



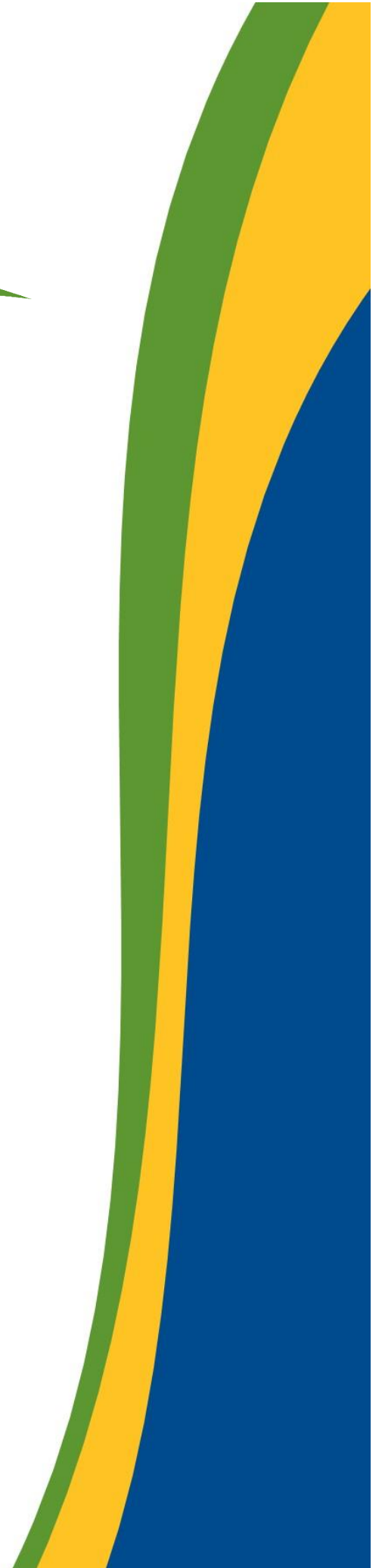
Shire of Northam  
*Heritage, Commerce and Lifestyle*

## **Shire of Northam**

### **Agenda**

### **Ordinary Council Meeting**

**18 June 2025**



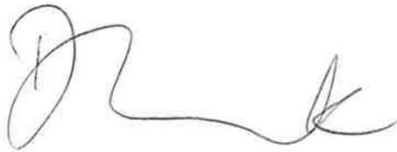
**NOTICE PAPER**  
**Ordinary Council Meeting**  
**18 June 2025**

President and Councillors

I inform you that an Ordinary Council Meeting will be held in the Council Chambers, located at 395 Fitzgerald Street, Northam on 18 June 2025 at 5:30 pm.

There was a Forum meeting held in the Council Chambers on 11 June 2025 at 5:30pm to discuss the contents of this agenda.

Yours faithfully



**Debbie Terelinck**  
**Chief Executive Officer**

## DISCLAIMER

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

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## 1 DECLARATION OF OPENING

## 2 OPENING PROCEDURES

### 2.1 ACKNOWLEDGEMENT OF COUNTRY

The Shire of Northam would like to acknowledge the Traditional Owners of the land on which we meet, the Ballardong and Whadjuk people of the Nyoongar nation and pay our respects to Elders, past present and emerging.

### 2.2 RECORDING OF COUNCIL MEETINGS

Members of Council and members of the gallery are advised that this meeting will be livestreamed and audio-recorded and made available on the Shire of Northam's YouTube channel. If members of the public want to access the recording of this meeting, they can do so via the Shire of Northam website.

## 3 ATTENDANCE

### 3.1 ATTENDEES

#### **Council:**

Shire President

Deputy Shire President

Councillors

C R Antonio

A J Mencshelyi

J E G Williams

M P Ryan

M I Girak

L C Biglin

D A Hughes

C M Poulton

H J Appleton

#### **Staff:**

Chief Executive Officer

Executive Manager Engineering Services

Executive Manager Development & Community  
Services

Executive Manager Corporate Services

Manager Governance & Risk

Governance Officer

D Terelinck

P Devcic

C B Hunt

C J Young

A C McCall

T P Van Beek

### 3.2 APOLOGIES

Nil.

### 3.3 APPROVED LEAVE OF ABSENCE

Nil.

### **3.4 ABSENT**

Nil.

#### 4 DISCLOSURE OF INTERESTS

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

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

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

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

As defined in clause 22 of the Local Government (Model Code of Conduct) Regulations 2021, an **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

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

## 5 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

<b>Visitations and Consultations</b>	
29/05/2025	ABC Radio Midwest and Wheatbelt Radio Interview
29/05/2025	Central Regional TAFE Reconciliation Event - Northam
31/05/2025	Welcome to Skywhales and MC event in Northam
01/06/2025	Elevate Festival – Launch from Grass Valley
01/06/2025	Elevate Festival, VIP and other events - Northam
01/06/2025	ABC Network Interview Radio and TV about Elevate Festival
02/06/2025	Elevate Festival – launch from Northam Airfield
04/06/2025	Grass Valley Progress Association AGM
07/06/2025	Lions Community Markets - Northam
08/06/2025	Philippine Independence Day Celebration - Northam
09/06/2025	Triple M Fortnightly Radio Interview
12/06/2025	Renewable Energy Transition Forum - Perth
12/06/2025	Meeting with Northam Chamber of Commerce - Northam
16/06/2025	Voice of the Avon Radio Interview - Online
<b>Upcoming Events</b>	
20/06/2025	State Budget Briefing Breakfast - Narrogin
20/06/2025	Avon-Midland Country Zone Meeting - York
23/06/2025	Triple M Fortnightly Radio Interview
24/06/2025	Australian Local Government Association Conference Canberra
03/07/2025	Regional Capitals Alliance Meeting - Perth
04/07/2025	St Joseph's Founders Day Celebration - Northam
04/07/2025	Citizenship Ceremony - Northam
05/07/2025	Lions Community Markets - Northam
07/07/2025	AROC Governance Group Meeting - Toodyay
10/07/2025	NAIDOC Week events - Northam
14/07/2025	Triple M Radio Fortnightly Radio Interview
21/07/2025	Voice of the Avon Radio Interview
23/07/2025	Community Transport Forum – Northam

### Operational Matters:

The Shire is once again offering trays of native trees and discounted prices. This subsidised program is being run in conjunction with Westgrow Farm Trees. Collection dates are the 15<sup>th</sup>, 16<sup>th</sup>, and 17<sup>th</sup> of June from the Shire of Northam Depot, via the Oliver Street Entrance. The discounted trays are "first-in, first served".

On the same theme, the Shire is giving up to five free native plants for local landowners. This giveaway program is designed especially for smaller landowners, and features vegetation suited to your local conditions. This is first come, first served. Collection times and dates are – Wundowie 23<sup>rd</sup> June from 10am to 1pm at the Wundowie Library and Northam 24<sup>th</sup> June from 10am to 1pm at Bilya Koort Boodja.

### Events Calendar:

Congratulations to everyone involved with the recent Elevate Festival. With over 8,000 people attending, this event has cemented itself as a major tourist attractor.

Following the recent most successful and memorable events, most notably the Northam Light Festival and Ballooning events over the long weekend, there are a number of community events being held over the next few weeks. Examples include: Link Theatre Productions, MX and ATV Championships at the Northam District Motorcycle Club, events at the Northam Race Club.

### Strategic Matters:

I encourage everyone to use this app to report what you see and what needs attention.



## 6 PUBLIC QUESTIONS

## 7 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

## 8 RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

### 8.1 PETITIONS

*Local Government Act 1995 s6.10*

*Shire of Northam Standing Orders Amendment Local Law 2018*

- (1) A petition is to –
  - (a) be addressed to the President;
  - (b) be made by electors of the district;
  - (c) state the request on each page of the petition;
  - (d) contain the name, address and signature of each elector making the request, and the date each elector signed;
  - (e) contain a summary of the reasons for the request; and Page 13
  - (f) state the name of the person to whom, and an address at which, notice to the petitioners can be given.
- (2) Upon receiving a petition, the Local Government is to submit the petition to the relevant officer to be included in his or her deliberations and report on the matter that is the subject of the petition, subject to subclause (3).
- (3) At any meeting, the Council is not to vote on any matter that is the subject of a petition presented to that meeting, unless:
  - (a) the matter is the subject of a report included in the agenda; and
  - (b) the Council has considered the issues raised in the petition.

### 8.2 PRESENTATIONS

*Local Government Act 1995 s6.11*

*Shire of Northam Standing Orders Amendment Local Law 2018*

- (1) In this clause, a “presentation” means the acceptance of a gift or an award by the Council on behalf of the Local Government or the community.
- (2) A presentation may be made to the Council at a meeting only with the prior approval of the CEO.

### 8.3 DEPUTATIONS

*Local Government Act 1995 s6.9*

*Shire of Northam Standing Orders Amendment Local Law 2018*

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

## **9 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

## **10 CONFIRMATION OF MINUTES**

### **10.1 CONFIRMATION OF MINUTES FROM THE ORDINARY COUNCIL MEETING HELD 28 MAY 2025**

#### **RECOMMENDATION**

**That the minutes of the Ordinary Council meeting held on Wednesday, 28 May 2025 be confirmed as a true and correct record of that meeting.**

### **10.2 NOTES FROM THE COUNCIL FORUM MEETING HELD 11 JUNE 2025**

#### **RECOMMENDATION**

**That Council RECEIVES the notes from the Council Forum meeting held on Wednesday, 11 June 2025.**

## **11 ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY**



## 12 REPORTS OF COMMITTEE MEETINGS

### 12.1 AUDIT & RISK MANAGEMENT COMMITTEE MEETING HELD 20 MAY 2025

#### Receipt of Minutes:

##### RECOMMENDATION

That Council **RECEIVES** the minutes from the Audit & Risk Management Committee meeting held on 20 May 2025.

#### Adoption of Recommendations:

##### RECOMMENDATION

That Council:

1. **CONFIRMS** the minutes of the Audit & Risk Management Committee Meeting held on 18 February 2025 as a true and correct record of that meeting.
2. **RECEIVES** the update as provided in Attachment 7.1.1 in relation to the progress made towards implementation of the ICT Strategy Plan.
3. **NOTES** the update regarding Rates debt and Sundry debt and associated recovery actions being pursued as outlined in confidential Attachment 7.2.1.
4. **RECEIVES** the progress report on implementation of the Work Health and Safety Action Plan as provided in Attachment 7.3.1.
5. **RECEIVES** the May 2025 update as provided in Attachment 7.4.1 in relation to the progress made towards the Regulation 17 Action Plan.
6. **ADOPTS** the revised Risk Management Policy as per Attachment 7.5.2.
7. **APPROVES** the Risk Management Framework as per Attachment 7.5.3.
8. **ENDORSES** the updated Strategic Risk Register as per Attachment 7.5.4.
9. **NOTES** that the Strategic Risk Register will be reported quarterly through the Audit and Risk Management Committee.
10. **RECEIVES** the January to April 2025 update on the internal auditing as provided in Attachment 7.6.1.
11. **RECEIVES** the May 2025 update as provided in Attachment 7.7.1 in relation to the progress made towards the Privacy and Responsible Information Sharing (PRIS) Action Plan.
12. **NOTES** the information contained in Attachment 7.8.1, 7.8.2 and 7.8.3 in relation to the 2024/25 audit to be conducted by Dry Kirkness on behalf of the Office of the Auditor General.

\* Note: all mentions of Attachments in the recommendation relate to the attachments in the minutes of the Audit & Risk Management Committee.

The minutes for the Audit & Risk management Committee were provided to Council separately. The minutes can be found on the Council's website [www.northam.wa.gov.au](http://www.northam.wa.gov.au)

## 13 OFFICER REPORTS

### 13.1 CEO'S OFFICE

#### 13.1.1 Adoption of CP.61 Privacy, Information Handling and Breach of Information Policy

<b>File Reference:</b>	2.3.1.2
<b>Reporting Officer:</b>	Alysha McCall (Manager Governance and Risk)
<b>Responsible Officer:</b>	Debbie Terelinck (Chief Executive Officer)
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Communication Required:</b>	No

#### BRIEF

To seek Council's adoption of the CP.61 Privacy, Information Handling and Breach of Information Policy developed in response to the *Privacy and Responsible Information Sharing Act 2024*.

#### ATTACHMENTS

1. CP.61 Privacy, Information Handling and Breach of Information DRAFT CLEAN [13.1.1.1 - 8 pages]
2. CP.61 Privacy, Information Handling and Breach of Information DRAFT TRACKED [13.1.1.2 - 9 pages]

#### A. BACKGROUND / DETAILS

The *Privacy and Responsible Information Sharing Act 2024* introduces a formal privacy framework for public sector agencies, including specific obligations in the event of a notifiable data breach. In response, the Shire has developed CP.61 Privacy, Information Handling and Breach of Information Policy to ensure compliance with the new requirements.

The policy consolidates privacy and breach response practices into a single governance document and was discussed at a Council Policy workshop on 28 May 2025. The final draft reflects feedback received during the workshop and is presented for formal adoption.

#### B. CONSIDERATIONS

##### B.1 Strategic Community / Corporate Business Plan

Performance Area: Performance.

Outcome 12: Excellence in organisational performance and customer service.

Objective 12.1: Maintain a high standard of corporate governance and financial management.

Priority Action: Nil.

## **B.2 Financial / Resource Implications**

There are no immediate financial implications. Implementation may require resourcing for staff training, ICT controls, and awareness programs to ensure ongoing compliance.

## **B.3 Legislative Compliance**

The CP.61 Policy supports compliance with:

- *Privacy and Responsible Information Sharing Act 2024 (WA)*
- *Information Commissioner Act 2024 (WA)*
- *State Records Act 2000 (WA)*
- *Privacy Act 1988 (Cth)*
- *Freedom of Information Act 1992 (WA)*
- *Local Government Act 1995 (Sections 5.94 and 5.95)*

## **B.4 Policy Implications**

This is a new Council Policy proposed for adoption. It complements and integrates with other key Shire policies and instruments, including:

- CP.3 Code of Conduct for Elected Members
- MP.1 Code of Conduct – Employees, Volunteers and Contractors
- CP.56 Records Management Policy
- Customer Service Charter
- Business Continuity and Complaint Management processes.

## **B.5 Stakeholder Engagement / Consultation**

The draft policy was discussed at a Council Policy workshop on 28 May 2025.

## **B.6 Risk Implications**

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Uncontrolled data breaches can lead to financial penalties, legal costs, and liability claims.	Possible (3) x Medium (3) = Moderate (9)	The policy ensures preventative measures are in place to minimise this risk.
Health & Safety	Nil.		

Reputation	Failure to manage personal information appropriately can severely damage community trust and the Shire's public reputation.	Possible (3) x Medium (3) = Moderate (9)	This policy helps ensure transparency and accountability.
Service Interruption	Breach investigations or cyber incidents can disrupt service delivery.	Possible (3) x Medium (3) = Moderate (9)	The policy integrates breach response with the Shire's Business Continuity Plan to support operational resilience.
Compliance	Non-compliance with legislative requirements.	Unlikely (2) x Minor (2) = Low (4)	The policy ensures compliance with the PRIS Act 2024, Privacy Act 1988 (Cth), and other legal obligations, reducing the risk of enforcement action or regulatory intervention.
Property	While not directly impacting physical property, data held on IT infrastructure is a digital asset that requires protection.	Possible (3) x Medium (3) = Moderate (9)	The policy supports secure handling and storage of these assets.
Environment	Nil.		

#### B.7 Natural Environment Considerations

Nil.

### C. OFFICER'S COMMENT

The CP.61 Policy provides a comprehensive approach to the responsible management of personal information and introduces measures that address the specific obligations of the *Privacy and Responsible Information Sharing Act 2024*.

Of particular note is the integration of mandatory data breach response obligations into the existing privacy framework. The policy now includes:

- Definitions for Notifiable Information Breaches, Information Breach, and Interference with Privacy in line with the PRIS Act.
- A formal process for the identification, assessment, escalation, notification and remediation of data breaches.
- Assignment of responsibilities to key officers, including the Privacy Officer, Information Sharing Officer, and Cyber-Security Incident Response Team.
- Integration with the Shire's Business Continuity Plan and incident management protocols.
- A reference to the data breach response process to ensure consistency in response.
- Clear procedures for external reporting to the Information Commissioner of WA and the Chief Data Officer where required.
- Education and reporting obligations for Council Members, staff and contractors.

By incorporating data breach management into the broader Privacy Policy framework, the Shire ensures a proactive and compliant approach to privacy risk and incident handling.

#### **RECOMMENDATION**

**That Council ADOPTS Policy CP.61 Privacy, Information Handling and Breach of Information, as provided in Attachment 13.1.1.1 to this report.**



Shire of Northam Council Policy  
CP.61 Privacy, Information Handling and Breach of Information

## CP.61 Privacy, Information Handling and Breach of Information

<i>Responsible Department</i>	Office of the Chief Executive Officer Corporate Services
<i>Resolution Number</i>	C.5148
<i>Resolution Date</i>	16/10/2024
<i>Next Scheduled Review</i>	2026/2027
<i>Related Shire Documents</i>	Council Policy CP.3 Code of Conduct for Councillors Committee Members and Candidates Management Policy MP.1 Code of Conduct – Employees, Volunteers, Contractors and Agency Staff Customer Service Charter Freedom of Information Statement Council Policy CP.56 Records Management Policy Council Plan 2022-2032, Outcome 12 Process - Manage Complaints - Information Breach Process – Manage Document Control Business Continuity Plan Process – Manage Records
<i>Related Legislation</i>	<i>Freedom of Information Act 1992</i> <i>Freedom of Information Regulations 1993 (WA)</i> <i>Local Government Act 1995, s.5.94 &amp; s.5.95</i> <i>Local Government (Administration) Regulations 1996, Part 7</i> <i>Privacy Act 1988 (Cth)</i> <i>Privacy and Responsible Information Sharing Act 2024 (WA)</i> <i>Information Commissioner Act 2024 (WA)</i> <i>State Records Act 2000 (WA)</i>

### OBJECTIVE

The objective of this policy is to ensure all reasonable steps are taken so that the collection, use, disclosure and handling of all Personal Information by the Shire of Northam (the Shire) aligns with relevant Australian Privacy Principles and the obligations and requirements of the legislation regarding privacy and responsible information sharing ('PRIS').



*Shire of Northam Council Policy*  
*CP.61 Privacy, Information Handling and Breach of Information*

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The purpose of this policy is to facilitate the lawful and appropriate handling of personal information collected by the Shire. The Policy also outlines the requirements to manage and respond to an information breach and to mitigate future breaches.

## SCOPE

This policy applies to all Council Members and Employees of the Shire as well as to contracted third parties responsible for handling Personal and/or Sensitive Information held and managed by the Shire.

This Policy applies to all information handled by the Shire, including, information regarding customers and stakeholders of the Shire, employees, contractors, volunteers, Council Members and Committee Members.

## POLICY

### 1. Definitions

**Handle**, in relation to information, means to collect, hold, manage, use or disclose the information.

**Information Breach** means unauthorised access to, or unauthorised disclosure of, information or loss of information.

**Interference with Privacy** includes:

- a) acts done, or practice engaged in, by the Shire in contravention of the Privacy and Responsible Information Sharing Act 2024 (WA) ('the PRIS Act'), in relation to personal information or de-identified information that relates to an individual.
- b) A failure by the Shire to comply in relation to its obligations under the PRIS Act, relating to suspected or assessed notifiable information breaches, that involve personal information.
- c) A failure to comply in relation to a function or activity involving the handling of personal information.

**Information Privacy Principles (IPP) entity** has the meaning given in the *Privacy and Responsible Information Sharing Act 2024*.

**Notifiable Information Breach** occurs in the below three circumstances:

- 1)
  - a) There is unauthorised access to, or unauthorised disclosure of, personal information held by an IPP entity; and
  - b) a reasonable person would conclude that the access or disclosure is likely to result in serious harm to any individual to whom the information relates.
- 2)





*Shire of Northam Council Policy  
CP.61 Privacy, Information Handling and Breach of Information*

- a) If personal information held by an IPP entity is lost in circumstances in which unauthorised access to, or unauthorised disclosure of, the information is likely to occur; and
  - b) If the access or disclosure of the information were to occur, a reasonable person would conclude that it would be likely to result in serious harm to any individual to whom the information relates.
- 3)
- a) If there is unauthorised access to, or unauthorised disclosure of, personal information held by an IPP entity; or
  - b) personal information held by an IPP entity is lost; and
  - c) the access, disclosure or loss occurs in circumstances set out in a notifiable information breach determination.

**Personal Information** means information or an opinion about an identified individual, or an individual who is reasonably identifiable:

- a) Whether the information or opinion is true or not; and
- b) Whether the information or opinion is recorded in a material form or not.

This includes information the Shire has collected such as data or information in any format including correspondence, in person, over the phone or over the Internet, or sourced from third parties.

Personal Information includes but is not limited to names, address, telephone numbers, email addresses, date of birth and rates records.

Personal Information does not include information about an individual that is contained in a publicly available publication as set out in the Local Government Act 1995. Personal Information, once it is contained in a publicly available publication, ceases to be covered by the Privacy Policy.

**Sensitive Information** means personal information that includes information or an opinion about an individual's:

- racial or ethnic origin
- political opinions or associations
- religious or philosophical beliefs
- trade union membership or associations
- sexual orientation or practices
- criminal record
- health or genetic information
- some aspects of biometric information.

## 2. Policy Statement

The Shire of Northam (the Shire) considers that the responsible handling of Personal Information is a key aspect of democratic governance and is committed to protecting an individual's right to privacy.

## 3. Implementation



*Shire of Northam Council Policy  
CP.61 Privacy, Information Handling and Breach of Information*

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All Managers within the Shire are responsible for the implementation of the policy within their Service Unit.

The Business Solutions Coordinator will monitor data governance in accordance with its policies and processes to ensure that Personal Information held by the Shire is protected from misuse, interference, loss, unauthorised access, modification or disclosure.

Reflecting the Australian Privacy Principles, specific policy commitments are made in respect of the different activities involved in the management of Personal Information.

### **3.1 Collection of Personal Information**

- The Shire will only collect Personal Information that is reasonably necessary for, or directly related to, its obligations or performing one or more of the Shire's functions or activities as a local government.
- The Shire will only collect Personal Information by lawful and fair means.
- The Shire will not collect Sensitive Information about an individual without their consent.
- The Shire usually collects Personal Information directly from the individual concerned.
- The Shire will collect Personal Information from other parties if consent is given in writing by the individual or required by law.
- The Shire will notify the individual of the collection of Personal Information at, before or as soon as practicable after the collection of the information.
- The Shire website uses Google Analytics and cookies to help analyse how users use the Shire website. The Shire will never (and will not allow any third party to) use the statistical analytics tool to track or collect any personal information of visitors to the Shire's site. The Shire will not link, or seek to link, an IP address with the identity of a computer user. The Shire will not associate any data gathered from this site with any Personal Information from any source, unless the individual explicitly submits that information via a fill-in form on the Shire website.

### **3.2 Storage of Personal Information**

- The Shire will store Personal Information in a range of mediums including electronic systems (onsite and in the cloud (in Australia and overseas)) or paper files.
- All information is stored securely, meets the requirements of legislation and best practice guidance and access is restricted to authorised personnel only in accordance with the Shire's Records Management Policy and Recordkeeping Plan.
- Where Personal Information is stored by a contracted third party, the Shire requires them to comply with this policy.

### **3.3 Use or Disclosure of Personal Information**



*Shire of Northam Council Policy*  
*CP.61 Privacy, Information Handling and Breach of Information*

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- The Shire will only use or disclose Personal Information for the primary purposes for which it was collected or for directly related secondary purposes which would be reasonably expected by the individual, or as permitted or required by law. If there is any doubt about this expectation, then consent will be sought from the individual prior to disclosure of Personal Information for a secondary purpose.
- Where Personal Information is shared with a third party who is under contract with the Shire, the Shire will require them to comply with this policy.
- The Shire will not use Personal Information for an automated decision-making process.

### **3.4 Quality of Personal Information**

- The Shire will take reasonable steps to ensure that the Personal Information is relevant, accurate and up-to-date before using it.
- The Shire will take steps, as reasonable in the circumstances to ensure that Personal Information it collects is relevant and not excessive.
- The Shire will update Personal Information held when necessary or when the individual concerned advises the Shire that their Personal Information has changed.

### **3.5 Security of Personal Information**

- The Shire will take steps to protect Personal Information held by the Shire from misuse, interference, loss, unauthorised access, modification, or disclosure.
- The Shire has data protection and security measures including administrative, physical and technical access restrictions to Personal Information to ensure access by only authorised personnel.
- The Shire will ensure that Personal Information is not kept any longer than necessary or destroyed or de-identified in line with accepted document disposal schedules and the Shire's Recordkeeping Plan.
- The Shire will ensure that Personal Information which is transferred or stored outside of Australia will comply with ISO 27001 - Information security, cybersecurity and privacy protection — Information security management systems — Requirements.

### **3.6 Responding to Interferences with Privacy**

The Shire's designated Privacy Officer (Manager Governance and Risk or Governance Officer) can be contacted regarding complaints made directly to the Shire in relation to acts or practices of the Shire that may constitute an interference with the privacy of an individual.

The Privacy Officer will then coordinate the responses to these complaints. The Privacy Officer can be contacted on [records@northam.wa.gov.au](mailto:records@northam.wa.gov.au) or (08) 9622 6100. The Privacy Officer will aim to provide the complainant with a formal response as soon as practicable, upon receiving all required information. Complainants will be advised of any unavoidable delay.



*Shire of Northam Council Policy*  
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An interference with the privacy of individual/s, may also amount to an information breach. Information breaches include unauthorised access to, or unauthorised disclosure of, information or loss of information.

In the event of an alleged interference with privacy, a person may complain to the Information Commissioner of WA. It is the duty of the Information Commissioner, and members of Commissioner staff, to assist an individual who wishes to make a privacy complaint and requires assistance to formulate the complaint.

### **3.7 Responding to Information Breaches**

All complaints made are treated seriously and in accordance with the PRIS legislation. The below sets out the process of responding to information breaches:

<https://au.promapp.com/shireofnortham/Process/Minimode/Permalink/CqKePOnGCLROkk8JLcTmCi>

### **3.8 Other Agreements Relating to Data Privacy**

The policy recognises that separate agreements, licences and memoranda of understanding may be entered into between the Shire and third parties such as State and Federal agencies, to govern access to and usage of specific data resources. Where this occurs, the Shire requires them to comply with this Policy.

### **3.9 Unique identifiers**

Some of the unique identifiers that the Shire may collect include Medicare numbers, Tax File Numbers, Drivers Licence numbers and Australian Passport numbers.

### **3.10 De-identification of personal information**

De-identification involves removing or altering information that identifies an individual or is reasonably likely to do so e.g. removing personal and unique identifiers (name, address, date of birth or other recognisable characteristics).

### **3.11 Roles and responsibilities**

The Business Solutions Coordinator and Manager Governance and Risk will be responsible for:

- The publication of and compliance with this policy.
- The development of supporting documentation and providing interpretations in the event of the need for clarification.

The below sets out the roles and responsibilities of key stakeholders of the Shire in relation to information breaches.

#### **Roles and Responsibilities**



*Shire of Northam Council Policy*  
*CP.61 Privacy, Information Handling and Breach of Information*

<b>All Employees, Contractors, Volunteers and Council Members</b>	<ul style="list-style-type: none"> <li>Ensuring that they are familiar with Shire's PRIS obligations and how they apply to their work.</li> <li>Immediately reporting or referring information breaches or identified privacy risks.</li> </ul>
<b>The Cyber-Security Incident Response Team</b>	<ul style="list-style-type: none"> <li>This team is enacted in accordance with the Business Continuity Plan.</li> <li>Responsible for containing, remediating and recovering the services after the incident.</li> </ul>
<b>The Privacy Officer</b>	<ul style="list-style-type: none"> <li>Promotes the Shire's compliance with the incoming information privacy principles ('IPP').</li> <li>Assists in the conduct of privacy impact assessments by the Shire.</li> <li>Coordinates the Shire's response to complaints, in relation to acts or practices of the Shire that may constitute an interference with the privacy of an individual. Including, privacy interferences that may also be constituted as an information breach.</li> <li>Coordinates the Shire's dealings with the Information Commissioner.</li> <li>Will refer any information breaches that relate to suspected employee or Council Member misconduct to be handled in accordance with the Shire's policy.</li> </ul>
<b>Information Sharing Officer</b>	<ul style="list-style-type: none"> <li>Coordinates the Shire's dealings with the Chief Data Officer of WA.</li> <li>Coordinates Information sharing requests made by or to the Shire;</li> <li>Coordinates Information sharing agreements entered into or proposed to be entered into by the Shire.</li> <li>Assists in the conduct by the Shire of the following assessments: <ul style="list-style-type: none"> <li>Assessments of the responsible sharing principles.</li> <li>Privacy impact assessments.</li> </ul> </li> <li>Aboriginal information assessments.</li> </ul>
<b>Audit, Risk and Improvement Committee</b>	<ul style="list-style-type: none"> <li>Maintains oversight of privacy risks and any information breaches.</li> </ul>
<b>The Crisis Management Team ('CMT') as established by the Business Continuity Plan</b>	<ul style="list-style-type: none"> <li>Foster a culture and values that ensures privacy is embedded in the work environment.</li> <li>Ensure that any privacy impact associated with new initiatives is assessed and steps are taken to mitigate privacy risks.</li> <li>Provide senior management of information breach incidents.</li> </ul>
<b>External Reporting</b>	<ul style="list-style-type: none"> <li>People may contact the Information Commissioner of WA regarding interferences with privacy and information breaches.</li> </ul>



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- People may contact the Chief Data Officer of WA regarding assessed shared information breaches.

### 3.12 Requesting access or correcting personal information

Subject to applicable laws and regulations, an individual may have some or all of the following rights with respect to their personal data:

- to access their personal data and to rectify any inaccuracies within that personal data;
- to request for the erasure of their personal data residing with the Shire;
- to request their personal data in portable, machine-readable format; and
- to withdraw their consent to the Shire's processing of their personal data.

An individual can contact the Shire with a request relating to the personal information the Shire holds about them by email at [records@northam.wa.gov.au](mailto:records@northam.wa.gov.au) or phone at (08) 9622 6100, including their name and contact details. The Shire may need to verify an individual's identity before providing them with their personal information.

In some cases, the Shire may be unable to provide an individual with access to all of their personal information and where this occurs, the Shire will explain why. The Shire will deal with all requests for access to personal information within a reasonable timeframe.

### 3.13 Information Asset Register

The Shire will maintain an Information Asset Register (IAR) to assist it in assessing risks and managing information efficiently. The IAR will support:

- The identification of personal information and the application of privacy safeguards.
- Awareness of information that can be publicly released or disclosed to trusted third parties.
- Information classification and the use of appropriate security controls to protect, store and share information assets.

### 3.14 Review of the Privacy Policy

The Shire will ensure that this Policy is reviewed at least every two years, or more frequently as required.



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## CP.61 Privacy, Information Handling and Breach of Information

<i>Responsible Department</i>	<u>Office of the</u> Chief Executive Officer <del>Office</del> Corporate Services
<i>Resolution Number</i>	C.5148
<i>Resolution Date</i>	16/10/2024
<i>Next Scheduled Review</i>	2026/2027
<i>Related Shire Documents</i>	Council Policy CP.3 Code of Conduct for Councillors Committee Members and Candidates Management Policy MP.1 Code of Conduct – Employees, Volunteers, Contractors and Agency Staff Customer Service Charter Freedom of Information Statement Council Policy CP.56 Records Management Policy Council Plan 2022-2032, Outcome 12 <u>Process - Manage Complaints - Information Breach</u> <u>Process – Manage Document Control</u> <u>Business Continuity Plan</u> <u>Process – Manage Records</u>
<i>Related Legislation</i>	<u>Freedom of Information Act 1992</u> <u>Freedom of Information Regulations 1993 (WA)</u> <u>Local Government Act 1995, s.5.94 &amp; s.5.95</u> <u>Local Government (Administration) Regulations 1996, Part 7</u> <u>Privacy Act 1988 (Cth)</u> <u>Privacy and Responsible Information Sharing Act 2024 (WA)</u> <u>Information Commissioner Act 2024 (WA)</u> <u>State Records Act 2000 (WA)</u>

### OBJECTIVE

The objective of this policy is to ensure all reasonable steps are taken so that the collection, use, disclosure and handling of all Personal Information by the Shire of Northam (the Shire) aligns with relevant Australian Privacy Principles and the obligations and requirements of the legislation regarding privacy and responsible information sharing ('PRIS').





Shire of Northam Council Policy  
CP.61 Privacy, Information Handling and Breach of Information

The purpose of this policy is to facilitate the lawful and appropriate ~~outline the principles for the responsible~~ handling of personal information collected by the Shire. The Policy also outlines the requirements to manage and respond to an information breach and to mitigate future breaches.

## SCOPE

This policy applies to all Council Members and Employees of the Shire as well as to contracted third parties responsible for handling Personal and/or Sensitive Information held and managed by the Shire.

This Policy applies to all information handled by the Shire, including, information regarding customers and stakeholders of the Shire, employees, contractors, volunteers, Council Members and Committee Members.

