Opera House (Metro Night Club), we have a deal of knowledge in reconstruction projects of this type.

We trust this assists you.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Philip Griffiths', with a long horizontal line extending to the right.

PHILIP GRIFFITHS FRAIA RIBA M.ICOMOS

ABWA Reg.No. 1071

for Griffiths Architects

cc. Dominic Ward, Davson+Ward

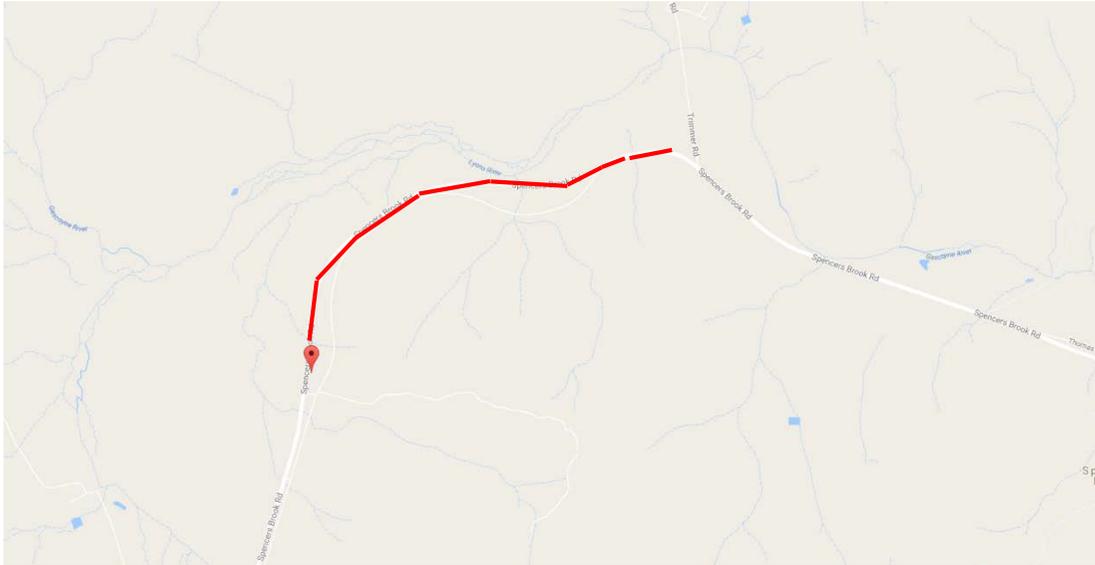
## NORTHAM TOWN HALL - NEW BALCONY

### COST INDICATION NO.1 - 5th January 2015

Item	Description	Unit	Quantity	Rate	Price
<b>1</b>	<b><u>NOTES &amp; EXCLUSIONS</u></b>				
1.1	This cost indication is preliminary, not based on detail and could vary substantially depending on the final scope, detail, specification and extent of work required. As such it should only be considered as a 'Broad Brush' cost indication at this stage and should be reviewed and confirmed or revised as and when more information and detail is available	Note			
1.2	The rates used in this cost indication include for builder's margin and builder's preliminaries costs	Note			
1.3	This cost indication is based on an historic photo of the building showing the balcony and a 1991 architectural drawing of the balcony provided to D+W on 15/12/2014 by Philip Griffiths Architects	Note			
<b>2</b>	<b><u>CONSTRUCTION WORKS</u></b>				
2.1	Column foundations	No	2	1000	2,000
2.2	Alterations, reconstruction and/or making good to ground floor steps	Item			10,000
2.3	Columns	m	10	2500	25,000
2.4	Balcony fascia, gutter, frieze and so on	m	8	1250	10,000
2.5	Balcony floor including all beams, joists, bearers, flooring, ceiling lining and so on	m2	9	1000	9,000
2.6	Balcony balustrade	m	8	3000	24,000
2.7	Form new opening for and reconstruct pair of doors to balcony including providing new timber framed step	No	1	8000	8,000
2.8	Allowance for sundry unidentified works	Item			8,000
<b><u>TOTAL FOR CONSTRUCTION WORKS</u></b>					<b><u>\$ 96,000</u></b>
<b>3</b>	<b><u>OTHER PROJECT COSTS</u></b>				
3.1	Design contingency	Item			18,000
3.2	Construction contingency	Item			12,000
3.3	Professional fees and disbursements	Item			40,000
3.4	Cost escalation to assumed tender date of December 2015	Item			4,000
3.5	GST (10%)	Item			excluded
<b><u>TOTAL FOR OTHER PROJECT COSTS</u></b>					<b><u>\$ 74,000</u></b>
<b><u>TOTAL PROJECT COST (excluding GST)</u></b>					<b><u>\$ 170,000</u></b>



## SPENCERS BROOK ROAD (SLK11.90-14.60) – MOKINE



Other Comments:

Road Hierarchy:	REGIONAL DISTRIBUTOR
RAV Route (Y/N):	YES
Bus Route (Y/N):	YES
Shire Focus (RRG):	YES
Trigger source:	RAMM
Ranking:	28
Proposed Works:	Widen and seal for 8.3 m road
Associated Works:	Cement stabilise road
Treatment Cost:	failures. \$340,521



Existing issues:  
Surface Age, Cracking

## Spencers Brook Road (SLK16.4-17.4)



Other Comments:

Road Hierarchy:	REGIONAL DISTRIBUTOR
RAV Route (Y/N):	YES
Bus Route (Y/N):	YES
Shire Focus (RRG):	
Trigger source:	RAMM
Ranking:	448
Proposed Works:	Widening to 8.3m and Spray seal
Associated Works:	
Treatment cost:	\$213,730



Existing issues:  
Cracking

### Mitchell Ave (SLK1.7-4.1)



Road Hierarchy:	ACCESS ROAD
RAV Route (Y/N):	YES
Bus Route (Y/N):	YES
Shire Focus (RRG):	Blackspot Funding
Trigger source:	Internal
Ranking:	N/A
Proposed Works:	Vegetation clearing and drainage improvements
Treatment cost:	\$129,941

#### Existing issues:

Black spot, Hit by 3 vehicles in 5 years



Other Comments:

## Yilgarn Avenue – Northam



Other comments:



Road Hierarchy:	Regional Distributor
RAV Route (Y/N):	Yes
Bus Route (Y/N):	Yes
Shire Focus (RRG):	No
Trigger source:	RAMM
Ranking:	23
Proposed Works:	Mill & Replace
Associated Works:	Nil
Treatment Cost:	\$117,750

Existing Issues: Crocodile cracking, pavement failures, potholes.

## Cecil Road – Northam



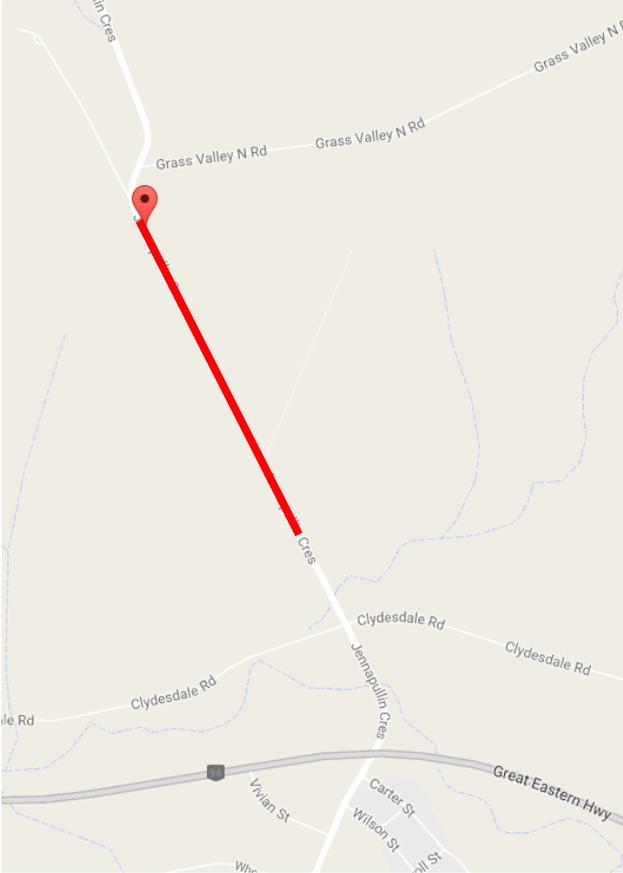
Road Hierarchy:	LOCAL ROAD
RAV Route (Y/N):	No
Bus Route (Y/N):	No
Shire Focus (RRG):	No
Trigger source:	RAMM
Ranking:	62
Proposed Works:	Asphalt Overlay
Associated Works:	remove / replace
Treatment Cost:	kerbing \$52,618

Existing issues: Cracking and stripping of seal

Other comments:



**Jennapulin Road (SLK0.88-2.10)**



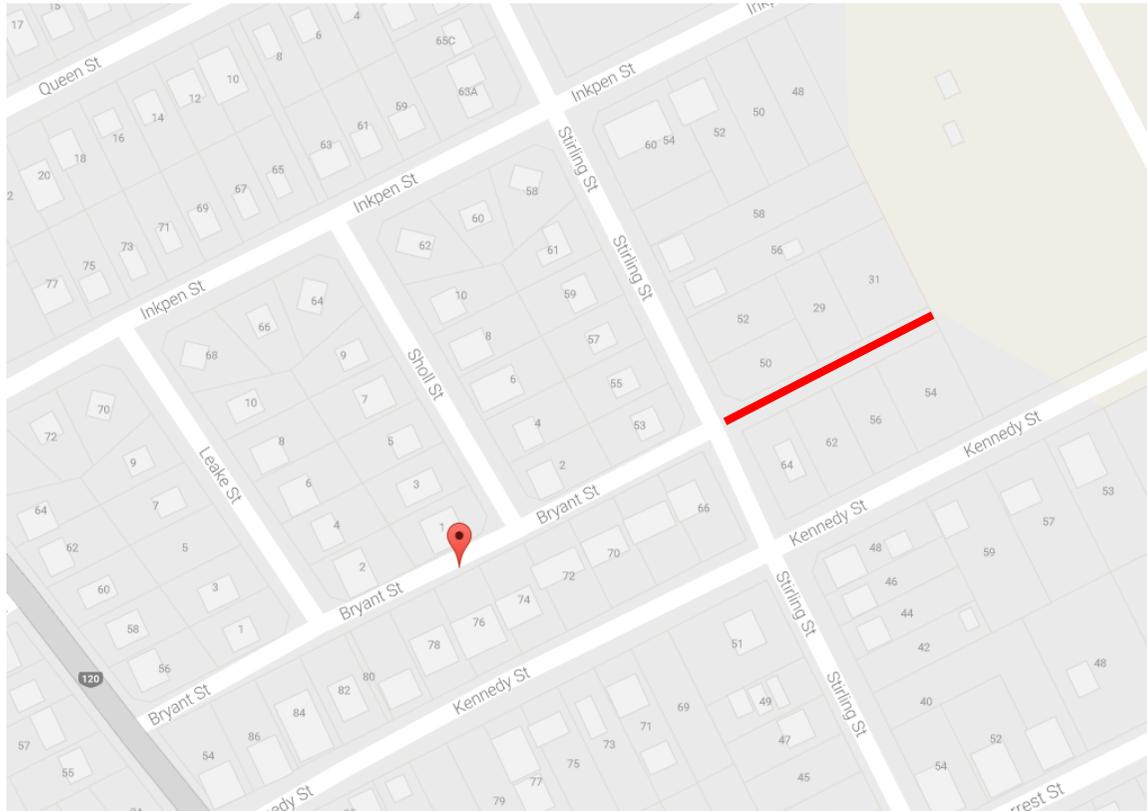
Road Hierarchy:	LOCAL DISTRIBUTOR
RAV Route (Y/N):	YES
Bus Route (Y/N):	YES
Shire Focus (RRG):	YES
Trigger source:	RAMM, Complaints from residents
Ranking:	199
Proposed Works:	Widening to 7m and Spray seal
Associated Works:	Drainage & Culvert extensions
Treatment Cost:	\$213,969