## POLICY

### 1. Definitions

**Handle**, in relation to information, means to collect, hold, manage, use or disclose the information.

**Information Breach** means unauthorised access to, or unauthorised disclosure of, information or loss of information.

**Interference with Privacy** includes:

- a) acts done, or practice engaged in, by the Shire in contravention of the Privacy and Responsible Information Sharing Act 2024 (WA)('the PRIS Act'), in relation to personal information or de-identified information that relates to an individual.
- b) A failure by the Shire to comply in relation to its obligations under the PRIS Act, relating to suspected or assessed notifiable information breaches, that involve personal information.
- c) A failure to comply in relation to a function or activity involving the handling of personal information.

**Information Privacy Principles (IPP) entity** has the meaning given in the *Privacy and Responsible Information Sharing Act 2024*.

**Notifiable Information Breach** occurs in the below three circumstances:

- 1)
  - a) There is unauthorised access to, or unauthorised disclosure of, personal information held by an IPP entity; and
  - b) a reasonable person would conclude that the access or disclosure is likely to result in serious harm to any individual to whom the information relates.

2)





Shire of Northam Council Policy  
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- a) If personal information held by an IPP entity is lost in circumstances in which unauthorised access to, or unauthorised disclosure of, the information is likely to occur; and
  - b) If the access or disclosure of the information were to occur, a reasonable person would conclude that it would be likely to result in serious harm to any individual to whom the information relates.
- 3)
- a) If there is unauthorised access to, or unauthorised disclosure of, personal information held by an IPP entity; or
  - b) personal information held by an IPP entity is lost; and
  - c) the access, disclosure or loss occurs in circumstances set out in a notifiable information breach determination.

**Personal Information** means information or an opinion about an identified individual, or an individual who is reasonably identifiable:

- a) Whether the information or opinion is true or not; and
- b) Whether the information or opinion is recorded in a material form or not.

This includes information the Shire has collected such as data or information in any format including correspondence, in person, over the phone or over the Internet, or sourced from third parties.

Personal Information includes but is not limited to names, address, telephone numbers, email addresses, date of birth and rates records.

Personal Information does not include information about an individual that is contained in a publicly available publication as set out in the Local Government Act 1995. Personal Information, once it is contained in a publicly available publication, ceases to be covered by the Privacy Policy.

**Sensitive Information** means personal information that includes information or an opinion about an individual's:

- racial or ethnic origin
- political opinions or associations
- religious or philosophical beliefs
- trade union membership or associations
- sexual orientation or practices
- criminal record
- health or genetic information
- some aspects of biometric information.

## 2. Policy Statement

The Shire of Northam (the Shire) considers that the responsible handling of Personal Information is a key aspect of democratic governance and is committed to protecting an individual's right to privacy.

## 3. Implementation



Shire of Northam Council Policy  
CP.61 Privacy, Information Handling and Breach of Information

All Managers within the Shire are responsible for the implementation of the policy within their Service Unit.

The Business Solutions Coordinator will monitor data governance in accordance with its policies and processes to ensure that Personal Information held by the Shire is protected from misuse, interference, loss, unauthorised access, modification or disclosure.

Reflecting the Australian Privacy Principles, specific policy commitments are made in respect of the different activities involved in the management of Personal Information.

### 3.1 Collection of Personal Information

- The Shire will only collect Personal Information that is reasonably necessary for, or directly related to, its obligations or performing one or more of the Shire's functions or activities as a local government.
- The Shire will only collect Personal Information by lawful and fair means.
- The Shire will not collect Sensitive Information about an individual without their consent.
- The Shire usually collects Personal Information directly from the individual concerned.
- The Shire will collect Personal Information from other parties if consent is given in writing by the individual or required by law.
- The Shire will notify the individual of the collection of Personal Information at, before or as soon as practicable after the collection of the information.
- The Shire website uses Google Analytics and cookies to help analyse how users use the Shire website. The Shire will never (and will not allow any third party to) use the statistical analytics tool to track or collect any personal information of visitors to the Shire's site. The Shire will not link, or seek to link, an IP address with the identity of a computer user. The Shire will not associate any data gathered from this site with any Personal Information from any source, unless the individual explicitly submits that information via a fill-in form on the Shire website.

### 3.2 Storage of Personal Information

- The Shire will store Personal Information in a range of mediums including electronic systems (onsite and in the cloud (in Australia and overseas)) or paper files.
- All information is stored securely, meets the requirements of legislation and best practice guidance and access is restricted to authorised personnel only in accordance with the Shire's Records Management Policy and Recordkeeping Plan.
- Where Personal Information is stored by a contracted third party, the Shire requires them to comply with this policy.

### 3.3 Use or Disclosure of Personal Information



Shire of Northam Council Policy  
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- The Shire will only use or disclose Personal Information for the primary purposes for which it was collected or for directly related secondary purposes which would be reasonably expected by the individual, or as permitted or required by law. If there is any doubt about this expectation, then consent will be sought from the individual prior to disclosure of Personal Information for a secondary purpose.
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- The Shire will take reasonable steps to ensure that the Personal Information is relevant, accurate and up-to-date before using it.
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### 3.6 Responding to Interferences with Privacy

The Shire's designated Privacy Officer (Manager Governance and Risk or Governance Officer) can be contacted regarding complaints made directly to the Shire in relation to acts or practices of the Shire that may constitute an interference with the privacy of an individual.

The Privacy Officer will then coordinate the responses to these complaints. The Privacy Officer can be contacted on [records@northam.wa.gov.au](mailto:records@northam.wa.gov.au) or (08) 9622 6100. The Privacy Officer will aim to provide the complainant with a formal response as soon as practicable, upon receiving all required information. Complainants will be advised of any unavoidable delay.



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An interference with the privacy of individual/s, may also amount to an information breach. Information breaches include unauthorised access to, or unauthorised disclosure of, information or loss of information.

In the event of an alleged interference with privacy, a person may complain to the Information Commissioner of WA. It is the duty of the Information Commissioner, and members of Commissioner staff, to assist an individual who wishes to make a privacy complaint and requires assistance to formulate the complaint.

### **3.7 Responding to Information Breaches**

All complaints made are treated seriously and in accordance with the PRIS legislation. The below sets out the process of responding to information breaches:

<https://au.promapp.com/shireofnortham/Process/Minimode/Permalink/CqKePOnGCLROkk8JLcTmCi>

### **3.63.8 Other Agreements Relating to Data Privacy**

The policy recognises that separate agreements, licences and memoranda of understanding may be entered into between the Shire and third parties including such as State and Federal agencies and WA Police, to govern access to and usage of specific data resources. Where this occurs, the Shire requires them to comply with this Policy and incorporates the conditions of these agreements as required.

### **3.73.9 Unique identifiers**

Some of the unique identifiers that the Shire may collect include Medicare numbers, Tax File Numbers, Drivers Licence numbers and Australian Passport numbers.

### **3.83.10 De-identification of personal information**

De-identification involves removing or altering information that identifies an individual or is reasonably likely to do so e.g. removing personal and unique identifiers (name, address, date of birth or other recognisable characteristics).

### **3.93.11 Roles and responsibilities**

The Business Solutions Coordinator and Governance Coordinator/Manager Governance and Risk will be responsible for:

- The publication of and compliance with this policy.
- The development of supporting documentation and providing interpretations in the event of the need for clarification.

The below sets out the roles and responsibilities of key stakeholders of the Shire in relation to information breaches.



Shire of Northam Council Policy  
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<b>Roles and Responsibilities</b>	
<b><u>All Employees, Contractors, Volunteers and Council Members</u></b>	<ul style="list-style-type: none"> <li>• Ensuring that they are familiar with Shire's PRIS obligations and how they apply to their work.</li> <li>• Immediately reporting or referring information breaches or identified privacy risks.</li> </ul>
<b><u>The Cyber-Security Incident Response Team</u></b>	<ul style="list-style-type: none"> <li>• This team is enacted in accordance with the Business Continuity Plan.</li> <li>• Responsible for containing, remediating and recovering the services after the incident.</li> </ul>
<b><u>The Privacy Officer</u></b>	<ul style="list-style-type: none"> <li>• Promotes the Shire's compliance with the incoming information privacy principles ('IPP').</li> <li>• Assists in the conduct of privacy impact assessments by the Shire.</li> <li>• Coordinates the Shire's response to complaints, in relation to acts or practices of the Shire that may constitute an interference with the privacy of an individual. Including, privacy interferences that may also be constituted as an information breach.</li> <li>• Coordinates the Shire's dealings with the Information Commissioner.</li> <li>• Will refer any information breaches that relate to suspected employee or Council Member misconduct to be handled in accordance with the Shire's policy.</li> </ul>
<b><u>Information Sharing Officer</u></b>	<ul style="list-style-type: none"> <li>• Coordinates the Shire's dealings with the Chief Data Officer of WA.</li> <li>• Coordinates Information sharing requests made by or to the Shire;</li> <li>• Coordinates Information sharing agreements entered into or proposed to be entered into by the Shire.</li> <li>• Assists in the conduct by the Shire of the following assessments: <ul style="list-style-type: none"> <li>○ Assessments of the responsible sharing principles.</li> <li>○ Privacy impact assessments.</li> </ul> </li> <li>• Aboriginal information assessments.</li> </ul>
<b><u>Audit, Risk and Improvement Committee</u></b>	<ul style="list-style-type: none"> <li>• Maintains oversight of privacy risks and any information breaches.</li> </ul>
<b><u>The Crisis Management Team ('CMT') as established by the Business Continuity Plan</u></b>	<ul style="list-style-type: none"> <li>• Foster a culture and values that ensures privacy is embedded in the work environment.</li> <li>• Ensure that any privacy impact associated with new initiatives is assessed and steps are taken to mitigate privacy risks.</li> <li>• Provide senior management of information breach incidents.</li> </ul>



Shire of Northam Council Policy  
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**External Reporting**

- People may contact the Information Commissioner of WA regarding interferences with privacy and information breaches.
- People may contact the Chief Data Officer of WA regarding assessed shared information breaches.

**3.10 Dispute resolution**

All disputes in regard to this policy will be referred to the Executive Manager Corporate Services in the first instance. If an agreement cannot be reached, the matter will be submitted to the Chief Executive Officer for a ruling.

Privacy complaints will be handled in accordance with the Shire's complaints process. Information on lodging a complaint is available on the Shire's website at <https://www.northam.wa.gov.au/council/your-council/lodge-a-complaint.aspx>

**3.123.12 Requesting access or correcting personal information**

Subject to applicable laws and regulations, an individual may have some or all of the following rights with respect to their personal data:

- to access their personal data and to rectify any inaccuracies within that personal data;
- to request for the erasure of their personal data residing with the Shire;
- to request their personal data in portable, machine-readable format; and
- to withdraw their consent to the Shire's processing of their personal data.

An individual can contact the Shire with a request relating to the personal information the Shire holds about them by email at [records@northam.wa.gov.au](mailto:records@northam.wa.gov.au) or phone at (08) 9622 6100, including their name and contact details. The Shire may need to verify an individual's identity before providing them with their personal information.

In some cases, the Shire may be unable to provide an individual with access to all of their personal information and where this occurs, the Shire will explain why. The Shire will deal with all requests for access to personal information within a reasonable timeframe.

**3.123.13 Information Asset Register**

The Shire will maintain an Information Asset Register (IAR) to assist it in assessing risks and managing information efficiently. The IAR will support:

- The identification of personal information and the application of privacy safeguards.
- Awareness of information that can be publicly released or disclosed to trusted third parties.
- Information classification and the use of appropriate security controls to protect, store and share information assets.



Shire of Northam Council Policy  
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### 3.133.14 Review of the Privacy Policy

The Shire will ensure that this Policy is reviewed at least every two years, or more frequently as required.

## 13.2 ENGINEERING SERVICES

Nil.

## 13.3 DEVELOPMENT & COMMUNITY SERVICES

### 13.3.1 Development Application P25036 - Expansion of Peak Power Plant

<b>Address:</b>	Lot 9004 Leeming Road, Grass Valley
<b>Owner:</b>	WA Land Authority
<b>Applicant:</b>	Taylor Burrell Barnett
<b>File Reference:</b>	A16428/P25036
<b>Reporting Officer:</b>	Jacob Smith (Planning and Building Technician)
<b>Responsible Officer:</b>	Chadd Hunt (Executive Manager Development & Community Services)
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Communication Required:</b>	No

#### BRIEF

An application for development approval has been received to extend the existing peak power plant located at Lot 9004/Lot 5 Leeming Road, Grass Valley.

In accordance with Council's delegations, the application is presented to Council for determination as it exceeds the maximum value of works able to be approved by staff.

#### ATTACHMENTS

1. 25~012 RPT BESS DA Tesla Corp - Lot 9004 Leeming Road Grass Valley [13.3.1.1 - 61 pages]
2. Appendix B - Q 24624-25-800- MODEL 3.17.25 new [13.3.1.2 - 1 page]
3. Q 24624-25-800 UPDATED [13.3.1.3 - 1 page]
4. Statutory Assessment P25036 [13.3.1.4 - 4 pages]

#### A. BACKGROUND / DETAILS

The proposal is for an extension to the existing Battery Energy Storage System (BESS) located at Lot 5 Leeming Road, Grass Valley. The proposed extension is currently located within a portion of Lot 9004 Leeming Road, which is



approved to be amalgamated with Lot 5. The subdivision/amalgamation has been conditionally approved by the Western Australian Planning Commission (WAPC).

In November 2011 Council approved the construction of a "Peak Power Generating Facility" which comprised 5 freestanding diesel generators and associated infrastructure. At its meeting in March 2024 (P24017/C4973), Council approved the conversion of the peak power station from diesel generator to a battery energy storage system (BESS).

Proposed is a series of battery enclosures, inverter stations, a main transformer, an auxiliary transformer, and associated operations centre with controls. Associated site works are a hardstand base for the storage and vehicle access/movements.

## **B. CONSIDERATIONS**

### **B.1 Strategic Community / Corporate Business Plan**

Performance Area: Place.

Outcome 7: Urban and rural communities are sensibly planned and developed.

Objective 7.1: Provide sufficient land and development opportunities to enable local communities to grow.

Priority Action: Nil.

### **B.2 Financial / Resource Implications**

The relevant fee has been paid by the applicant.

### **B.3 Legislative Compliance**

The application has been assessed in accordance with the provisions of the Shire of Northam Local Planning Scheme No. 6, relevant LPPs and *Planning and Development (Local planning Schemes) Regulations 2015*. Refer to the Statutory Assessment attached to this Report.

### **B.4 Policy Implications**

The proposal has been assessed under LPP17: Industrial Development as per the associated statutory assessment.

As per LPP20: Advertising of Planning Proposals, the development was considered as a level 1, which does not require advertising.

### **B.5 Stakeholder Engagement / Consultation**

No consultation was deemed required for this proposal as per LPP20.

### **B.6 Risk Implications**

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	N/A		
Reputation	N/A		
Service Interruption	N/A		
Compliance	Ensuring compliance with conditions	Possible (3) x Minor (2) = Moderate (6)	Communication with the owner of the property regarding conditions
Property	N/A		
Environment	N/A		

### B.7 Natural Environment Considerations

Stormwater management is required to ensure there are no adverse impacts to the environment or neighbouring property.

## C. OFFICER'S COMMENT

The proposed extension has been assessed in accordance with the relevant provisions of the Local Planning Scheme, Local Planning Policy 17 and the Deemed Provisions.

The proposal is generally consistent with the objectives of the planning framework, except for a lack of dedicated parking. As the facility is an unattended site, there is no foreseeable issue with the parking as proposed.

Standard conditions are proposed, together with conditions relating to having a landscaped area installed for the purpose of parking.

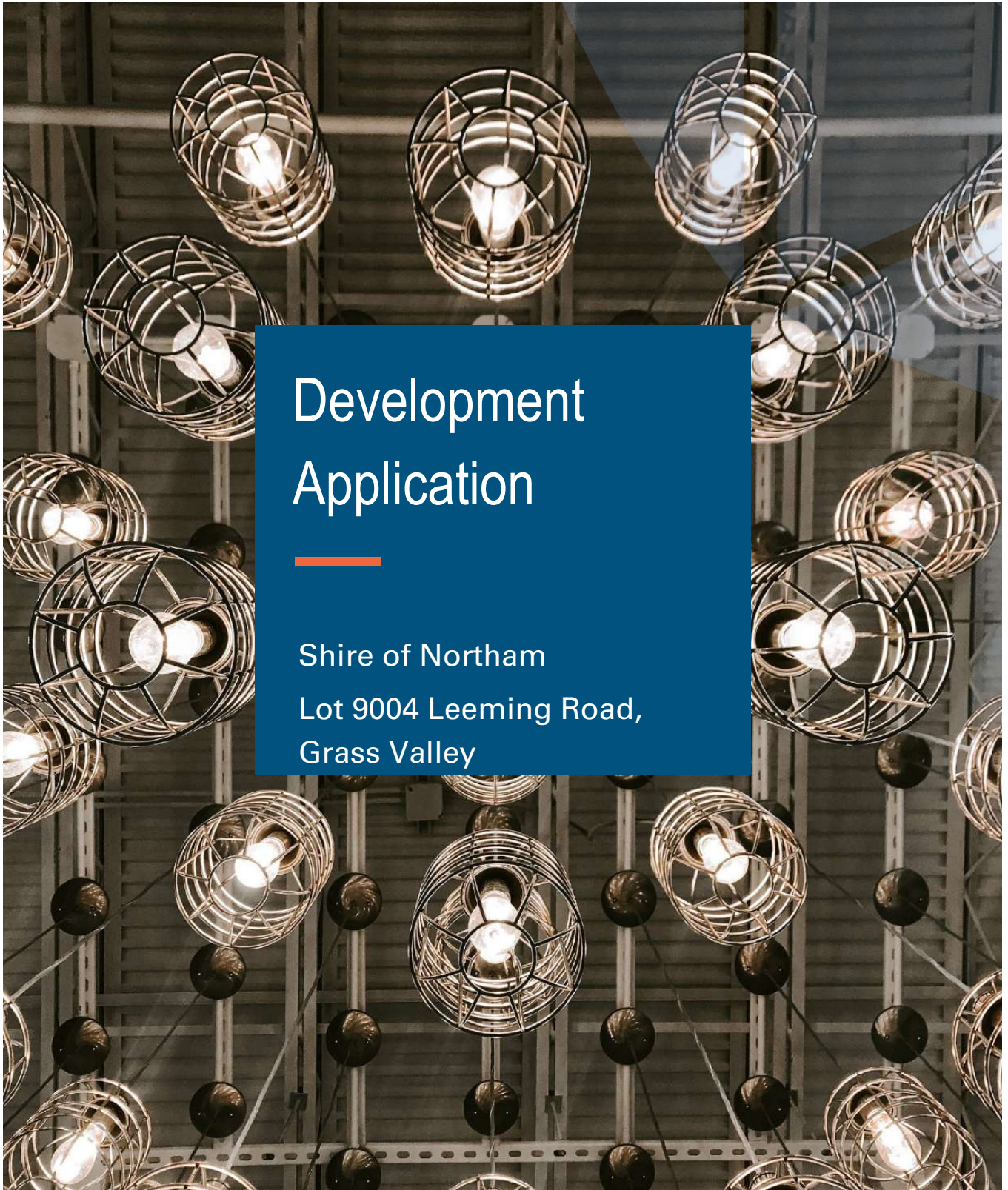
### RECOMMENDATION

**That Council APPROVES the development application (ref: P25036) for the expansion of the existing peak power plant at Lot 9004 Leeming Road, Grass Valley, subject to the following conditions:**

- a) The development hereby approved must substantially commence within two (2) years from the date of determination.
- b) The development hereby permitted shall be carried out in accordance with the stamped approved plans (and drawings).
- c) Prior to occupation or use of the development, a vehicle crossover shall be constructed to the specification and satisfaction of the Local Government.

- d) No advertising signage is approved in this development approval. Prior to the erection of any signage on the site, a separate development application which includes a signage strategy shall be submitted to the Local Government for approval.**
- e) Prior to the commencement of any works, a deposited plan must be prepared by a land surveyor and lodged with Landgate to amalgamate Lots 5 and 9004 Leeming Road, Grass Valley. The amalgamation must be completed, new titles issued and provided to the Local Government prior to occupation or use of the development.**
- f) Prior to the commencement of any works, the applicant is to submit and have approved to the satisfaction of the Local Government, a site plan amendment including an area to be dedicated for use as on-site parking.**
- g) The stormwater shall be managed on-site in a manner so that there is no discharge onto the adjoining properties to the satisfaction of the Local Government.**
- h) Dust shall be managed to be confined to the site to the satisfaction of, and as directed by the Local Government.**





# Development Application

Shire of Northam  
Lot 9004 Leeming Road,  
Grass Valley

Prepared for Tesla Holdings Pty Ltd  
Prepared by Taylor Burrell Barnett  
March 2025



## Document Information

Development Application

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25/012

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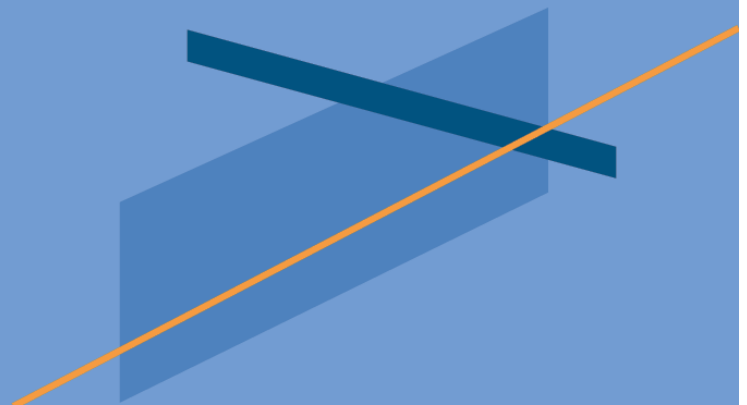
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# 1.0

## Introduction



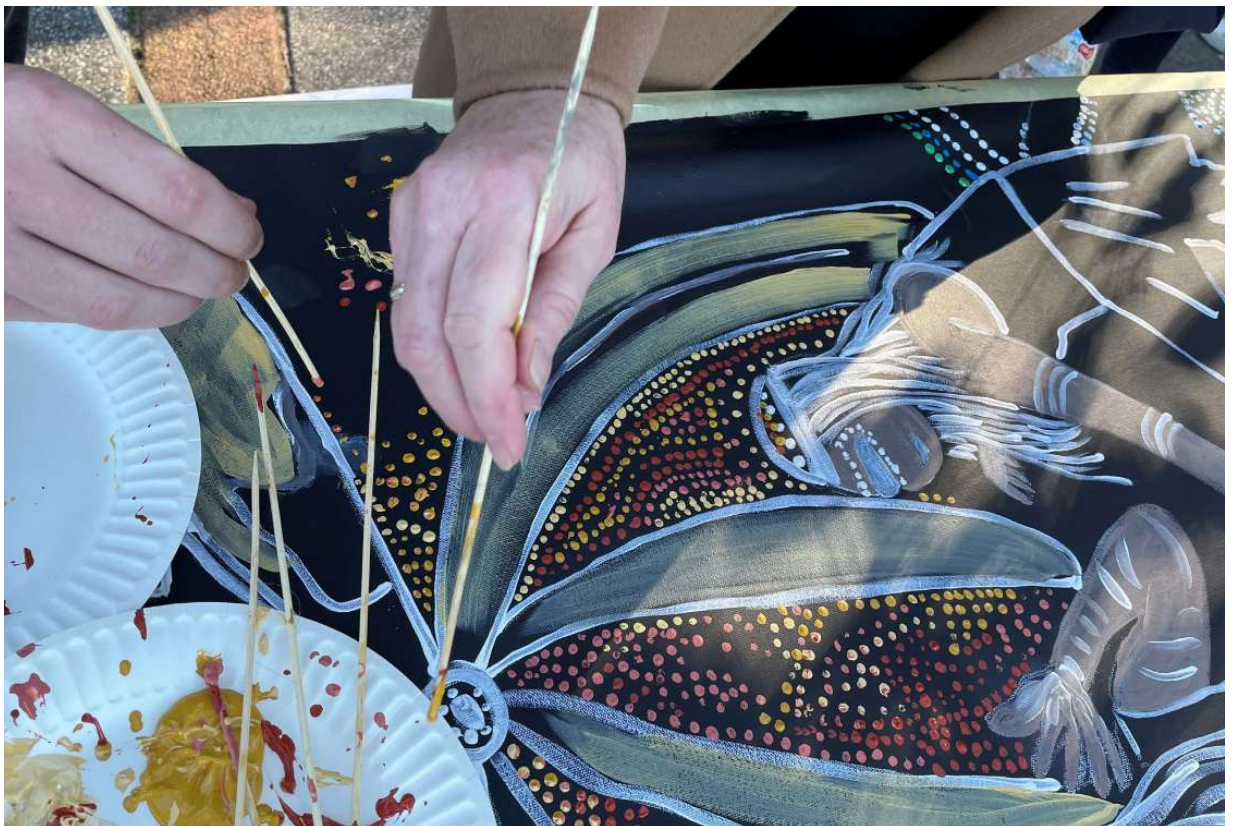


## Acknowledgement of country



We respectfully acknowledge the Whadjuk Nyoongar people, the Traditional Owners of the land where we work.

We pay our respects to the Elders past, present and future for they hold the memories, the traditions, the culture and hopes that, through meaningful connection, we aim to apply to the design and planning of communities now and in the future.



Tesla Holdings Pty Ltd – Lot 9004 Leeming Road, Grass Valley | Development Application



## 1.0 Introduction

Taylor Burrell Barnett (TBB), acting on behalf of our Client, Tesla Holdings Management Pty Ltd has prepared this development application report in support of proposed works for the expansion of a battery energy storage system (BESS). The proposal has been prepared in accordance with provisions of the state and local planning framework.

At its ordinary council meeting on 27 March 2024, the Shire of Northam granted development approval for conversion of the existing Peak Power Plant within Lot 5 Leeming Road, to a Battery Energy Storage System (BESS). Lot 5 Leeming Road immediately abuts the proposal. That development approval facilitated our Client's conversion of several operational peaking power stations to battery energy storage systems, including on this subject site.

This application proposes a BESS facility and supporting infrastructure within part of Lot 9004 Leeming Road. Going forwards, the portion of Lot 9004 Leeming Road will be amalgamated into Lot 5 Leeming Road, resulting in a larger property that retains direct frontage to Leeming Road. As the site is being amalgamated with Lot 5 Leeming Road, the application seeks to apply the approved unlisted use to this additional land area, along with seeking approval for the works for the BESS itself.

A BESS absorbs energy from the grid and discharges that energy later to provide electricity as needed. The BESS will provide a complementary and supporting role to provide capacity and stability to the South West Interconnected System (SWIS) which will facilitate the build out of additional renewable generation. As industry and government move towards net zero greenhouse gas emissions, this particular proposal is preferred as a clean energy alternative, and is a superior solution to meet the demands of peaking power.

This report describes the proposal and provides justification in respect of the statutory planning framework. The following appendices are to be read in conjunction with this report:

- **Appendix A** – Shire of Northam Development Application form, Development Application Checklist and a copy of the Certificate of Title;
- **Appendix B** – Plans and Elevations; and
- **Appendix C** – Acoustics Assessment.

Details on the specifics of the application are provided below in **Table 1**. Further information regarding the development proposal is provided further in this report, together with justification against the planning framework.

Table 1 Summary of Proposed Development Application

Item	Details
<b>Shire of Northam Local Planning Scheme No. 6 Land Use Definition</b>	'General Industry' zone Approved 'Use Not Listed - Peak Power Plant'
<b>Land Details</b>	Lot 9004 Leeming Road, Grass Valley 6403
<b>Tenure</b>	Freehold, subdivision (amalgamation) lodged by DevelopmentWA
<b>Registered Proprietor</b>	Tesla Holdings Management Pty Ltd (Lot 5 Leeming Road)
<b>Proposed Power Capacity</b>	50MW
<b>Development Area</b>	2.8523 ha
<b>Vehicle Access</b>	New crossover from Leeming Road
<b>Period of Construction</b>	Up to 12 months
<b>Expected Lifespan of Facility</b>	25 years

## 1.1 Relevant Approvals

### 1.1.1 Original Development Approval (2011)

On 23 November 2011, the Shire of Northam granted development approval for a 'Peak Power Plant', which included five diesel generator sets.

On 29 April 2016, the Department of Water and Environment Regulation (DWER) issued a licence under the *Environmental Protection Act 1986* for 'Electric Power Generation' for the subject site.

### 1.1.2 Development Approval for Works (2024)

At its ordinary council meeting held on 27 March 2024, the Council of the Shire of Northam resolved to grant development approval (Ref: A15850 / P24017 / OPA15378) to carry out works to the existing peak power plant, located within Lot 5 Leeming Road.

The works proposed as part of this application aim to expand the existing BESS, ultimately operate in accordance with the approved use. It is considered that the proposed works would comfortably fit within this unlisted use as a 'Peak Power Plant'.

### 1.1.3 Subdivision (Amalgamation) Application

We understand that the Western Australian Land Authority (t/a DevelopmentWA) has lodged a subdivision application with the Western Australian Planning Commission (WAPC). The purpose of that subdivision application was to subdivide out a portion of DevelopmentWA's Lot 9004, within which the BESS is proposed to be sited. The portion of Lot 9004 will be amalgamated with our client's land, Lot 5 Leeming Road. Once amalgamated, our client's landholding will be increased to approximately 2.8 hectares in lot size.

We understand a determination has not been made by the WAPC in respect to the lodged subdivision application.

## 1.2 Pre-lodgement Consultation

On 4 December 2024, TBB liaised with the Shire of Northam seeking confirmation of the Shire's position regarding the approved land use for the subject site. The Shire confirmed the proposal can be progressed as an application for development approval, outlined the relevant statutory documents to be considered when lodging the application.

This report has therefore been prepared in accordance having regard to pre-consultation liaison with the Shire.

In early 2025, TBB undertook engagement with the Shire in relation to advice and confirmation of the development application requirements, assessment pathway and levels of delegation of authority. The Shire confirmed that the development application can be lodged for works only, in accordance with the approved land use ('Peak Power Plant').

## 2.0 Site Context

### 2.1 Legal Description

The current property details and tenure of land are described in **Table 2**. A copy of the Certificate of Title for Lot 9004 is enclosed in **Appendix A**. Having regard to the subdivision (amalgamation) application process described in section 1.1.3, the portion of Lot 9004 will be transferred to our client. The boundaries are shown on the development plan in **Appendix B**.

Table 2 Legal Description

Lot No	Deposited Plan	Volume	Folio	Registered Proprietor	Area
9004	420235	4024	679	Western Australian Land Authority (t/a DevelopmentWA)	60.424 ha

### 2.2 Site Characteristics

The site is located approximately 16km east of the Northam town centre and approximately 100km east of the Perth CBD. The topography of the subject site is relatively flat, with a gentle slope towards the south-west of the site. The site has an existing crossover from Leeming Road and contains infrastructure associated with the approved works to the 'peak power plant', now comprising a BESS. This includes twelve BESS enclosures, control and switch room, transformers and an asphalt driveway (refer Figure 1). The circulating driveway has access onto Leeming Road from the north-east corner of the subject site. The remaining area of the site is undeveloped with some managed vegetation. An informal dirt track traverses the southern boundary of Lot 5 and extends along the western boundary.

For security, a 1.8m high chain wire fence encloses the existing BESS. The proposed BESS will reflect this, with a 1.8m high fence enclosing its perimeter, ensuring both BESS facilities remain separate and secure.



Figure 1 Subject Site (MNG Access)

## 2.3 Surrounding Land Use and Development

The subject site is located within the Avon Industrial Park. This site along with lots to the south and east are zoned 'General Industry', with the existing uses observed to include a workshop and service mechanics, and a storage facility (refer **Table 3**). The proposal is consistent with the intended land uses within the industrial park and would provide supporting peaking power for the locality. This would be complimentary to the planned BESS on the subject site, and the ongoing industrial development in the area.

Having regard to the siting of the BESS itself, land to the immediate west and north of the proposed BESS footprint is undeveloped land contained within the existing Lot 9004 Leeming Road. To the immediate east of the proposed BESS footprint is Lot 5 Leeming Road, owned by our Client, which contains an existing 'peak power plant' that has an existing approval for an unlisted use 'peak power plant' and approved works for conversion to a BESS.

Further to the north is Great Eastern Highway and the Northam to Kalgoorlie Eastern Goldfields Railway line. The proposed works align with the surrounding industrial uses and key transport and freight routes. The additional BESS is consistent with existing uses and will not adversely impact the Avon Industrial Park or its broader surroundings.

Table 3 Surrounding Properties and Land Uses

Property Detail	Compass Direction from proposed BESS	Scheme Zone / Reserve	Observed Use and Development
Lot 17 Leeming Road, Grass Valley	North	General Industry	Crown Reserve 48189 for 'Public Recreation', vested to the Shire of Northam
Lot 5 Leeming Road, Grass Valley	East	General Industry	Peak Power Plant
Lot 9 Leeming Road, Grass Valley	East	General Industry	Storage Facility
Lot 6 Leeming Road, Grass Valley	South	General Industry	Workshop and Service Mechanics
Lot 9004 Leeming Road, Grass Valley	West	Parks and Recreation and General Industry	Undeveloped land

## 3.0 Development Proposal

### 3.1 Development Overview

The application seeks approval for a 50MW battery energy storage system (BESS) as works, pursuant to the current approved use as a 'Peak Power Plant'. The application would propose to extend and apply the approved unlisted use (on Lot 5 Leeming Road) to include this BESS site (which will be amalgamated into Lot 5 Leeming Road). The BESS will align with existing site infrastructure, providing peak load capacity to the South West Interconnected System (SWIS), to which the site is already connected. The proposed BESS will largely reflect the infrastructure of the existing BESS, with batteries housed in modular containerised units as shown in in **Figure 2** and provided in **Appendix B**.

The proposed infrastructure and development characteristics for the BESS is outlined as follows:

- Battery Enclosures (x64);
- Inverter Stations (x16);
- Main Transformer (x1);
- Auxiliary Transformer (x1); and
- Operations centre comprising a switch room and control room;

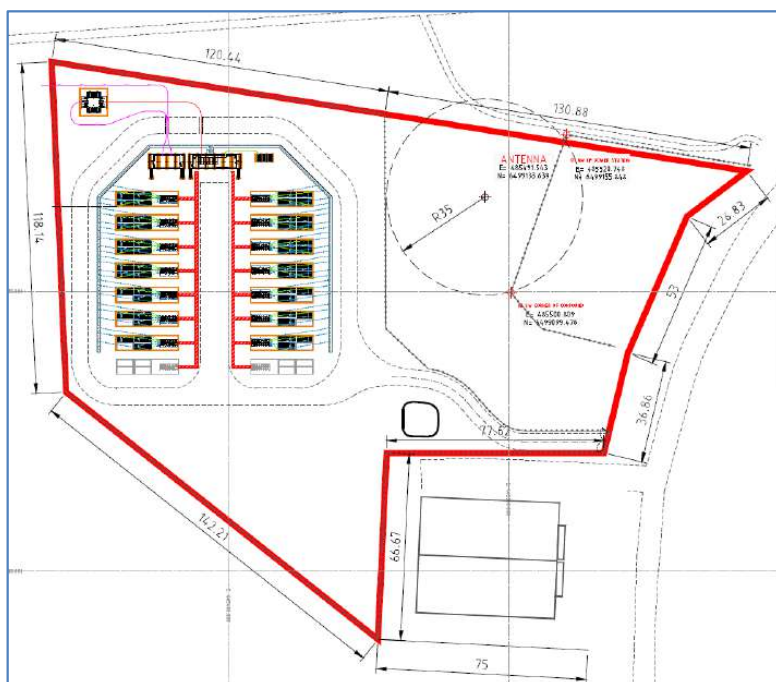


Figure 2 Development Plan. Note that the red boundary reflects the intended amalgamation of portion of Lot 9004 with Lot 5 Leeming Road

The 64 battery enclosures, 16 inverter stations, and main transformer will be arranged symmetrically in a north-south direction, forming a grid layout, with supporting inverter stations and transformers positioned between the rows, as depicted in **Figure 2**. Each battery enclosure will measure 6.85m (L) x 5.48m (W) x 2.99m (H).

### 3.2 Site Works

Phase 1 will involve preliminary works to facilitate development on the site and clearing of vegetation to facilitate site works and construction of the concrete hardstand base for the BESS. The construction on-site is considered minimal, with minor earthworks to construct a hardstand base and access ways, shallow footings and on-ground concrete slabs. The works will also involve the construction of the second crossover and internal access to the proposed BESS.

Phase 2 will involve the installation of the BESS. The BESS and supporting infrastructure are modular and will be transported to site. The delivery of materials and equipment to the subject site will be managed by the proponent and be completed with minimal impact on the local traffic network.

An area of the site is intended to be used as a laydown area for equipment during the construction process. The equipment will then be installed on-site.

### 3.3 Traffic and Access

The proposed BESS will be accessed via an existing unsealed track that extends from the south-eastern corner of Lot 5 Leeming Road. Upon amalgamation of the portion of Lot 9004 Leeming Road with Lot 5 Leeming Road, resulting in the internal circulation being wholly self-contained within the one landholding.

The development will be accessed via a proposed crossover for access and egress to Leeming Road, located on the south-eastern corner of Lot 5. The crossover and formalisation of an existing dirt track on-site for an access route will be constructed as preliminary works (Phase 1). This is beneficial as access from the southern boundary of Lot 5 utilises an existing unsealed track on-site, around an existing drainage point, and is proposed to connect to the proposed BESS.

The crossover location acknowledges the existing crossover on the adjacent Lot 6 Leeming Road, which abuts the subject site to the south. The proposed crossover will function reciprocally, ensuring coordinated access whilst minimising necessary clearing and alteration to the road verge. The approved BESS in Lot 5 Leeming Road will continue to be accessed via its existing northern crossover, while the new southern crossover will provide exclusive access to the proposed BESS, ensuring operational efficiency and safety for both facilities.

Due to the operations of the facility, traffic generation is negligible. The BESS is capable of being controlled and monitored remotely from Perth. Once the construction phase is completed, it is expected that operational staff will visit the site on an as-required basis to conduct on-site operational and maintenance tasks. On average, the site will be accessed by 3-5 light vehicles per week, in weeks where maintenance works are undertaken. These activities are envisaged to occur monthly. There is ample space on-site for parking and considering the sporadic attendance of on-site personnel, office, toilet and waste provisions are not considered necessary. The proposed traffic volumes would be well within the capacity of the existing road network.

### 3.4 Servicing

This site capitalises on a low maintenance operational schedule by leveraging the use of the BESS and advanced monitoring systems. The integration of remote operation not only underscores the site's commitment to sustainability but also sets a benchmark for the future of efficient and eco-friendly energy storage solutions.

### 3.5 Construction

The construction timeframe is estimated at 12 months. The expected impact of construction of the surrounding properties is minimal, with noise, dust and traffic not expected to exceed the reasonable levels for an area zoned 'General Industry'.

### 3.6 Operations and Management

The ongoing operation of the subject site upon completion of the proposed works will be consistent with the currently operation. There will be no personnel on-site on a full-time basis with only maintenance personnel will accessing the site.

### 3.7 Noise Modelling

An Acoustic Assessment Report prepared by Lloyd George Acoustics (refer **Appendix C**) confirms that the proposed BESS, when operating concurrently with the existing facility, will comply with predicted noise levels at all neighbouring industrial boundaries and nearby residences during both daytime and nighttime operations, even with tonality present.

As the predicted noise levels (before adjustments) are at least 5 dB below assigned limits at all receivers, the facility is not expected to significantly contribute to existing ambient noise levels. Additionally, the northern and western neighbouring industrial boundaries are currently unoccupied, further minimising any potential noise impact.



## 4.0 Planning Framework

### 4.1 State Planning Framework

#### 4.1.1 State Planning Policies (SPPs)

The SPPs relevant to the proposal and how the proposed development responds to the objectives and criteria for each are outlined below in **Table 4**.

Table 4 State Planning Policies

State Planning Policy	Compliance
<b>State Planning Policy 2.0 – Environment and Natural Resources Policy</b>  SPP 2.0 outlines the principles and objectives for responsible planning in the context of environmental and natural resource considerations. In relation to this proposal, SPP 2.0 refers to reducing greenhouse gas emissions by decreasing reliance on non-renewable fuels, stating that:  <i>‘planning strategies, schemes and decision making should support the use of alternative energy generation, including renewable energy, where appropriate.’</i>	<b>Consistent with the policy intent.</b>  A battery energy storage system is a superior proposal to provide a backup power source, particularly for peak loading on the SWIS. The biggest benefit is the immediate discharge of energy as required to stabilise and strengthen power supply, having regard to the requirements of the network operator.  A BESS does not create emissions on-site, and contributes towards the State’s net zero emission targets.
<b>State Planning Policy 4.1 – Industrial Interface</b>  Draft SPP 4.1 is a guiding policy for planning decisions that consider the long-term future operation of industry and infrastructure facilities, with aim to avoid encroachment from sensitive land uses and potential land use conflicts.	<b>Consistent with the policy intent.</b>  The properties adjacent to the subject site are zoned ‘General Industry’. As demonstrated in the Acoustic Assessment ( <b>Appendix C</b> ), the predicted noise levels comply at the nearest industrial premises and compliance is achieved at all nearby residences.  It is considered that this infrastructure is protected by virtue of the Avon Industrial Park and appropriately protected via zoning in the Scheme. The site is protected from potential land use conflicts. The proposal is consistent with the intended land uses for within the industrial park and would provide supporting peaking power for the locality.

#### 4.1.2 Other State Strategies and Policies

In addition to the relevant SPPs detailed above, other relevant planning strategies and position/guidance statements that support the proposal are detailed below in **Table 5**.

Table 5 State Planning Strategy and Position/Guidance Statements

Strategy/Policy	Compliance
<b>State Planning Strategy 2050</b>  The strategy provides a unified planning direction for the state and aims to solidify key strategic objectives by outlining capacity and capability criteria required to achieve them.  In regard to environmental objectives, a key aspect is the advancement of renewable energy technology to support	The importance of providing improvements to the electric power network and supporting infrastructure to support renewable energy sources is detailed in this strategy. The proposed BESS development aligns with this strategic vision, by providing additional energy storage to support the SWIS and facilitate grid stability to increase the opportunity for other renewable energy generation facilities to be included on



Strategy/Policy	Compliance
strategic objectives to conserve the environment and promote sustainability.	the grid. The proposal will assist in improving network efficiencies and resilience.
<b>Renewable Energy Facilities Position Statement</b>  This position statement is in response to the State's Energy Transformation Strategy that was released in 2019. The objectives centre around developing planning instruments that encourage the development and advancement of renewable energy infrastructure.	The State's position statement supports the transition to renewable energy and promotes planning instruments that facilitate development for renewable energy infrastructure. The proposal aligns with the objectives of the position statement in that it is bolstering renewable energy power sources, utilising the storage of excess power from the South West Interconnected System.
<b>Future Battery Industry Strategy (Department of Jobs, Tourism, Science and Innovation)</b>  This strategy has been included because of its level of relevance to the proposal. The key vision is to ensure the State's position as a world-leader in sustainability with regard to the battery industry and use of batteries for the storage of power.	Since the proposal aims to further the vision of the Future Battery Industry Strategy, contributing to the roll-out of battery energy storage systems to complement and strengthen the South West Interconnected System. This is consistent with the efforts to decarbonise the electricity generation within the SWIS and further improve the resilience of the network to include additional renewable energy facilities.

## 4.2 Local Planning Strategy

The Shire of Northam's *Local Planning Strategy* (LPS) was endorsed by the Western Australian Planning Commission (WAPC) on 22 August 2024 and details the Shire's long-term vision and direction for land use development.

Regarding the potential for industrial development within the Shire, the LPS acknowledges the importance of sufficient industrial zoned land within the local government area. The subject site is in the Avon Industrial Park (refer **Figure 3**) and the LPS supports industrial development in this location.

As the subject site is already zoned 'General Industry', the proposal is consistent with the strategy.

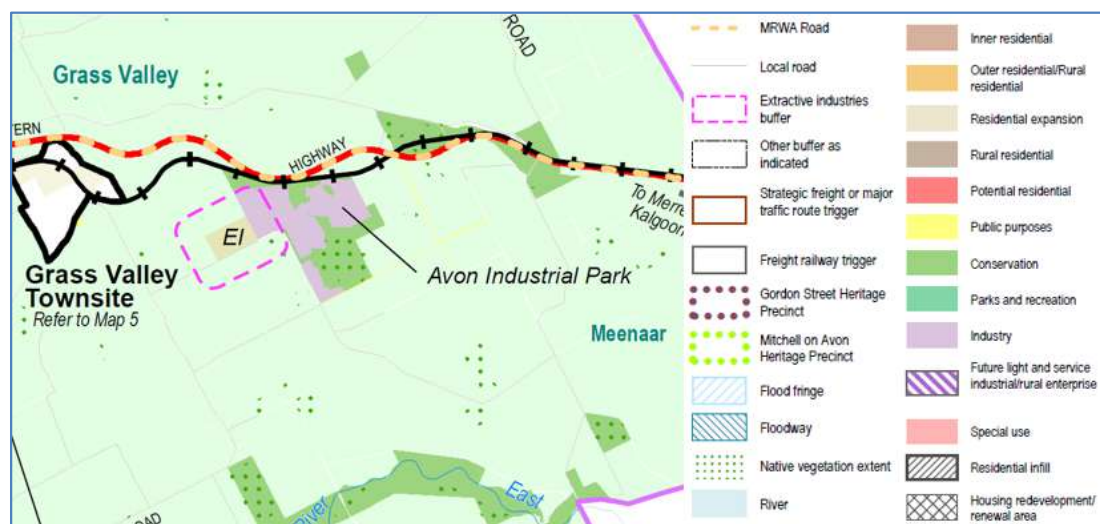


Figure 3 Extract from Local Planning Scheme

### 4.3 Local Planning Scheme No. 6

The land is subject to the provisions of the Shire of Northam *Local Planning Scheme No. 6* (LPS 6). Under LPS 6, the land is zoned 'General Industry' (refer Figure 4). The objectives of the 'General Industry' zone are to:

- *Provide land for industrial, manufacturing, freight-related and storage activities which by reason of its emissions and bulk require adequate separation from residential and other sensitive land uses.*
- *Encourage and facilitate employment-generating development which will contribute to the economic and social well-being of the Shire.*
- *Discourage non-industry related uses within industrial areas that may constrain industrial activities.*
- *Encourage new industry to contain its emissions on-site and, if that is not possible, within the zone having due regard to nearby established premises.*

The proposal aims to apply the existing approved unlisted use, to broaden the previous approvals by the Shire to therefore extend to the proposed works, to relate with the future amalgamated and larger site comprising of portion of Lot 9004 and Lot 5 Leeming Road. In this regard, the application continues to address the zone objectives. The proposal aims to provide additional electrical capacity and resilience in the Avon Industrial Park and is an efficient and environmentally conscious means of energy storage for the purpose of supporting the SWIS during peak load times.

The impact of the operation of the proposal on the surrounding properties is negligible. The low impact and non-sensitive nature of the proposed BESS development being compatible with activities and uses associated with the industrial park, and will mitigate any potential impacts on surrounding properties and any environmentally sensitive characteristics of the locality.

This proposal will continue to ensure that new industry can be facilitated and delivered within the Avon Industrial Park, and in turn would support employment-generating land uses and development more broadly in this locality.



Figure 4 Local Planning Scheme Zoning Map (MNG Access)

#### 4.3.1 Land Use Permissibility

The subject site is zoned 'General Industry' under LPS6. The proposal seeks to extend the approved unlisted use for a 'peak power plant', which was granted for Lot 5 Leeming Road on 23 November 2011. The proposal is also consistent with recently approved works for a BESS, under that approved unlisted use of a 'peak power plant'.

The proposed works is consistent with the approved works for the conversion from diesel generators to a BESS which was granted on 27 March 2024.

#### 4.3.2 Development Requirements

Clause 4.5 and Table 2 of LPS 6 provide the site and development requirements for each zone, which may be varied and/or supplemented by the local government at its discretion to suit and specific requirements.

In this regard, **Table 6** provides the relevant site and development requirements for the 'General Industry' zone, and justification is provided detailing how compliance with each requirement is achieved.

Table 6 Site and Development Requirements

Site and Development Requirements	Compliance
<b>Minimum Boundary Setback (metres)</b>  1. Front Setback – 7.5m 2. Rear Setback – 10m 3. Side Setback – 4m	<b>Compliant.</b>  The proposed BESS will be located approximately 100m setback from the front boundary (assuming that the portion of Lot 9004 and Lot 5 are amalgamated).  The proposed BESS footprint is contained within the site and the infrastructure is separated by an internal access road circulating the works, noting the land to the north, west and south abutting the development site is vacant land with remnant vegetation  The development proposes an approximately 58m setback from Lot 6, located south-east of the site.
<b>Maximum Plot Ratio</b>  To be determined by the local government in each particular case.	<b>Compliant.</b>  The infrastructure is not providing plot ratio.
<b>Minimum Landscaping Area (%)</b>  15%  Landscaping to generally be provided at the street frontage and is determined as a percentage of the total lot area.	<b>Compliant.</b>  Noting a proposed crossover may require 1-2 existing trees to be removed, the balance of the frontage to Lot 5 Leeming Road is extensively planted, providing a visual screen to the subject site.  Should the responsible authority be of a mind to apply a landscaping condition, condition 3 of the existing development approval (A15850 / P24017 / OPA15378) is suggested to be appropriate, which states:  <i>"The existing landscaping shall be maintained to the satisfaction of the local government."</i>
<b>Minimum Lot Size</b>  2,000m <sup>2</sup> .	<b>Compliant.</b>  The part of Lot 9004 is 1.6862 hectares and Lot 5 is 1.1364 hectares.  Following the completion of the amalgamation of Part of Lot 9004 and Lot 5, the resultant lot size will be a total of 2.8226 hectares.

## 4.4 Local Planning Policies (LPP)

**Table 7** provides details in relation to relevant LPPs and justification is provided regarding how the policies are addressed by this proposal.

Table 7 Local Planning Policies

Local Planning Policy (LPP)	Policy Objectives	Compliance
<b>LPP 2: General Development Guidelines</b>	<p>(a) <i>Ensure that no development adversely impacts upon the amenity of the area or upon vistas from public roads;</i></p> <p>(b) <i>Provide certainty for landowners of the requirements within the Shire and guidance to the Shire's officers by ensuring that all development issues are considered when applying for planning approval and that the rural nature of the Shire is maintained; and</i></p> <p>(c) <i>Limit the impact of development by specifying general guidelines for development and site works.</i></p>	<p><b>Compliant.</b></p> <p>The proposed works will not impact upon the amenity of the area or views from Leeming Road. The site has existing BESS infrastructure inclusive of boundary walls located in front of the proposed BESS, restricting views from Leeming Road.</p> <p>Additionally, existing landscaping to the road frontage provides for the screening of infrastructure.</p> <p>The works are in accordance with the existing approved use of the site, and are entirely consistent with the scheme requirements under the 'General Industry' zone.</p> <p>In considering construction and operational activity, the proposal will not contribute to noise, dust, traffic that would exceed the reasonable levels for an area zoned 'General Industry'.</p> <p>The policy provisions generally relate to other works and do not apply to this proposal.</p>
<b>LPP 17: Industrial Development</b>	<p>a) <i>To achieve a high standard of visual amenity in relation to colour, tone, materials and landscaping, particularly for those parts of a development which can be viewed from public areas or nearby residential properties.</i></p> <p>b) <i>To ensure a consistent and high quality approach to the development of the visual landscape.</i></p> <p>c) <i>To ensure screening of aspects of a development considered unsightly by the Shire and may prejudice the amenity of an area.</i></p> <p>d) <i>To provide convenient, functional and safe access arrangements into and out of industrial sites.</i></p>	<p><b>Compliant.</b></p> <p>The proposed works comply with the policy objectives as:</p> <ul style="list-style-type: none"> <li>the proposal is not visible from residential properties and is abutting land zoned 'General Industry'.</li> <li>The existing landscaped appearance of the development, and bulk and scale of the proposed BESS remaining consistent with the existing BESS onsite, will reduce any potential visual impact.</li> <li>The site is already screened with existing vegetation.</li> <li>Site access will be facilitated by a secondary crossover located on the south-eastern corner of Lot 5, formalising an existing unsealed track.</li> </ul>
	<p><b>Vehicle Access</b></p> <p>4.1 <i>To reduce the total number of vehicle crossovers and promote efficient and safe traffic management, the Shire may require adjoining owners to enter into reciprocal rights agreements relating to access ways and car parking where appropriate.</i></p> <p>4.2 <i>The Shire requires that vehicle access driveway systems facilitate all vehicles being able to leave the site in forward gear. Therefore, appropriate turning areas and/or</i></p>	<p><b>Minor variation sought.</b></p> <p>The development will be accessed via a proposed crossover for access and egress to Leeming Road, located on the south-eastern corner of Lot 5. The crossover and formalisation of an existing dirt track on-site for an access route will be constructed as preliminary works (Phase 1). This is beneficial as access from the southern boundary of Lot 5 utilises an existing unsealed track on-site, around an existing drainage point, and is proposed to connect to the proposed BESS.</p> <p>The internal access is designed to provide for circulation around the BESS, allowing all vehicles to exit the site in forward gear. This design ensures that the development</p>

Local Planning Policy (LPP)	Policy Objectives	Compliance
	<p><i>through movement of traffic shall be provided to facilitate this.</i></p> <p><i>4.3 All roads and trafficable pavements areas shall be designed in accordance with the requirements of the current Local Government Guidelines for Subdivisional Development (IPWEA WA Division Inc.), and the Shire of Northam's annexure to these guidelines.</i></p>	<p>meets safety, efficiency, and operational requirements, consistent with the policy.</p> <p>The proposed access arrangement is consistent with existing industrial developments within the Avon Industrial Park, where multiple crossovers are provided for other lots along Leeming Road, including:</p> <ul style="list-style-type: none"> <li>• Lot 430 Leeming Road, Grass Velly (north-east)</li> <li>• Lot 9 Leeming Road, Grass Valley (east)</li> <li>• Lot 12 Leeming Road, Grass Valley (south)</li> <li>• Lot 15 Leeming Road, Grass Valley (south)</li> <li>• Lot 16 Leeming Road, Grass Valley (south)</li> </ul> <p>On this basis, the proposed access arrangement is considered appropriate to support the operational and safety requirements of the development, whilst remaining consistent with amenity and context of the industrial park.</p>
	<p><u>Carparking</u></p> <p>Parking requirements are at the discretion of the local government.</p>	<p><b>Compliant.</b></p> <p>The subject site does not have dedicated parking bays due to the circulation available with the 5m (nominal width) access surrounding the proposed BESS. Vehicles could park/stand on the internal access, whilst there is available land within the subject site for the parking of maintenance vehicles, if required.</p> <p>The existing operation does not require any full-time employees on-site and the subject site is not open to visitors.</p> <p>There will be maintenance personnel on-site at a rate of approximately 3-5 light vehicles per week, in weeks where maintenance works are undertaken. These activities are envisaged to occur monthly. The proposal will not alter the current schedule of personnel on site.</p>
	<p><u>Landscaping</u></p> <p>A landscape plan is required for all development applications.</p>	<p><b>Existing Landscaping.</b></p> <p>There is existing landscaping and vegetation between the subject site and Leeming Road with further landscaping in the north-wester corner of the site.</p> <p>Considering the nature of the works proposed and the existing landscaping treatments, there is no need for additional landscaping on-site.</p>

The LPP 17 contains special provisions that apply to special industrial precincts. The following **Table 8** provides further details confirming compliance with the policy requirements.

Table 8 Avon Industrial Park special provisions (clause 13 of LPP 17 Industrial Development).

Special Industrial Precincts – special provisions	Compliance
<p><b>Setbacks</b></p> <ol style="list-style-type: none"> <li>1. Road Setback – 20m</li> <li>2. Rear Setback – 7.5m</li> <li>3. Side Setback – 5m</li> </ol> <p><b>Variation to Building Setbacks</b></p> <p>2.1 The Shire may allow a reduction in the front setback where it is considered by the Shire to improve the</p>	<p><b>Compliant.</b></p> <p>As per the existing BESS, the infrastructure within the site is distant from all property boundaries, noting the land to the north, west and south abutting the development site is vacant land with remnant vegetation</p> <p>The proposed BESS will be located west of the existing BESS within the lot, with an approximate 100m setback from</p>



Special Industrial Precincts – special provisions	Compliance
<p><i>attractiveness of the street, better accommodate car parking and servicing requirements.</i></p> <p><i>2.2 Reduced side and rear setbacks may be considered where it can be demonstrated that there is no impact on adjoining properties and that it is necessary to maximise the use of the site.</i></p> <p><b>Building orientation and shading</b> – not applicable</p> <p><b>Site levels</b> – retained as per existing use and development</p> <p><b>Landscaping</b> – existing</p> <p><b>Service and storage areas</b> – existing</p> <p><b>Advertising signage</b> – not applicable</p>	<p>Leeming Road (road setback), 7.8m setback from the northern boundary (side setback), 58m from the southern boundary (side setback) and 9.6m from the western boundary (rear setback).</p> <p>The site is provided with existing landscaping within the property and verge, contributing to the attractiveness of the street.</p> <p>The LPP 17 policy was adopted in 2021, following the approval of the approved use and works in 2011. The works are proposed within the existing footprint of the approved ‘peak power plant’ to optimise the utilisation of existing infrastructure and works that exist on-site. There is no impact on adjoining properties as the works are in relation to the approved use of the subject site.</p>

## 5.0 Assessment of Potential Impacts

**Table 9** provides a summary of the potential impacts of the proposed development and the proposed responses to ensure compliance against the relevant policies and regulations is maintained.

Table 9 Assessment of Potential Impacts

Matter	Potential Impact	Proposed Response/Management
<b>Environmental Management</b>	The low impact nature of the BESS will result in an improvement in the overall impact of the development on the environment.	N/A
<b>Bushfire</b>	The site is not identified as bush fire prone.	N/A
<b>Noise</b>	The potential noise impact of the proposed development on the surrounding area required further assessment. An Acoustic Assessment was prepared by Lloyd George Acoustics in response (refer <b>Appendix C</b> ).	The Acoustic Assessment Report confirms the proposed BESS, operating concurrently with the existing facility on the subject site, will comply with predicted noise levels at all neighbouring industrial boundaries and nearby residences during daytime and nighttime operations, even with tonality present.  There are no adverse noise impacts to the surrounding industrial developments.
<b>Emissions</b>	N/A	The only emissions produced as part of the proposed works are associated with the construction and decommissioning phases of the BESS.  The BESS is a clean energy solution that does not produce on-site emissions.
<b>Waste Management</b>	N/A	There is no anticipated waste as a result of the conversion from diesel to a BESS facility for power generation. Construction waste, if any, will be removed from the site.
<b>Aboriginal Cultural Heritage</b>	No records identified for Aboriginal Cultural Heritage over the subject site, per the Aboriginal Cultural Heritage Inquiry System	N/A



## 6.0 Conclusion

The proposed Battery Energy Storage System is intended to expand upon the capacity and capability of the existing approved peaking power solution. The development will provide opportunities for improved stability in relation to energy storage and discharge at peak times.

This application seeks approval to develop the BESS as works that would comfortably fit within the approved unlisted use for a 'peak power plant'. The development will facilitate future growth of industry and represents additional investment in electrical infrastructure. The development will not be visually intrusive being well-setback from the street. The proposal is consistent in bulk and height as the existing BESS which is situated in front of the proposal.

The development application is consistent with the local planning strategy, the 'General Industry' zone under LPS 6, and relevant policy framework. The proposal has been demonstrated to have no impact on any environmental matters. Approval and implementation of the proposal will be a positive contribution and will assist the State in meeting growing energy demand.

We look forward to working with the Shire to facilitate approval for the proposed development.



# Appendix A

DA Forms, Checklist and Certificate of Title



## DEVELOPMENT APPLICATION CHECKLIST - NEW DWELLINGS, OUTBUILDINGS, WATER TANKS

395 Fitzgerald Street  
PO Box 613  
NORTHAM WA 6401  
P: (08) 9622 6100  
F: (08) 9622 1910  
E: records@northam.wa.gov.au  
W: www.northam.wa.gov.au

SHIRE OF NORTHAM ★ LOCAL PLANNING SCHEME NO. 6 ★ LOCAL PLANNING POLICIES  
Please complete this checklist to enable a compliance check to be carried out in accordance with clause 62 of the Planning and Development (Local Planning Schemes) Regulations 2015.

**Please Note: When using this checklist, please ensure that all requirements have been met before the application is lodged as your application may not be accepted. If unsure if your development requires Development Approval, please check with Shire of Northam Planning Department on 9622 6100.**

The Shire accepts no liability for the cost of relocating services that may be required as a consequence of a proposed development. It is the applicant's responsibility to liaise with and obtain the relevant approvals / permits from various service providers (such as Water Corporation, Department of Water and Environmental Regulations, Western Power etc.) for the proposed development. This information is required as part of the process to assess the application and compliance with the checklist does not necessarily mean that the proposal will be approved.

INFORMATION REQUIRED TO BE ATTACHED TO YOUR APPLICATION	YES	N/A
<b>PROVIDE ELECTRONIC COPY OR ONE HARD COPY OF ALL DOCUMENTS (via email or USB)</b>		
Please tick applicable box		
Application for Development Approval Form Fully Completed and Signed	<input checked="" type="checkbox"/>	REQD
Certificate of Title – Copy (If purchased property within 6 months)	<input checked="" type="checkbox"/>	REQD
Bushfire Attack Level (BAL) Assessment (for bushfire prone areas)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cover letter detailing proposed development with written justification for any variation to the R-Codes, Local Planning Scheme or Local Planning Policies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Heritage Impact Assessment (for heritage protected places)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Plans</b>		
<b>SITE PLAN showing:</b>		REQD
<ol style="list-style-type: none"> <li>1. Lot /house number(s), Northam point, boundaries of the site, building envelopes (if applicable) and any existing and proposed fencing</li> <li>2. Datum point, natural ground levels, contours, and spot levels</li> <li>3. Verge and road features, including cross over(s), trees and services</li> <li>4. Locations of all existing structures and any neighbouring structures within 3 metres of boundaries</li> <li>5. Location on use of proposed development – Septic/ATU, Leach drains etc.</li> <li>6. Details of earthworks and any retaining walls</li> <li>7. Location of significant trees and any proposed tree removal</li> <li>8. Vehicular access to and from the site, including crossover location</li> <li>9. Details of stormwater management (e.g. min 5,000ltr water tank; note: soakwells not permitted)</li> <li>10. Details of fire management infrastructure (ie tanks)</li> </ol>		
<b>FLOOR PLANS showing:</b>		REQD
<ol style="list-style-type: none"> <li>1. All floors, and an internal layout of existing structures being retained.</li> <li>2. Cone of vision diagrams for finished floors above 500m from natural ground levels (residential developments)</li> <li>3. Lot boundaries</li> </ol>		
<b>ELEVATION DRAWINGS showing:</b>		REQD
<ol style="list-style-type: none"> <li>1. Elevations of all building facades (front, rear and sides) including FFL and NGL</li> <li>2. Indicating existing natural ground levels (NGL) and proposed retaining walls</li> <li>3. Finished floor levels (FFL), wall, and ridge heights</li> <li>4. Details of external materials and colours (or separate schedule to be provided)</li> <li>5. Elevations from external viewpoint for fencing in street setback area.</li> </ol>		
<b>STORMWATER MANAGEMENT PLAN – Rainwater Tanks are the preferred method for stormwater management.</b>		REQD
<ol style="list-style-type: none"> <li>1. Residential (R-codes) - min. 5,000ltr water tank</li> <li>2. Rural Residential, Rural Smallholding, Rural Zoned areas – Not bushfire prone areas – Min. 5,000ltr Water Tank</li> <li>3. Rural Residential, Rural Smallholding, Rural Zoned areas – bushfire prone areas – Min. 10,000ltr Water Tank with 55mm camlock fitting</li> </ol>		



395 Fitzgerald Street  
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**E:** [records@northam.wa.gov.au](mailto:records@northam.wa.gov.au)  
**W:** [www.northam.wa.gov.au](http://www.northam.wa.gov.au)

1. Determining a development application (other than extractive industries, home business or change of use) where the development has not commenced or been carried out and the estimate cost of development of the development is:	
a) Not more than \$50,000 – flat fee \$147.00 Applications with a value exceeding \$50,000 in value will be charged in accordance with the <i>Planning and Development Regulations 2009 – Schedule 2</i> .	\$
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out. The fee in item 1 plus, by way of penalty. Twice that fee	\$
3. Determining an application to amend or cancel development approval – flat fee \$295.00	\$
TOTAL	\$

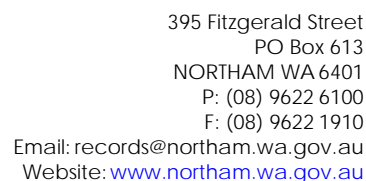
Signed: Luka Martins Date: 21/03/2025

[illegible]

## OFFICE USE ONLY

NOTES:

1. This document is intended as a guide to assist in your application. You as the applicant are responsible for providing the correct information in your application.
2. Incomplete applications cannot be accepted until the application is deemed compliant
3. The application fee must be paid upon lodgement of the application. An additional fee for advertising may be required.
4. Once the application has been accepted, additional information may be requested as part of the assessment and determination.



Please ensure all forms are completed correctly and the relevant information is enclosed.

Office Use Only

## Comments

[illegible]

Package Updated February 2024.



## SHIRE OF NORTHAM

### APPLICATION FOR DEVELOPMENT APPROVAL

Planning and Development (Local Planning Schemes) Regulations 2015, Schedule 2 Part 11, cl. 86 (1)

Owner details	
Name: WA Land Authority T'as DevelopmentWA	ABN (if applicable): 34 868 192 835
Postal Address: Locked Bag 5 Perth Business Centre, Perth WA 6849	
Postcode: 6850	
Phone: (home): (08) 6200 4000 (work): (mobile):	E-mail: contact@developmentwa.com.au
Contact person for correspondence: doug.stirling@developmentwa.com.au	
Signature: <i>Doug Stirling</i>	Date: 14/03/2025
Signature:	Date:
The signature of the owner(s) is required on all applications. This application will not proceed without that signature. For the purposes of signing this application an owner includes the persons referred to in the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 clause 62(2).	