Other comments:



Existing issues:  
Surface Age, Cracking

### A1- Bryant Street (Slk0.30-0.40)

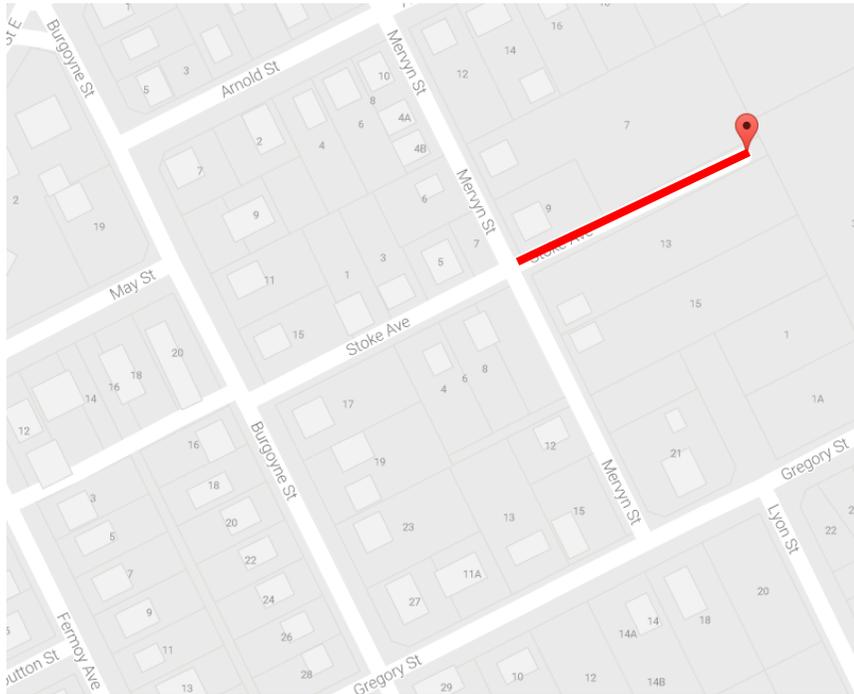


Other Comments:

Existing issues:  
There is no access to the property

Road Hierarchy:	Access Road
RAV Route (Y/N):	YES
Bus Route (Y/N):	NO
Shire Focus (RRG):	NO
Trigger source:	ICS
Ranking:	N/A
Proposed Works:	New Gravel Road Construction
Associated Works:	V drains and embankment filling
Treatment cost :	\$47,952

### Stoke Avenue (Slk 0.15-0.27) - Northam



#### Existing issues:

All of Stoke Avenue is sealed except this section

#### Other Comments:

Road Hierarchy:	Access Road
RAV Route (Y/N):	NO
Bus Route (Y/N):	NO
Shire Focus (RRG):	
Trigger source:	ICS
Ranking:	N/A
Proposed Works:	Road asphalting
Associated Works:	Install kerbs
Treatment cost:	\$58,420

2017/18

**REQUEST FOR BUDGET CONSIDERATION**

G/L or JOB NUMBER: \_\_\_\_\_

**PROJECT:** (A Brief Description)

Minson Ave / Bernard Park Verge Improvements  
Refer to attached

**TIMING OF EXPENDITURE:**

July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

Or

Tick if an even spread over 12 months

**TOTAL EXPENDITURE:** (Gross) (include a breakdown of costs if appropriate)

\$50,000  
\$  
\$  
\$  
\$50,000

**Total** \$50,000 (a)

**Revenue Source and Amount(s):**

Grant \$  
Fees and Charges \$  
Trade-In \$  
Reserve Account \$  
Other \$\_\_\_\_\_

**Total** \$\_\_\_\_\_ (b)

**Net Contribution Required by Municipal Fund:** \$\_50,000 (a) – (b)

Have all relevant Departments been consulted?

**Signed:** \_\_\_\_\_

Forms due to your Executive Manager by 30 April 2017. Please attach quotes if possible.

# Minson Ave / Bernard Park Verge Improvements

## Project Scope:

Works will focus on linking Bernard Park with the CBD through the current DOME development. The proposed works will reflect the Bernard Park Master Plan design which will specifically focus on the area identified below.

This project will allow continuation of the recent Bernard Park works in a staged approach to the completed of the Master Plan design.

An allowance of \$50,000 has been allocated



### Primary Focus:

Verge landscape works with tree plantings and formalisation of existing crossovers. Works will complement DOME development.

### Primary Focus:

Island to be turfed or landscaped with tree planting to mirror opposite side of road.

### Secondary Focus:

(Budget permitting)

Develop a tree avenue providing opportunity for markets / stalls etc.



**NORTHAM PISTOL CLUB**  
**PO BOX72**  
**Northam 6401**

15/05/2017

**To The Budget Committee for 2017**

I had a meeting with Courtney Wynn last week at The Northam Pistol Club and brought up the matter of the existing fence that surrounds the Pistol Club and explained that the Pistol Club is continuously being vandalised, these people have damaged our Air Pistol Range by damaging the back board and wrecking our lighting, they also have damaged our turning target by forcibly removing the timber frame that is fixed to metal structure, the reason for the timber frame is so bullets do not ricochet, they also damaged the Club House by removing the fascia which holds our electricity cable and also damaged the roof and removed the chimney for our wood heater and threw it over the fence and is beyond repair, they also damaged our target room, causing damage inside and wrecking the lighting system that is inside, there have been a lot of items stolen which includes 3 surveillance cameras, 2 four wheel trolleys that we transport our targets to the range, 4 target frames, 12 netting dividers which are used to partition each shooting bay so that spent cartridges do not end up on the person beside as they are hot and causes burns. Also they stole our electric blower and extension cable. As you can see from the above that it very costly to the club. We have reported the vandalism to the police and their response is that the area is patrolled and if there is any vandals at the club as soon as they hear a vehicle approaching the just run off.

Back to the fencing, the current fence we have is stranded barbwire fencing and these vandals just cut the wire and make an entry, this happening quite often. for instance myself and another club member spent 6 hours repairing the fence only to find 3 days later they had cut the fence again and got in.

What The Pistol Club would like to ask if the shire can put into there Budget to replace the existing fence with a Type of Garrison Fence, the same as the railways have done to stop vandalism of their signal boxes and over head signal which I might add is right next to the Pistol Club.

Would you please speak to Courtney Wynn as she has also taken some Photos of fence

If you need any further details or information or you would like to see what damage has been done I am more to happy to oblige.

Yours Sincerely

Tony Allen

Secretary

Northam Pistol Club

0420862743



# FENCEWRIGHT

Security Fencing Solutions



25<sup>th</sup> May 2017

Quote #78580

**Attention: Mr Tony Allen**

Northam Pistol Club

0420 862 743

By email: [arcallen1951@yahoo.com.au](mailto:arcallen1951@yahoo.com.au)

**RE: Northam Pistol Club - Palisade fencing & Gates**

Hello Tony,

We are pleased to present you with our revised quotation for the fencing requirements of this project.

**Fence Specification – 2100mm high Hot Dip Galvanized Palisade security fencing.**

End/Corner/Interim Posts	: 100x68x6mm TFB Hot Dip Galvanized @ 2900mm.
Rails	: 50x50x6mm Hot Dip Galvanized Equal Angle @ 2750mm – 2 x Rails.
Pales	: 70x3mm Hot Dip Galvanized Triple Point W Cranked Pale @ 2050mm – Max 155mm Centers.
Footings	: 300mm diameter x 800mm deep.
Plinth	: 300mm wide x 100mm deep concrete plinth (optional)

**Fence Specification – 2100mm high Heavy Duty Black Powdercoated Garrison Security Fencing.**

Corner Posts	: 65 x 65 x 3.00mm WT SHS Capped Posts @ 3000mm long.
Intermediate Posts	: 65 x 65 x 3.00mm WT SHS Capped Posts @ 3000mm long.
Rails	: 40 x 40 x 2.50mm WT SHS Top and Bottom Rails @ 2400mm (2 per panel).
Pales	: 25 x 25 x 1.60mm WT SHS Vertical Pales @ 2100mm (18 per panel).
Footings- End / Corner Posts	: 300mm diameter x 800mm deep.
Footings- Intermediate Posts	: 300mm diameter x 800mm deep.
Finish	: Powdercoated Satin Black in accordance with AS/NZS 4506/1998.

Please note that our Garrison fencing is manufactured using galvanised tubular steel with wall thickness (WT) exceeding most other manufacturers thus preventing panel sag that often occurs with panels using tube with lighter wall thickness and increasing the longevity of your fencing.

Item	Description	Quantity	Unit	Rate	Total
1	OPTION 1: Supply and Install 2100mm high x 2750mm wide panel's hot dipped galvanised Palisade security fencing as per the specification above.	400	LM	\$315.00	\$126,000.00
2	Supply and Install 300mm x 150mm deep concrete mowing strip to the front boundary and underneath palisade fence.	400	LM	\$90.00	\$36,000.00
3	OPTION 2: Supply and Install 2100mm high garrison fencing as per the specification detailed above.	400	LM	\$195.00	\$78,000.00



# FENCEWRIGHT

Security Fencing Solutions



## Clarifications/Qualifications:

- All prices quoted above are exclusive of GST.
- The value of this quote is subject to re-measure, any variance to quantities will result in an adjustment to the quoted price.
- It is the responsibility of the Client to have all underground services pegged such as power, gas and phone lines etc, FenceWright does not accept any liability for damage to these or other services.
- FenceWright has not allowed to undertake any earthworks necessary to achieve the required clearing requirements, etc for the installation of the fencing.
- Surveying and pegging of fence line is to be undertaken by the Client.
- All excavation/work permits, etc required to be obtained by the Client.
- All safety barriers, traffic management, etc required to be by others.
- FenceWright requires vehicle access to all areas of the fence line.
- Allowance has been made for the ground conditions to be hard and all footings to be excavated by a specialist post hole boring attachment fitted to a mini-bobcat. If a specialist rock drill is required to excavate footings, additional costs will be incurred.
- Where core drilling is required, additional costs may be incurred if there is reinforcing mesh located in the concrete/wall/slab.
- This quotation is valid for 30 days.

Please contact me if you have any queries or require further information

Kind Regards,

Matthew Craddock  
FenceWright  
Ph: 08 9379 8836  
M: 0477 000 105  
Email: [mattc@fencewright.com.au](mailto:mattc@fencewright.com.au)



www.caifences.com.au

Richlands Pty Ltd as trustee for The AG MacDonald Family Trust trading as CAI Fences  
ABN 46 715 561 883

PO Box 649, Morley, WA 6943

Phone: (08) 9271 9933 Fax: (08) 9272 2259

Email: info@caifences.com.au

# QUOTATION

Date: 22/05/17

Quotation No: 70329

Estimators Name: JOHN MCLAUGHLIN

**Client (Bill To) -**

Company Name: NORTHAM PISTOL CLUB

Street Address:

Suburb:

Postcode:

Contact Name: TONY ALLEN

Phone:

Fax:

Mobile:

Email:

## CONTRACT PARTICULARS

### Item 1 Contract Price

Description of Works	AMOUNT
Quoting our Heavy Duty Garrison fence panels at 2100mm actual height which gives an installed height of approximately 2200mm. Allowed : 100x100 Corner & Gate posts/65x65 Intermediate Posts / 2400w x 2100h Heavy Duty Panels/ 6.0m opening double gate to suit / Black Powdercoat finish to all steel / Installed to AS1725. Pictures of the installed fence style are available on our website. It is a very attractive perimeter barrier. Supply & Install at Northam Pistol Club, 400.0m x 2100 Garrison Fence with 1 x 6.0m opening double gate	\$61000.00
<b>SUBTOTAL (\$)</b>	\$61000.00
<b>GST (\$)</b>	\$6100.00
<b>TOTAL (\$)</b>	\$67100.00

Item 2 Site (address)

NORTHAM PISTOL CLUB - NORTHAM

### Item 3

(a) Upon signing at Item 6 or commencement of the Works this Quotation shall form the entire agreement between the Parties.