Applicant details (if different from owner)	
Name(s): Taylor Burrell Barnett	
Postal Address: Locked Bag 5 Perth Business Centre, Perth WA 6849	
Postcode: 6850	
Phone: (home): 08 9226 4276 (work): (mobile):	E-mail: admin@tbbplanning.com.au
Contact person for correspondence: Luka Martins	
The information and plans provided with this application may be made available by the local government for public viewing in connection with the application. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Signature: <i>Luka Martins</i>	Date: 21/03/2025

Property details		
Lot No: 9004	House / Street No: 127	Location No:
Diagram or Plan No: 420235	Certificate of Title Vol. No: 4024	Folio: 679
Title encumbrances (e.g. easements, restrictive covenants): Refer Certificate of Title		
Street name: Leeming Road	Suburb: Grass Valley	
Nearest street intersection: Leeming Road and Spionkop Road		
PLEASE FILL IN THE DETAILS ON THE REVERSE		

Nature of development:		<input checked="" type="checkbox"/>	Works
		<input type="checkbox"/>	Use
		<input type="checkbox"/>	Works and use
Is an exemption from development claimed for part of the development? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
If yes, is the exemption for:		<input type="checkbox"/>	Works
		<input type="checkbox"/>	Use
Description of proposed works and/or land use: <b>Works - Battery Energy Storage System (BESS)</b>			
Description of exemption claimed (if relevant): <b>N/A</b>			
Nature of any existing buildings and/or land use: <b>Peak Power Plant</b>			
Approximate cost of proposed development: <b>\$55 million</b>			
Estimated time of completion: <b>12 - 18 months</b>			

#### DISCLAIMER

- Please note that the Shire of Northam reserves the right to request additional information for specific applications such as truck movement plans, traffic reports and acoustic reports. For larger applications, applicants are encouraged to arrange an appointment with a planning officer prior to lodging.
- Discussing your development proposal at an early stage can avoid unnecessary delays in the processing of the application. **An appointment to discuss your proposal is necessary.** Appointments can be made by phoning the Shire Administration Office on 09622 6100.
- This publication is intended to provide general information only. Verification with the original local laws, local planning schemes and other relevant documents is required for detailed references.

Shire of Northam	
Development Application Fees & Charges 2023/24	
<b>Note: All Town Planning Fees are exempt from GST unless otherwise indicated</b>	
1. Determining a development application (other than for an extractive industry) where the development has not commenced or been carried out and the estimated cost of the development is —	
(a) not more than \$50 000	\$147
(b) more than \$50 000 but not more than \$500 000	0.32% of the estimated cost of development
(c) more than \$500 000 but not more than \$2.5 million	\$1 700 + 0.257% for every \$1 in excess of \$500 000
(d) more than \$2.5 million but not more than \$5 million	\$7 161 + 0.206% for every \$1 in excess of \$2.5 million
(e) more than \$5 million but not more than \$21.5 million	\$12 633 + 0.123% for every \$1 in excess of \$5 million
(f) more than \$21.5 million	\$34 196
2. Determining a development application (other than for an extractive industry) where the development has commenced or been carried out	The fee in item 1 plus, by way of penalty, twice that fee
3. Determining a development application for an extractive industry where the development has not commenced or been carried out	\$739
4. Determining a development application for an extractive industry where the development has commenced or been carried out	The fee in item 3 plus, by way of penalty, twice that fee
5. Determining an application to amend or cancel development approval	\$295
6. Determining an initial application for approval of a home occupation where the home occupation has not commenced	\$222
7. Determining an initial application for approval of a home occupation where the home occupation has commenced	The fee in item 6 plus, by way of penalty, twice that fee
8. Determining an application for the renewal of an approval of a home occupation where the application is made before the approval expires	\$73
9. Determining an application for the renewal of an approval of home occupation where the application is made after the approval has expired	The fee in item 8 plus, by way of penalty, twice that fee
10. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or the alteration, extension or change has not commenced or been carried out	\$295
11. Determining an application for a change of use or for an alteration or extension or change of a non-conforming use to which item 2 does not apply, where the change or the alteration, extension or change has commenced or been carried out	The fee in item 10 plus, by way of penalty, twice that fee
12. Advertising Costs (where required)	
• Letters of Consultation	\$153
• Onsite Sign	\$153
• Newspaper Advertisement	Advertising at cost
13. Repurposed or Second-Hand Dwellings	
• Bond or Bank Guarantee	\$32,700
14. Extractive Industry Licenses	
• Refer to adopted Fees and Charges	Development application fee plus relevant adopted fees.

WESTERN



AUSTRALIA

TITLE NUMBER

Volume

Folio

4024

679

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

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

*BGRoberts*  
REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 9004 ON DEPOSITED PLAN 420235

REGISTERED PROPRIETOR:  
(FIRST SCHEDULE)

WESTERN AUSTRALIAN LAND AUTHORITY OF LEVEL 2 40 THE ESPLANADE PERTH WA 6000  
(AF P269869 ) REGISTERED 31/8/2022

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

1. K749415 EASEMENT TO ELECTRICITY NETWORKS CORPORATION FOR ELECTRICITY  
TRANSMISSION WORK PURPOSES - SEE DEPOSITED PLAN 420235 REGISTERED 22/10/2008.

Warning: A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
Lot as described in the land description may be a lot or location.

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

STATEMENTS:

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

SKETCH OF LAND:	DP420235
PREVIOUS TITLE:	2703-31, 2703-32, 2703-33, 2839-798
PROPERTY STREET ADDRESS:	127 LEEMING RD, GRASS VALLEY.
LOCAL GOVERNMENT AUTHORITY:	SHIRE OF NORTHAM
RESPONSIBLE AGENCY:	WESTERN AUSTRALIAN LAND AUTHORITY



# Appendix B

Development Plans and Elevations





# Appendix C

## Acoustic Assessment



Lloyd George Acoustics

PO Box 717  
Hillarys WA 6923  
T: 9401 7770  
[www.lgacoustics.com.au](http://www.lgacoustics.com.au)

# Environmental Noise Assessment - Battery Energy Storage System

Leeming Road, Grass Valley

Reference: 25029982-01

Prepared for:  
Tesla Holdings Pty Ltd



**Reference: 25029982-01**

Lloyd George Acoustics Pty Ltd ABN: 79 125 812 544  PO Box 717 Hillarys WA 6923 <a href="http://www.lgacoustics.com.au">www.lgacoustics.com.au</a>				
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P:	0410 107 440	0438 481 207	0448 912 604	0410 468 203

This report has been prepared in accordance with the scope of services described in the contract or agreement between Lloyd George Acoustics Pty Ltd and the Client. The report relies upon data, surveys, measurements and results taken at or under the particular times and conditions specified herein. Any findings, conclusions or recommendations only apply to the aforementioned circumstances and no greater reliance should be assumed or drawn by the Client. Furthermore, the report has been prepared solely for use by the Client, and Lloyd George Acoustics Pty Ltd accepts no responsibility for its use by other parties.

Date	Rev	Description	Author	Verified
10-Mar-25	0	Issued to Client	Matt Nolan	Terry George

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Lloyd George Acoustics

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## 1. INTRODUCTION

Lloyd George Acoustics (LGA) was engaged by Tesla Holdings Pty Ltd to undertake an environmental noise assessment for a proposed battery energy storage system (proposed facility) located along Leeming Road, Grass Valley - refer *Figure 1-1*. The proposed facility will consist of 64 battery energy storage system (BESS) enclosures, 16 inverters and 1 transformer, and will operate as required, on any day and at any time, noting operations between 9.00pm and 7.00am are considered highly unlikely.

GHD has previously completed an Acoustic Assessment (*GHD Report Number 12599664*) of a site with similar operations to the proposed facility. As detailed within the GHD Report, the proposed BESS fans will operate at a normal operating speed for the majority of the time (considered to be up to 60%), with speeds up to 80% of the maximum speed expected occasionally to allow for additional cooling during very hot days in summer. A site plan is attached in *Appendix A*.

An existing peaking power station (existing facility) is located on the northeast side of the site and will operate concurrently with the proposed facility. The potential impact of the proposed facility on the existing noise levels and the recently approved BESS conversion has also been considered within the assessment.



**Figure 1-1: Subject Site Location**

With regard to noise emissions, consideration is given to noise from the proposed BESS fans, inverter fans and a transformer at neighbouring properties, against the prescribed standards of the *Environmental Protection (Noise) Regulations 1997*.

*Appendix C* contains a description of some of the terminology used throughout this report.

Page 2

## 2. CRITERIA

Environmental noise in Western Australia is governed by the *Environmental Protection Act 1986*, through the *Environmental Protection (Noise) Regulations 1997* (the Regulations) as follows:

### ***“7. Prescribed standard for noise emissions***

- (1) *Noise emitted from any premises or public place when received at other premises –*
  - (a) *must not cause, or significantly contribute to, a level of noise which exceeds the assigned level in respect of noise received at premises of that kind; and*
  - (b) *must be free of –*
    - (i) *tonality; and*
    - (ii) *impulsiveness; and*
    - (iii) *modulation,**when assessed under regulation 9.*
- (2) *For the purposes of subregulation (1)(a), a noise emission is taken to significantly contribute to a level of noise if the noise emission ... exceeds a value which is 5 dB below the assigned level at the point of reception.”*

Tonality, impulsiveness and modulation are defined in regulation 9 (refer *Appendix C*). Under regulation 9(3), *“Noise is taken to be free of the characteristics of tonality, impulsiveness and modulation if -*

- (a) *the characteristics cannot be reasonably and practicably removed by techniques other than attenuating the overall level of noise emission; and*
- (b) *the noise emission complies with the standard prescribed under regulation 7(1)(a) after the adjustments in the table [Table 2-1] ... are made to the noise emission as measured at the point of reception.”*

**Table 2-1 Adjustments Where Characteristics Cannot Be Removed**

Where Noise Emission is Not Music*			Where Noise Emission is Music	
Tonality	Modulation	Impulsiveness	No Impulsiveness	Impulsiveness
+ 5 dB	+ 5 dB	+ 10 dB	+ 10 dB	+ 15 dB

\* These adjustments are cumulative to a maximum of 15 dB.

The assigned levels (prescribed standards) for all premises are specified in regulation 8(3) and are shown in *Table 2-2*. The  $L_{A10}$  assigned level is applicable to noises present for more than 10% of a representative assessment period, generally applicable to “steady-state” noise sources. The  $L_{A1}$  is for short-term noise sources present for less than 10% and more than 1% of the time. The  $L_{Amax}$  assigned level is applicable for incidental noise sources, present for less than 1% of the time.

Lloyd George Acoustics

**Table 2-2 Baseline Assigned Levels**

Premises Receiving Noise	Time Of Day	Assigned Level (dB)		
		L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>
Noise sensitive premises: highly sensitive area <sup>1</sup>	0700 to 1900 hours Monday to Saturday (Day)	45 + influencing factor	55 + influencing factor	65 + influencing factor
	0900 to 1900 hours Sunday and public holidays (Sunday)	40 + influencing factor	50 + influencing factor	65 + influencing factor
	1900 to 2200 hours all days (Evening)	40 + influencing factor	50 + influencing factor	55 + influencing factor
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays (Night)	35 + influencing factor	45 + influencing factor	55 + influencing factor
Noise sensitive premises: any area other than highly sensitive area	All hours	60	75	80
Commercial Premises	All hours	60	75	80
Industrial and Utility Premises	All hours	65	80	90

1. *highly sensitive area* means that area (if any) of noise sensitive premises comprising —
- (a) a building, or a part of a building, on the premises that is used for a noise sensitive purpose; and
  - (b) any other part of the premises within 15 metres of that building or that part of the building.

The influencing factor (IF), in relation to noise received at noise sensitive premises (refer *Figure 3-2*), has been calculated as 0 dB. *Table 2-3* shows the assigned levels including the influencing factor at the receiving locations.

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**Table 2-3 Assigned Levels**

Premises Receiving Noise	Time Of Day	Assigned Level (dB)		
		L <sub>A10</sub>	L <sub>A1</sub>	L <sub>Amax</sub>
0 dB IF Noise sensitive premises: highly sensitive area <sup>1</sup>	0700 to 1900 hours Monday to Saturday (Day)	45	55	65
	0900 to 1900 hours Sunday and public holidays (Sunday)	40	50	65
	1900 to 2200 hours all days (Evening)	40	50	55
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and public holidays (Night)	35	45	55
Industrial and Utility Premises	All hours	65	80	90

It must be noted the assigned levels above apply outside the receiving premises and at a point at least 3 metres away from any substantial reflecting surfaces.

The assigned levels are statistical levels and therefore the period over which they are determined is important. The Regulations define the Representative Assessment Period (RAP) as “a period of time of not less than 15 minutes, and not exceeding 4 hours, determined by an inspector or authorised person to be appropriate for the assessment of a noise emission, having regard to the type and nature of the noise emission”. An inspector or authorised person is a person appointed under Sections 87 & 88 of the *Environmental Protection Act 1986* and include Local Government Environmental Health Officers and Officers from the Department of Water Environmental Regulation. Acoustic consultants or other environmental consultants are not appointed as an inspector or authorised person. Therefore, whilst this assessment is based on a 4-hour RAP, which is assumed to be appropriate given the nature of the operations, this is to be used for guidance only.

### 3. NOISE MODELLING METHODOLOGY

Computer modelling has been used to predict the noise emissions from the development to all nearby receivers. The software used was *SoundPLAN 9.0* with the CONCAWE (ISO 17534-3 improved method) selected, as they include the influence of meteorological conditions. Input data required in the model are listed below and discussed in *Section 3.1* to *Section 3.4*:

- Meteorological Information;
- Topographical data;
- Ground Absorption; and
- Source sound power levels.

#### 3.1. Meteorological Conditions

Meteorological information utilised is provided in *Table 3-1* and is considered to represent worst-case conditions for noise propagation. At wind speeds greater than those shown, sound propagation may be further enhanced, however background noise from the wind itself and from local vegetation is likely to be elevated and dominate the ambient noise levels.

**Table 3-1: Modelling Meteorological Conditions**

Parameter	Day (7.00am to 7.00pm) <sup>2</sup>	Night (7.00pm to 7.00am) <sup>2</sup>
Temperature (°C)	20	15
Humidity (%)	50	50
Wind Speed (m/s)	4	3
Wind Direction <sup>1</sup>	All	All
Pasquil Stability Factor	E	F

Notes:

1. The modelling package allows for all wind directions to be modelled simultaneously.
2. The conditions above are as defined in *Guideline: Assessment of Environmental Noise Emissions*; May 2021

Alternatives to the above default conditions can be used where one year of weather data is available and the analysis considers the worst 2% of the day and night for the month of the year in which the worst-case weather conditions prevail (source: *Draft Guideline on Environmental Noise for Prescribed Premises*, May 2016). In most cases, the default conditions occur for more than 2% of the time and therefore must be satisfied.

#### 3.2. Topographical Data

Topographical data was adapted from publicly available information (e.g. *Google*) in the form of spot heights. Flat ground has been assumed for the site itself. The site buildings have been included in the model, including the BESS enclosures themselves, as these can provide barrier attenuation when located between a source and receiver, much the same as a hill. Receivers are modelled 1.5m above ground level.



There is an existing *Colorbond* fence on the north side of the existing facility. This fence has also been included when modelling the proposed facility. Whilst *Colorbond* fencing is 1.8 metres high, it is modelled as 1.6 metres high to take into account the lightweight nature of the product and potential lesser acoustic performance of a denser product.

Figure 3-1 shows a 2D overview of the site and industrial receivers, with Figure 3-2 showing the nearest residential receivers included in the model.



Figure 3-1: Overview of Site and Industrial Receivers



Figure 3-2: Overview of Nearest Residences

### 3.3. Ground Absorption

The ground absorption has been assumed to be 0.0 (0%) for the site and surrounding industrial areas, and 0.7 (70%) elsewhere, noting that 0.0 represents hard reflective surfaces such as water and 1.0 represents absorptive surfaces such as grass.

### 3.4. Source Sound Levels

The sound power levels from the BESS enclosure, inverter and transformer operations were derived from noise measurement data provided by Tesla Holdings Pty Ltd and are provided in *Table 3-2*. The source levels from the reports provided by Tesla Holdings Pty Ltd are provided in *Appendix B*.

**Table 3-2: Source Sound Power Levels, dB(A)**

Description	A-Weighted Octave Band Centre Frequency (Hz)								Overall dB(A)
	63	125	250	500	1k	2k	4k	8k	
BESS at 60% fan speed, each side	55	58	63	66	65	63	58	53	<b>71</b>
Inverter at 60% fan speed, each side	81	88	81	76	73	70	68	64	<b>80</b>
BESS at 80% fan speed, each side	76	77	80	75	73	69	66	63	<b>78</b>
Inverter at 80% fan speed, each side	83	84	88	80	78	76	74	71	<b>85</b>
70 MVA Transformer, each side	60	76	73	68	55	48	39	37	<b>69</b>

The following is noted in relation to *Table 3-2*:

- A height of 2.5 metres has been assumed for the equipment at the proposed facility.
- An 80% fan speed for the BESS and inverters has been used for day period operations only.
- During the worst case day and night operations, an L<sub>10</sub> parameter has been used as these operations are predicted to occur for more than 24-minutes in a 4-hour period.

## 4. RESULTS & ASSESSMENT

The noise levels were predicted for the following scenarios:

- Proposed Facility Daytime Operations ( $L_{A10}$ ) – BESS and inverter fans operating at 80% of maximum fan speed during the day period only. Also includes noise from one transformer.
- Proposed Facility Night Operations ( $L_{A10}$ ) – BESS and inverter fans operating at 60% of maximum fan speed during the night period. Also includes noise from one transformer.

### 4.1. Proposed Facility Daytime Operations

The results of the worst case daytime operations (when the proposed BESS and inverter fan speeds are operating at 80% of the maximum speed) are shown in *Table 4-1*, with the noise contours provided in *Figure 4-1*. The critical assigned level at residences is during the day period on a Sunday.

Tonality will be dependent on the combined noise of all units relative to background noise levels. Given there are several variables that will determine tonality at each receiver, results with and without an adjustment of + 5 dB for tonality have been included.

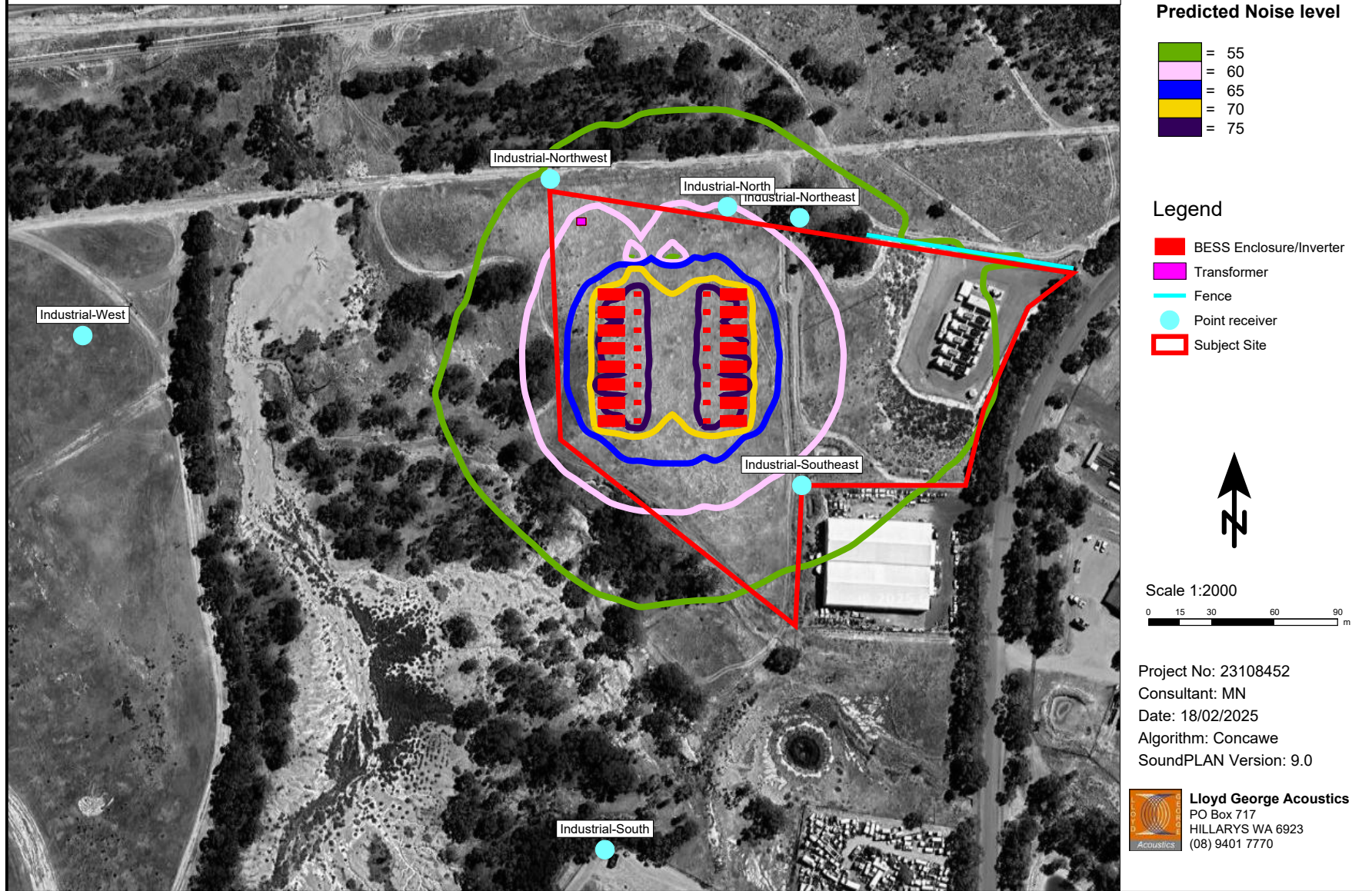
**Table 4-1: Proposed Facility Daytime Operations - Predicted Noise Levels and Assessment, dB  $L_{A10}$**

Receiver	Total	Total Adjusted	Assigned Level	Assessment if Not Tonal	Assessment if Tonal
71 Marwick Rd	10	15	40	Complies	Complies
792 Clydesdale Rd	20	25	40	Complies	Complies
9272 Great Eastern Hwy	14	19	40	Complies	Complies
Industrial Boundary North	60	65	65	Complies	Complies
Industrial Boundary Northeast	58	63	65	Complies	Complies
Industrial Boundary Northwest	56	61	65	Complies	Complies
Industrial Boundary South	48	53	65	Complies	Complies
Industrial Boundary Southeast	59	64	65	Complies	Complies
Industrial Boundary West	46	51	65	Complies	Complies

Compliance is predicted at all neighbouring industrial boundaries and nearby residences while the proposed facility operates during the day period, even if tonality is present. As the predicted noise levels from the proposed facility (prior to any adjustments) are at least 5 dB below the assigned levels at all receivers, it is not considered to significantly contribute to the existing levels. It is also noted that the north and west neighbouring industrial boundaries are unoccupied.



**Figure 4-1 Daytime Noise Contour Plot (1.5m AGL), dB LA10**



## 4.2. Proposed Facility Night Operations

The results of the worst case night operations (when the proposed BESS and inverter fan speeds are operating at 60% of the maximum speed during the night period) are shown in *Table 4-2*, with the noise contours provided in *Figure 4-2*. As there will be several variables that determine whether the noise is tonal, results with and without an adjustment of + 5 dB for tonality have been included.

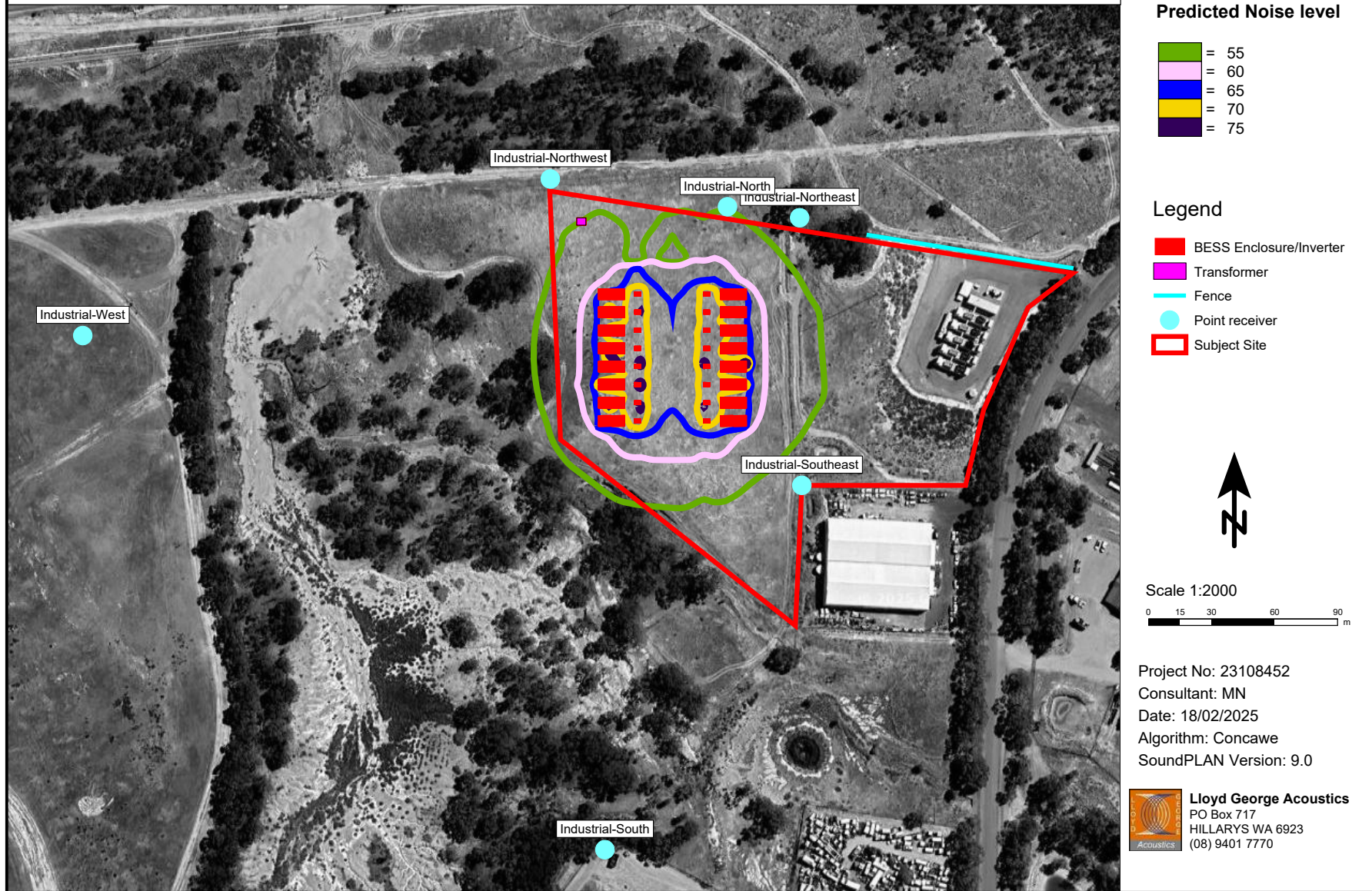
**Table 4-2: Proposed Facility Night Operations - Predicted Noise Levels and Assessment, dB L<sub>A10</sub>**

Receiver	Total	Total Adjusted	Assigned Level	Assessment if Not Tonal	Assessment if Tonal
71 Marwick Rd	6	11	35	Complies	Complies
792 Clydesdale Rd	16	21	35	Complies	Complies
9272 Great Eastern Hwy	10	15	35	Complies	Complies
Industrial Boundary North	55	60	65	Complies	Complies
Industrial Boundary Northeast	52	57	65	Complies	Complies
Industrial Boundary Northwest	50	55	65	Complies	Complies
Industrial Boundary South	43	48	65	Complies	Complies
Industrial Boundary Southeast	53	58	65	Complies	Complies
Industrial Boundary West	41	46	65	Complies	Complies

Compliance is predicted at all neighbouring industrial boundaries and nearby residences while the proposed facility operates during the night period, even if tonality is present.



**Figure 4-2 Night Noise Contour Plot (1.5m AGL), dB LA10**



## 5. CONCLUSION

Calculations based on the data provided show that the noise levels from the proposed facility are compliant with the prescribed standards of the *Environmental Protection (Noise) Regulations 1997* at the nearest residences and neighbouring industrial boundaries.

As the predicted noise levels from the proposed facility (prior to any adjustments) are at least 5 dB below the assigned levels at all receivers, it is not considered to significantly contribute to the existing levels. Therefore, provided compliance is achieved from the existing facility and the recently approved BESS conversion, compliance is predicted when the proposed facility is also included on this site. Compliance is most stringent at the industrial boundaries, noting these are unoccupied on the north and west sides.



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## Appendix A – Development Plans



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## Appendix B – Noise Data

4. 试验结果 Test Result

operation		20% 350rpm	30% 520rpm	40% 690rpm	50% 870rpm	60% 1040rpm	70% 1210rpm	79.5% 1380rpm
No sound cover	SPL dB(A) P20 1m in front cooling fans	45.7	48.3	54.8	60.3	65.3	68.9	72.6
	SWL 1m dB(A)	68.3	69.5	69.6	73.4	78.0	81.7	85.3
	SWL 3m dB(A)	71.2	73.3	73.1	74.6	76.5	80.0	84.0
With sound cover	SPL dB(A) P20 1m in front cooling fans	40.5	49.1	50.9	56.0	60.8	62.8	66.5
	SWL 1m dB(A)	62.4	66.1	65.7	69.5	73.4	75.9	79.4
	SWL 3m dB(A)	65.4	69.8	68.3	70.5	72.8	75.3	77.7

For base condition (without sound cover), the SPL of all the test points are lower than 72.6dB(A) at any operation. The biggest value always appears at point 20, which is the air outlet of the chiller. The SWL is lower than 85.3dB(A) at any operation. (calculated with 1m envelope surface results).

When the sound cover is mounted, the biggest SPL value of point 20 decrease to 66.5 dB(A). The SWL is lower than 79.4dB(A) at any operation. (calculated with 1m envelope surface results).

5. 偏离 Deviation

N/A

6. 问题信息汇总 Failure Information Summary

N/A

7. 试验准备 Preparation for the test

7.1 测试人员 Testers: 屠翔宇、孙锐

7.2 测试时间和地点 Test Date and Location

测试地点 Testing Location	收样日期 Received Date	开始日期 Start Date	完成日期 Finish Date
Shanghai	2024/10/21	2024/10/22	2024/10/23

## 8. CONCLUSIONS

Based on the results obtained, the following observations have been made:

1. The microphone position matrix and measuring surfaces have been determined in accordance with the requirements outlined in ISO 3744.
2. According to ISO 3744, considering the results of ranges and apparent directivities, there is no need to expand the number of measurements with additional microphone positions.
3. In none of the tested cases with the inverter without the attenuation kit was it necessary to make corrections for background noise.

Operating Instructions	Attenuation kit	L <sub>p</sub> (ST) dB	L <sub>p</sub> (B) dB	ΔL <sub>p</sub> dB
60%	NO	59,1	41,7	17,5
60%	YES	56,8	48,2	8,5
80%	NO	64,0	41,7	22,3
80%	YES	60,3	48,2	12,1

4. For the tests conducted with the inverter without the attenuation kit at settings of 60%, it is observed that in the frequency 12.5, 16 and 40 Hz there is no more than a 6 dB difference compared to the background noise. In the case of the 80% setting, this situation occurs only at a frequency of 40 Hz.

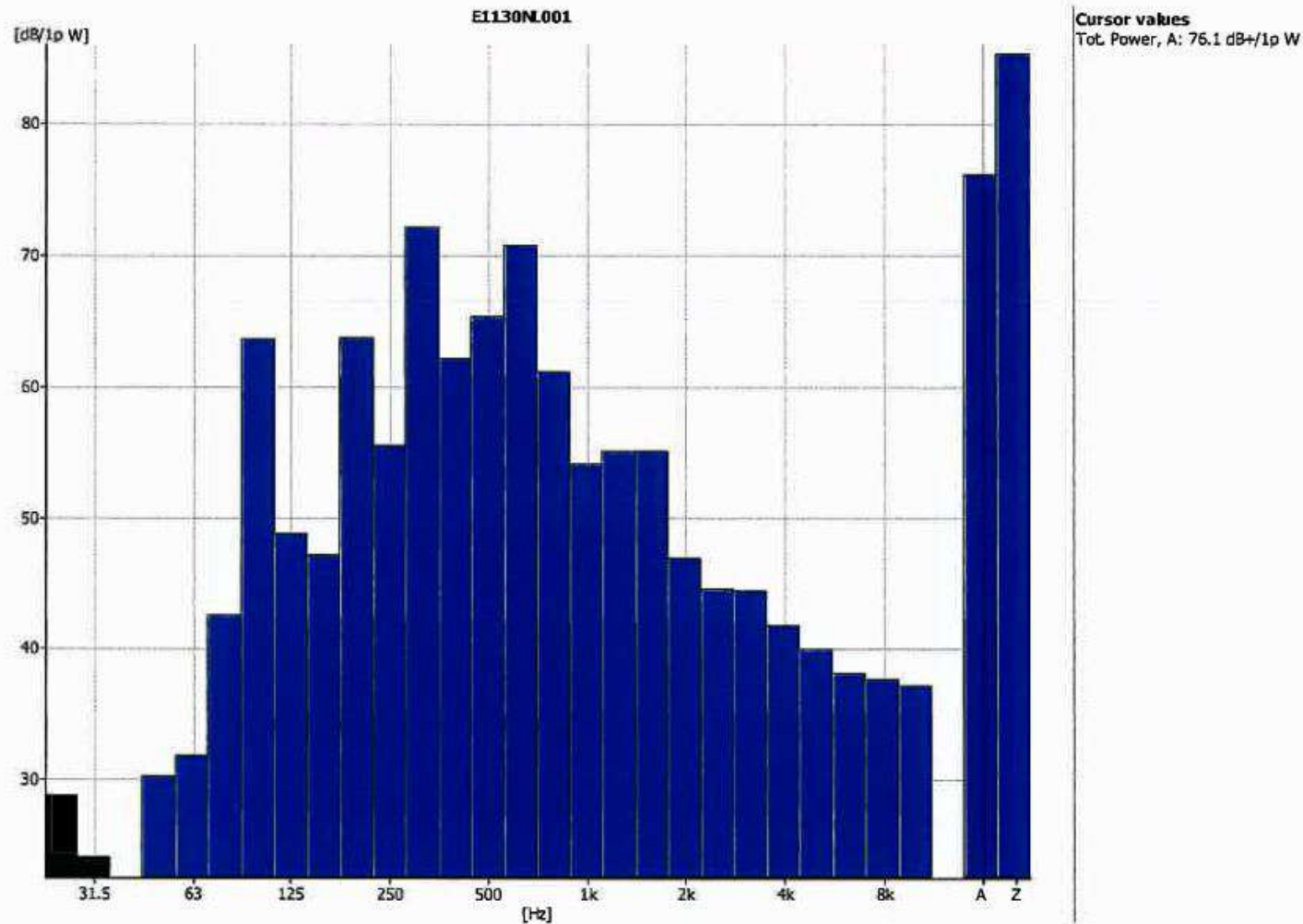
For the tests performed with the inverter equipped with the attenuation kit at a 60% setting, it is noted that in the frequency ranges 12.5 - 63 Hz, 500 – 1.25k Hz and 16k Hz no more than a 6 dB difference compared to the background noise is achieved. In the case of the 80% setting, this situation occurs only at a frequency ranges of 12.5 – 31.5 Hz and 50 – 63 Hz.

5. The installation of the attenuation kit results in an maximum reduction of 3,9 dB in A-weighted sound power (as derived from sound pressure levels in the central one-third octave bands).

Operating Instructions	Attenuation kit	L <sub>WA</sub> dB(A)
60%	NO	86,8
60%	YES	83,9
80%	NO	91,8
80%	YES	87,9

70 MVA 132/ 11.5 kV 50 Hz YNd1 CONN. 3 PHASE

### Sound power at rated voltage ( KNAN Cooling )



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## Appendix C – Terminology



The following is an explanation of the terminology used throughout this report:

- **Decibel (dB)**

The decibel is the unit that describes the sound pressure levels of a noise source. It is a logarithmic scale referenced to the threshold of hearing.

- **A-Weighting**

An A-weighted noise level has been filtered in such a way as to represent the way in which the human ear perceives sound. This weighting reflects the fact that the human ear is not as sensitive to lower frequencies as it is to higher frequencies. An A-weighted sound level is described as  $L_A$ , dB.

- **Sound Power Level ( $L_w$ )**

Under normal conditions, a given sound source will radiate the same amount of energy, irrespective of its surroundings, being the sound power level. This is similar to a 1kW electric heater always radiating 1kW of heat. The sound power level of a noise source cannot be directly measured using a sound level meter but is calculated based on measured sound pressure level at known distances. Noise modelling incorporates source sound power levels as part of the input data.

- **Sound Pressure Level ( $L_p$ )**

The sound pressure level of a noise source is dependent upon its surroundings, being influenced by distance, ground absorption, topography, meteorological conditions etc. and is what the human ear actually hears. Using the electric heater analogy above, the heat will vary depending upon where the heater is located, just as the sound pressure level will vary depending on the surroundings. Noise modelling predicts the sound pressure level from the sound power levels taking into account ground absorption, barrier effects, distance etc.

- **$L_{ASlow}$**

This is the noise level in decibels, obtained using the A-frequency weighting and the S (slow) time weighting. Unless assessing modulation, all measurements use the slow time weighting characteristic.

- **$L_{AFast}$**

This is the noise level in decibels, obtained using the A-frequency weighting and the F (fast) time weighting. This is used when assessing the presence of modulation.

- **$L_{APeak}$**

This is the greatest absolute instantaneous sound pressure level in decibels using the A-frequency weighting.

- **$L_{Amax}$**

An  $L_{Amax}$  level is the maximum A-weighted noise level during a particular measurement.

- **$L_{A1}$**

The  $L_{A1}$  level is the A-weighted noise level exceeded for 1 percent of the measurement period and is considered to represent the average of the maximum noise levels measured.

- **L<sub>A10</sub>**

The L<sub>A10</sub> level is the A-weighted noise level exceeded for 10 percent of the measurement period and is considered to represent the “intrusive” noise level.

- **L<sub>A90</sub>**

The L<sub>A90</sub> level is the A-weighted noise level exceeded for 90 percent of the measurement period and is considered to represent the “background” noise level.

- **L<sub>Aeq</sub>**

The equivalent steady state A-weighted sound level (“equal energy”) in decibels which, in a specified time period, contains the same acoustic energy as the time-varying level during the same period. It is considered to represent the “average” noise level.

- **One-Third-Octave Band**

Means a band of frequencies spanning one-third of an octave and having a centre frequency between 25 Hz and 20000 Hz inclusive.

- **Representative Assessment Period**

Means a period of time not less than 15 minutes, and not exceeding four hours, determined by an inspector or authorised person to be appropriate for the assessment of a noise emission, having regard to the type and nature of the noise emission.

- **L<sub>Amax</sub> assigned level**

Means an assigned level, which, measured as a L<sub>ASlow</sub> value, is not to be exceeded at any time.

- **L<sub>A1</sub> assigned level**

Means an assigned level, which, measured as a L<sub>ASlow</sub> value, is not to be exceeded for more than 1 percent of the representative assessment period.

- **L<sub>A10</sub> assigned level**

Means an assigned level, which, measured as a L<sub>ASlow</sub> value, is not to be exceeded for more than 10 percent of the representative assessment period.

- **Tonal Noise**

A tonal noise source can be described as a source that has a distinctive noise emission in one or more frequencies. An example would be whining or droning. The quantitative definition of tonality is:

- the presence in the noise emission of tonal characteristics where the difference between -
  - (a) the A-weighted sound pressure level in any one-third octave band; and
  - (b) the arithmetic average of the A-weighted sound pressure levels in the 2 adjacent one-third octave bands,is greater than 3 dB when the sound pressure levels are determined as  $L_{Aeq,T}$  levels where the time period T is greater than 10% of the representative assessment period, or greater than 8 dB at any time when the sound pressure levels are determined as  $L_{A\text{ Slow}}$  levels.

This is relatively common in most noise sources.

- **Modulating Noise**

A modulating source is regular, cyclic and audible and is present for at least 10% of the measurement period. The quantitative definition of modulation is:

- a variation in the emission of noise that —
  - (a) is more than 3 dB  $L_{A\text{ Fast}}$  or is more than 3 dB  $L_{A\text{ Fast}}$  in any one-third octave band; and
  - (b) is present for at least 10% of the representative assessment period; and
  - (c) is regular, cyclic and audible.

- **Impulsive Noise**

An impulsive noise source has a short-term banging, clunking or explosive sound. The quantitative definition of impulsiveness means:

- a variation in the emission of a noise where the difference between  $L_{Apeak}$  and  $L_{Amax}$  is more than 15 dB when determined for a single representative event.

- **Major Road**

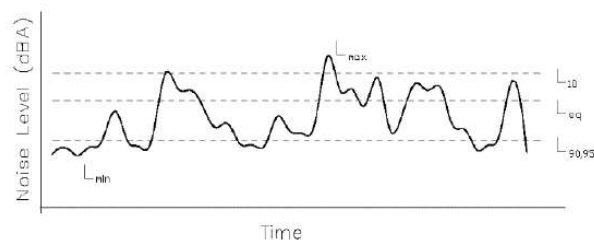
Is a road with an estimated average daily traffic count of more than 15,000 vehicles.

- **Secondary / Minor Road**

Is a road with an estimated average daily traffic count of between 6,000 and 15,000 vehicles.

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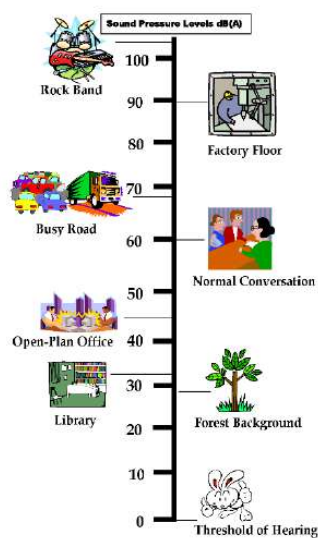
- Chart of Noise Level Descriptors

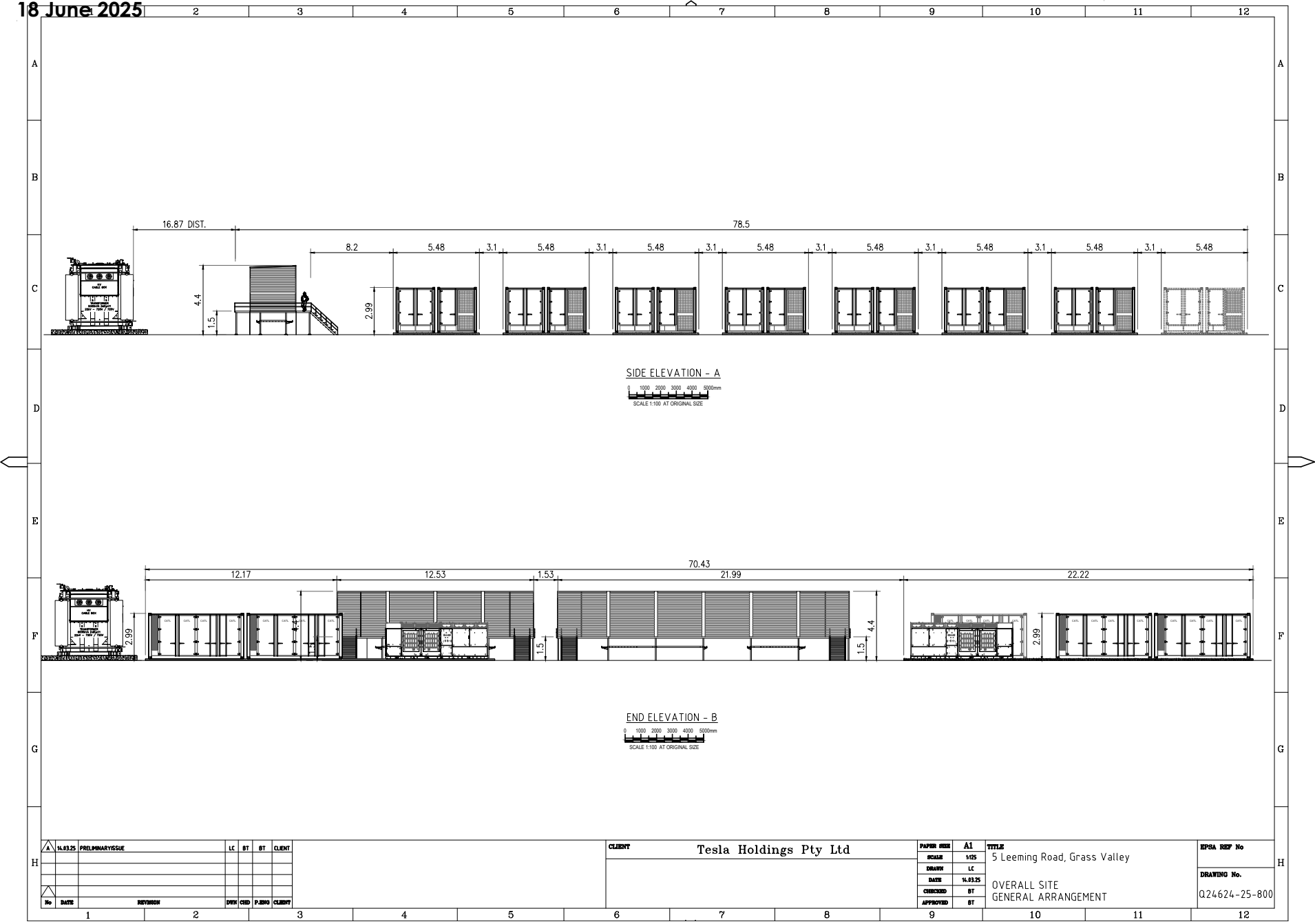


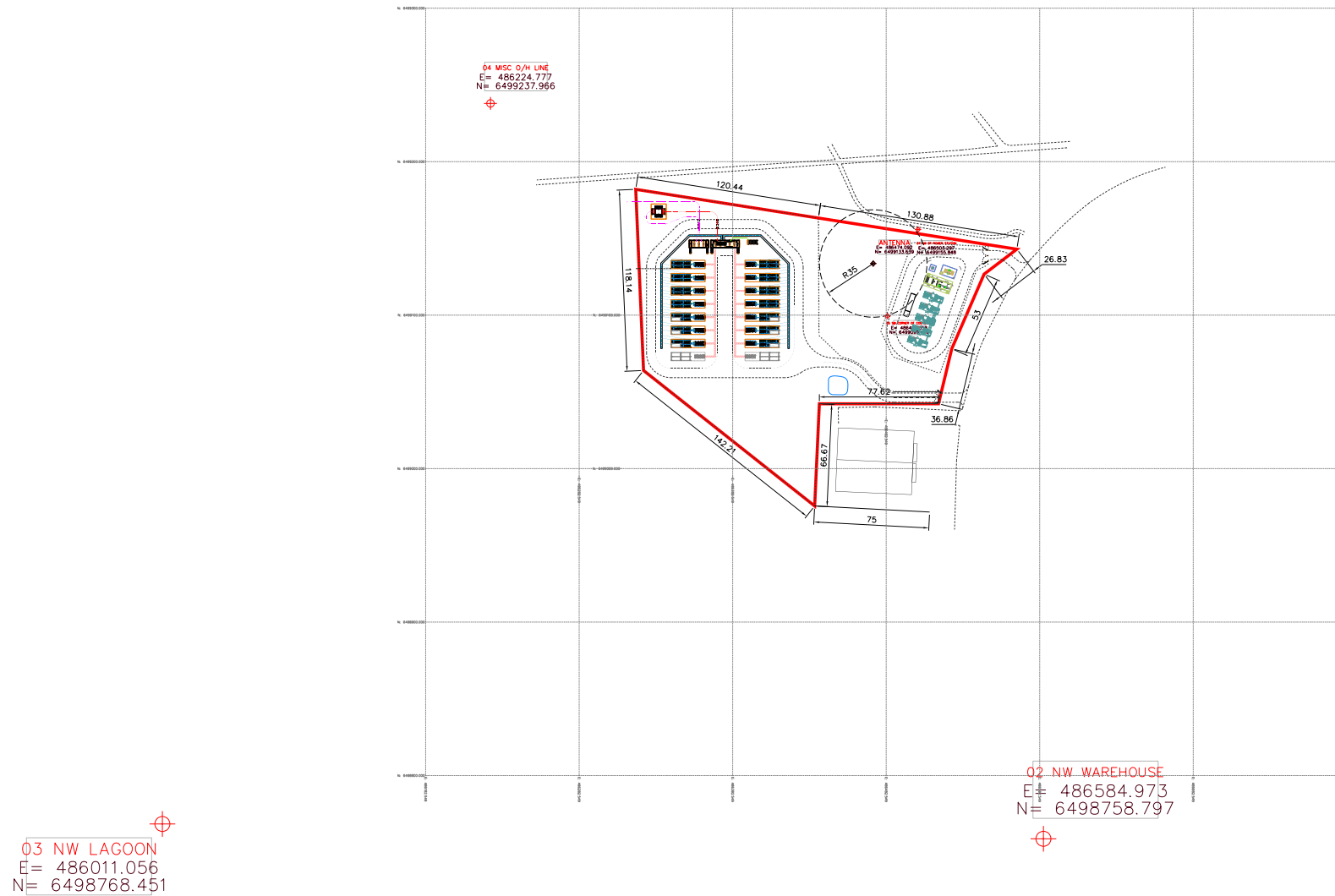
- Austrroads Vehicle Class

VEHICLE CLASSIFICATION SYSTEM AUSTRROADS		
LIGHT VEHICLES		
1	Light Car, Van, Minivan, and 2-axle Light Vehicle	
2	Light Truck Truck, Container, Boat	
HEAVY VEHICLES		
3	Two axle truck or bus 7-12 tonnes	
4	Three axle truck or bus 13-18 tonnes	
5	Four axle truck or bus 19-25 tonnes	
6	Five axle articulated 26-30 tonnes	
7	Six axle articulated 31-40 tonnes	
8	Seven axle articulated 41-50 tonnes	
9	Eight axle articulated 51-60 tonnes	
LONG VEHICLES AND ROAD TRAINS		
10	Double or heavy truck (over 60 tonnes) 61-70 tonnes	
11	Double or heavy truck (over 60 tonnes) 71-80 tonnes	
12	Triple or heavy truck (over 80 tonnes) 81-90 tonnes	

- Typical Noise Levels







Clause	Provision	Proposal	Assessment
Deemed Provisions – Clause 67(2) of Regulations			
A	Aims and provisions of LPS6		
4.5	Site and Development Standards and Requirements General Industry Front – 7.5m Rear – 10m Sides – 5m	Front – >70m Rear – 9.25m Sides – 6.4m	Proposal generally complies – minor variation to side setback accepted as there is only a small section of the development within the side setback area
4.13	<p>Carparking</p> <p>4.13.1 – A person shall not develop or use any land or erect, use or adapt any building unless a suitable number of car parking spaces are provided on site and in accordance with the car parking requirements for particular developments and land uses as listed in 'Table 3: Car Parking Guidelines' or as varied by the provisions of the Scheme.</p> <p>Table 3: Industry – General: 1 / 100 m2 GFA</p> <p>4.13.6 – Where the owner can demonstrate to the satisfaction of the local government that there is not the demand for the number or parking spaces specified in the 'Table 3: Car Parking Guidelines', landscaping may be provided in lieu of car parking spaces not constructed and the landscaping shall be included in calculations as car parking but not as landscaping, provided that the local government may from time to time require that</p>	Nil parking bays proposed – use of land does not require full-time parking	<p>Proposed nil bays in variation of required bays.</p> <p>It is acknowledged that the site is only intending to have the occasional maintenance staff attend the site so standard bay requirements are overkill. Condition required however, to have the applicant provide a landscaped area for the purpose of general parking prior to the use of the extension.</p>

Clause	Provision	Proposal	Assessment
	additional parking spaces be provided by the owner.		
4.31	<p>Amenity of Non-Residential Development</p> <p>4.31.1 – The amenity of non-residential development shall be determined in the context of each proposed development and site conditions, but shall generally be in accordance with the following:</p> <p>a) The form and scale of the development is to be compatible with surrounding land uses;</p> <p>b) Buildings are to have coordinated or complementary materials, colours and styles and be reflective of the character of the locality;</p> <p>c) Visual impacts are to be minimised by the use of vegetation screening and tree retention.</p>	Extension to existing peak power plant	Proposed batteries and transformer peak at ~4.5m tall. The height and general bulk of the development is consistent with the locality and unlikely to have significant impact on existing and future land uses
B	Requirements of orderly and proper planning, including any proposed scheme amendment or LPP seriously being entertained.	Extension to existing peak power plant	Nil scheme amendment or variation to LPP proposed.
FA	Any local planning strategy – Northam LPS	Extension to existing peak power plant	Proposal is consistent with the local strategy
G	Any local planning policies		
LPP17	Industrial Development 2 – <i>Variation to Building Setbacks</i>	Extension to existing peak power plant Setbacks of: Front – >70m	2.2 – reduced setbacks considered appropriate as per assessment under A(4.5)



Clause	Provision	Proposal	Assessment
	<p>2.2 – Reduced side and rear setbacks may be considered where it can be demonstrated that there is no impact on adjoining properties and that it is necessary to maximise the use of the site</p> <p>4 – <i>Vehicle Access</i></p> <p>4.2 – The Shire requires that vehicle access driveway systems facilitate all vehicles being able to leave the site in forward gear. Therefore, appropriate turning areas and/or through movement of traffic shall be provided to facilitate this.</p> <p>4.3 – All roads and trafficable pavements areas shall be designed in accordance with the requirements of the current Local Government Guidelines for Subdivisional Development (IPWEA WA Division Inc.), and the Shire of Northam's annexure to these guidelines.</p> <p>5 – <i>Car Parking</i></p> <p>5.3 – Car parking areas must be available at all times and shall not be used for storage</p> <p>13 – <i>Avon Industrial Park</i></p> <p>13.1 – Setbacks – minimum 20m from any road, 7.5m from the rear boundary and 5m from the side boundaries.</p>	<p>Rear – 9.25m</p> <p>Sides – 6.4m</p>	<p>4.2 – Proposed extension features a full driveway lap around the batteries – space for leaving in forward gear is available.</p> <p>4.3 – condition required to ensure proposed crossover and trafficable areas are constructed to minimum standard</p> <p>5.3 – Refer to assessment and proposed condition as per A(4.13)</p> <p>13.1 - Complies</p>
I	Any report of review – LPS6 Report of Review	Extension to existing peak power plant	The previous report of review has nil implications on the proposal

Clause	Provision	Proposal	Assessment
M	Compatibility of the development, including future character and relationship with adjoining land	Extension to existing peak power plant	Proposal is consistent with the character of the existing locality and area
N	Amenity of the locality, including environmental impacts, character and social impacts.	Extension to existing peak power plant	Proposal is unlikely to have any impact on the amenity of the locality
P	Adequate provision for landscaping of the land or protection of trees or other vegetation	Extension to existing peak power plant	Site is currently bare of vegetation – nil conditions relating to the protection of trees required
S	Adequacy of proposed means of access and egress; arrangements for loading, unloading, manoeuvring and parking	Extension to existing peak power plant	Refer to assessments under A and G – standard conditions required
T	Amount of traffic likely to be generated in relation to capacity of road system and probable effect on traffic flow and safety	Extension to existing peak power plant	Due to the nature of the use, it is unlikely to be substantial increases to the existing traffic flow
X	Impact on the community as a whole notwithstanding impacts on particular individuals	Extension to existing peak power plant	Proposal is unlikely to have any impact on the community as a whole
ZA	Comments or submissions from any authority consulted	Extension to existing peak power plant	Comment was requested from LG road engineering team regarding any access issues

### 13.3.2 Walk of Fame Inductees

<b>File Reference:</b>	1.3.3.8
<b>Reporting Officer:</b>	Jaime Hawkins (Manager Community Development & Tourism), Britt Hadlow (Community Development Officer)
<b>Responsible Officer:</b>	Debbie Terelinck (Chief Executive Officer) Chadd Hunt (Executive Manager Development & Community Services)
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Communication Required:</b>	Yes

#### BRIEF

For Council to endorse the inaugural inductees for the Walk of Fame based on the recommendation from the Walk of Fame Selection Panel.

#### ATTACHMENTS

1. COMMS- POLICY-05 CP.35 Recognition of High Achievers V2 [**13.3.2.1** - 3 pages]
2. CONFIDENTIAL REDACTED - Walk of Fame Selection Committee Matrix [**13.3.2.2** - 1 page]
3. CONFIDENTIAL REDACTED - Walk of Fame Committee Meeting Minutes 20.05.25 [**13.3.2.3** - 26 pages]

#### A. BACKGROUND / DETAILS

In April 2024 Council adopted the Recognition of High Achievers Policy (Attachment 13.3.3.1). In accordance with this Policy, Expressions of Interest (EOI) were sought to appoint community representatives to a panel to select inductees into the Walk of Fame. At the Ordinary Council Meeting held 22 January 2025, Council appointed two independent community members and one proxy from the EOI's received to the Selection Panel, together with the Shire President and Chief Executive Officer.

A public callout for nominations for inductees into the Walk of Fame was made between 24 February and 21 March 2025.

#### B. CONSIDERATIONS

##### B.1 Strategic Community / Corporate Business Plan

Performance Area: Place.

Outcome 7: Urban and rural communities are sensibly planned and developed.

Objective 7.3: Showcase Northam's unique history and heritage.

Priority Action: Nil.

Performance Area: Place.

Outcome 8: Attractive and welcoming places.

Objective 8.2: Have attractive streetscapes and urban environments.

Priority Action: Nil.

Performance Area: Place.

Outcome 8: Attractive and welcoming places.

Objective 8.3: Enhance public open space, parks and playgrounds.

Priority Action: Nil.

## **B.2 Financial / Resource Implications**

From quotes sourced on plinths/plaques in the design agreed upon following discussions with Council Members on 27 November 2024, it is estimated that each plinth/plaque for the Walk of Fame will be \$1,000.

Based on an available budget of \$5,000 in 2024/25, this provides for 5 inductees in the first year of the program, or 4 inductees and an introductory plaque at the beginning of the Walk of Fame.

## **B.3 Legislative Compliance**

Nil

## **B.4 Policy Implications**

CP.35 Recognition of High Achievers

## **B.5 Stakeholder Engagement / Consultation**

The public were called to nominate high achievers for the Walk of Fame between 24 February and 21 March 2025. A call for nominations was made via social media, the Shire of Northam website, newsletter, posters displayed on public notice boards, and emails distributed to local community groups and progress associations.

Online and hard copy nomination forms were available and accepted at Shire of Northam facilities.

## **B.6 Risk Implications**

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
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Financial	Nil		
Health & Safety	Nil		
Reputation	Failure to follow the selection process outlined in CP.35 Recognition of High Achievers	Unlikely (2) x Minor (2) = Low (4)	Appointment to the selection panel based on EOI process. Nominations received to be assessed by appointed selection panel by following matrix developed for their assessment.
Service Interruption	Nil		
Compliance	Nil		
Property	Nil		
Environment	Nil		

#### B.7 Natural Environment Considerations

Nil

#### C. OFFICER'S COMMENT

A total of 30 nominations for the Walk of Fame were received from the public.

A matrix was developed to assist the Walk of Fame Selection Panel with assessing the nominees based on the criteria contained within the policy (refer Attachment 13.3.3.2). The Selection Panel met on 20 May 2025 and completed the matrix. The minutes of the Selection Panel meeting can be found at Attachment 13.3.3.

The Selection Panel supported there being up to 5 inductees to the Walk of Fame in the inaugural year, based on the quality of nominations and the available budget. Following completion of the matrix addressing the selection criteria and panel discussion, the following 5 nominees were agreed as the inaugural inductees to be recommended to Council, as per Attachment 13.3.2.2:

- Nominee 1 (living)
- Nominee 8 (deceased)
- Nominee 9 (living)
- Nominee 20 (deceased)

- Nominee 22 (deceased)

The Walk of Fame is to be located along the footpath of the Avon River with raised plinths with plaques. A QR code will link to a page on the Shire of Northam website that will provide an overview of the Walk of Fame and the inductees.

In future years it is anticipated that one to two people will be inducted to the Walk of Fame. Nominees that were not successful this year will need to be renominated in future years. The details of each nominee considered can be found in the minutes of the selection panel meeting.

The nominators of living nominees for the Walk of Fame, who are still actively volunteering in the community, will be contacted and encouraged to nominate them for the Australia Day Community Citizen of the Year Awards.

It is proposed that once Council has agreed to the inaugural Walk of Fame inductees, the plaques and plinths will be ordered, the QR codes and Shire website developed, and arrangements made for an appropriate celebratory event. It is proposed that once these arrangements are sufficiently progressed, an announcement will be made on the inaugural Walk of Fame inductees and the nominees and/or their families and other guests invited to the celebratory event.

#### **RECOMMENDATION**

**That Council:**

- 1. INDUCTS the following nominees to the Shire of Northam Walk of Fame in 2025 as per confidential Attachment 13.3.2.2:**
  - a) Nominee 1**
  - b) Nominee 8**
  - c) Nominee 9**
  - d) Nominee 20**
  - e) Nominee 22**
- 2. NOTES that the next steps will include ordering of the plaques and plinths, development of the QR codes and Shire's webpage for the Walk of Fame inductees, public announcement of the inductees and arrangement of an appropriate celebratory event.**



Shire of Northam Council Policy  
CP.35 Recognition of High Achievers

## CP.35 Recognition of High Achievers

<i>Responsible Department</i>	Development & Community Services
<i>Resolution Number</i>	C.4990
<i>Resolution Date</i>	17/04/2024
<i>Next Scheduled Review</i>	2025/2026
<i>Related Shire Documents</i>	High Achievers Procedure Streetscape Plan
<i>Related Legislation</i>	N/A

### OBJECTIVE

The objectives of the Policy are to:

- Celebrate significant achievements of local community members.
- Provide inspiration and role models for residents.
- Create a valuable record of social history.
- Create a sense of pride within the community.
- Encourage tourists to the area to celebrate these achievements.

### SCOPE

For the Shire of Northam to recognise the accomplishments and contributions of individuals, groups and organisations with strong ties to the Shire of Northam who have demonstrated success in the following three categories:

- Sport
- Business and/or Professional
- Community.

### POLICY

The High Achievers Policy outlines how Council will celebrate and acknowledge those community members, volunteers, groups and organisations who:

1. Have a long history with the Shire of Northam.
2. Are celebrating milestones.
3. Are high achievers in their relevant fields.
4. Have provided outstanding service to the community.





*Shire of Northam Council Policy  
CP.35 Recognition of High Achievers*

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### **Nominations**

Nominations will be sought from the community on an annual basis. Posthumous nominations will be considered.

### **Selection Process**

Robust criteria will be developed to support the High Achiever selection process to ensure transparency and consistency.

The selection process will include the following criteria:

- Demonstrate strong connection to the Shire of Northam.
- Detail the area of recognition i.e. Sports / Business or Professional / Community.
- Detail of achievement(s).
- Other awards held.
- Public profile.

### **Selection Panel**

A selection panel will consider the annual nominations. The selection panel will comprise:

- Shire President (Deputy President in the absence of the President).
- Shire of Northam Chief Executive Officer.
- An independent community member, selected from a group of volunteers, through an expression of interest (EOI) process, with final decision made by Council.

### **Recognition Approach**

There will be two ways in which the High Achievers will be recognised - via a digital kiosk and / or Walk of Fame.

#### *Digital Kiosk*

Initially one digital kiosk will house information about the High Achievers and be available in a central location within the Shire. The digital kiosk will be interactive and designed to provide easy access to information in digital form related to the High Achievers.

#### *Walk of Fame*

In line with the Shire's Streetscape Plan, the Walk of Fame will typically consist of a plaque or paver, including a brief history which will be inserted within the path or wall to commemorate a high achiever.



*Shire of Northam Council Policy  
CP.35 Recognition of High Achievers*

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### Review Provisions

Council reserves the right to review the recognition of High Achievers should matters relating to criminal convictions or other matters that could cause reputational damage to arise.

The principles applied to this review will be in line with the Shires Code of Conduct G1.4, which are:

- 1) Procedural Fairness
- 2) Consistency
- 3) Confidentiality
- 4) Accessibility

### 13.3.3 Development & Community Services Policies

<b>File Reference:</b>	2.3.1.2
<b>Reporting Officer:</b>	Britt Hadlow (Community Development Officer)
<b>Responsible Officer:</b>	Chadd Hunt (Executive Manager Development & Community Services)
<b>Officer Declaration of Interest:</b>	Nil.
<b>Voting Requirement:</b>	Simple Majority
<b>Communication Required:</b>	Yes

#### BRIEF

A significant review has been undertaken of Policy CP.32 Community Grants Program, together with the creation of a new Policy CP.70 Donations, Sponsorship & Allocations. These Policies are presented for Council consideration and adoption.

#### ATTACHMENTS

1. CP.32 Community Grants Program V5 (Current Policy) [**13.3.3.1** - 8 pages]
2. CP.32 Community Grants Program V6 - Clean (New Policy) [**13.3.3.2** - 6 pages]
3. CP.32 Community Grants Program V6 - Tracked Changes (New Policy) [**13.3.3.3** - 6 pages]
4. CP.70 Donations, Sponsorship & Allocations V1 - Clean (New Policy) [**13.3.3.4** - 12 pages]
5. CP.70 Donations, Sponsorship & Allocations V1 - Tracked Changes (New Policy) [**13.3.3.5** - 12 pages]

#### A. BACKGROUND / DETAILS

The Shire offers a variety of opportunities for financial assistance to community groups, educational institutions and individuals for community events/projects, and participation in sporting/educational activities through grants, donations, sponsorships and annual allocations that align with the strategic direction set by the Council Plan 2022-2032.