(b) The Terms and Conditions located at Annexure A are agreed to by the Client.

(c) Payment is to be made within 30 days of the date of invoice and in accordance with the Terms and Conditions herein.

**Item 4** This quotation is valid for a period of thirty (30) days from quotation date, subject to rise and fall of steel pricing.

**Item 5** Executed as an agreement between the Parties:

Estimator: \_\_\_\_\_

(On behalf of CAI Fences)

Signed by: \_\_\_\_\_

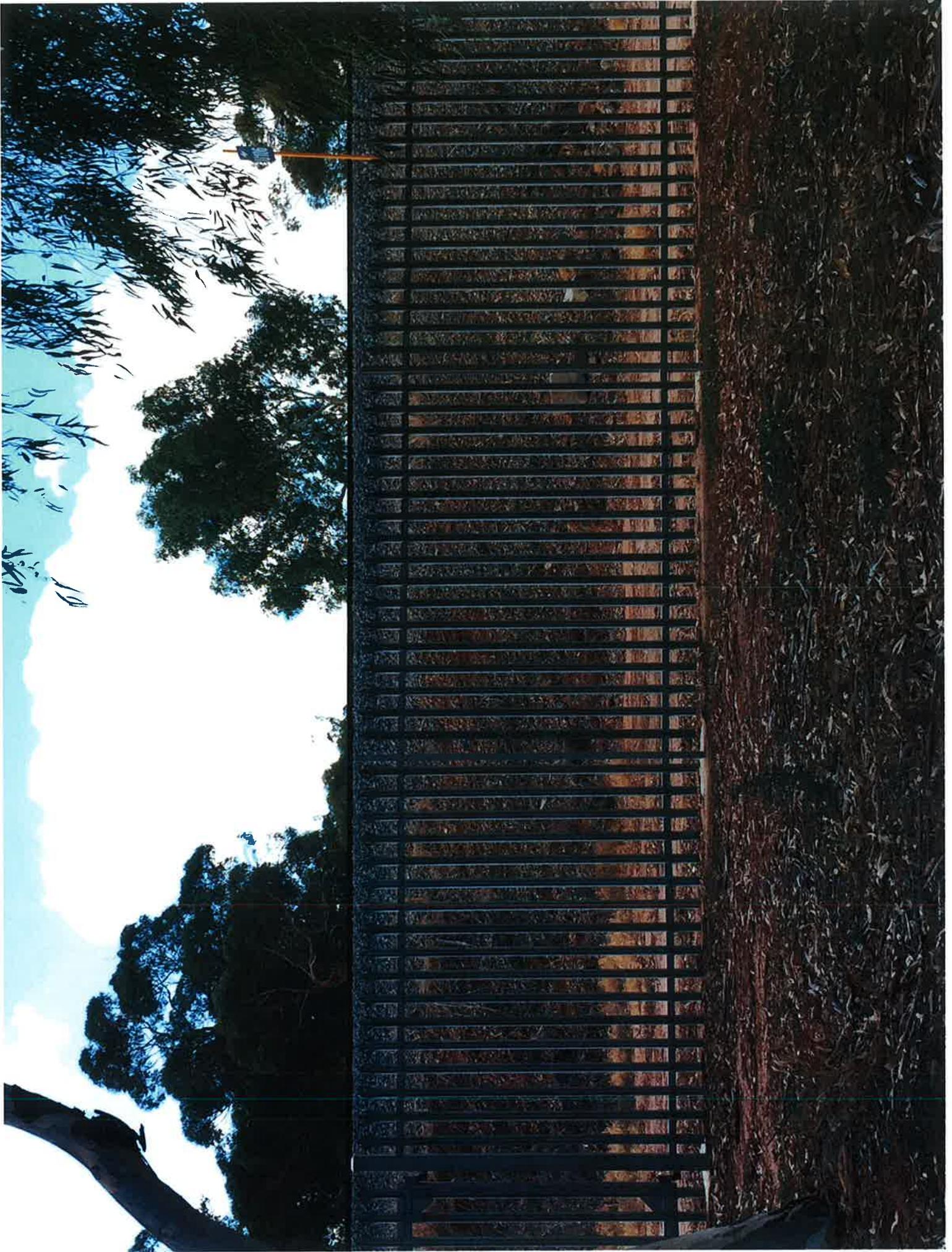
(Client or Client's Representative)

Print Name: \_\_\_\_\_

Client Order Number: \_\_\_\_\_

**Upon signing please return to CAI Fences**









## List of Airport Management Tasks undertaken by Northam Aero Club for and on behalf of the Shire of Northam

Dated 08/03/2017

Scope of Works	Hrs per week	Cost per week	Cost per year
Airside & Airfield Safety Checks - including Inspection Reports	4	\$100.00	\$5,200.00
Reading of Power & Water Sub-Meters	1	\$25.00	\$1,300.00
Public Toilet Facility	3	\$69.00	\$3,588.00
<b>Total</b>	<b>8</b>		<b>\$10,088.00</b>

*twice A  
year  
\$100 AT  
MOST.*

### AIRSIDE & SAFETY

Perform checks on following items on a weekly basis;

- Pavement condition,
- Run off condition,
- Taxiway condition,
- Runway and taxiway markings,
- PAL visibility and PAL operational status;
- Runway security,
- Firebreaks, *ONCE A MONTH AT BEST*
- Aircraft Parking,
- Vegetation Control ~~\*~~
- Approach and Departure Glidescope,
- Fire Suppression Equipment, and *WHAT DO YOU DO?*
- Perimeter/Advisory Signs

### AIRFIELD

- Perimeter fence security check,
- Fire and other hazards check,
- Attend to and fix any building issues, and
- Review and fix any parking and access issues.

### PUBLIC FACILITIES

- Cleaning of public toilets and area immediately surrounding same. ✓
- Maintenance of public toilets. This includes repair of cisterns, taps, basins, light fittings, power fittings, doors, locks and other ancillary and associated operational fixtures and fittings.

### IN ADDITION

- Reading of sub-meters for water and power,
- Ensuring that each lessee of premises complies with the covenants and conditions of the Shire of Northam.
- Compile a monthly inspection report and present same to the Shire of Northam.

## **List of Works undertaken by Northam Aero Club**

As at 08/03/2017

Scope of Works	Hours per week	Cost	Total p.a.
Public Toilet Facility	3 x \$23 p.w.	\$69.00	\$3,588.00
Airside and Airfield safety checks – Inspection Reports	4 x \$25 p.w.	\$100.00	\$5,200.00
Reading of sub meters	1 x \$25 p.w.	\$25.00	\$1,300.00
Total	8 hours		\$10,088.00

Cleaning and maintenance of public toilets and area immediately surrounding public facilities. Maintenance includes repair of cisterns, taps, basins, light fittings, power fittings, doors, locks and other ancillary and associated operational fixtures and fittings.

Man hours per week – 3 hours @ \$23 ph = \$69 x 52 = \$3,588.00

Airside:

Perform checks following items on weekly basis: .

Pavement condition, Run off condition, Taxiway condition, Runway and Taxiway markings, PAL visibility and PAL operational status; Runway security, Firebreaks, Aircraft Parking and Vegetation Control; Approach/Departure Glidescope, Fire Suppression Equipment and Perimeter/Advisory Signs;

Airfield: Perimeter Fence/Security, Fire and other hazards; Building issues; Parking/Access issues.

Monthly Inspection Report to report on above issues sent to Shire of Northam

Attend Northam Airport to deal with safety issues as they arise.

Man hours per week – 4 hours @ \$25.00 ph = \$100.00 x 52 = \$5,200

Reading of Sub meters for water and power together with ensuring that each and every Lessee of the premises complies with the covenants and conditions of the Shire

Man hours per week – 1hour @ \$25.00ph = \$25 x 52 = \$1300

Total is equal to \$10,088.00 per annum.

**Northam Chamber of Commerce**

**Proposal to Shire of Northam for  
Application of Differential Rating Levy Funds**



**NORTHAM  
CHAMBER  
OF COMMERCE**



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## Executive Summary

The purpose of this document is to present a submission to the Shire of Northam ("Shire") to pass on the full rate component each year received through the Differential Rating Levy ("DRL") to the Northam Chamber of Commerce ("NCC").

This will allow NCC and the Shire to complement each other more in the joint pursuit of business and economic growth for the mutual benefit of the Shire and the Northam business community.

Since 2005/06 the DRL received by the Shire has increased significantly, yet the funds awarded to NCC have remained unchanged at \$60,000 pa.

With increased financial resources NCC can develop and achieve our Vision and key areas of our Strategic Plan. This includes employing a full time executive officer and operating from visible and accessible premises in the CBD.

There are significant benefits of this proposal to secure the partnership between the Shire and the business community. These benefits are outlined further on in this proposal.

We ask that the Shire please consider our proposal in depth prior to its 2017/18 budget planning, and members of our board are more than happy to meet with key members of the Shire to discuss and further develop the proposal.

We are also interested in discussing with the Shire whether there is any space in the Northam Visitors Centre for NCC to occupy or rent.

## Introduction & Background

Since 2005/06 NCC has been the recipient of an annual payment by the Shire of \$60,000 pa.

Originally the amount was based on the difference between rates levied on town businesses and businesses situated in the CBD, encompassing Fitzgerald Street and Wellington Street. At the time this amount was \$60,000 pa, equivalent to the amount that was passed on to NCC.

No formal agreement exists, and no increases have been requested or granted since the inception of this arrangement, despite:

- Significant rate increases levied by the Shire over the last 11 years, which encompasses the DRL.
- The annual costs of NCC increasing each year (note that inflation for Perth has increased by 33% during this period).

The origins of the DRL stem from a discussion in 2002 between Eric Lumsden (CEO Shire of Swan), Don Burnett (CEO Town of Northam) and Paul Tomlinson during a meeting to examine recommendations for a Lime Sands Route from the Lancelin coast to the Avon and Wheatbelt.

Eric explained how Swan had set a DRL to provide significant funding to sustain the Swan Chamber of Commerce. SCC has since developed into a well-recognised representative body often engaged by government to assist and formulate business growth policies in their area.

Therefore the ideology behind the arrangement was the desire for a strong, vibrant and financial chamber.

NCC was struggling financially with members' subscriptions as its only source of income.

So the Town of Northam adopted a DRL to apply to all business premises in Northam's "CBD" in 2005/06, before the merger of the Town and Shire on 1 July 2007. The initial rate was set to provide \$60,000 to NCC.

Unfortunately and like some others, the history of DRL as applied by the Town was lost in the merger.

According to information sourced by the Shire:

The GRV for the 2009/10 year was as follows:-

GRV General	10.5980
GRV Differential	11.3150

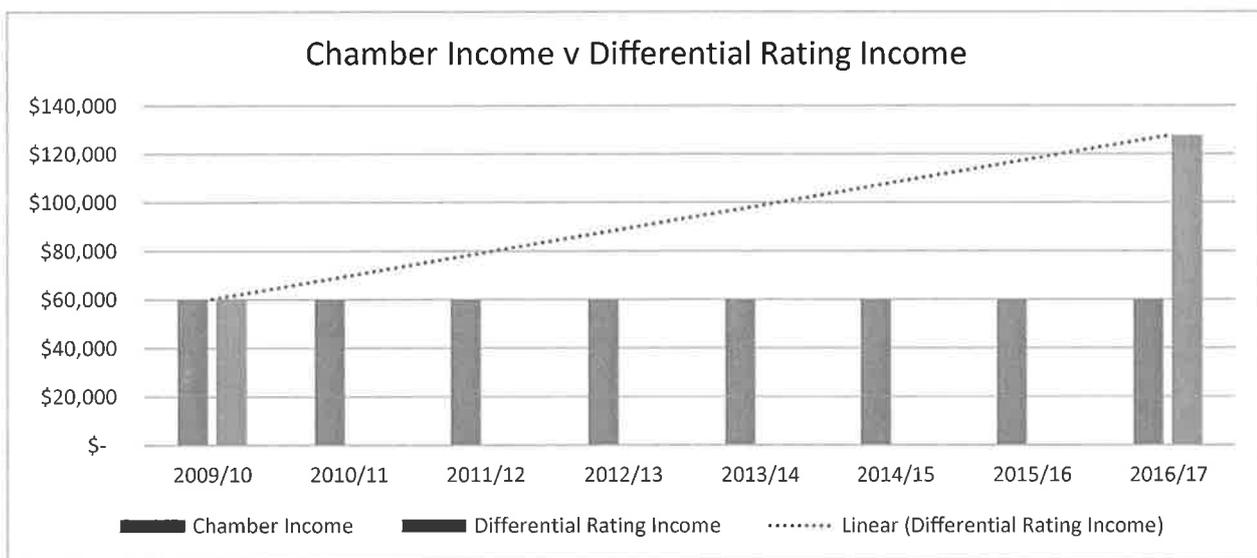
The additional rate revenue raised was approximately \$60,222, based on GRV of \$8,399,276 and total rate revenue raised of \$950,418.

The GRV for the year 2016/17 was as follows:-

GRV General	9.2982
GRV Differential	10.2850

The additional rate revenue raised was approximately \$127,733, based on GRV of \$12,944,272 and total rate revenue raised of \$1,331,318.

The funding received by NCC and the DRL received by the Shire can be illustrated in Graph 1:



Where and how has the increment been applied?

# Proposal

NCC has a very competent and experienced board, comprised of upstanding members of the community:

1. Paul Tomlinson, President (ACDF).
2. Leonie Knipe, Vice President (Avon Valley Nissan & Toyota).
3. Sharon Lugget-Hassell, Secretary.
4. Amanda Marshall (Directions).
5. Sandy Hatherly (RSM Bird Cameron).
6. Brant Jansen (Byfields).
7. Chris Antonio, Shire Representative.
8. Cathy Whitely (Commonwealth Bank).
9. Maren Lavery (AVAS).

In addition to this we also hold a strong strategic and complimentary partnership with Northam Women in Business.

NCC is very driven and focused on achieving our Vision outlined in our Strategic Plan (see Appendix):-

1. Bring the business community together in cohesive partnership with the Shire and identify how businesses can complement and benefit each other.
2. Provide relevant information to businesses.
3. Resources for new businesses to know where to start.
4. Assist business development and growth by promoting, educating, uniting, advocating and encouraging business.
5. Resource conduit to assist businesses – referral and relevant assistance if required.
6. Act as an effective conduit between businesses and the Shire.

However, in order to develop and achieve our Vision and key areas of our Strategic Plan, NCC needs additional financial resources.

Looking at the annual DRL in light of:

- Rate increases since 2005/06 and the additional funds received by the Shire;
- DRL as a percentage of NCC's annual gross income;
- Significant cost increases of NCC since 2005/06;

The board is requesting the Shire to pass on 100% of the DRL to NCC each year.

There are significant benefits of this proposal all stakeholders, which are outlined in the following section.

## Benefits to Stakeholders

An increase in NCC funding equivalent to the DRL will provide significant benefits to all stakeholders, as it will allow NCC to develop and achieve our Vision and key areas of our Strategic Plan. The benefits to all stakeholders are outlined as follows:-

### Northam Chamber of Commerce & Business Community

1. NCC wishes to move on from the days of part time participation and a relatively small number of contributing members to a full time executive officer.
2. NCC wishes to operate from visible office premises in the CBD. The result would be a “One Stop Shop” for NCC to operate and be a first point of contact to deal with all enquiries relating to existing and potential incoming business. This would also include assisting businesses in their dealings with the Shire. This engagement and presence will be invaluable to the business community.
3. NCC wishes to cease charging annual membership subscriptions for those businesses paying the DRL (where the properties are owned either freehold or leasehold). All eligible businesses will be offered free NCC membership, which will help drive the membership base of NCC and enhance its vibrancy and unity across the business community.
4. NCC wishes to continue to increase and enhance its strategic partnerships (for example Northam Women in Business) and projects (for example Northam Farmers Markets) across the business community.

### Shire of Northam

1. Shire to have a very active Chamber of Commerce (this is the interest of both the Shire and the business community).
2. Increased engagement and enhanced partnerships between the Shire, NCC and the business community.
3. Consistent and informed handling of all enquiries relating to existing and potential incoming business, allowing clarity and focussed representation to the Shire.

However, our Vision and key areas of our Strategic Plan cannot be achieved without access to additional financial resources.

## Financial Information

The income and expenses of NCC for the past two financial years (see Appendix for more details) can be summarised as follows:-

	<u>2016</u>	<u>2015</u>
<b>Income</b>		
Membership Income	6,900	7,200
DRL - Shire of Northam	60,000	60,000
Business Awards	8,000	0
Small Farm and Business Expo	4,900	4,000
All Other Income	<u>11,900</u>	<u>11,700</u>
Total Income	91,700	82,900
<b>Expenses</b>		
Business Awards	11,600	0
Small Farm and Business Expo	18,300	1,300
Executive Officer Wages & Superannuation	37,000	38,200
Promotions	16,300	12,700
Northam Farmers Market	5,000	0
Workshops and Conferences	2,900	15,100
All Other Expenses	<u>16,800</u>	<u>17,400</u>
Total Expenses	<u>107,900</u>	<u>84,700</u>
<b>Net Profit/(Loss)</b>	\$(16,200)	\$(1,800)

An increase of the DRL from the Shire from \$60,000 pa to \$127,000 pa (the equivalent amount of the DRL raised by the Shire each year), will allow an additional \$67,000 pa in funding. Our budget for the 2018 year would then be as follows:-

	<u>2018</u>
<b>Income</b>	
Membership Income	1,000
DRL - Shire of Northam	127,000
Business Awards	8,000
All Other Income	<u>12,000</u>
Total Income	148,000
<b>Expenses</b>	
Business Awards	12,000
NCC Office Rental	10,000
NCC Office Costs	5,000
Executive Officer Wages & Superannuation	80,000
Promotions	15,000
Northam Farmers Market	5,000
Workshops and Conferences	5,000
All Other Expenses	<u>16,000</u>
Total Expenses	<u>148,000</u>
<b>Net Profit/(Loss)</b>	\$Nil

Note that we are still yet to find a suitable Full Time Executive Officer and suitable office premises, this will be completed after our proposal is reviewed by the Shire, so the above costs are only estimates at this stage.

We are also interested in discussing with the Shire whether there is any space in the Northam Visitors Centre for NCC to occupy or rent.

## Appendix

### 1. Copy of Strategic Plan

#### **VISION**

*To become the business voice of the Shire of Northam – leading a vibrant, diversified and sustainable business community.*

#### **PURPOSE**

*To maximise the Shire's business opportunities by providing leadership, advocacy, representation, mentoring, information, networking and services to our members.*

#### **OBJECTIVES**

- 1 Bring the business community together in cohesive partnership with the shire and identify how businesses can complement and benefit each other.*
- 2 Provide relevant information to businesses.*
- 3 Resources for new businesses to know where to start*
- 4 Assist business development and growth by promoting, educating, uniting, advocating and encouraging business.*
- 5 Resource conduit to assist businesses – referral and relevant assistance if required.*
- 6 Act as an effective conduit between businesses and the Shire.*

#### **CORE VALUES**

*Active representation and engagement of members with:*

- Leadership*
- Respect*
- Integrity*
- Professionalism*
- Commitment*
- Knowledge*

#### **KEY STRENGTHS AND OPPORTUNITIES FOR IMPROVEMENT**

##### **KEY STRENGTHS**

- Motivated board with intention to address areas for improvement.*
- Human resources - collective, diverse wisdom, local knowledge, efficiency and effectiveness and diverse skill set.*

##### **KEY AREAS FOR IMPROVEMENT**

- Partnerships and advocacy – across key businesses, government and non-government agencies around key priority areas*
- Increased membership of the Chamber*
- Broader income streams – to allow for improved operations and technology, including increasing revenue to allow expansion of Chamber operations.*
- Engagement with members*
- Marketing of the Chamber*
- Accountability.*

#### **STRATEGY 1 – Increasing Revenue Bases.**

- Form a government liaison sub-committee to determine how best to approach the Shire with a view to increasing our differential rate, via a set percentage rate.*
- Lobby for expanding the differential rate outside the CBD to include all businesses within the Shire.*
- Explore opportunities for fee for service.*

**STRATEGY 2 – Improving partnership and advocacy**

- Establish a “shop front” for the Chamber*
- Hire a full time administrative executive officer*
- Host information and networking events – 3 per year*
- Explore opportunities to work more closely with other groups such as Northam Women in Business, Local Government, the Wheatbelt Business Network and the like.*

**STRATEGY 3 – Increase membership of the Chamber**

- Establish an accurate member database*
- Determine how to identify new businesses to town and how to identify changes in ownership of existing businesses ie. Via Shire liaison.*
- Establish “touch points” with inactive members.*

**STRATEGY 4 – Improved Marketing**

- Simplify email communications to members*
- Revamp the website*
- Improved use of social media*
- Strengthen partnerships with the media*

**STRATEGY 5 – Improved Accountability**

- Revamp meeting agendas and board procedures to include reporting of membership numbers and changes.*
- Include action plans in the minutes of meetings whereby board members are given actions to undertake and report on at future meetings. Actions must be clear and have completion dates.*

## 2. Summary of Profit & Loss Statements

	<u>2016</u>	<u>2015</u>
<b><u>INCOME</u></b>		
Membership Income	6,911.82	7,185.00
Interest Received	1,062.72	1,358.43
Business Directory Fees	5,000.00	3,000.00
Marketing Levy Funding	60,000.00	60,000.00
Business Awards Sponsorship	8,000.00	500.00
Avon Bus Alliance Office Use		3,181.82
Business Awards Ticket Sales	1,499.98	
Workshop/Misc	4,393.43	3,644.91
Small Farm and Business Expo	4,854.58	4,009.15
	<b>\$ 91,722.53</b>	<b>\$ 82,879.31</b>
<b><u>EXPENSES</u></b>		
AGM	298.64	375.45
Audit Fees	900.00	900.00
Bank Fees	130.00	124.06
Meeting Expenses	363.64	378.50
Chamber Member Events	1,763.64	2,130.91
Business Awards Expenses	11,588.17	-
Car Expenses	1,600.00	1,809.50
Computer Expenses	403.64	327.27
Insurance	3,768.64	1,227.27
Memberships & Subscriptions	1,579.49	1,410.87
Website Costs & Maintenance	1,900.00	90.91
Small Farm and Business Expo	18,333.87	1,290.36
Project Management Expenses		
Executive Officer Contract	33,864.00	34,116.00
Superannuation	3,192.00	4,073.50
Postage & Delivery	110.00	191.82
Office Expenses	1,600.00	1,900.43
Printing and Stationery	686.42	1,628.18
Telephone, Fax & Internet	1,232.05	1,002.86
Workshops & Conferences	2,861.19	15,104.55
Promotions		
Marketing Advertising	633.00	829.00
Christmas Promotions	11,648.27	10,631.19
Other Promotions	4,002.00	1,227.27
Community Sponsorship	500.00	3,937.61
Market Coordtr Nthm Frmrs Mrkt	5,000.00	-
	<b>\$ 107,958.66</b>	<b>\$ 84,707.51</b>
Net Profit/(Loss)	<b>-\$ 16,236.13</b>	<b>-\$ 1,828.20</b>