Policy CP.32 Community Grants Program (Attachment 13.3.4.1) is due for review and currently includes:

- FUNDING ALLOCATIONS AND DONATIONS
  - Community/Progress Association Annual Budget Requests
  - Educational Prizes and Donations

- Donations
- COMMUNITY ASSISTANCE GRANTS
  - Community Development Grants
  - Quick Response Grants

When reviewing the Policy, it was determined that a significant review was required to:

- Create a new Policy which separates the Grants Program from donations, sponsorships and annual allocations as the categories are unrelated.
- Ensure the application criteria does not leave room for ambiguity when community organisations/educational institutions/individuals are applying for funding under any category.
- Include additional sub-categories of funding.
- Improve acquittal requirements; and
- Improve the administration and management of the grant program and other funding offered by the Shire of Northam.

The Policies have been separated into the follow Policies, categories and sub-categories:

CP.32 Community Grants Program (Attachment 13.3.4.2 & 13.3.4.3)

- Community Growth Grant
- Bright Ideas Grant

CP.70 Donations, Sponsorship & Allocations (Attachment 13.3.4.4 & 13.3.4.5)

- Donations
  - In Kind Contributions
  - General Donations
  - Education Prize & Donations
- Sponsorships
  - Travel Sponsorship
  - General Sponsorship
- Allocations
  - Community/Progress Association Annual Allocations
  - Community Event Annual Allocations

## **B. CONSIDERATIONS**

### **B.1 Strategic Community / Corporate Business Plan**

Performance Area: People.

Outcome 3: A happy, healthy, and connected community.

Objective 3.4: Grow community capacity by supporting community groups and volunteers.

Priority Action 3.4.1: Provide support for community groups to build their capacity in performance, marketing and grant acquisition.

## **B.2 Financial / Resource Implications**

CP.32 Community Grants Program will be administered under the current budget allocation for community grants.

CP.70 Donations, Sponsorship & Allocations will be administered under the current budget allocations for donations and sponsorships. Additional budget will need to be considered on an annual basis for the Progress/Community Association Annual Allocations.

## **B.3 Legislative Compliance**

*Local Government Act 1995*

*Local Government Amendment Act 2023 s.78*

Any grants, donations or sponsorships that are awarded over the value of \$500 will be included in a publicly available register.

## **B.4 Policy Implications**

There have been significant amendments made to CP.32 Community Grants Program, and a new Policy created CP.70 Donations, Sponsorship & Allocations.

## **B.5 Stakeholder Engagement / Consultation**

These policies were considered at a Council Policy workshop held on 28 May 2025.

It is proposed that once these Policies have been adopted by Council, a workshop/training session will be undertaken with community groups and other relevant bodies to provide information about the new grant and funding opportunities and associated application processes.

## **B.6 Risk Implications**

Refer to Risk Matrix [here](#).

<b>Risk Category</b>	<b>Description</b>	<b>Rating (likelihood x consequence)</b>	<b>Mitigation Action</b>
Financial	Budget is not available to administer Policy CP.32 and CP.70.	Unlikely (2) x Minor (2) = Low (4)	Ensure adequate budget is considered during budget deliberations.

Health & Safety	Nil.		
Reputation	The changes made to the Policies are deemed difficult by community groups and become or become an administrative burden.	Unlikely (2) x Minor (2) = Low (4)	Review the application process if needed based on feedback.
Service Interruption	Nil.		
Compliance	Community organisations/staff do not comply with the Policies.  Grant/donations register is not kept up to date.	Possible (3) x Medium (3) = Moderate (9)	Create simplified application processes through Smartsheet and guidelines for each category.  Document process for keeping and updating grants/donations register.
Property	Nil.		
Environment	Nil.		

#### B.7 Natural Environment Considerations

Nil.

### C. OFFICER'S COMMENT

Clean and tracked versions of the Policies have been provided where possible that show the amendments and some other minor changes.

#### CP.32 Community Grants Program

The changes that were made to Policy CP.32 were to:

- Remove repetition of information.
- Ensure the funding categories in the Policy relate only to grants for ease of reference.
- Remove ambiguity for grant applicants and administrators.
- Make the Policy easier to read.
- Change of the names of the grants to improve understanding and relevancy.

- Make provision for events or projects that receive grant funding under CP.32 are not able to apply for further funding under CP.70, and vice versa.

A more in-depth overview of each section of this Policy can be found in the table below.

Section	Change overview
N/A	Separation of the Grant Program from Donations, Sponsorships and Allocations.
General Conditions	<p>The updated general conditions have been strengthened to reduce ambiguity for community groups applying for grants. These revisions provide clear criteria, ensuring that officers administering the grants have a clear reference point to request additional information and accurately answer queries.</p> <p>The conditions are relevant to both grants to remove repetition throughout the Policy.</p> <p>The conditions have been made more robust to ensure community organisations do their due diligence when sourcing quotes, are accountable for how the money is spent, ensures that the finite resources available are accessible for different projects and events by preventing the same project or event obtaining funding from multiple Shire funding sources.</p>
Eligibility	<p>Clearly defined criteria detailing the organisations that can apply, and what projects will and will not be considered.</p> <p>The eligibility criteria is relevant to both grants to remove repetition throughout the Policy.</p>
Assessment Criteria	<p>Wording has been tidied up.</p> <p>The assessment criteria is relevant to both grants to remove repetition throughout the Policy.</p>
Funding agreement	<p>The funding agreement has been removed from the Policy and will be developed separately based of the general terms of the Policy.</p> <p>The agreement is administered and managed internally by the Chief Executive Officer, with any special terms as stipulated by Council.</p>
Community Growth Grant	The name has been amended due to the significant changes that have been made to the grant program, to



	<p>avoid confusion from the public when referencing the grant type.</p> <p>The grant particulars have been detailed in an easy-to-read format.</p> <p>Level of support has changed from being up to \$20,000 to \$10,000 to provide opportunity for the budget allocation to fund a greater number of projects and events across the Shire.</p> <p>Change from acquittal being required by 30 June, to 60 days after the completion of the project due to:</p> <ul style="list-style-type: none"> <li>• The timing of the completion of the project can be 18 months.</li> <li>• A project may be completed on 30 June.</li> </ul>
Bright Ideas Grant	<p>The name has been changed from "Quick Response" grants to "Bright Ideas" due to the grant frequency changing from being open all year round, to 4 funding rounds to assist with administration. The name change is also contemporary and more descriptive of the intent.</p> <p>The grant particulars have been detailed in an easy-to-read format.</p> <p>Level of support has changed from being up to \$5,000 to \$2,000 to provide opportunity for the budget allocation to fund a greater number of activities across the Shire.</p> <p>Change from acquittal being required by 30 June, to 60 days after the completion of the project due to:</p> <ul style="list-style-type: none"> <li>• Four funding rounds so it will ensure acquittal is not left until the end of the year.</li> <li>• A project may be completed on 30 June.</li> </ul>

### CP.70 Donations, Sponsorship & Allocations

CP.70 is a new Policy that has been created in alignment with the format of CP.32 which includes:

- General conditions that affect all categories; and
- Conditions, eligibility and application requirements listed specific to each sub-category.

There have been additional categories and sub-categories included in the Policy and events or projects that receive an allocation, donation or sponsorship under CP.70 are not able to apply for further funding under CP.32, and vice versa.

The below table gives overview of the new categories and sub-categories under this Policy.

<b>Donations – Existing Category</b>		
In Kind Contributions	New Sub-category	<p>The Shire carries out In-Kind work for events and other community work.</p> <p>This new category puts some parameters on timing and resource allocation when a request is received by a community organisation.</p>
General Donation	Existing Sub-category	<p>Removed acquittal requirements due to the gift/donation being a small amount.</p> <p>Included parameters around timing of an application being made as it is not uncommon for a request to be received only a couple of days before an event.</p>
Educational Prize & Donations	Existing Sub-category	Added scope to allow educational institutions not listed in the Policy to apply for a donation.
<b>Sponsorship – New Category</b>		
Travel Sponsorship	Existing Sub-category	Moved from being in the “Quick Response Grants” section to being a Sponsorship which better fits the funding type.
General Sponsorship	New Category	A more formal arrangement than a simple donation where a sporting or corporate event will likely provide positive exposure and recognition for the Shire.
<b>Allocations – New Category</b>		
Community Event Annual Allocation	New Sub-category	<p>Currently Council provides budget allocation for various community led events in the Shire. These allocations are under a three-year agreement, however there is no formalised Policy guiding the application and approval process.</p> <p>This new sub-category provides criteria for new applicants to be eligible to make a request for a funding allocation, and requires existing applicants to apply every three years.</p> <p>The intention of this sub-category is to provide control to the Shire to when it</p>

		comes to allocating funding for new and historical events, and a clear reference point for staff when requesting further information if an acquittal is received that is not to an appropriate standard.
Community/ Progress Association Annual Funding Allocation	New Sub- category	<p>Currently Progress and Community Associations are required to apply for annual budget requests through a grant program.</p> <p>Feedback was received by Progress/Community Associations through the Progress/Community Association Forum that the process was burdensome and did not provide certainty of funding over a longer period of time.</p> <p>Associations requested to revert to a previous process where an annual allocation was provided to approved associations each year to spend on community activities and projects.</p> <p>This sub-category has been created to allow an annual allocation based on the population of the town/locality.</p> <p>The Policy stipulates how the funds must be spent and requires an acquittal, however removes the administrative burden of a full application and approval process for the funds.</p> <p>This process will be monitored over the next two years until the next Policy review to determine its success.</p>

Upon the completion of training and support for community organisations aimed at assisting them to develop the necessary documentation to achieve compliance as a child-safe organisation, it is proposed that an amendment will be incorporated into Policy CP.32 aligned with Council's Child Safe Awareness Policy. This addition will mandate that any event involving children will require the applicant to submit evidence demonstrating their adherence to child-safe practices and/or policies.

#### RECOMMENDATION

**That Council ADOPTS the following Policies:**

- 1. CP.32 Community Grants Program as per Attachment 13.3.4.2; and**
- 2. CP.70 Donations, Sponsorship & Allocations as per Attachment 13.3.4.4.**



Shire of Northam Council Policy  
CP.32 Community Grants Program

## CP.32 Community Grants Program

<i>Responsible Department</i>	Development & Community Services
<i>Resolution Number</i>	C.4445
<i>Resolution Date</i>	20/04/2022
<i>Next Scheduled Review</i>	2024/2025
<i>Related Shire Documents</i>	Shire of Northam Council Plan
<i>Related Legislation</i>	Local Government Act –s5.3 Local Government (Administration) Regulations – Reg 12

### OBJECTIVE

To provide the framework for consistent financial support administration and assessment processes to ensure they are transparent, equitable, inclusive, and understood by the community.

### SCOPE

Each year the Shire of Northam receive multiple requests from community organisations and individuals for financial support and/or sponsorship for projects, events, and activities. This policy provides clear guidelines to the community for requesting funds and/or sponsorship from Council; and provides Council with a framework to ensure a consistent and equitable allocation of funds.

### POLICY

The Community Grants Program aims to strengthen and enhance the social wellbeing, development, and sustainability of the Shire of Northam community. It aims to encourage the involvement of the community in achieving the Shire of Northam's strategic direction as identified in the Council Plan.

The Community Grants Program aims to support individuals and community organisations to undertake projects, events, and activities through a range of non-competitive and competitive grant and sponsorship categories.



Shire of Northam Council Policy  
CP.32 Community Grants Program

## SECTION 1 FUNDING ALLOCATIONS AND DONATIONS

### 1.1 Community/Progress Association Annual Budget Requests

AIM	To assist the Community/Progress Associations to undertake events, projects and programs to enhance their local community.
ELIGIBILITY	<p>Council recognised community / progress associations:</p> <ul style="list-style-type: none"> <li>• Wundowie Progress Association</li> <li>• Bakers Hill Progress and Recreation Association</li> <li>• Clackline Progress Association</li> <li>• Spencers Brook Progress Association</li> <li>• Grass Valley Progress Association</li> <li>• Southern Brook Progress Association</li> <li>• Quellington Progress &amp; Sporting Association</li> <li>• Irishtown Agricultural Hall Club Incorporated</li> </ul>
FUNDING AMOUNT	<ul style="list-style-type: none"> <li>• Requests to be received by 30 March with allocations to be determined by Council in the Annual Budget.</li> </ul>
FUNDING CRITERIA	<ul style="list-style-type: none"> <li>• No set requirement for matching funding, although the Shire of Northam may require the Association to apply for external funding to part fund the project if considered eligible</li> <li>• Budget requests are to be submitted by 30 March along with a detailed budget and project plan(s) to Shire of Northam for consideration by Council.</li> <li>• Allocation may be carried forward for up to 3 years for large scale projects. A statement of intention to carry funds forward must be submitted to Council by 30 March with a project progress report to secure the funds</li> <li>• Funds cannot be allocated to social functions unless accessible to the entire community</li> <li>• Funds cannot be allocated to third party community organisations for operational purposes (e.g. insurances)</li> <li>• Funds can only be allocated to third party community groups for infrastructure or equipment if it is of benefit to the wider community</li> <li>• Funds will be expended by 30 June of the relevant financial year. The recipient will notify the Shire in writing of any delays to the proposed timeframe</li> <li>• Acknowledgement of Shire of Northam support</li> <li>• Funding will not be issued if there are outstanding acquittals/progress reports</li> </ul>
ACQUITTAL REQUIREMENTS	<ul style="list-style-type: none"> <li>• Funding must be acquitted by 30 June unless alternative arrangements have been made.</li> <li>• The recipient will be required to provide the following: <ul style="list-style-type: none"> <li>◦ Declaration by the Chairperson/President that funding was utilised in accordance with the grant agreement</li> </ul> </li> </ul>



Shire of Northam Council Policy  
CP.32 Community Grants Program

	<ul style="list-style-type: none"> <li>○ Financial statement (income and expenditure)</li> <li>○ Copies of invoices/evidence of expenditure</li> <li>○ Evidence of project outcomes and acknowledgement of Shire of Northam support</li> <li>○ Completed evaluation form</li> <li>• Unspent funds to be returned to the Shire of Northam, or will be withheld from future funding allocations.</li> </ul>
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## 1.2 Educational Prizes and Donations

AIM	To recognise young people who have made an outstanding achievement or contribution at their school/institute and/or shown strong leadership skills within the community
ELIGIBILITY	<p>Council recognised schools and educational institutes:</p> <ul style="list-style-type: none"> <li>• Wundowie Primary School</li> <li>• Bakers Hill Primary School</li> <li>• Avonvale Primary School</li> <li>• Avonvale Education Support Centre</li> <li>• Northam Primary School</li> <li>• West Northam Primary School</li> <li>• St Joseph's School</li> <li>• Northam Senior High School</li> <li>• Clontarf Program</li> <li>• Wirrpanda Girls Academy</li> <li>• Central Regional TAFE</li> </ul>
FUNDING AMOUNT	<p>Council will support the following awards in the Annual Budget:</p> <ul style="list-style-type: none"> <li>• \$200 for each recognised primary school.</li> <li>• \$500 for each recognised secondary school.</li> <li>• \$500 St Joseph's School Indigenous Scholarship</li> <li>• \$200 Clontarf Program</li> <li>• \$200 Avonvale Education Support Centre</li> <li>• \$200 Wirrpanda Girls Academy</li> <li>• \$1,100 Central Regional TAFE</li> <li>• \$100 for each recognised school community association, e.g. P&amp;C or P&amp;F Association.</li> </ul>
FUNDING CRITERIA	<ul style="list-style-type: none"> <li>• Prize, award or scholarship to a nominated student in recognition of outstanding contribution or leadership</li> <li>• Shire of Northam to be recognised as donor (e.g. on Certificate)</li> <li>• Council representative to be invited to make presentation</li> </ul>
ACQUITTAL REQUIREMENTS	Photograph of presentation ceremony





Shire of Northam Council Policy  
CP.32 Community Grants Program

### 1.3 Donations

AIM	To assist community and charitable organisations to undertake events, projects and programs to benefit the Shire of Northam community.
ELIGIBILITY	<ul style="list-style-type: none"> <li>Registered not for profit organisation.</li> <li>Business or profit making entities may apply if they can clearly demonstrate the donation is for a charitable purpose.</li> <li>Must be targeted at the Shire of Northam community as a whole or target groups.</li> <li>Are for an activity, event or program with a charitable or community service oriented purpose.</li> <li>May include fundraising activities where charitable benefit is demonstrated.</li> </ul>
FUNDING AMOUNT	<ul style="list-style-type: none"> <li>Up to \$200 per organisation annually.</li> </ul>
FUNDING CRITERIA	<ul style="list-style-type: none"> <li>Acknowledgement of Shire of Northam support</li> </ul>
ACQUITTAL REQUIREMENTS	<ul style="list-style-type: none"> <li>Evidence of acknowledgement for the Shire of Northam's support.</li> </ul>

## SECTION 2 – COMMUNITY ASSISTANCE GRANTS

### 2.1 Community Development Grants

AIM	To support the strategic development and organisational capacity building of local community groups and sporting clubs.
ELIGIBILITY	<ul style="list-style-type: none"> <li>The applicant must be an incorporated community group or sporting club based within the Shire of Northam</li> <li>Projects must relate to either: <ul style="list-style-type: none"> <li>Strategic planning</li> <li>Organisational capacity building</li> <li>Major community projects</li> </ul> </li> <li>Consideration will not be given for the following: <ul style="list-style-type: none"> <li>Retrospective funding</li> <li>Recurrent salaries or operational costs not directly associated with the funded project.</li> <li>Projects that have a fundraising outcome</li> <li>Equipment not directly related to the project</li> <li>Trophies, prizes or gifts</li> <li>Costumes or uniforms</li> </ul> </li> </ul>



Shire of Northam Council Policy  
CP.32 Community Grants Program

	<ul style="list-style-type: none"> <li>○ Activities targeted at students in a school setting</li> <li>○ Projects considered to be better funded through other sources</li> <li>○ Applicants that have outstanding acquittals</li> </ul>
FUNDING AMOUNT	<ul style="list-style-type: none"> <li>• The funding pool will be determined by Council in the Annual Budget.</li> <li>• Minimum \$5,000 up to \$20,000 (excluding GST) per applicant.</li> <li>• Applications rounds will be open September/October and assessed by the Community Grants Assessment Committee in November of the relevant year.</li> </ul>
ASSESSMENT CRITERIA	<ul style="list-style-type: none"> <li>• Alignment with the Shire of Northam Council Plan or other organisational or regional plan</li> <li>• Management and financial capacity to deliver</li> <li>• Anticipated outcomes in response to identified need</li> <li>• Access, opportunity and participation</li> <li>• Evidence that other support and funding has been obtained or is being sought</li> <li>• Goods and services are being procured from Shire of Northam based businesses wherever possible</li> <li>• Recognition of Shire of Northam support</li> </ul>
APPLICATION REQUIREMENTS	<ul style="list-style-type: none"> <li>• Completed and signed correct application form</li> <li>• Copy of Certificate of Incorporation</li> <li>• Copy of Public Liability Insurance</li> <li>• Copy of recent organisational financial statements</li> <li>• Submitted by the advertised closing date</li> </ul>
FUNDING AGREEMENT	<p>Prior to payment, successful applicants must sign a funding agreement stating that:</p> <ul style="list-style-type: none"> <li>• Funds will be expended only for the purposes specified in the agreement unless otherwise agreed in writing by the Shire of Northam</li> <li>• 90% of the awarded funds will be claimed by 30 June of the relevant financial year. The remaining 10% of funds will be withheld until the applicant provides a financial acquittal and project evaluation that demonstrates that the funds have been spent in accordance with the approved project scope.</li> <li>• The funds will be expended by 30 June the following financial year. The recipient will notify the Shire in writing of any delays to the proposed timeframe.</li> <li>• The recipient will notify the Shire in writing of any change in scope of the project and the Shire retains the right to refuse/reduce level of financial assistance in that instance</li> <li>• Where the funding is granted for a public event, the Shire retains the right to withhold payment until Public</li> </ul>



*Shire of Northam Council Policy  
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	<p>Event Approval has been granted. Successful funding applications do not grant automatic event approval.</p> <ul style="list-style-type: none"> <li>• The recipient will acknowledge the support of the Shire in advertising and promotional materials in accordance with Shire requirements. Approval of the use of the Shire of Northam logo is required.</li> <li>• The recipient will provide an audited financial statement for the event expenditure if requested to do so</li> <li>• The recipient will provide a project acquittal, including evidentiary materials by the 30 June of the relevant financial year. The withheld 10% of funds will be paid to the applicant once all acquittal requirements have been met.</li> <li>• Funding will not be issued if the applicant has any outstanding acquittals</li> <li>• Any additional special terms and conditions as determined by the Community Grants Assessment Committee</li> </ul>
ACQUITTAL REQUIREMENTS	<ul style="list-style-type: none"> <li>• Grants must be acquitted by 30 June of the relevant year unless alternative arrangements have been made.</li> <li>• Grant recipients will be required to provide the following: <ul style="list-style-type: none"> <li>◦ Declaration by the Chairperson/President that funding was utilised in accordance with the grant agreement</li> <li>◦ Financial statement (income and expenditure)</li> <li>◦ Copies of invoices/evidence of expenditure</li> <li>◦ Schedule of Volunteer Labour (if applicable)</li> <li>◦ Schedule of Donated Materials (if applicable)</li> <li>◦ Evidence of project outcomes and acknowledgement of Shire of Northam support</li> <li>◦ Completed evaluation form</li> </ul> </li> <li>• Any unspent funds are to be returned to the Shire of Northam.</li> </ul>

### 2.3 Quick Response Grant

AIM	To support innovative responses to community and individual needs, either as a whole or target groups (sports, children, youth, seniors, persons with a disability, culturally or linguistically diverse). These grants are intended for ad hoc and smaller scale projects or to assist the delivery of projects/programs for which opportunity or need has arisen.
ELIGIBILITY	<ul style="list-style-type: none"> <li>• Projects must take place within the Shire of Northam or significantly benefit the Shire of Northam community, with the exception of travel assistance for talented sports people and performing artists.</li> </ul>



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	<ul style="list-style-type: none"> <li>Projects must address a clearly identified community need</li> <li>Funding can be utilised for venue hire, equipment hire and promotion</li> <li>Funding can be applied for by sporting clubs seeking sponsorship for one off tournaments or competitions only (i.e. not for the regular season).</li> <li>Funding can be applied for by individuals, 18 years or under, still at school who have qualified to participate in recognised State, National or International level competitions or events</li> <li>Consideration will not be given for the following: <ul style="list-style-type: none"> <li>Retrospective funding</li> <li>Recurrent salaries or operational costs not directly associated with the running of the project</li> <li>Gifts</li> <li>Equipment purchases or capital projects unless there is a demonstrated risk to safety or well being</li> <li>Applicants that have outstanding acquittals</li> </ul> </li> </ul>
FUNDING AMOUNT	<ul style="list-style-type: none"> <li>Up to \$5,000 (excluding GST) per project.</li> <li>The project should demonstrate other sources of funding (cash or in kind)</li> <li>Council will make provision in the Annual Budget for allocation at the discretion of the Chief Executive Officer</li> <li>Applications will be assessed within 25 working days of receipt by the Shire of Northam</li> </ul>
ASSESSMENT CRITERIA	<ul style="list-style-type: none"> <li>Alignment with the Shire of Northam Council Plan or other organisational or regional plan</li> <li>Demonstration of community need</li> <li>Anticipated outcomes in response to identified need</li> <li>Evidence of other support/funding</li> <li>Goods and services are being procured from Shire of Northam based businesses wherever possible</li> <li>Recognition of Shire of Northam support</li> </ul>
APPLICATION REQUIREMENTS	<ul style="list-style-type: none"> <li>Completed and signed correct application form</li> <li>Copy of Public Liability Insurance (where applicable)</li> <li>Submitted at any time</li> </ul>
FUNDING AGREEMENT	<p>Prior to payment, successful applicants must sign a funding agreement stating that:</p> <ul style="list-style-type: none"> <li>Funds will be expended only for the purposes specified in the agreement unless otherwise agreed in writing by the Shire of Northam</li> <li>Funds will be expended by 30 June of the relevant financial year. The recipient will notify the Shire in writing of any delays to the proposed timeframe.</li> </ul>



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	<ul style="list-style-type: none"> <li>Where the funded amount is over \$1,000, 10% of the awarded funds will be withheld until all acquittal requirements have been met and Officers are satisfied that the funds were expended in accordance with the approved project scope.</li> <li>The recipient will notify the Shire in writing of any change in scope of the project/event and the Shire retains the right to refuse/reduce level of financial assistance in that instance</li> <li>Where the funding is granted for a public event, the Shire retains the right to withhold payment until Public Event Approval has been granted. Successful funding applications do not grant automatic event approval.</li> <li>The recipient will acknowledge the support of the Shire in advertising and promotional materials in accordance with Shire requirements. Approval of the use of the Shire of Northam logo is required.</li> <li>The recipient will provide an audited financial statement for the event expenditure if requested to do so</li> <li>The recipient will provide a financial acquittal and project evaluation, including evidentiary materials by the 30 June of the relevant financial year. Any withheld funds will be paid to the applicant once all acquittal requirements have been met.</li> <li>Funding will not be issued if there are outstanding acquittals</li> <li>Any additional special terms and conditions</li> </ul>
ACQUITTAL REQUIREMENTS	<ul style="list-style-type: none"> <li>Grant must be acquitted by 30 June unless alternative arrangements have been made.</li> <li>Grant recipients will be required to provide the following: <ul style="list-style-type: none"> <li>Financial statement (income and expenditure)</li> <li>Copies of invoices/evidence of expenditure</li> <li>Statement of Volunteer Labour/Donated Materials (if applicable)</li> <li>Evidence of project outcomes and acknowledgement of Shire of Northam support</li> <li>Completed evaluation form</li> </ul> </li> <li>Unspent funds to be returned to the Shire of Northam, or will be withheld from future funding allocations.</li> </ul>



## DEVELOPMENT & COMMUNITY SERVICES

### CP.32 Community Grants Program

<i>Responsible Department</i>	Development & Community Services
<i>Resolution Number</i>	
<i>Resolution Date</i>	
<i>Next Scheduled Review</i>	2024/25
<i>Related Shire Documents</i>	Shire of Northam Council Plan
<i>Related Legislation</i>	Local Government Act 1995 –s.5.3 Local Government (Administration) Regulations 1996 – Reg 12

#### OBJECTIVE

The objectives of the Community Grants Program are:

- To encourage programs and activities that strengthen the social fabric of the Shire of Northam (the Shire) community.
- To support innovative responses to community needs, particularly for disadvantaged groups and individuals.
- To provide support where no alternative funding sources exist.
- To encourage partnerships between community organisations.
- To encourage high quality service delivery.
- To develop the skills and capacity of the local community.

#### SCOPE

All not for profit community groups that meet the eligibility criteria are eligible to apply for Community Grants.

#### POLICY

The Community Grants Program supports community organisations to undertake projects, events, and activities through two grant categories which encourage the involvement of the community in achieving the Shire's strategic direction as identified in the Council Plan.

The following funding opportunities are available through the Shire of Northam Community Grants Program:

- a. Community Growth Grant
- b. Bright Ideas Grant



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### General Conditions

- Funding programs are subject to an annual budget approval process.
- The Community Grants Program is a competitive grant program and subject to available budget allocations. Submission of an application does not guarantee funding.
- The Shire reserves the right to withhold the administration or availability of any of the following funding programs based upon the long term and annual financial position of the Shire.
- Where the funding is granted for a public event, the Shire retains the right to withhold payment until Public Event Approval has been granted. Successful funding applications do not grant automatic event approval.
- Decisions regarding all applications made under this Policy are final and will not be reconsidered. Applicants may choose to resubmit their applications where permissible under this Policy.
- Any unspent grant funds are to be returned to the Shire within 60 days of notification, unless otherwise permissible under this Policy. If funds are not returned to the Shire, the organisation will be ineligible to apply for any future grants under this Policy, or any categories in the CP.70 Donations, Sponsorships & Annual Allocations Policy. The Shire may take steps to recover the funds.
- Approved projects and events under this Policy are ineligible to apply for categories under the CP.70 Donations, Sponsorships & Allocations Policy.
- If an event or project has received Council support in the form of an annual allocation under section 3 of CP.70 Donations, Sponsorships & Annual Allocations, they are ineligible to apply for further grants under this Policy for that particular event or project.
- Any works being undertaken to a Shire owned or managed facility must be carried out by an appropriately qualified tradesperson where relevant.
- Organisations may apply for more than one grant outlined in this Policy each year, however only one request will be considered per project or event.
- For projects over \$1000.00 excluding GST, 90% of the awarded funds will be claimed by 30 June of the relevant financial year. The remaining 10% of funds will be withheld until the applicant provides a financial acquittal and project evaluation that demonstrates that the funds have been spent in accordance with the approved project scope.
- Quote requirements, at time of application submission:
  - Any quotes between \$500 - \$4999 require **one** written quote.
  - Any quotes between \$5000 - \$10,000 require **two** written quotes.
- All approved grants must be registered in the publicly available Grants Register as per the *Local Government Act 1995*.
- The Shire updates documentation pertaining to Grant Applications from time to time. Applications must be made on the appropriate Shire of Northam Community Grant Application Form, made available on the Shire Website.

### Eligibility

To be eligible to apply for any Shire grant, applicants must meet the following criteria:

- The organisation must be based and/or operate within the Shire of Northam.
- If an applicant is not based within the Shire, an application may be submitted, however it must be auspiced and administered by a local Incorporated not-for-profit community organisation.
- Projects and events must be of benefit or be available to the whole community, and/or diverse/specific target groups within the community.
- A community group seeking to make upgrades to a community building must prove that they have a current lease or licence in place for at least a three year tenure.





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- Groups must demonstrate that they are an Incorporated, not-for-profit community group or sporting club. If a group is not Incorporated, an application may be submitted for a Bright Ideas Grant, however it can only be to the value of \$500.00.

The following are not eligible to receive funding:

- Retrospective, contingency or on-going operational costs, e.g. salaries, rent, insurance, admin costs.
- Businesses/profit making ventures.
- State and Federal Government agencies, including schools.
- Council Members or staff employed by the Shire of Northam (however, the Council Member or employee may be a part of the group who is applying).
- Activities that are unlawful or will cause an environmental hazard.
- Anything that will become the property of an individual.
- Purchase of alcohol, (or any alcohol associated licences), prizes, gifts or any activities with a fundraising outcome.
- Equipment not directly related to the project or event.
- Projects that are the core responsibility of government agencies.
- Projects with a political purpose.
- Faith based or activities for religious purposes (although welfare and community service activities of faith-based groups can be funded).
- Activities that duplicate an existing service in the Shire.
- Projects that have received another Shire grant for the same project/event in the same financial year.
- Applicants or auspice with outstanding debts or acquittals due to the Shire.

Assessment Criteria

Applications will be assessed against the following criteria, if applicable:

- Alignment with the Shire of Northam Council Plan and demonstrated community or organisation need for the project/event.
- Evidence of resources, management and financial capacity to deliver the project.
- Details of the anticipated outcomes which will benefit the community as a whole.
- Evidence that the project/event promotes access, inclusion, opportunity, and participation.
- Applications which demonstrate a cash contribution (not just in-kind) from the organisation will be assessed as having higher merit than applications solely reliant upon Shire grant funding.
- Cross collaboration between community organisations/groups.
- Evidence that goods and services are being procured from Shire of Northam based businesses wherever possible.
- Details on how the organisation will recognise Shire of Northam support.

Application Requirements

- Completed grant application on appropriate form, including detailed project/event budget.
- Quotes provided for goods and services must be provided a time of application.
- Copy of Certificate of Incorporation (if applicable).
- Copy of Public Liability Insurance (\$20,000,000) (if applicable).
- Copy of the latest financial statement and balance sheet (if applicable).
- A copy of a current lease/licence agreement (if applicable).
- Tradespersons ABN and registration number (if applicable).
- Applicants must have acquitted all previous funding.





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- Applicants are required to obtain all applicable permits, consents, or approvals, including but not limited to those required by the Shire preferably before making an application for funding.
- Any applications received after the specified deadline will not be considered.

Canvassing of Council Members may result in your application being disqualified.

Funding Agreement

Prior to payment, successful applicants will be required to sign a funding agreement specifying the terms and conditions of acceptance of the grant funding.