# **Addendum**

## ***Financial Information***

**Northam Chamber of Commerce**

**Proposal to Shire of Northam for**

**Application of Differential Rating Levy Funds**



**NORTHAM  
CHAMBER  
OF COMMERCE**

**Member of NORTHAM WOMEN IN BUSINESS**

## Financial Information

An increase of the DRL from the Shire from \$60,000 pa to \$127,000 pa (the equivalent amount of the DRL raised by the Shire each year), will allow an additional \$67,000 pa in funding. Our budget for the 2018 year would then be as follows:-

	<b>2018</b>
<b>Income</b>	
Membership Income	1,000
DRL - Shire of Northam	127,000
Business Awards	8,000
All Other Income	<u>12,000</u>
Total Income	148,000
<b>Expenses</b>	
Business Awards	12,000
NCC Office Rental	10,000
NCC Office Costs	5,000
Executive Officer Wages & Superannuation	80,000
Promotions	15,000
Northam Farmers Market	5,000
Workshops and Conferences	5,000
All Other Expenses	<u>16,000</u>
Total Expenses	<u>148,000</u>
<b>Net Profit/(Loss)</b>	\$Nil

Note that we are still yet to find a suitable Full Time Executive Officer and suitable office premises, this will be completed after our proposal is reviewed by the Shire, so the above costs are only estimates at this stage.

We are also interested in discussing with the Shire whether there is any space in the Northam Visitors Centre for NCC to occupy or rent.

### **Addendum**

To maximise the benefits this proposal will deliver to the Shire, community and Business sector, NCC has identified the need for a manned, accessible and visible office.

Our financial projections allow for \$10,000 in annual rental and \$5,000 in office costs.

The Visitor Centre presents as ideal – plenty of parking, an attractive setting with appropriate amenities.

We would wish to discuss the Shire providing separate space at the front, left hand entrance with the solid doors replaced by glass doors and a window provided in the blank wall at the left of the top of the entry ramp.

The existing occupants would move to the rear of the current area and a partition wall to be erected.

Apart from the benefit to our partnership, we feel this use would also enhance the appearance of the Visitor Centre.

**WESTERN AUSTRALIA**  
**SALARIES AND ALLOWANCES ACT 1975**  
**DETERMINATION OF THE**  
**SALARIES AND ALLOWANCES TRIBUNAL**  
**FOR LOCAL GOVERNMENT**  
**CHIEF EXECUTIVE OFFICERS AND ELECTED MEMBERS**

**Pursuant to Section 7A and 7B**

**11 April 2017**

**PREAMBLE**

1. Section 7A of the *Salaries and Allowances Act 1975* ('the SA Act') requires the Salaries and Allowances Tribunal ('the Tribunal') at intervals of not more than 12 months, to "inquire into and determine, the amount of remuneration, or the minimum and maximum amounts of remuneration, to be paid or provided to chief executive officers of local governments".
2. Section 7B(2) of the SA Act requires the Tribunal, at intervals of not more than 12 months, to inquire into and determine the amount of:
  - fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* ('the LG Act') to elected council members for attendance at meetings;
  - expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and
  - allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members.

**CURRENT INQUIRY**

3. In discharging its statutory requirement with respect to the remuneration of local government Chief Executive Officers (CEOs) and elected members, the Tribunal has:
  - advertised for public submissions;
  - invited local governments and regional local governments to raise any issues relevant to the remuneration paid to their CEO or to the determination of fees, expenses and allowances for elected council members;
  - met with representatives from local governments including representatives from Christmas and Cocos (Keeling) Islands;

- surveyed local governments and regional local governments as to the remuneration being paid to CEOs and regarding the fees paid to elected council members;
- considered relevant labour market and economic data; and
- sought advice from the Statutory Adviser, Ms Jennifer Mathews, Director General, Department of Local Government and Communities (DLGC).

## **SUBMISSIONS**

4. An advertisement calling for public submissions to the Tribunal's inquiry appeared in *The West Australian* newspaper on 4 March 2017, with a closing date of 24 March 2017.
5. On 17 January 2017, the Tribunal emailed local governments and regional local governments to invite submissions. The Western Australian Local Government Association (WALGA) and the Western Australian division of the Local Government Managers Australia (LGMA) were also invited to make submissions to the inquiry.
6. Local governments were provided with a template submission form to ensure the Tribunal was able to capture data on a broad range of issues including:
  - major growth and development;
  - significant social and economic issues;
  - significant demand to service and support non-resident needs;
  - high impact environmental management issues and responsibilities;
  - greater diversity of services delivered than normally provided by similar sized local governments;
  - recruitment issues;
  - remuneration issues; and
  - other distinguishing features.
7. A total of ten submissions were received from local governments. No submissions were received from members of the public.
8. Aside from those local governments who requested an increase or maintenance in classification, matters raised in the submissions included:
  - amendments to the housing allowance for CEOs; and
  - increases to the rates payable to elected members.
9. The Tribunal considered all feedback received during the course of the inquiry.

## **SURVEY**

10. On 17 January 2017, a survey was provided to local government and regional local governments in order to obtain information relating to the remuneration provided to CEOs and the fees provided to elected members

11. Only four of the 148 local governments failed to respond to the survey, as identified in the determination.

#### **ASSISTANCE FROM STATUTORY ADVISOR**

12. The Tribunal sought advice from Ms Jennifer Mathews, Director General, DLGC, who was appointed by the Premier under section 10(4)(c) of the SA Act, to assist the Tribunal in its inquiries into the remuneration of local government and regional local government CEOs and the fees, expenses and allowances for elected members.

#### **CONSIDERATIONS**

13. In undertaking this determination, the Tribunal is mindful of the magnitude and complexity of the local government sector. There are 137 local governments, 9 regional local governments in WA, plus the Christmas and Cocos (Keeling) Islands, all of which, in 2015-16 accounted for a total operating and capital expenditure of approximately \$5.5 billion. There are approximately 16,000 Full Time Equivalent (FTE) employees spread across geographic areas ranging from 1.5 square kilometres to 371,696 square kilometres.
14. The Tribunal has considered sections 2.7 to 2.10 and 5.41 of the LG Act which outlines the roles and responsibilities of local governments, councillors, mayors, presidents and their deputies and the functions of local government CEOs.
15. The information received from individual local governments, CEOs and the Statutory Advisor ensures the Tribunal is informed on developments across the sector.

#### **Local Government population, expenditure and staff levels**

16. The Tribunal requested and received the following data from the DLGC:
  - Population as at 31 March 2016 (ABS Catalogue 3218.0);
  - Total FTE employees 2015-16;
  - Operating expenditure 2015-16; and
  - Three year averaged capital expenditure (2013-14 to 2015-16).

#### **Labour market and economic data**

17. The Tribunal has noted a range of labour market and economic data including projections included in the Government Mid-year financial projections, financial projection statements and the most recent Economic and Fiscal Outlook provided by the Treasurer and Under Treasurer on 6 April 2017.
18. It is apparent when viewing this economic data that the economy of Western Australian is facing some serious economic challenges, including:
  - Increasing government debt;
  - Reducing government revenue;
  - Falling business investment;

- Declining tax and rates base;
- Unemployment and underemployment at high levels;
- WA Average Weekly earnings falling by -0.7% and the Wage Price Index remaining at low levels;
- Increasing economic stress on households.

19. What is clear from reviewing the economic situation is that the community, as a whole, is facing a difficult time and will require some economic sacrifices from all in the community to reverse some of the economic declines and instil confidence back into the economy and community in general.

### **Band allocation model**

20. The Tribunal continues to utilise the four band classification model adopted in its 2012 determination. The model provides for a range of factors to be taken into account including:

- major growth and development;
- strategic planning, including risk management;
- infrastructure development and asset management;
- significant social/economic/environmental issues;
- significant demand to service and support non-resident needs;
- diversity of services;
- community involvement and advocacy;
- state or national negotiations;
- operational and managerial requirements;
- capacity to pay;
- total expenditure;
- population; and
- FTEs.

21. The Tribunal considered all local governments and regional local governments placed near the top or bottom of a band with the potential to change bands, regardless of whether a submission was received. Particular attention was given to those local governments and regional local governments where expenditure, population and/or FTE figures had significantly increased over the 2015-16 financial year. This is based on the range of factors identified under the band allocation model and not just consideration of one or two indicators of growth in isolation. The Tribunal will continue to review the circumstances of regional and remote local governments to ensure that the particular issues relevant to those local governments are accommodated with the band allocation model.

22. The Tribunal emphasises that there is significant room for growth within each band before an increase in classification is warranted. A request for an increase in classification will only be recognised where it is demonstrated that the local government or regional local government has experienced a substantial and sustained increase in work value.

## **Survey Results**

23. The survey shows that the vast majority of CEOs (82%) are remunerated at either the middle (26-74<sup>th</sup> percentile) or top (above the 75<sup>th</sup> percentile) of their respective band ranges. Only one local government reported a remuneration package in the bottom 25<sup>th</sup> percentile of its band range.
24. There are nine local governments and two regional local governments with a Preserved CEO currently remunerating above the determined range. Although Preserved CEOs, as defined by the LG Act, do not fall under the jurisdiction of the Tribunal, Local Governments are reminded that they are required by clause 43(4) of the LG Act to take into account any determination of the Tribunal when renewing a contract of a Preserved CEO.
25. The Tribunal reminds local governments that it is their responsibility to ensure that payments made to CEOs and elected members are within the respective band ranges. The Tribunal notes that a number of local governments self-reported that they had Preserved CEOs when this is not the case. Any payments made outside the scope of the determination for non-Preserved CEOs is in violation of the LG Act and SAA Act.
26. In regards to Elected Members, the responses shows that all local governments provide fees within the bands determined by the Tribunal, as is required. Only one local government reported that it provides no payment to Elected Members.
27. The Tribunal emphasises that any benefit provided by this determination cannot be proscribed, limited or waived by a decision of the local government. Any eligible claim against those entitlements is to be paid in accordance with the applicable financial procedures of the local government. However, individual Members may, acting independently, waive their right to receive fees.
28. Forty-one of the 144 local governments that provided a response remunerate their members with a per meeting fee. Of these forty-one, four were Band 3 local governments, thirty-four were Band 4 local governments and three were regional local governments.

## **CEO Regional/Isolation Allowance**

29. The Regional/Isolation Allowance is available to local governments listed under Part 3 of this determination. The Allowance is discretionary and local governments have the flexibility to determine an appropriate payment not exceeding the maximum annual figure stated.
30. All but one of the eligible local governments responded to the Tribunal's Survey. Of the 52 eligible local governments, 21 did not provide any payment under this allowance and a further 13 provided 50% or less of the allowance. Twenty-nine local governments provided information indicating that they were paying their CEO some form of Regional/Isolation Allowance. Only 9 of these local governments provided the maximum allowance to their CEOs.
31. The Tribunal reminds eligible local governments that although the Regional/Isolation Allowance is additional to the Total Reward Package (TRP), it is to be paid as salary and may

attract the superannuation guarantee. As the superannuation guarantee forms part of a CEO's TRP, caution should be taken to ensure that provision of this allowance does not result in the maximum of the awarded TRP range being exceeded.

### **Christmas and Cocos Islands**

32. Under Section 8H of the *Christmas Island Act 1958* (Cth), Section 8H of the *Cocos (Keeling) Islands Act 1995* (Cth) and the *Indian Oceans Territories (Administration of Laws) Act 1992* (WA) the Commonwealth and State Governments entered into an agreement, with effect from 1 July 2016, such that the Salaries and Allowances Tribunal has the power to determine the remuneration of local government CEOs and the fees, expenses and allowances for local government elected members of the Shires of Christmas Island and Cocos (Keeling) Islands.
33. The Tribunal issued its first determination regarding the Shires of Christmas and Cocos (Keeling) Islands on 27 September 2016. The Tribunal has reviewed the Shires of Christmas and Cocos (Keeling) Islands during the current inquiry.
34. The Tribunal's future inquiries in to the Shires of Christmas and Cocos (Keeling) Islands will be conducted during the annual local government reviews.

### **Annual review process and provision of data to the Tribunal**

35. The Tribunal will continue to request information annually regarding the amounts of fees, expenses and allowances paid to local governments and regional local government elected council members and remuneration provided to CEOs.
36. Local governments and regional local governments are advised to record all figures for each elected member and CEO relevant to each section of the determination.

### **CONCLUSIONS**

37. The Tribunal has determined there will be no increase at this time in the remuneration, fees expenses or allowances ranges provided to CEOs and elected members in light of the serious economic conditions facing Western Australia at this time.
38. The economic conditions will impose on all members of the community some measure of economic restraint. As community leaders, it is incumbent on CEOs and elected members to lead in this respect.
39. The Tribunal notes that a majority of local governments retain the capacity to provide an increase within the current band parameters. While noting that the annual Consumer Price Index for December 2016 (the latest available figures) was 0.5%, each local government must satisfy itself and provide public justification for any increase within their allotted band in the current economic climate.
40. The Tribunal has considered all local governments with potential to change classification by being upgraded or downgraded. In reviewing the classification framework, band allocation model and all other relevant information, the Tribunal has upgraded the Shire of Serpentine-

Jarrahdale from Band 3 to Band 2 and the Shire of Dalwallinu from Band 4 to Band 3. While the Tribunal acknowledges that other local governments have experienced differing levels of growth and increased complexity, it was considered that this growth can be accommodated within their existing band classification.

41. The Tribunal has made no further changes to its determination.
42. The Tribunal reinforces its preference for the reimbursement of actual expenses wherever possible and, accordingly, has maintained the annual allowances for information and communication technology (ICT) and travel and accommodation. Although these annual allowances are to be paid in lieu of reimbursement of such expenses, the Tribunal maintains the fundamental principle that elected council members should not be out of pocket for expenses properly incurred in the fulfilment of their duties and that any expense incurred beyond the annual allowance amount received should continue to be reimbursed in accordance with the LG Regulations.
43. Nothing in this determination shall be interpreted and/or applied in such a manner as to circumvent the intention of the Tribunal to ensure transparency and accountability in the remuneration of Local Government CEOs and the provision of fees, expenses and allowances to elected members.
44. Information on the remuneration of CEOs and elected council members is available to the public under section 5.94 of the LG Act or through the minutes of council meetings.
45. In conclusion, the Tribunal would like to acknowledge those who assisted with this inquiry. Information provided enabled the Tribunal to appreciate the issues impacting various local governments and the sector generally, and also gain feedback regarding the effectiveness of its determinations.

**DETERMINATION FOR LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS  
AND ELECTED MEMBERS PURSUANT TO SECTION 7A AND 7B OF THE  
*SALARIES AND ALLOWANCES ACT 1975***

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- 1.6 Local government band allocations

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**Explanatory Notes**

## **PART 1: INTRODUCTORY MATTERS**

*This Part deals with some matters that are relevant to the determination generally.*

### **1.1 Short title**

This determination may be cited as the *Local Government Chief Executive Officers and Elected Members Determination No. 1 of 2017*.

### **1.2 Commencement**

This determination comes into operation on 1 July 2017.

### **1.3 Content and intent**

- (1) The remuneration listed in this determination comprises all remuneration as defined under the *Salaries and Allowances Act 1975* as including salary, allowances, fees, emoluments and benefits.
- (2) The determination applies to
  - a. Chief Executive Officers (CEOs);
  - b. Acting Chief Executive Officers; and
  - c. Elected Members
- (3) The remuneration specified in this determination for CEOs is based on a person being appointed to one Local Government CEO position only. In the case of a person being appointed to undertake the duties of more than one CEO position simultaneously, the relevant Local Governments must seek a determination from the Tribunal for the multiple CEO positions held by that person.
- (4) If a Local Government undergoes an amalgamation or a rezoning of Local Government boundaries, the Local Government is required to seek a new determination from the Tribunal.
- (5) This determination provides for the amount of fees, expenses and allowances to be paid or reimbursed under the *Local Government Act 1995* ('the LG Act') Part 5 Division 8 to elected council members. The determination applies to elected council members who are members of the council of a local government. Under the LG Act section 3.66, it also applies to elected council members who are members of the council of a regional local government.

- (6) Where the Tribunal has determined a specific amount for a fee, expense or allowance for elected council members of a local government or regional local government, the amount determined by the Tribunal will be payable to an eligible elected council member.
- (7) Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for elected council members of a local government or regional local government, each local government or regional local government council will set an amount within the relevant range determined and the amount set will be payable to an eligible elected council member.
- (8) The fees, expenses and allowances determined are intended to recognise the responsibilities of elected council members, mayors and presidents of local governments and chairmen of regional local governments and to remunerate them for the performance of the duties associated with their office.

#### 1.4 Terms used

In this determination, unless the contrary intention appears -

***chairman*** means a person who is elected or appointed from among the members of a council of a regional local government as its chairman;

***committee meeting*** means a meeting of a committee of a council where the committee comprises –

- (a) council members only; or
- (b) council members and employees of the local government or regional local government;

***council***, in relation to:

- (a) a local government, means the council of the local government;
- (b) a regional local government, means the council of the regional local government;

***council member***, in relation to:

- (a) a local government –
  - (i) means a person elected under the LG Act as a member of the council of the local government; and

(ii) includes the mayor or president of the local government;

(b) a regional local government –

(i) means a person elected under the LG Act as a member of the council of a local government and who is a member of the council of the regional local government; and

(ii) includes the chairman of the regional local government;

**LG Regulations** means the *Local Government (Administration) Regulations 1996*;

**mayor** means a council member holding the office of mayor, whether elected by the council from amongst its members or elected by the electors;

**president** means a council member holding the office of president, whether elected by the council from amongst its members or elected by the electors.

## **1.5 Pro rata payments**

- (1) The Total Remuneration Package specified in this determination for CEOs is based on a person serving in the office on a full-time basis. The relevant range shall be payable on a pro rata basis if the position is undertaken on a part time basis.
- (2) The amount of a person's entitlement to remuneration, annual attendance fee or annual allowance specified in this determination shall be apportioned on a pro rata basis according to the portion of a year that the person holds office.

## **1.6 Local government band allocations**

Unless the contrary intention appears, local governments are allocated in this determination to the bands set out in Schedule 1 of this determination. Regional local governments are allocated to a Band only in regards to CEOs.

## **PART 2: TOTAL REWARD PACKAGE**

*This Part deals with the remuneration payable to Chief Executive Officers.*

### **2.1 GENERAL**

- (1) Offices listed in this Part have been assigned by the Tribunal to one of four classifications designated Band 1 to Band 4.
- (2) Each classification (Band 1 to Band 4) has a commensurate Total Reward Package (TRP) range.
- (3) Typical components of a TRP include:
  - a. Base salary;
  - b. Annual leave loading;
  - c. Associated FBT accrued (total annual amount of fringe benefits tax paid by the Local Government for all fringe benefits provided to a CEO);
  - d. Association membership fees;
  - e. Attraction/retention allowance, not being provided under Part 3;
  - f. Personal benefit value of the provision of a motor vehicle for private use (if applicable) as defined under Part 5 of this determination;
  - g. Cash bonus and performance incentives;
  - h. Cash in lieu of a motor vehicle;
  - i. Fitness club fees;
  - j. Grooming/clothing allowance;
  - k. Health insurance;
  - l. School fees and/or child's uniform;
  - m. Superannuation (all mandatory and non-mandatory employer superannuation contributions);
  - n. Travel or any other benefit taken in lieu of salary;
  - o. Travel for spouse or any other member of family;

- p. Unrestricted entertainment allowance;
- q. Utilities allowance (any water, power or other utility subsidy provided to the CEO); and
- r. Any other form of payment, in cash or not, in consideration of a reward or benefit of the CEOs duties.

(4) The only exclusions from the TRP are:

- a. The items listed in Parts 3, 4 and 5 of this determination (however, any superannuation guarantee associated with the payment of a Regional/Isolation Allowance and any associated FBT accrued from the provision of a motor vehicle or accommodation are to be included as part of the TRP);
- b. Employer obligations such as professional development (restricted to the CEO), reimbursement for genuine work expenses or the cost of recruitment and relocation expenses; and
- c. Those items that are considered to be a tool of trade by the Local Government (i.e. the equipment needed to undertake the duties of a CEO) and which are not a direct or indirect reward or benefit for the performance of duties as a CEO.

## 2.2 LOCAL GOVERNMENT CLASSIFICATION

- (1) The ranges of TRP in Table 1 apply where a local government or regional local government has been classified into the relevant band.

**Table 1: Local Government band classification – Total Reward Package range**

Band	Total Reward Package
1	\$247,896 - \$375,774
2	\$204,455 - \$316,586
3	\$156,356 - \$256,711
4	\$126,956 - \$198,210

- (2) Local Governments have been classified in Schedule 1.

(3) Regional Local Governments have been classified in Table 2 below.

**Table 2: Regional Local Government band classification**

Regional Local Government	Band
Bunbury-Harvey Regional Council	4
Eastern Metropolitan Regional Council	2
Mindarie Regional Council	3
Murchison Regional Vermin Council	4
Pilbara Regional Council	4
Rivers Regional Council	3
Southern Metropolitan Regional Council	2
Tamala Park Regional Council	2
Western Metropolitan Regional Council	4

(4) A person who holds a dual appointment of the CEO of the Shire of Cunderdin and the CEO of the Shire of Tammin, shall be entitled to receive a TRP range from the bottom of Band 4 (\$126,956) to a maximum of \$218,031 (which represents the top of Band 4 plus 10%).

### **PART 3: REGIONAL/ISOLATION ALLOWANCE**

*This Part deals with the Regional/Isolation Allowance that may be payable to Chief Executive Officers from Local Governments identified in this Part.*

#### **3.1 GENERAL**

- (1) Local Governments listed under Table 3 in this Part have access to an amount additional to the Total Reward Package for CEO remuneration in recognition of the regional and isolation factors which may affect the attraction and retention of the CEOs of those Local Governments.
- (2) Local Governments are not required to pay all or any of this amount and the payment of this allowance is at the discretion of the Local Government, albeit within the parameters set by the Tribunal.
- (3) When a Local Government chooses to use all or any of this allowance, the payment of the allowance should be properly justified and applied in a transparent manner.
- (4) When a Local Government chooses to pay all or any of this allowance, it is to be paid to the CEO as salary.