Grant Name	Description	Project examples	Grant Frequency	Level of Support (Ex GST)	Acquittal Requirements
Community Growth Grant	<p>To support:</p> <ul style="list-style-type: none"> <li>• Strategic projects or development.</li> <li>• Organisational capacity.</li> <li>• Building of local community groups and sporting clubs.</li> <li>• Major events that are accessible to the whole Shire of Northam community.</li> </ul> <p>Projects/events applied for under this category must be carried out within 18 months of receiving funding, unless otherwise approved.</p>	<ul style="list-style-type: none"> <li>• Development or implementation of a Strategic Plan.</li> <li>• Feasibility studies.</li> <li>• Training and professional development of committee members and club officials.</li> <li>• Organisational development opportunities.</li> <li>• Major community projects or Events.</li> <li>• Implementation of programs or delivery of events that deliver outcomes and benefits consistent with principles outlined in this Policy.</li> </ul>	<p>Application round will open annually in August for assessment in November.</p> <p>Applications are assessed by the Grants Assessment Committee and endorsed by Council. Responses are provided within 60 days of the closure period.</p>	\$2,001 - \$10,000	<p>Acquittal is required within 60 days of the completion of the project/event.</p> <ul style="list-style-type: none"> <li>• Declaration by the Chairperson/President that funding was utilised in accordance with the grant agreement.</li> <li>• Financial statement (income &amp; expenditure).</li> <li>• Copies of invoices/evidence of expenditure.</li> <li>• Statement of Volunteer Labour/Donated Materials (if applicable).</li> <li>• Evaluation of the project against the expected outcomes which may include photographs and project summary, statistics, attendances or case studies.</li> <li>• Evidence of public acknowledgement of Shire of Northam support.</li> <li>• Completed financial acquittal and project evaluation form.</li> </ul>



Grant Name	Description	Project examples	Grant Frequency	Level of Support (Ex GST)	Acquittal Requirements
Bright Ideas Grant	<p>To support innovative responses to community needs either as a whole or target groups (children, youth, seniors, people with disability, culturally or linguistically diverse).</p> <p>These grants are intended for one off/ad hoc/smaller scale projects or events, or to assist the delivery of projects/events for which opportunity has arisen.</p>	<ul style="list-style-type: none"> <li>• Venue hire, equipment hire and promotion.</li> <li>• One off community event.</li> <li>• Equipment purchases or capital projects, only if there is a demonstrated risk to the safety or wellbeing of participants and cannot wait until for the opening of the Community Growth Grant.</li> <li>• A maximum of 20% of the total funding received can be used for catering purposes.</li> </ul>	<p>Application rounds open four times a year:</p> <ul style="list-style-type: none"> <li>• February</li> <li>• May</li> <li>• August</li> <li>• November</li> </ul> <p>Applications will be assessed by the Chief Executive Officer.</p> <p>Determinations will be made within 25 working days of the closure of the grant round.</p>	<p>\$2,000</p> <p>Funds must be expended within 90 days of receiving the grant funding.</p>	<p>Acquittal is required within 60 days of the completion of the project/event.</p> <ul style="list-style-type: none"> <li>• Financial statement (income and expenditure).</li> <li>• Copies of invoices/evidence of expenditure</li> <li>• Statement of Volunteer Labour/Donated Materials (if applicable).</li> <li>• Evaluation of the project against the expected outcomes which may include photographs and project summary, statistics, attendances or case studies.</li> <li>• Evidence of public acknowledgement of Shire of Northam support.</li> <li>• Completed financial acquittal and project evaluation form.</li> </ul>



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## DEVELOPMENT & COMMUNITY SERVICES

### CP.32 Community Grants Program

<i>Responsible Department</i>	Development & Community Services
<i>Resolution Number</i>	G.4445
<i>Resolution Date</i>	20/04/2022
<i>Next Scheduled Review</i>	2024/25
<i>Related Shire Documents</i>	Shire of Northam Council Plan
<i>Related Legislation</i>	Local Government Act 1995 – s.5.3 Local Government (Administration) Regulations 1996 – Reg 12

#### OBJECTIVE

The objectives of the Community Grants Program are:

- To encourage programs and activities that strengthen the social fabric of the Shire of Northam (the Shire) community.
- To support innovative responses to community needs, particularly for disadvantaged groups and individuals.
- To provide support where no alternative funding sources exist.
- To encourage partnerships between community organisations.
- To encourage high quality service delivery.
- To develop the skills and capacity of the local community.

#### SCOPE

All not for profit community groups that meet the eligibility criteria are eligible to apply for Community Grants.

#### POLICY

The Community Grants Program supports community organisations to undertake projects, events, and activities through ~~a range of non-competitive and competitive~~ two grant categories ~~and which~~ encourages the involvement of the community in achieving the Shire's strategic direction as identified in the Council Plan.

The following funding opportunities are available through the Shire of Northam Community Grants Program:

- Community Growth Grant
- Bright Ideas Grant



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### General Conditions

- Funding programs are subject to an annual budget approval process.
- The Community Grants Program is a competitive grant program and subject to available budget allocations. Submission of an application does not guarantee funding.
- The Shire reserves the right to withhold the administration or availability of any of the following funding programs based upon the long term and annual financial position of the Shire.
- Where the funding is granted for a public event, the Shire retains the right to withhold payment until Public Event Approval has been granted. Successful funding applications do not grant automatic event approval.
- Decisions regarding all applications made under this Policy are final and will not be reconsidered. Applicants may choose to resubmit their applications where permissible under this Policy.
- Any unspent grant funds are to be returned to the Shire within 60 days of notification, unless otherwise permissible under this Policy. If funds are not returned to the Shire, the organisation will be ineligible to apply for any future grants under this Policy, or any categories in the CP.70 Donations, Sponsorships & Annual Allocations Policy. The Shire may take steps to recover the funds.
- Approved projects and events under this Policy are ineligible to apply for categories under the CP.70 Donations, Sponsorships & Allocations Policy.
- If an event or project has received Council support in the form of an annual allocation under section 3 of CP.70 Donations, Sponsorships & Annual Allocations, they are ineligible to apply for further grants under this Policy for that particular event or project.
- Any works being undertaken to a Shire owned or managed facility must be carried out by an appropriately qualified tradesperson where relevant.
- Organisations may apply for more than one grant outlined in this Policy each year, however only one request will be considered per project or event.
- For projects over \$1000.00 excluding GST, 90% of the awarded funds will be claimed by 30 June of the relevant financial year. The remaining 10% of funds will be withheld until the applicant provides a financial acquittal and project evaluation that demonstrates that the funds have been spent in accordance with the approved project scope.
- Quote requirements, at time of application submission:
  - Any quotes between \$500 - \$4999 require **one** written quote.
  - Any quotes between \$5000 - \$10,000 require **two** written quotes.
- All approved grants must be registered in the publicly available Grants Register as per the *Local Government Act 1995*.
- The Shire updates documentation pertaining to Grant Applications from time to time. Applications must be made on the appropriate Shire of Northam Community Grant Application Form, made available on the Shire Website.

### Eligibility

To be eligible to apply for any Shire grant, applicants must meet the following criteria:

- The organisation must be based and/or operate within the Shire of Northam.
- If an applicant is not based within the Shire, an application may be submitted, however it must be auspiced and administered by a local Incorporated not-for-profit community organisation.
- Projects and events must be of benefit or be available to the whole community, and/or diverse/specific target groups within the community.



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- A community group seeking to make upgrades to a community building must prove that they have a current lease or licence in place for at least a three year tenure.
- Groups must demonstrate that they are an Incorporated, not-for-profit community group or sporting club. If a group is not Incorporated, an application may be submitted for a Bright Ideas Grant ~~Quick Response Grant~~, however it can only be to the value of \$500.00.

The following are not eligible to receive funding:

- Retrospective, contingency or on-going operational costs, e.g. salaries, rent, insurance, admin costs.
- ~~B~~Corporate businesses/profit making ventures.
- State and Federal Government agencies, including schools.
- Council Members or staff employed by the Shire of Northam (however, the Council Member or employee may be a part of the group who is applying).
- Activities that are unlawful or will cause an environmental hazard.
- Anything that will become the property of an individual.
- Purchase of alcohol, (or any alcohol associated licences), prizes, gifts or any activities with a fundraising outcome.
- Equipment not directly related to the project or event.
- Projects that are the core responsibility of government agencies.
- Projects with a political purpose.
- Faith based or activities for religious purposes (although welfare and community service activities of faith-based groups can be funded).
- Activities that duplicate an existing service in the Shire.
- Projects that have received another Shire grant for the same project/event in the same financial year.
- Applicants or auspice with outstanding debts or acquittals due to the Shire.

Assessment Criteria

Applications will be assessed against the following criteria, if applicable:

- Alignment with the Shire of Northam Council Plan and demonstrated community or organisation need for the project/event.
- Evidence of resources, management and financial capacity to deliver the project.
- Details of the anticipated outcomes which will benefit the community as a whole.
- Evidence that the project/event promotes access, inclusion, opportunity, and participation.
- Applications which demonstrate a cash contribution (not just in-kind) from the organisation will be assessed as having higher merit than applications solely reliant upon Shire grant funding.
- Cross collaboration between community organisations/groups.
- Evidence that goods and services are being procured from Shire of Northam based businesses wherever possible.
- Details on how the organisation will recognise Shire of Northam support.

Application Requirements

- Completed grant application on appropriate form, including detailed project/event budget.
- Quotes provided for goods and services must be provided a time of application.
- Copy of Certificate of Incorporation (if applicable).
- Copy of Public Liability Insurance (\$20,000,000) (if applicable).
- Copy of the latest financial statement and balance sheet (if applicable).
- A copy of a current lease/licence agreement (if applicable).
- Tradespersons ABN and registration number (if applicable).



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- Applicants must have acquitted all previous funding.
- Applicants are required to obtain all applicable permits, consents, or approvals, including but not limited to those required by the Shire preferably before making an application for funding.
- Any applications received after the specified deadline will not be considered.

Canvassing of Council Members may result in your application being disqualified.

Funding Agreement

Prior to payment, successful applicants will be required to sign a funding agreement specifying the terms and conditions of acceptance of the grant funding.



Grant Name	Description	Project examples	Grant Frequency	Level of Support (Ex GST)	Acquittal Requirements
Community Growth Grants	<p>To support:</p> <ul style="list-style-type: none"> <li>Strategic projects or development.</li> <li>Organisational capacity.</li> <li>Building of local community groups and sporting clubs.</li> <li>Major events that are <a href="#">accessibly accessible by to</a> the whole Shire of Northam community.</li> </ul> <p>Projects/events applied for under this category must be carried out within 18 months of receiving funding, unless otherwise approved.</p>	<ul style="list-style-type: none"> <li>Development or implementation of a Strategic Plan.</li> <li>Feasibility studies.</li> <li>Training and professional development of committee members and club officials.</li> <li>Organisational development opportunities.</li> <li>Major community projects or Events.</li> <li>Implementation of programs or delivery of events that deliver outcomes and benefits consistent with principles outlined in this Policy.</li> </ul>	<p>Application round will open annually in August for assessment in November.</p> <p>Applications are assessed by the Grants Assessment Committee and endorsed by Council. Responses are provided within 60 days of the closure period.</p>	\$2,001 - \$10,000	<p>Acquittal is required within 60 days of the completion of the project/event.</p> <ul style="list-style-type: none"> <li>Declaration by the Chairperson/President that funding was utilised in accordance with the grant agreement.</li> <li>Financial statement (income &amp; expenditure).</li> <li>Copies of invoices/evidence of expenditure.</li> <li>Statement of Volunteer Labour/Donated Materials (if applicable).</li> <li>Evaluation of the project against the expected outcomes which may include photographs and project summary, statistics, attendances or case studies.</li> <li>Evidence of public acknowledgement of Shire of Northam support.</li> <li>Completed financial acquittal and project evaluation form.</li> </ul>





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Grant Name	Description	Project examples	Grant Frequency	Level of Support (Ex GST)	Acquittal Requirements
Bright Ideas Grant	<p>To support innovative responses to community needs either as a whole or target groups (children, youth, seniors, people with disability, culturally or linguistically diverse).</p> <p>These grants are intended for one off/ad hoc/smaller scale projects or events, or to assist the delivery of projects/events for which opportunity has arisen.</p>	<ul style="list-style-type: none"> <li>• Venue hire, equipment hire and promotion.</li> <li>• One off community <del>events</del> event.</li> <li>• Equipment purchases or capital projects, only if there is a demonstrated risk to the safety or wellbeing of participants and cannot wait until for the opening of the <u>Community Growth Grant</u> <del>Community Development and Major Event Grant.</del></li> <li>• A maximum of 20% of the total funding received can be used for catering purposes.</li> </ul>	<p>Application rounds open four times a year:</p> <ul style="list-style-type: none"> <li>• February</li> <li>• May</li> <li>• August</li> <li>• November</li> </ul> <p>Applications will be assessed by the Chief Executive Officer.</p> <p>Determinations will be made within 25 working days of the closure of the grant round.</p>	<p>\$2,000</p> <p>Funds must be expended within 90 days of receiving the grant funding.</p>	<p>Acquittal is required within 60 days of the completion of the project/event.</p> <ul style="list-style-type: none"> <li>• Financial statement (income and expenditure).</li> <li>• Copies of invoices/evidence of expenditure</li> <li>• Statement of Volunteer Labour/Donated Materials (if applicable).</li> <li>• Evaluation of the project against the expected outcomes which may include photographs and project summary, statistics, attendances or case studies.</li> <li>• Evidence of public acknowledgement of Shire of Northam support.</li> <li>• Completed financial acquittal and project evaluation form.</li> </ul>



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CP.70 Donations, Sponsorships & Annual Allocations

~~CP.32 Community Grants & Donations~~

## DEVELOPMENT & COMMUNITY SERVICES

### CP.70 Donations, Sponsorships & Annual Allocations

<i>Responsible Department</i>	Development & Community Services
<i>Resolution Number</i>	
<i>Resolution Date</i>	
<i>Next Scheduled Review</i>	
<i>Related Shire Documents</i>	Shire of Northam Council Plan
<i>Related Legislation</i>	Local Government Act 1995 –s.5.3 Local Government (Administration) Regulations 1996 – Reg 12

#### OBJECTIVE

To provide guidance with regards to:

- Donations.
- Sponsorship.
- Community/Progress Association Allocations; and
- Community Event Annual Allocations.

provided by Council to the community.

#### SCOPE

All individuals and groups that meet the eligibility criteria are eligible to apply for donations, sponsorships and annual allocations.

#### DEFINITIONS

For the purpose of this Policy:

A **donation** refers to the provision of cash or items of value, towards an initiative that aligns with key objectives with no return benefit expected.

A **sponsorship** is a commercial arrangement in which a sponsor provides a financial contribution or in kind support to an activity in return for certain specified benefits.

An **annual allocation** is a financial contribution determined by Council that is made to a Progress Association or community group to be included in the budget on annual basis, to be used for community development or events (as determined by this Policy).



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## POLICY

Council provides ad hoc and ongoing donations and sponsorships aimed at strengthening the capacity of the community through fundraising initiatives, events and other inclusive and community spirited activities.

Council also provides an annual budget allocation to Community and Progress Associations and community groups to assist achieve community projects.

The following donation, sponsorship and allocation opportunities are available through the Shire:

- a. In Kind Contribution.
- b. General Donations.
- c. Education Prize & Donations.
- d. Travel Sponsorship.
- e. General Sponsorship.
- f. Community/Progress Association Annual Allocation.
- g. Community Event Annual Allocation.

### 1. General Conditions – Donations, sponsorships and allocations

- Donations, sponsorships and allocations are subject to an annual budget approval process. Submission of an application does not guarantee approval.
- The Shire reserves the right to withhold the administration or availability of any of the following donation, sponsorship and allocation programs based upon the long term and annual financial position of the Shire.
- All decisions made under this Policy are final and will not be reconsidered. Applicants may choose to resubmit their applications where permissible under this Policy.
- Any unspent donations, sponsorship or allocation monies are to be returned to the Shire within 60 days of notification, unless otherwise permissible under this Policy. If funds are not returned to the Shire, the organisation will be ineligible to apply for any future donations, sponsorships, annual allocations or grants under CP.32 Community Grants Program Policy. The Shire may take steps to recover the funds.
- This Policy excludes gifts given and received by the Shire.
- Approved projects or events under this Policy are ineligible to apply for categories under the [CP.32 Community Grants Program for that particular project or event](#).
- Applicants may apply for more than one donation or sponsorship outlined in this Policy each year, however only one donation or sponsorship request will be considered per project or event.
- Any approved donations or sponsorships over the value of \$500 must be registered in the publicly available Donations & Sponsorship Register.

### 2. Donations

#### 2.1 Eligibility

To be eligible to apply for any Shire donation the following criteria must be met:

- Must live and/or operate within the Shire of Northam.
- Activities should provide opportunity to meet the social, economic, and/or environmental aspirations as outlined in the Shire's Council Plan.

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- The program/event must be of benefit to the whole community, and/or diverse/specific target groups within the community.
- Funds must be for an activity, event or program with a charitable, fundraising or community service oriented purpose and must not be used for private or commercial gain.
- Businesses and unincorporated bodies are eligible to apply for donations provided it is clearly stated that the donation relates to community or not-for-profit projects and/or events occurring in and directly serving the Shire of Northam community.

The following are not eligible to receive donations:

- Retrospective, contingency or on-going operational costs, e.g., salaries, rent, insurance, admin costs.
- Council Members or Shire of Northam staff ~~with the exception of the Travel Sponsorship~~ (however, the Council Member or employee may be a part of the group who is applying).
- Activities that are unlawful or will cause an environmental hazard, or do not positively reflect the Shire's values and brand.
- Donations pertaining to the purchase or consumption of alcohol (or any alcohol associated licences).
- Donations for a political or religious purpose.
- Applicants with outstanding debts or acquittals due to the Shire.
- To cover shortfalls in funding by state or federal government departments.
- For major/capital equipment purchases or works, property or maintenance projects.

## 2.2 Application Requirements

Applicants must make a request to the Chief Executive Officer in writing detailing:

- The event or project taking place.
- When it is taking place.
- Why the donation is required; and
- What is being sought in the form of a donation.

Items as outlined in Item ~~2.1.4~~ should be considered in the letter.

The provision of a donation by the Shire of Northam is of a charitable nature and acquittals are not required. Recognition is not required (unless stipulated in this Policy); however, it may be requested if appropriate to the circumstances.

The Chief Executive Officer has authority to assess and make a determination of donations requests under this Policy.

In Kind donations can be approved by the relevant department Executive Manager, provided work schedules allow for the reallocation of resources without impacting other services.



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Donation Name	Description	Eligibility & Donation Specific Information	Grant Frequency	Level of Support (Ex GST)
<u>In Kind Contribution</u>	<p>In-kind contributions refer to the provision of Shire equipment, services or products at no cost to the applicant.</p> <p>Examples of in-kind contributions include but are not limited to:</p> <ul style="list-style-type: none"> <li>• Use of equipment.</li> <li>• Wet hire of plant/machinery.</li> <li>• Shire staff resources.</li> </ul> <p>In-kind contributions may be made by the Shire where there is a significant community benefit associated with the request, or a financial contribution does not represent best value for money/obtain the most desirable outcome.</p>	<p>See <u>2.1 Eligibility</u>.</p> <p>If the request is for assistance with preparing for an event, applications must be made at least 30 days in advance of the event.</p>	All year round.	These contributions represent a cost to the Shire. The value and timing of the in-kind contribution is to be determined by the Shire based on resource availability.
<u>General Donation</u>	The purpose of a general donation is to assist community and charitable organisations to undertake events, projects and programs to benefit the Shire of Northam community.	<p>See <u>2.1 Eligibility</u>.</p> <p>Any requests received within 10 working days of the event will not be considered.</p>	All year round.	\$200.
<u>Educational Prize and Donations</u>	To recognise young people who have made an outstanding achievement or contribution at their school/institute and/or shown strong leadership skills within the community.	<p>See <u>2.1 Eligibility</u>.</p> <p>Any requests received within 10 working days of the event will not be considered.</p> <p>In addition to section 2.1:</p>	Once per year.	<ul style="list-style-type: none"> <li>• \$200 for each recognised primary school.</li> <li>• \$500 for each recognised secondary school.</li> <li>• \$500 St Joseph's School Indigenous Scholarship.</li> <li>• \$200 Clontarf Program.</li> </ul>



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	<p>Council recognised Schools and education institutions:</p> <ul style="list-style-type: none"> <li>• Wundowie Primary School.</li> <li>• Bakers Hill Primary School.</li> <li>• Avonvale Primary School.</li> <li>• Avonvale Education Support Centre.</li> <li>• Northam Primary School.</li> <li>• West Northam Primary School.</li> <li>• St Joseph's School.</li> <li>• Northam Senior High School.</li> <li>• Clontarf Program.</li> <li>• Waalitj Foundation - Deadly Sista Girlz Program; and</li> <li>• Central Regional TAFE.</li> </ul> <p>Any other schools or institutions not listed above can apply in writing to the Chief Executive Officer to request an educational prize donation, provided they can prove they are an education institution/school and are based in the Shire of Northam.</p>	<ul style="list-style-type: none"> <li>• Evidence of being one of the recognised education institutions, or proof of being an educational facility/school in the Shire of Northam.</li> <li>• Prize, award or scholarship to a nominated student in recognition of outstanding contribution or leadership.</li> <li>• Shire of Northam to be recognised as donor on Certificate.</li> <li>• Council representative to be invited to make presentation.</li> </ul>		<ul style="list-style-type: none"> <li>• \$200 Avonvale Education Support Centre.</li> <li>• \$200 Waalitj Foundation - Deadly Sista Girlz Program</li> <li>• \$1,100 Central Regional TAFE.</li> <li>• \$100 for each recognised school community association, e.g. P&amp;C or P&amp;F Association.</li> </ul>
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### 3. Sponsorship

#### 3.1 Eligibility

To be eligible to apply for any Shire sponsorship the following criteria must be met:

- Activities should provide opportunity to meet the social, economic, and/or environmental aspirations as outlined in the Shire's Council Plan.
- Sponsorship arrangements should enhance the Shire's reputation and reinforce the Shire's brand.
- The event or project must be predominantly held within the Shire of Northam.
- Businesses and incorporated community (not-for-profit or otherwise) groups with a current ABN are eligible to apply for a General Sponsorship.
- Entities must have Public Liability Insurance of at least \$20,000,000 if holding an event to be eligible for a General Sponsorship.
- Individuals aged 18 years or under who are still at school can apply for a Travel Sponsorship if they have been selected for representation at a State, National or International level competition or event endorsed by the relevant State association or governing body.
- Recognition of the Shire as a sponsor must be included in promotional material, at a minimum the Shire logo will be provided to be included on written materials, however promotion can also include:
  - a. Written materials.
  - b. Videos and digital media.
  - c. Verbally in any radio broadcasts; and
  - d. Visually on any clothing or merchandise.

The following are not eligible to receive sponsorship:

- Retrospective, contingency or on-going operational costs, e.g., salaries, rent, insurance, admin costs.
- Council Members or Shire of Northam staff, with exception of the Travel Sponsorship when applied for on behalf of an eligible child in their care (however, the Council Member or employee may be a part of the group who is applying).
- Activities that are unlawful or will cause an environmental hazard, or do not positively reflect the Shire's values and brand.
- Sponsorship funds cannot be used to put towards the purchase or consumption of alcohol (or any alcohol associated licences).
- Sponsorship for a political or religious purpose.
- Applicants with outstanding debts or acquittals due to the Shire.
- Are for the sole purpose of general fundraising activities.
- To cover shortfalls in funding by state or federal government departments.
- For major/capital equipment purchases or works, property or maintenance projects.

#### 3.2 Application Requirements

Applicants must make a request to the Chief Executive Officer in writing detailing:

- The event or project taking place.
- When it is taking place.
- What is being sought in the form of sponsorship; and
- How the Shire will be recognised.



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Items as outlined in Item 3.1 should be considered in the letter.

The provision of sponsorship from the Shire of Northam requires recognition of the Shire's support, and specific acquittal requirements (see Item ~~32~~.3).

The Chief Executive Officer has authority to assess and make a determination of sponsorship requests under this Policy.





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### 3.3 Sponsorships

Sponsorship Name	Description	Eligibility	Level of Support (Ex GST)	Acquittal requirements
Travel Sponsorship	To support individuals 18 years or under, who are still at school and have qualified to participate in recognised State, National or International level competitions or events.	See <u>32.1</u> Eligibility.  Guardian or caregivers must be able to consent to their child's information (as required under the <i>Local Government Act 1995</i> ) being made publicly available on the website.  Any requests received within 10 working days of the event will not be considered.	\$500  Travel sponsorship funds must be spent within 7 days after the event.	Acquittal is required within 60 days of expenditure.  <ul style="list-style-type: none"> <li>Financial statement (income and expenditure).</li> <li>Evidence of acknowledgement of Shire support.</li> <li>Completed evaluation form.</li> </ul>
General Sponsorship	Activities suitable for granting sponsorship are generally non-core, non-operational activities relevant to the Shire, including but not limited to: <ul style="list-style-type: none"> <li>Sporting (or other) tournaments and/or events.</li> <li>Award Ceremonies.</li> </ul>	See <u>32.1</u> Eligibility.  Any requests received within 10 working days of the event will not be considered.	\$1,000	Acquittal is required within 60 days of expenditure.  <ul style="list-style-type: none"> <li>Financial statement (income and expenditure).</li> <li>Evidence of acknowledgement of Shire support (e.g promotional opportunities in media (print, radio, TV, online))</li> <li>Completed evaluation form.</li> </ul>

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#### 4. Annual Funding Allocation

All allocation requests under items 4.1 and 4.2 will be assessed by the Shire of Northam Grants Committee for recommendation to Council.

Quote requirements, at time of application submission:

- Any quotes between \$500 - \$5000 require **one** written quote.
- Any quotes between \$5001 - \$340,000 require **two** written quotes.

##### 4.1 Community Event Annual Allocation

This funding allocation assists community organisations achieve annual events available to the whole Shire of Northam community.

Community organisations may apply for an annual allocation, and if accepted, they will be required to enter into a three year contract with the Shire to deliver the agreed upon event.

At the expiry of the three year agreement a new application is required to be made for Council consideration.

\$30,000 is the maximum amount that can be awarded under section 4.1 of this Policy.

##### 4.1.1 Eligibility

To be eligible to apply for a Community Event Annual Allocation the following criteria must be met:

- Activities should provide opportunity to meet the social, economic, and/or environmental aspirations as outlined in the Shire's Council Plan.
- The community group must live and/or operate within the Shire of Northam.
- Must be a community event held within the Shire of Northam that occurs annually.
- The event must have occurred at least 3 years consecutively before an allocation request can be made.
- The event must be of benefit or available to the whole community.
- Must be an Incorporated, not-for-profit community group or sporting club.
- The Shire updates documentation pertaining to Allocation Applications from time to time. Applications must be made on the appropriate Shire of Northam Community Event Allocation Application Form, made available on the Shire Website.
- The group may use the allocation to match funding when applying for an external grant.
- Organisations will be required to provide a statement of intent of what the funds will be allocated towards by the 31 July each year. This must include quotes.

The following will be deemed ineligible to receive funding through a Community Event Annual Allocation:

- Retrospective, contingency or on-going operational costs, e.g., salaries, rent, insurance, admin costs.
- Businesses/profit making ventures.
- State and Federal Government agencies including schools.
- Council Members or staff employed by the Shire of Northam (however, the Council Member or employee may be a part of the group who is applying).
- Activities that are unlawful or will cause an environmental hazard.



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- Anything that will become the property of an individual.
- Purchase of alcohol, (or any alcohol associated licences), prizes, gifts or any activities with a fundraising outcome.
- Equipment not directly related to the event.
- Events with a political purpose.
- Faith based or activities for religious purposes (although welfare and community service events of faith-based groups can be considered).
- Activities that duplicate an existing event in the Shire.
- Applicants or auspice with outstanding debts or acquittals due to the Shire.

4.1.2 Assessment Criteria

Applications will be assessed against the following criteria, if applicable:

- Alignment with the Shire of Northam Council Plan, values and demonstrated community or organisation need for the event.
- Evidence of resources, management and financial capacity to deliver the event.
- Details of the anticipated outcomes which will benefit the community as a whole.
- Evidence that the event promotes access, inclusion, opportunity, and participation.
- Evidence that goods and services are being procured from Shire of Northam based businesses wherever possible.
- Details on how the organisation will recognise Shire of Northam support.
- Information pertaining to past success of the event (e.g attendance figures & growth).

4.1.3 Application Requirements

- Every 3 years, the Shire will advertise the opening of the Annual Allocation – Community Events application period.
- Applications must be received by the 1 March and will be considered as part of the annual budget deliberations. Any applications received after the 1 March will not be considered.
- Completed allocation application request form, including detailed event budget.
- Justification as to why the allocation is required.
- Copy of Certificate of Incorporation.
- Copy of Public Liability Insurance (minimum \$20,000,000).
- Copy of the latest financial statement and balance sheet detailing the current financial environment of the club.
- Quotes provided for goods and services must be provided at time of application.
- Applicants must seek the relevant approvals and permits if these are applicable to their project or event.

4.1.4 Other Terms and Conditions – Funding Agreement

In addition to 1. General Terms:

- The allocation must be expended by 30 June of the financial year that it is intended for. Funds cannot be carried forward.
- Failure to provide satisfactory acquittal by 30 June each year will breach the allocation agreement, and the organisation will be ineligible for future event allocations until such acquittal is provided to the satisfaction of the Shire.
- ~~A statement of intent must be provided annually by the 1 July by the organisation before the funds can be released. This must include relevant quotes.~~

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- Monies can only be spent on the event activities that it was intended for. Monies spent on other or ineligible activities will be required to be reimbursed to the Shire.

#### 4.1.5 Acquittal Requirements

Funding must be acquitted by 30 June of the relevant financial year.

The recipient will be required to provide the following:

- Declaration by the Chairperson/President that funding was utilised in accordance with the grant agreement and statement of intent.
- Financial statement (income and expenditure).
- Copies of invoices/evidence of expenditure.
- Evidence of project outcomes and acknowledgement of Shire of Northam support.
- Completed evaluation form.

#### **4.2 Community/Progress Association Annual Funding Allocation**

This funding occurs once per year and assists Community/Progress Associations undertake projects and programs to enhance and develop the infrastructure in their respective communities.

The following recognised Community/Progress Associations are:

- a. Wundowie Progress Association.
- b. Bakers Hill Progress and Recreation Association.
- c. Clackline Progress Association.
- d. Spencers Brook Progress Association.
- e. Grass Valley Progress Association.
- f. Southern Brook Progress Association.
- g. Quellington Progress & Sporting Association.
- h. Irishtown Agricultural Hall Club Incorporated.

##### 4.2.1 Allocation Criteria

Allocations may be used for:

- Activities that provide opportunity to meet the social, economic, and/or environmental aspirations as outlined in the Shire's Council Plan.
- Allocations may be used for social functions if available to the whole of the Shire community.
- The Association may use the allocation to match funding when applying for an external grant.
- Allocations may be carried forward for up to 5 years for large scale projects. A statement of intention to carry funds forward must be submitted to Council by 1 March each year with a project progress report to secure the funds.
- Funds can only be allocated to third party community groups for infrastructure or equipment if it is of benefit to the wider community.
- Acknowledgement of Shire of Northam support is required.
- Associations must seek the relevant approvals and permits if these are applicable to their project or event.



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Allocations may not be used for:

- Retrospective, contingency or on-going operational costs, e.g., salaries, rent, insurance, admin costs.
- Activities that are unlawful or will cause an environmental hazard, or do not positively reflect the Shire's values and brand.
- The purchase or consumption of alcohol (or any alcohol associated licences).
- A political or religious purpose.

#### 4.2.2 Funding Calculations

Funding allocations will only be provided to the listed Progress/Community Associations and will be calculated based on population statistics provided by. idcommunity, as published on the Shire's website.

1 – 100 residents:	\$3,300
101 – 500 residents:	<del>\$5,000</del> 4,400
501 – 1000 residents:	<del>\$8,000</del> 6,600
1000+ residents:	<del>\$10,000</del> 8,800

#### 4.2.3 Application requirements

There ~~are~~ no application requirements for an Annual Allocation for Community/Progress Associations. The allocation amount is determined annually by Council in the Annual Budget for the Community/Progress Associations listed in item 4.2 and must be used in accordance with 4.2.1 Allocation Criteria.

~~Applicants~~ Community/Progress Associations with outstanding debts or acquittals due to the Shire will not receive the annual allocation.

If the Community/Progress Association ~~was to disband~~s, any outstanding allocations would require to be returned to the Shire in 60 days. Any spent funds would require to be acquitted.

#### 4.2.4 Acquittal Requirements

Funds must be expended by 30 June of the relevant financial year, unless otherwise approved. The recipient will notify the Shire in writing of any delays to the proposed timeframe.

The recipient will be required to provide the following:

- Declaration by the Chairperson/President that funding was utilised in accordance with section 4.2.1 of this Policy.
- Financial statement (income and expenditure).
- Copies of invoices/evidence of expenditure.
- Evidence of project outcomes and acknowledgement of Shire of Northam support.
- Completed evaluation form.



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## DEVELOPMENT & COMMUNITY SERVICES

### CP.70 Donations, Sponsorships & Annual Allocations

<i>Responsible Department</i>	Development & Community Services
<i>Resolution Number</i>	
<i>Resolution Date</i>	
<i>Next Scheduled Review</i>	
<i>Related Shire Documents</i>	Shire of Northam Council Plan
<i>Related Legislation</i>	Local Government Act 1995 –s.5.3 Local Government (Administration) Regulations 1996 – Reg 12

#### OBJECTIVE

To provide guidance with regards to:

- Donations.
- Sponsorship.
- Community/Progress Association Allocations; and
- Community Event Annual Allocations.

provided by Council to the community.