#### **3.2 REGIONAL/ISOLATION ALLOWANCE**

Local Governments eligible for the Regional/Isolation Allowance have been classified in Table 3 below.

**Table 3: Regional/Isolation Allowance**

Local Government	Maximum Regional/Isolation Allowance Per Annum
Ashburton Shire	\$45,000
Broome Shire	\$35,000
Carnamah Shire	\$30,000
Carnarvon Shire	\$30,000
Chapman Valley Shire	\$30,000
Christmas Island Shire	\$80,000
Cocos (Keeling) Islands Shire	\$80,000
Coolgardie Shire	\$30,000
Coorow Shire	\$30,000
Cue Shire	\$40,000
Derby-West Kimberley Shire	\$45,000
Dundas Shire	\$30,000
East Pilbara Shire	\$45,000
Esperance Shire	\$25,000
Exmouth Shire	\$35,000
Geraldton-Greenough City	\$25,000
Halls Creek Shire	\$65,000
Irwin Shire	\$30,000
Jerramungup Shire	\$25,000
Kalgoorlie-Boulder City	\$30,000
Karratha City	\$60,000
Kent Shire	\$10,000
Kondinin Shire	\$10,000
Kulin Shire	\$10,000
Lake Grace Shire	\$10,000
Laverton Shire	\$40,000
Leonora Shire	\$40,000
Meekatharra Shire	\$40,000
Menzies Shire	\$30,000
Merredin Shire	\$10,000
Mingenew Shire	\$30,000
Morawa Shire	\$30,000
Mount Magnet Shire	\$30,000
Mount Marshall Shire	\$10,000

Local Government	Maximum Regional/Isolation Allowance Per Annum
Mukinbudin Shire	\$25,000
Murchison Shire	\$30,000
Narembeen Shire	\$10,000
Ngaanyatjarraku Shire	\$40,000
Northampton Shire	\$30,000
Nungarin Shire	\$10,000
Perenjori Shire	\$30,000
Port Hedland Town	\$60,000
Ravensthorpe Shire	\$30,000
Sandstone Shire	\$30,000
Shark Bay Shire	\$35,000
Three Springs Shire	\$30,000
Upper Gascoyne Shire	\$35,000
Westonia Shire	\$25,000
Wiluna Shire	\$40,000
Wyndham-East Kimberley Shire	\$45,000
Yalgoo Shire	\$30,000
Yilgarn Shire	\$25,000

## **PART 4: HOUSING ALLOWANCE**

*This Part deals with the Housing Allowance that may be payable to Chief Executive Officers.*

### **4.1 GENERAL**

- (1) In recognition of the need for Local Governments to provide accommodation as a result of a lack of suitable housing or recruitment issues, on either a permanent or temporary basis, Local Governments are able to utilise this allowance as required.
- (2) When a Local Government utilises this allowance, the payment of the allowance should be properly justified and applied in a transparent manner.
- (3) Any accommodation provided under this Part must be located within or adjacent to the Local Government Area within which the CEO is employed.
- (4) Local Governments should tailor the provision of any housing allowance to suit their particular circumstances. This may include the CEO making contributions towards the cost of the accommodation.

### **4.2 APPLICABLE HOUSING ALLOWANCE**

- (1) Where a Local Government owns a property and provides that property to the CEO for accommodation, the value of this accommodation will not be included in the Total Reward Package.
- (2) For reporting purposes, the value of the Local Government owned property shall be valued at the annual Gross Rental Value of the property as determined by the Valuer General.
- (3) Where a Local Government leases accommodation for the use of the CEO, the lease costs will not be included in the Total Reward Package.
- (4) For reporting purposes, the value of the Local Government leased property shall be the annual actual costs of the accommodation lease.

## **PART 5: MOTOR VEHICLE**

*This Part deals with the provision of motor vehicles to Chief Executive Officers.*

### **5.1 GENERAL**

- (1) For Local Governments listed in Table 3 under Part 3 of this determination, any motor vehicle provided to the CEO by the Local Government is to be considered a tool of trade (i.e. a tool needed to undertake the duties of a CEO in these Local Governments). Any private benefit of the vehicle will not be considered as part of the Total Reward Package.
- (2) For Local Governments not listed in Table 3 under Part 3 of this determination, the private benefit value of any motor vehicle provided to the CEO by the Local Government is to be included in the Total Reward Package.

### **5.2 PRIVATE BENEFIT VALUE**

- (1) The private benefit value of the motor vehicle will be dependent on the type of motor vehicle provided, method of ownership (i.e. Local Government owned or leased), maintenance and running costs, insurance, any applicable luxury car tax and the amount of private use of the vehicle (i.e. non-business use).
- (2) As a general rule, the private benefit value would be based upon the annual costs multiplied by the percentage of private use.
- (3) Local Governments and CEOs will need to come to an agreement on the most appropriate way to record the amount of private use in order to calculate the private benefit value.

## **PART 6: MEETING ATTENDANCE FEES**

*This Part deals with fees payable to council members for attendance at council and other meetings*

### **6.1 GENERAL**

- (1) Pursuant to section 5.98(1)(b) of the LG Act, a council member who attends a council meeting is entitled to be paid the fee set by the local government or the regional local government within the range determined in section 6.2 of this Part for council meeting attendance fees.
- (2) Pursuant to section 5.98(1)(b) and (2A)(b) of the LG Act, a council member who attends a committee meeting or (at the request of the local government or regional local government) a meeting of a type prescribed in regulation 30(3A) of the LG Regulations is entitled to be paid the fee set by the local government or regional local government within the range determined in section 6.3 of this Part for attending committee meetings or, as the case requires, meetings of that type.
- (3) Each of the following meetings is a type of meeting prescribed in regulation 30(3A) of the LG Regulations -
  - (a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
  - (b) meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
  - (c) council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;
  - (d) meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
  - (e) meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.
- (4) Pursuant to section 5.99 of the LG Act, a local government or regional local government may decide by an absolute majority that instead of paying council members an attendance fee referred to in section 5.98(1) of the LG Act, it will pay all

council members who attend council or committee meetings a fee set within the range for annual fees determined in section 6.4 of this Part.

- (5) Regulation 30(3C) of the LG Regulations prevents the payment of a fee to a council member for attending a meeting of a type prescribed in regulation 30(3A) of those regulations if –
  - (a) the person who organises the meeting pays the council member a fee for attending the meeting; or
  - (b) the council member is paid an annual fee in accordance with section 5.99 of the LG Act; or
  - (c) the council member is deputising for a council member at a meeting of a regional local government and the member of the regional local government is paid an annual fee in accordance with section 5.99 of the LG Act.
- (6) In determining the fees set out in this Part, the Tribunal has taken into account a range of factors including –
  - (a) the time required to prepare adequately for the meetings including consideration of agenda papers, site visits related to agenda items and consultation with council staff and community members;
  - (b) the role of the council member, mayor or president including, but not limited to, representation, advocacy, and oversight and determination of policy and local legislation;
  - (c) particular responsibilities associated with the types of meetings attended;
  - (d) responsibilities of a mayor, president or chairman to preside over meetings; and
  - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model.
- (7) The Tribunal has not determined a specific meeting attendance fee for the purposes of section 5.98(1)(a) or (2A)(a) of the LG Act.

## **6.2 COUNCIL MEETING ATTENDANCE FEES – PER MEETING**

- (1) The ranges of fees in Table 4 and Table 5 apply where a local government or regional local government decides by an absolute majority to pay a council member a fee referred to in section 5.98(1)(b) of the LG Act for attendance at a council meeting.

**Table 4: Council meeting fees per meeting – local governments**

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$609	\$785	\$609	\$1,177
2	\$369	\$576	\$369	\$772
3	\$191	\$406	\$191	\$628
4	\$90	\$236	\$90	\$485

**Table 5: Council meeting fees per meeting – regional local governments**

	For a council member other than the chairman		For a council member who holds the office of chairman	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$90	\$236	\$90	\$485

**6.3 COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES – PER MEETING**

- (1) The ranges of fees in Table 6 and Table 7 apply where a local government or regional local government decides to pay a council member a fee referred to in –
  - (a) section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
  - (b) section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.

**Table 6: Committee meeting and prescribed meeting fees per meeting – local governments**

<b>For a council member (including the mayor or president)</b>		
<b>Band</b>	<b>Minimum</b>	<b>Maximum</b>
1	\$305	\$392
2	\$184	\$288
3	\$96	\$203
4	\$45	\$118

**Table 7: Committee meeting and prescribed meeting fees per meeting – regional local governments**

<b>For a council member (including the chairman)</b>		
	<b>Minimum</b>	<b>Maximum</b>
All regional local governments	\$45	\$118

#### 6.4 ANNUAL ATTENDANCE FEES IN LIEU OF COUNCIL MEETING, COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES

- (1) The ranges of fees in Table 8 and Table 9 apply where a local government or regional local government decides by an absolute majority that, instead of paying council members an attendance fee referred to in section 5.98 of the LG Act, it will pay all council members who attend council, committee or prescribed meetings an annual fee.

**Table 8: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – local governments**

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$24,360	\$31,364	\$24,360	\$47,046
2	\$14,718	\$23,000	\$14,718	\$30,841
3	\$7,612	\$16,205	\$7,612	\$25,091
4	\$3,553	\$9,410	\$3,553	\$19,341

**Table 9: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – regional local governments**

	For a council member other than the chairman		For a council member who holds the office of chairman	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$1,777	\$10,455	\$1,777	\$15,682

**PART 7: ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT, CHAIRMAN,  
DEPUTY MAYOR, DEPUTY PRESIDENT AND DEPUTY CHAIRMAN**

*This Part deals with annual allowances payable to mayors, presidents, chairmen and their deputies, in addition to any entitlement to meeting attendance fees or the reimbursement of expenses.*

**7.1 GENERAL**

- (1) Pursuant to section 5.98(5) of the LG Act, the mayor or president of a local government and the chairman of a regional local government are entitled, in addition to any fees or reimbursement of expenses payable under section 5.98(1) or (2), to be paid the annual allowance set by the local government or regional local government within the range determined in section 7.2 of this Part.
- (2) Pursuant to section 5.98A(1) of the LG Act, a local government or regional local government may decide, by an absolute majority, to pay the deputy mayor or deputy president of the local government, or the deputy chairman of the regional local government, an allowance of up to the percentage that is determined by the Tribunal of the annual allowance to which the mayor or president of the local government, or the chairman of the regional local government, is entitled under section 5.98(5) of the LG Act. That percentage is determined in section 7.3 of this Part. This allowance is in addition to any fees or reimbursement of expenses payable to the deputy mayor, deputy president or deputy chairman under section 5.98 of the LG Act.
- (3) In determining the allowances set out in this Part, the Tribunal has taken into account a range of factors including the following –
  - (a) the leadership role of the mayor, president or chairman;
  - (b) the statutory functions for which the mayor, president or chairman is accountable;
  - (c) the ceremonial and civic duties required of the mayor, president or chairman, including local government business related entertainment;
  - (d) the responsibilities of the deputy mayor, deputy president or deputy chairman when deputising;
  - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model;
  - (f) the civic, ceremonial and representation duties particular to the Lord Mayor of Western Australia’s capital city.

## 7.2 ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT OR CHAIRMAN

- (1) The ranges of allowances in Table 10 apply where a local government sets the amount of the annual local government allowance to which a mayor or president is entitled under section 5.98(5) of the LG Act.
- (2) The range of allowances in Table 11 apply where a regional local government sets the amount of the annual local government allowance to which a chairman is entitled under section 5.98(5) of the LG Act.
- (3) Despite the provisions of subsection (1), the Perth City Council is to set the amount of the annual local government allowance to which the Lord Mayor is entitled within the range of \$60,900 to \$135,909.

**Table 10: Annual allowance for a mayor or president of a local government**

For a mayor or president		
Band	Minimum	Maximum
1	\$50,750	\$88,864
2	\$15,225	\$62,727
3	\$1,015	\$36,591
4	\$508	\$19,864

**Table 11: Annual allowance for a chairman of a regional local government**

For a chairman		
	Minimum	Maximum
All regional local governments	\$508	\$19,864

## 7.3 ANNUAL ALLOWANCE FOR A DEPUTY MAYOR, DEPUTY PRESIDENT OR DEPUTY CHAIRMAN

- (1) The percentage determined for the purposes of section 5.98A(1) of the LG Act is 25 per cent.

## PART 8: EXPENSES TO BE REIMBURSED

*This Part deals with expenses for which council members are entitled to be reimbursed.*

### 8.1 GENERAL

- (1) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 31(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(1) to (5) of this Part.
- (2) Regulation 31(1) of the LG Regulations prescribes the following kinds of expenses that are to be reimbursed:
  - (a) rental charges incurred by a council member in relation to one telephone and one facsimile machine; and
  - (b) child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.
- (3) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 32(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(6) to (8) of this Part.
- (4) Regulation 32(1) of the LG Regulations prescribes the following kinds of expenses that may be approved by a local government for reimbursement –
  - (a) an expense incurred by a council member in performing a function under the express authority of the local government;
  - (b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and
  - (c) an expense incurred by a council member in performing a function in his or her capacity as a council member.

## 8.2 EXTENT OF EXPENSES TO BE REIMBURSED

- (1) The extent to which a council member can be reimbursed for rental charges in relation to one telephone and one facsimile machine is the actual expense incurred by the council member.
- (2) The extent to which a council member can be reimbursed for child care costs incurred because of attendance at a meeting referred to in regulation 31(1)(b) of the LG Regulations is the actual cost per hour or \$25 per hour, whichever is the lesser amount.
- (3) The extent to which a council member of a local government can be reimbursed for travel costs referred to in regulation 31(1)(b) of the LG Regulations is:
  - (a) if the person lives or works in the local government district or an adjoining local government district, the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or
  - (b) if the person does not live or work in the local government district or an adjoining local government district, the actual cost, in relation to a journey from the person's place of residence or work and back:
    - (i) for the person to travel from the person's place of residence or work to the meeting and back; or
    - (ii) if the distance travelled referred to in subparagraph (i) is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.
- (4) The extent to which a council member of a regional local government can be reimbursed for travel costs referred to in regulation 31(1)(b) of the LG Regulations is the actual cost for the person to travel from the person's place of residence or work to the meeting and back.
- (5) For the purposes of subsections (3) and (4), travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the *Local Government Officers' (Western Australia) Interim Award 2011* as at the date of this determination.
- (6) The extent to which a council member can be reimbursed for child care costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is the actual cost per hour or \$25 per hour, whichever is the lesser amount.

- (7) The extent to which a council member can be reimbursed for intrastate or interstate travel and accommodation costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is at the same rate applicable to the reimbursement of travel and accommodation costs in the same or similar circumstances under the *Public Service Award 1992* issued by the Western Australian Industrial Relations Commission as at the date of this determination.
- (8) The extent to which a council member can be reimbursed for any other cost incurred under regulation 32(1) of the LG Regulations is the actual cost upon presentation of sufficient evidence of the cost incurred.

## **PART 9: ANNUAL ALLOWANCES IN LIEU OF REIMBURSEMENT OF EXPENSES**

*This Part deals with annual allowances that a local government or regional local government may decide to pay.*

### **9.1 GENERAL**

- (1) Pursuant to section 5.99A of the LG Act, a local government or regional local government may decide by absolute majority that instead of reimbursing council members under the LG Act section 5.98(2) for all of a particular type of expense, it will pay all council members, for that type of expense, the annual allowance determined in section 9.2 of this Part or, as the case requires, an annual allowance within the range determined in that section.
- (2) Where a local government or regional local government has decided to pay council members an annual allowance for an expense of a particular type instead of reimbursing expenses of that type under section 5.98(2) of the LG Act, section 5.99A of the LG Act provides for reimbursement of expenses of that type in excess of the amount of the allowance.
- (3) In determining the maximum annual allowance for expenses of a particular type, the Tribunal has taken into account a range of factors including the following:
  - (a) the intent of the allowance to reflect the extent and nature of the expenses incurred and not to result in a windfall gain for council members;
  - (b) the capacity of local governments to set allowances appropriate to their varying operational needs;
  - (c) the particular practices of local governments in the use of information and communication technology (e.g. laptop computers, iPads); and
  - (d) the varying travel requirements of council members in local governments associated with geography, isolation and other factors.

### **9.2 ANNUAL ALLOWANCES DETERMINED INSTEAD OF REIMBURSEMENT FOR PARTICULAR TYPES OF EXPENSES**

- (1) In this section:

***ICT expenses*** means:

- (a) rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or

- (b) any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations;

***travel and accommodation expenses*** means:

- (a) travel costs, as prescribed by regulation 31(1)(b) of the LG Regulations; or
  - (b) any other expenses that relate to travel or accommodation and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations.
- (2) For the purposes of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT expenses is \$3,500.
- (3) For the purposes of section 5.99A(a) of the LG Act, the annual allowance for travel and accommodation expenses is \$50.

## SCHEDULE 1: LOCAL GOVERNMENT BAND ALLOCATIONS

Local Government	Band
Albany City	1
Armadale City	1
Ashburton Shire	2
Augusta-Margaret River Shire	2
Bassendean Town	3
Bayswater City	1
Belmont City	1
Beverley Shire	4
Boddington Shire	4
Boyup Brook Shire	4
Bridgetown-Greenbushes Shire	3
Brookton Shire	4
Broome Shire	2
Broomehill-Tambellup Shire	4
Bruce Rock Shire	4
Bunbury City	1
Busselton City	1
Cambridge Town	2
Canning City	1
Capel Shire	3
Carnamah Shire	4
Carnarvon Shire	2
Chapman Valley Shire	4
Chittering Shire	3
Christmas Island Shire	3
Claremont Town	3
Cocos (Keeling) Islands Shire	4
Cockburn City	1
Collie Shire	3
Coolgardie Shire	3
Coorow Shire	4
Corrigin Shire	4
Cottesloe Town	3
Cranbrook Shire	4
Cuballing Shire	4
Cue Shire	4

Local Government	Band
Cunderdin Shire*	4
Dalwallinu Shire	3
Dandaragan Shire	3
Dardanup Shire	3
Denmark Shire	3
Derby-West Kimberley Shire	2
Donnybrook Balingup Shire	3
Dowerin Shire	4
Dumbleyung Shire	4
Dundas Shire	4
East Fremantle Town	3
East Pilbara Shire	2
Esperance Shire	2
Exmouth Shire	3
Fremantle City	1
Gingin Shire	3
Gnowangerup Shire	4
Goomalling Shire	4
Gosnells City	1
Greater Geraldton City	1
Halls Creek Shire	3
Harvey Shire	2
Irwin Shire	3
Jerramungup Shire	4
Joondalup City	1
Kalamunda Shire	2
Kalgoorlie-Boulder City	1
Karratha City	1
Katanning Shire	3
Kellerberrin Shire	4
Kent Shire	4
Kojonup Shire	3
Kondinin Shire	4
Koorda Shire	4
Kulin Shire	4
Kwinana City	1
Lake Grace Shire	4

Local Government	Band
Laverton Shire	3
Leonora Shire	3
Mandurah City	1
Manjimup Shire	3
Meekatharra Shire	3
Melville City	1
Menzies Shire	4
Merredin Shire	3
Mingenew Shire	4
Moora Shire	3
Morawa Shire	4
Mosman Park Town	3
Mount Magnet Shire	4
Mount Marshall Shire	4
Mukinbudin Shire	4
Mundaring Shire	2
Murchison Shire	4
Murray Shire	3
Nannup Shire	4
Narembeen Shire	4
Narrogin Town	3
Nedlands City	2
Ngaanyatjarraku Shire	4
Northam Shire	2
Northampton Shire	4
Nungarin Shire	4
Peppermint Grove Shire	4
Perenjori Shire	4
Perth City	1
Pingelly Shire	4
Plantagenet Shire	3
Port Hedland Town	1
Quairading Shire	4
Ravensthorpe Shire	3
Rockingham City	1
Sandstone Shire	4
Serpentine-Jarrahdale Shire	2

Local Government	Band
Shark Bay Shire	4
South Perth City	2
Stirling City	1
Subiaco City	2
Swan City	1
Tammin Shire*	4
Three Springs Shire	4
Toodyay Shire	3
Trayning Shire	4
Upper Gascoyne Shire	4
Victoria Park Town	2
Victoria Plains Shire	4
Vincent City	2
Wagin Shire	4
Wandering Shire	4
Wanneroo City	1
Waroona Shire	3
West Arthur Shire	4
Westonia Shire	4
Wickepin Shire	4
Williams Shire	4
Wiluna Shire	4
Wongan-Ballidu Shire	4
Woodanilling Shire	4
Wyalkatchem Shire	4
Wyndham-East Kimberley Shire	2
Yalgoo Shire	4
Yilgarn Shire	3
York Shire	3

*\*Denotes a Shire with a CEO who holds a dual appointment, as per 2.2(4) of this determination.*

## **SCHEDULE 2: LOCAL GOVERNMENT NON-RESPONDENTS**

The Tribunal endeavoured to contact the following local governments by email to respond to the Local Government Remuneration survey. No response was received and therefore no remuneration data from these local governments was included in the Tribunal's review:

- City of Bayswater;
- City of Fremantle;
- Shire of Westonia; and
- Southern Metropolitan Regional Council.

It is noted that the City of Bayswater and Shire of Westonia did not respond to the Tribunal's 2016 inquiry into the remuneration for Local Government CEOs. The City of Bayswater also failed to respond to the 2015 inquiry.

Signed on 11 April 2017.

W S Coleman AM  
CHAIRMAN

C A Broadbent  
MEMBER

B J Moore  
MEMBER

SALARIES AND ALLOWANCES TRIBUNAL

## EXPLANATORY NOTES

*This section does not form part of the determination*

### **1. Entitlements**

The entitlement of a council member to a fee, allowance or reimbursement of an expense established under the LG Act, the LG Regulations and this determination, cannot be proscribed, limited or waived by a local government. Any eligible claim against those entitlements is to be paid in accordance with the applicable financial procedures of the local government.

### **2. Local governments to set amounts within the range determined**

Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for members of the council of a local government or a regional local government, each council is to set, by absolute majority, an amount within the relevant range determined and the amount set will be payable to elected council members.

### **3. Superannuation**

Nothing in this determination establishes a liability for the payment of superannuation by local governments. Elected council members are eligible for superannuation payments if their council has resolved unanimously to become an Eligible Local Governing Body (ELGB) pursuant to section 221A and section 221B of the *Income Tax Assessment Act 1936* (Cwlth). Where the council is an ELGB, it is deemed to have an employer/employee relationship with its elected council members and this attracts the application of a number of statutory obligations. Alternative arrangements described in Australian Taxation Office (ATO) Interpretative Decision ATO ID 2007/205 allow for elected council members and councils to agree for whole or part of meeting attendance fees to be paid into a superannuation fund. Where the council is an ELGB, fees for attendance at council, committee and prescribed meetings (whether paid via a per meeting fee or annual allowance) are to be inclusive of any superannuation guarantee liability. This information is not published by way of legal or financial advice.