#### SCOPE

All individuals and groups that meet the eligibility criteria are eligible to apply for donations, sponsorships and annual allocations.

#### DEFINITIONS

For the purpose of this Policy:

A **donation** refers to the provision of cash or items of value, towards an initiative that aligns with key objectives with no return benefit expected.

A **sponsorship** is a commercial arrangement in which a sponsor provides a financial contribution or in kind support to an activity in return for certain specified benefits.

An **annual allocation** is a financial contribution determined by Council that is made to a Progress Association or community group to be included in the budget on annual basis, to be used for community development or events (as determined by this Policy).



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## POLICY

Council provides ad hoc and ongoing donations and sponsorships aimed at strengthening the capacity of the community through fundraising initiatives, events and other inclusive and community spirited activities.

Council also provides an annual budget allocation to Community and Progress Associations and community groups to assist achieve community projects.

The following donation, sponsorship and allocation opportunities are available through the Shire:

- a. In Kind Contribution.
- b. General Donations.
- c. Education Prize & Donations.
- d. Travel Sponsorship.
- e. General Sponsorship.
- f. Community/Progress Association Annual Allocation.
- g. Community Event Annual Allocation.

### 1. General Conditions – Donations, sponsorships and allocations

- Donations, sponsorships and allocations are subject to an annual budget approval process. Submission of an application does not guarantee approval.
- The Shire reserves the right to withhold the administration or availability of any of the following donation, sponsorship and allocation programs based upon the long term and annual financial position of the Shire.
- All decisions made under this Policy are final and will not be reconsidered. Applicants may choose to resubmit their applications where permissible under this Policy.
- Any unspent donations, sponsorship or allocation monies are to be returned to the Shire within 60 days of notification, unless otherwise permissible under this Policy. If funds are not returned to the Shire, the organisation will be ineligible to apply for any future donations, sponsorships, annual allocations or grants under CP.32 Community Grants Program Policy. The Shire may take steps to recover the funds.
- This Policy excludes gifts given and received by the Shire.
- Approved projects or events under this Policy are ineligible to apply for categories under the [CP.32 Community Grants Program](#) for that particular project or event.
- Applicants may apply for more than one donation or sponsorship outlined in this Policy each year, however only one donation or sponsorship request will be considered per project or event.
- Any approved donations or sponsorships over the value of \$500 must be registered in the publicly available Donations & Sponsorship Register.

### 2. Donations

#### 2.1 Eligibility

To be eligible to apply for any Shire donation the following criteria must be met:

- Must live and/or operate within the Shire of Northam.
- Activities should provide opportunity to meet the social, economic, and/or environmental aspirations as outlined in the Shire's Council Plan.





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- The program/event must be of benefit to the whole community, and/or diverse/specific target groups within the community.
- Funds must be for an activity, event or program with a charitable, fundraising or community service oriented purpose and must not be used for private or commercial gain.
- Businesses and unincorporated bodies are eligible to apply for donations provided it is clearly stated that the donation relates to community or not-for-profit projects and/or events occurring in and directly serving the Shire of Northam community.

The following are not eligible to receive donations:

- Retrospective, contingency or on-going operational costs, e.g., salaries, rent, insurance, admin costs.
- Council Members or Shire of Northam staff ~~with the exception of the Travel Sponsorship~~ (however, the Council Member or employee may be a part of the group who is applying).
- Activities that are unlawful or will cause an environmental hazard, or do not positively reflect the Shire's values and brand.
- Donations pertaining to the purchase or consumption of alcohol (or any alcohol associated licences).
- Donations for a political or religious purpose.
- Applicants with outstanding debts or acquittals due to the Shire.
- To cover shortfalls in funding by state or federal government departments.
- For major/capital equipment purchases or works, property or maintenance projects.

## 2.2 Application Requirements

Applicants must make a request to the Chief Executive Officer in writing detailing:

- The event or project taking place.
- When it is taking place.
- Why the donation is required; and
- What is being sought in the form of a donation.

Items as outlined in Item ~~2.1.4~~ should be considered in the letter.

The provision of a donation by the Shire of Northam is of a charitable nature and acquittals are not required. Recognition is not required (unless stipulated in this Policy); however, it may be requested if appropriate to the circumstances.

The Chief Executive Officer has authority to assess and make a determination of donations requests under this Policy.

In Kind donations can be approved by the relevant department Executive Manager, provided work schedules allow for the reallocation of resources without impacting other services.





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Donation Name	Description	Eligibility & Donation Specific Information	Grant Frequency	Level of Support (Ex GST)
<u>In Kind Contribution</u>	<p>In-kind contributions refer to the provision of Shire equipment, services or products at no cost to the applicant.</p> <p>Examples of in-kind contributions include but are not limited to:</p> <ul style="list-style-type: none"> <li>• Use of equipment.</li> <li>• Wet hire of plant/machinery.</li> <li>• Shire staff resources.</li> </ul> <p>In-kind contributions may be made by the Shire where there is a significant community benefit associated with the request, or a financial contribution does not represent best value for money/obtain the most desirable outcome.</p>	<p>See <u>2.1 Eligibility</u>.</p> <p>If the request is for assistance with preparing for an event, applications must be made at least 30 days in advance of the event.</p>	All year round.	These contributions represent a cost to the Shire. The value and timing of the in-kind contribution is to be determined by the Shire based on resource availability.
<u>General Donation</u>	The purpose of a general donation is to assist community and charitable organisations to undertake events, projects and programs to benefit the Shire of Northam community.	<p>See <u>2.1 Eligibility</u>.</p> <p>Any requests received within 10 working days of the event will not be considered.</p>	All year round.	\$200.
<u>Educational Prize and Donations</u>	To recognise young people who have made an outstanding achievement or contribution at their school/institute and/or shown strong leadership skills within the community.	<p>See <u>2.1 Eligibility</u>.</p> <p>Any requests received within 10 working days of the event will not be considered.</p> <p>In addition to section 2.1:</p>	Once per year.	<ul style="list-style-type: none"> <li>• \$200 for each recognised primary school.</li> <li>• \$500 for each recognised secondary school.</li> <li>• \$500 St Joseph's School Indigenous Scholarship.</li> <li>• \$200 Clontarf Program.</li> </ul>



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	<p>Council recognised Schools and education institutions:</p> <ul style="list-style-type: none"> <li>• Wundowie Primary School.</li> <li>• Bakers Hill Primary School.</li> <li>• Avonvale Primary School.</li> <li>• Avonvale Education Support Centre.</li> <li>• Northam Primary School.</li> <li>• West Northam Primary School.</li> <li>• St Joseph's School.</li> <li>• Northam Senior High School.</li> <li>• Clontarf Program.</li> <li>• Waalitj Foundation - Deadly Sista Girlz Program; and</li> <li>• Central Regional TAFE.</li> </ul> <p>Any other schools or institutions not listed above can apply in writing to the Chief Executive Officer to request an educational prize donation, provided they can prove they are an education institution/school and are based in the Shire of Northam.</p>	<ul style="list-style-type: none"> <li>• Evidence of being one of the recognised education institutions, or proof of being an educational facility/school in the Shire of Northam.</li> <li>• Prize, award or scholarship to a nominated student in recognition of outstanding contribution or leadership.</li> <li>• Shire of Northam to be recognised as donor on Certificate.</li> <li>• Council representative to be invited to make presentation.</li> </ul>		<ul style="list-style-type: none"> <li>• \$200 Avonvale Education Support Centre.</li> <li>• \$200 Waalitj Foundation - Deadly Sista Girlz Program</li> <li>• \$1,100 Central Regional TAFE.</li> <li>• \$100 for each recognised school community association, e.g. P&amp;C or P&amp;F Association.</li> </ul>
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### 3. Sponsorship

#### 3.1 Eligibility

To be eligible to apply for any Shire sponsorship the following criteria must be met:

- Activities should provide opportunity to meet the social, economic, and/or environmental aspirations as outlined in the Shire's Council Plan.
- Sponsorship arrangements should enhance the Shire's reputation and reinforce the Shire's brand.
- The event or project must be predominantly held within the Shire of Northam.
- Businesses and incorporated community (not-for-profit or otherwise) groups with a current ABN are eligible to apply for a General Sponsorship.
- Entities must have Public Liability Insurance of at least \$20,000,000 if holding an event to be eligible for a General Sponsorship.
- Individuals aged 18 years or under who are still at school can apply for a Travel Sponsorship if they have been selected for representation at a State, National or International level competition or event endorsed by the relevant State association or governing body.
- Recognition of the Shire as a sponsor must be included in promotional material, at a minimum the Shire logo will be provided to be included on written materials, however promotion can also include:
  - a. Written materials.
  - b. Videos and digital media.
  - c. Verbally in any radio broadcasts; and
  - d. Visually on any clothing or merchandise.

The following are not eligible to receive sponsorship:

- Retrospective, contingency or on-going operational costs, e.g., salaries, rent, insurance, admin costs.
- Council Members or Shire of Northam staff, with exception of the Travel Sponsorship when applied for on behalf of an eligible child in their care (however, the Council Member or employee may be a part of the group who is applying).
- Activities that are unlawful or will cause an environmental hazard, or do not positively reflect the Shire's values and brand.
- Sponsorship funds cannot be used to put towards the purchase or consumption of alcohol (or any alcohol associated licences).
- Sponsorship for a political or religious purpose.
- Applicants with outstanding debts or acquittals due to the Shire.
- Are for the sole purpose of general fundraising activities.
- To cover shortfalls in funding by state or federal government departments.
- For major/capital equipment purchases or works, property or maintenance projects.

#### 3.2 Application Requirements

Applicants must make a request to the Chief Executive Officer in writing detailing:

- The event or project taking place.
- When it is taking place.
- What is being sought in the form of sponsorship; and
- How the Shire will be recognised.



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Items as outlined in Item 3.1 should be considered in the letter.

The provision of sponsorship from the Shire of Northam requires recognition of the Shire's support, and specific acquittal requirements (see Item ~~32~~.3).

The Chief Executive Officer has authority to assess and make a determination of sponsorship requests under this Policy.



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### 3.3 Sponsorships

Sponsorship Name	Description	Eligibility	Level of Support (Ex GST)	Acquittal requirements
Travel Sponsorship	To support individuals 18 years or under, who are still at school and have qualified to participate in recognised State, National or International level competitions or events.	See <u>32.1</u> Eligibility.  Guardian or caregivers must be able to consent to their child's information (as required under the <i>Local Government Act 1995</i> ) being made publicly available on the website.  Any requests received within 10 working days of the event will not be considered.	\$500  Travel sponsorship funds must be spent within 7 days after the event.	Acquittal is required within 60 days of expenditure.  <ul style="list-style-type: none"> <li>Financial statement (income and expenditure).</li> <li>Evidence of acknowledgement of Shire support.</li> <li>Completed evaluation form.</li> </ul>
General Sponsorship	Activities suitable for granting sponsorship are generally non-core, non-operational activities relevant to the Shire, including but not limited to: <ul style="list-style-type: none"> <li>Sporting (or other) tournaments and/or events.</li> <li>Award Ceremonies.</li> </ul>	See <u>32.1</u> Eligibility.  Any requests received within 10 working days of the event will not be considered.	\$1,000	Acquittal is required within 60 days of expenditure.  <ul style="list-style-type: none"> <li>Financial statement (income and expenditure).</li> <li>Evidence of acknowledgement of Shire support (e.g promotional opportunities in media (print, radio, TV, online))</li> <li>Completed evaluation form.</li> </ul>



#### 4. Annual Funding Allocation

All allocation requests under items 4.1 and 4.2 will be assessed by the Shire of Northam Grants Committee for recommendation to Council.

Quote requirements, at time of application submission:

- Any quotes between \$500 - \$5000 require **one** written quote.
- Any quotes between \$5001 - \$340,000 require **two** written quotes.

##### 4.1 Community Event Annual Allocation

This funding allocation assists community organisations achieve annual events available to the whole Shire of Northam community.

Community organisations may apply for an annual allocation, and if accepted, they will be required to enter into a three year contract with the Shire to deliver the agreed upon event.

At the expiry of the three year agreement a new application is required to be made for Council consideration.

\$30,000 is the maximum amount that can be awarded under section 4.1 of this Policy.

##### 4.1.1 Eligibility

To be eligible to apply for a Community Event Annual Allocation the following criteria must be met:

- Activities should provide opportunity to meet the social, economic, and/or environmental aspirations as outlined in the Shire's Council Plan.
- The community group must live and/or operate within the Shire of Northam.
- Must be a community event held within the Shire of Northam that occurs annually.
- The event must have occurred at least 3 years consecutively before an allocation request can be made.
- The event must be of benefit or available to the whole community.
- Must be an Incorporated, not-for-profit community group or sporting club.
- The Shire updates documentation pertaining to Allocation Applications from time to time. Applications must be made on the appropriate Shire of Northam Community Event Allocation Application Form, made available on the Shire Website.
- The group may use the allocation to match funding when applying for an external grant.
- Organisations will be required to provide a statement of intent of what the funds will be allocated towards by the 31 July each year. This must include quotes.

The following will be deemed ineligible to receive funding through a Community Event Annual Allocation:

- Retrospective, contingency or on-going operational costs, e.g., salaries, rent, insurance, admin costs.
- Businesses/profit making ventures.
- State and Federal Government agencies including schools.
- Council Members or staff employed by the Shire of Northam (however, the Council Member or employee may be a part of the group who is applying).
- Activities that are unlawful or will cause an environmental hazard.



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- Anything that will become the property of an individual.
- Purchase of alcohol, (or any alcohol associated licences), prizes, gifts or any activities with a fundraising outcome.
- Equipment not directly related to the event.
- Events with a political purpose.
- Faith based or activities for religious purposes (although welfare and community service events of faith-based groups can be considered).
- Activities that duplicate an existing event in the Shire.
- Applicants or auspice with outstanding debts or acquittals due to the Shire.

#### 4.1.2 Assessment Criteria

Applications will be assessed against the following criteria, if applicable:

- Alignment with the Shire of Northam Council Plan, values and demonstrated community or organisation need for the event.
- Evidence of resources, management and financial capacity to deliver the event.
- Details of the anticipated outcomes which will benefit the community as a whole.
- Evidence that the event promotes access, inclusion, opportunity, and participation.
- Evidence that goods and services are being procured from Shire of Northam based businesses wherever possible.
- Details on how the organisation will recognise Shire of Northam support.
- Information pertaining to past success of the event (e.g attendance figures & growth).

#### 4.1.3 Application Requirements

- Every 3 years, the Shire will advertise the opening of the Annual Allocation – Community Events application period.
- Applications must be received by the 1 March and will be considered as part of the annual budget deliberations. Any applications received after the 1 March will not be considered.
- Completed allocation application request form, including detailed event budget.
- Justification as to why the allocation is required.
- Copy of Certificate of Incorporation.
- Copy of Public Liability Insurance (minimum \$20,000,000).
- Copy of the latest financial statement and balance sheet detailing the current financial environment of the club.
- Quotes provided for goods and services must be provided at time of application.
- Applicants must seek the relevant approvals and permits if these are applicable to their project or event.

#### 4.1.4 Other Terms and Conditions – Funding Agreement

In addition to 1. General Terms:

- The allocation must be expended by 30 June of the financial year that it is intended for. Funds cannot be carried forward.
- Failure to provide satisfactory acquittal by 30 June each year will breach the allocation agreement, and the organisation will be ineligible for future event allocations until such acquittal is provided to the satisfaction of the Shire.
- ~~A statement of intent must be provided annually by the 1 July by the organisation before the funds can be released. This must include relevant quotes.~~



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- Monies can only be spent on the event activities that it was intended for. Monies spent on other or ineligible activities will be required to be reimbursed to the Shire.

#### 4.1.5 Acquittal Requirements

Funding must be acquitted by 30 June of the relevant financial year.

The recipient will be required to provide the following:

- Declaration by the Chairperson/President that funding was utilised in accordance with the grant agreement and statement of intent.
- Financial statement (income and expenditure).
- Copies of invoices/evidence of expenditure.
- Evidence of project outcomes and acknowledgement of Shire of Northam support.
- Completed evaluation form.

#### **4.2 Community/Progress Association Annual Funding Allocation**

This funding occurs once per year and assists Community/Progress Associations undertake projects and programs to enhance and develop the infrastructure in their respective communities.

The following recognised Community/Progress Associations are:

- a. Wundowie Progress Association.
- b. Bakers Hill Progress and Recreation Association.
- c. Clackline Progress Association.
- d. Spencers Brook Progress Association.
- e. Grass Valley Progress Association.
- f. Southern Brook Progress Association.
- g. Quellington Progress & Sporting Association.
- h. Irishtown Agricultural Hall Club Incorporated.

##### 4.2.1 Allocation Criteria

Allocations may be used for:

- Activities that provide opportunity to meet the social, economic, and/or environmental aspirations as outlined in the Shire's Council Plan.
- Allocations may be used for social functions if available to the whole of the Shire community.
- The Association may use the allocation to match funding when applying for an external grant.
- Allocations may be carried forward for up to 5 years for large scale projects. A statement of intention to carry funds forward must be submitted to Council by 1 March each year with a project progress report to secure the funds.
- Funds can only be allocated to third party community groups for infrastructure or equipment if it is of benefit to the wider community.
- Acknowledgement of Shire of Northam support is required.
- Associations must seek the relevant approvals and permits if these are applicable to their project or event.





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Allocations may not be used for:

- Retrospective, contingency or on-going operational costs, e.g., salaries, rent, insurance, admin costs.
- Activities that are unlawful or will cause an environmental hazard, or do not positively reflect the Shire's values and brand.
- The purchase or consumption of alcohol (or any alcohol associated licences).
- A political or religious purpose.

#### 4.2.2 Funding Calculations

Funding allocations will only be provided to the listed Progress/Community Associations and will be calculated based on population statistics provided by. idcommunity, as published on the Shire's website.

1 – 100 residents:	\$3,300
101 – 500 residents:	<del>\$5,000</del> 4,400
501 – 1000 residents:	<del>\$8,000</del> 6,600
1000+ residents:	<del>\$10,000</del> 8,800

#### 4.2.3 Application requirements

There ~~are~~ no application requirements for an Annual Allocation for Community/Progress Associations. The allocation amount is determined annually by Council in the Annual Budget for the Community/Progress Associations listed in item 4.2 and must be used in accordance with 4.2.1 Allocation Criteria.

~~Applicants~~ Community/Progress Associations with outstanding debts or acquittals due to the Shire will not receive the annual allocation.

If the Community/Progress Association ~~was to disband~~s, any outstanding allocations would require to be returned to the Shire in 60 days. Any spent funds would require to be acquitted.

#### 4.2.4 Acquittal Requirements

Funds must be expended by 30 June of the relevant financial year, unless otherwise approved. The recipient will notify the Shire in writing of any delays to the proposed timeframe.

The recipient will be required to provide the following:

- Declaration by the Chairperson/President that funding was utilised in accordance with section 4.2.1 of this Policy.
- Financial statement (income and expenditure).
- Copies of invoices/evidence of expenditure.
- Evidence of project outcomes and acknowledgement of Shire of Northam support.
- Completed evaluation form.

## 13.4 CORPORATE SERVICES

### 13.4.1 Fees and Charges 2025/26

<b>File Reference:</b>	8.2.8.3
<b>Reporting Officer:</b>	Colin Young (Executive Manager Corporate Services)
<b>Responsible Officer:</b>	Colin Young (Executive Manager Corporate Services)
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Absolute Majority
<b>Communications Required:</b>	No

#### BRIEF

For Council to consider the Schedule of Fees and Charges 2025/26 as detailed in Attachment 13.4.1.1.

#### ATTACHMENTS

1. Fees and Charges 25-26 [**13.4.1.1** - 27 pages]

#### A. BACKGROUND / DETAILS

The Shire has reviewed its fees and charges as part of the 2025/26 budget process. This report presents the proposed fees and charges for inclusion in the 2025/26 budget. Once adopted, the new schedule of Fees and Charges will take effect from 1 July 2025.

#### B. CONSIDERATIONS

##### B.1 Strategic Community / Corporate Business Plan

Performance Area: Performance, Outcome 12: Excellence in organisational performance and customer service.

Objective 12.1: Maintain a high standard of corporate governance and financial management.

Priority Action: Nil.

##### B.2 Financial / Resource Implications

Fees and charges provide a source of revenue for the Shire that assists with offsetting costs associated with service provision.

##### B.3 Legislative Compliance

*Local Government Act 1995 (the Act) s.6.16 & s.6.19*

Refer to the imposition, setting the level of, and associated administrative matters pertaining to fees and charges.

*Local Government (Financial Management) Regulations 1996 Regulation 5*

Requires a local government to undertake a review of its fees and charges regularly, and not less than once every financial year.

#### B.4 Policy Implications

Nil.

#### B.5 Stakeholder Engagement / Consultation

Nil.

#### B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Not adopting the fees and charges by 1 July each year may have an impact on the Shire's forecast revenue for the forthcoming financial year.	Possible (3) X Minor (2) = Low (6)	The Shire reviews its fees and charges on an annual basis and Council adopts the revised fees and charges prior to 1 July each year.
Health & Safety	N/A	N/A	N/A
Reputation	If fees are not considered fair and equitable, members of the community may raise concerns.	Possible (3) X Minor (2) = Low (6)	Consideration has been taken to align the fees and charges to cost recovery and CPI where feasible.
Service Interruption	N/A	N/A	N/A
Compliance	The <i>Local Government Act 1995</i> has been adhered to during the setting of fees and charges.	Unlikely (2) X Moderate (3) = Low (6)	There are processes in place to ensure compliance with relevant legislation.

Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

### B.7 Natural Environment Considerations

Nil.

## C. OFFICER'S COMMENT

As required by *Local Government Act 1995* s.6.17, the following factors were considered in determining the amount of a fee or charge:

- (a) the cost to the local government of providing the service or goods; and
- (b) the importance of the service or goods to the community; and
- (c) the price at which the service or goods could be provided by an alternative provider.

The 2025/26 draft Schedule of Fees and Charges has generally been increased by 2.8%, which aligns with the Perth March 2024 to March 2025 Consumer Price Index (CPI). Where this is not appropriate, the Fees and Charges have been amended to reflect market rates and the cost to the Shire to provide the service. The most notable changes to the Schedule of Fees and Charges are:

### 1. Late Payment & Instalment Interest

Late payment interest has increased from 8% to 11%, and the Instalment Interest has increased from 4% to 5.5%. This brings the charges back to the pre-COVID 19 interest charges.

### 2. Waste Site Fees & Charges

Landfill site waste disposal charges have increased by 5.5%, being the Perth March 2025 quarter CPI, plus 2.7%. This is due to the higher cost to the Shire to provide waste services and greater regulatory requirements imposed on waste services. It also addresses the requirement to budget for the closure of the site that is anticipated to be in the 2033/34 financial year.

### 3. Progress Association Managed Halls

Input was sought regarding hall rates of those facilities managed by Progress Associations. In most cases it was requested that they remain unchanged, however the Wundowie Progress Association has introduced commercial and community rates for the Wundowie Hall that bring them in line with the Bakers Hill Recreation Centre. This has resulted in some fees staying the same and others reducing.

A new subsidised fee has been introduced for Taekwondo for \$1,000 per annum, which will result in a reduction in their fees. The Silver Wings annual fee will be increased from \$500 to \$1,500 per annum to reflect current usage

patterns of the meeting room, hall and office space as supplied below by the Wundowie Progress Association.

#### Taekwondo Usage

Up to 3 hours per week for 40 weeks per annum.

#### Silver Wings Usage

Meeting Room:

- Carpet Bowls and Craft - Held every 1st, 2nd, and 4th Wednesday of each month, equating to approximately 12 hours per month.
- Trivia - Conducted every Tuesday, contributing an additional 12 hours per month.
- Silver Wings Meetings - Held every second Tuesday, adding a further 2 hour per month.

Main Hall:

- Bingo - Conducted every 5th Wednesday, approximately 3 sessions per year at 5 hours total annually.
- Christmas Party - Annual event using the main hall for approximately 8 hours.

Permanent Facilities:

- Office Space - Permanent exclusive use of a small office space of approximately 16m<sup>2</sup> year-round, including storage and the continuous operation of two refrigerators and other electrical equipment.
- Kitchen Facilities - Use of kitchen amenities during all activities.

Note: It is understood that the Wundowie Progress Association is meeting with Silver Wings on 10 June 2025 to discuss the increase. Given that the proposed increase will triple the current annual fee paid by Silver Wings for usage of the Wundowie Hall and office space, the capacity of the group to pay this fee may be a consideration. If there is an issue with capacity to pay, Council may wish to consider an option to transition the increased fees over a period of 2 years.

#### **4. Events With No Charge**

Several Annual events have been added to the list of events with no charge. Each of these events/programmes are perceived as having a charitable/ community service benefit. In all cases previous requests for fee waivers have been approved by Council, or by delegated authority as per Policy CP.34 - Write off/Waive Fees or Debts. As in prior years, it is considered that providing the facility fee waiver for these groups in the Schedule of Fees and Charges will reduce the administrative requirement of producing reports or delegated write off on each occasion.

#### **5. Bilya Koort Boodja Centre Room Hire Fees**

Room fees have been increased for all room hire rates to bring the fees in line with industry standards.

#### **6. Swimming Pool Inspection Fee**

The fee for a swimming pool inspection has increased to align with the *Building Act 2011* and *Building Amendment Regulations 2024* to better reflect the cost to the Shire of carrying out these inspections. The total cost over four years is set at a maximum of \$312. Last financial year it was proposed to increase the fee gradually over the next few years. The fee was increased from \$30 per year to \$50 per year commencing 1 July 2024, and it is proposed to be increased from \$50 per year to \$70 per year as of 1 July 2025.

In relation to Attachment 13.4.1.1, new fees and charges that have been added for 2025/26 are shown in red text. No fees and charges have been removed for 2025/26.

#### **RECOMMENDATION**

**That Council, BY ABSOLUTE MAJORITY, ADOPTS the Schedule of Fees and Charges 2025/26 contained in Attachment 13.4.1.1, to take effect from 1 July 2025.**

**ABSOLUTE MAJORITY OF 6 REQUIRED**

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =  Yes =	Outside the Scope of GST  Taxable 1/11th GST	Outside the Scope of GST  Taxable 1/11th GST	
<b>GENERAL PURPOSE FUNDING</b> <b>Rates</b>					
<b>Calculated Rate-in-Dollar (¢) Charge</b>					
GRV - Townsites and Other Areas within Old Shire Boundaries	Council	OOS	11,1038 cents in the dollar	TBA cents in the dollar	3030130
GRV - Townsites Commercial, Industrial, Community	Council	OOS	11.8853 cents in the dollar	TBA cents in the dollar	3030130
<b>Unimproved Value Area:</b>					
Agricultural Local	Council	OOS	0.4778 cents in the dollar	TBA cents in the dollar	3030130
Agricultural Regional	Council	OOS	0.4238 cents in the dollar	TBA cents in the dollar	3030130
Small Rural Landholdings	Council	OOS	0.8182 cents in the dollar	TBA cents in the dollar	3030130
<b>Minimum Rate:</b>					
A minimum rate of per assessment is applied to areas throughout the Shire of Northam.	Council	OOS	\$1,119.00 except Agricultural Regional (UV) which is \$1,076.00	\$TBA except Agricultural Regional (UV) which is \$TBA	3030130
<b>Interest:</b> Interest is calculated daily, and is applied where the instalment option has not been selected by the ratepayer and payment has not been received.	Council	Input Taxed	8.5%	11.0%	3030145
<b>Rates by Instalment:</b> Administration Fee - per instalment (FM Reg 67) Interest Charge (FM Reg 68)	Statutory Statutory	OOS Input Taxed	\$10.00 4.0%	\$10.00 5.5%	3030120 3030146
<b>ADMINISTRATION</b>					
(i) Rates Enquiry Fees	Council	OOS	\$111.00	\$114.00	3030121
Combined Rates Enquiry/Zoning/Orders		OOS	\$173.00	\$178.00	3030121
(ii) Electoral Rolls	Council	OOS	\$38.00	\$39.00	3140235
(iii) GIS Maps	Council	Yes	\$2.00 per A4 page	\$2.00 per A4 page	3140235
(iv) Property Listing - Hard Copy	Council	OOS	\$125.00	\$129.00	3140235
(v) Property Listing - USB	Council	OOS	\$130.00	\$134.00	3140235
<b>ADMINISTRATION continued</b>					
<b>Access to Council Documents</b>  The following documents are available for public inspection at the Council Office, free of charge. Members of the public may purchase copies of these documents. Council Agendas, Minutes, Policy Manual, Annual Financial Report, Local Laws, Planning Applications (by consent), Planning & Building Applications, Register of Elected Members Allowances & Benefits.	Council	OOS	\$0.35 cents each page	\$0.35 cents each page	3040235
<b>Elections</b>  Local Government Elections - Nomination Fee (per Local Government Election Regulations 1997 26(1))	Statutory	OOS	As per Regulations	As per Regulations	TRUST - TYPE 4
<b>Freedom of Information Charges</b> <b>(set by Schedule 1 of the FOI Regulations 1993)</b>					
(i) Application fee	Statutory	OOS	\$30.00	\$30.00	3040235
(ii) Hourly charge to deal with application	Statutory	OOS	\$30.00	\$30.00	3040235
(iii) Photocopying	Statutory	OOS	\$0.20 per page	\$0.20 per page	3040235
(iv) Advance deposits	Statutory	OOS	25%	25%	3040235
(v) A further advance deposit which may be required by an agency under Section 18(4) of the Act, expressed as a percentage of estimated charges, will be payable in excess of the application fee	Statutory	OOS	75%	75%	3040235

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =  Yes =	Outside the Scope of GST  Taxable 1/11th GST	Outside the Scope of GST  Taxable 1/11th GST	
<b>LAW, ORDER AND PUBLIC SAFETY</b>					
<b>Fire Control</b>					
(i) Fire Prevention - Fines & Penalties	Statutory	OOS	Set by Regulation	Set by Regulation	3050140
(ii) Recovery/Admin fee	Statutory	OOS	Set by Regulation	Set by Regulation	3050140
(iii) Fines Enforcement Register					
- Final Demand	Statutory	OOS	Set by Regulation	Set by Regulation	3050140
- Enforcement Certificate	Statutory	OOS	Set by Regulation	Set by Regulation	3050140
- Registration of Infringement Notice	Statutory	OOS	Set by Regulation	Set by Regulation	3050140
- Notice of Intention to enforce Licence Suspension Order	Statutory	OOS	Set by Regulation	Set by Regulation	3050140
(iv) Fire Breaks Installation	Council	Yes	Cost Recovery	Cost Recovery	3050140
<b>Water Charges</b>					
(i) Wundowie Standpipe	Council	OOS	Cost + 10%	Cost + 10%	3050120
(ii) Bakers Hill Standpipe	Council	OOS	Cost + 10%	Cost + 10%	3050120
(iii) Clackline Standpipe	Council	OOS	Cost + 10%	Cost + 10%	3050120
(iv) Northam Standpipe	Council	OOS	Cost + 10%	Cost + 10%	3050120
(v) Grass Valley Standpipe	Council	OOS	Cost + 10%	Cost + 10%	3050120
(vi) Minimum charge for water taken from standpipes	Council	OOS	\$23.00	\$25.00	3050120
<b>Rural Road Numbering</b>	Council	Yes	No Charge	No Charge	
<b>LAW, ORDER AND PUBLIC SAFETY</b>					
<b>Animal Control</b>					
(i) Replacement Dog Tags	Council	Yes	\$3.00 each	\$3.00 each	3050235
(ii) Registration Fees - Dogs					
- Sterilised Dog (1 year)	Statutory	OOS	\$20.00	\$20.00	3050221
- Sterilised Dog (3 years)	Statutory	OOS	\$42.50	\$42.50	3050221
- Sterilised Dog (lifetime)	Statutory	OOS	\$100.00	\$100.00	3050221
- Unsterilised Dog/ Dangerous Dog (1 year)	Statutory	OOS	\$50.00	\$50.00	3050221
- Unsterilised Dog/ Dangerous Dog (3 years)	Statutory	OOS	\$120.00	\$120.00	3050221
- Unsterilised Dog/ Dangerous Dog (lifetime)	Statutory	OOS	\$250.00	\$250.00	3050221
<b>Note: New legislation for Seniors does not apply to dog registration fees.</b>					
<b>Pensioner as defined in Rates and Charges (Rebates and Deferments) Act 1992 are charged at 50% of the fees shown above</b>					
<b>Working Dogs are charged 25% of the fees shown above</b>					
<b>Sterilisation Program Registration - Dogs</b> (applicable for pensioners with dogs that are both sterilised and microchipped)					
	Council	OOS	No Charge	No Charge	
(iii) Dogs kept in an approved kennel establishment	Statutory	OOS	\$200 per establishment annually	\$200 per establishment annually	3050221
(iv) Dangerous dog declaration administration fee	Council	OOS	\$125.00	\$125.00	3050221
<b>FAILURE TO REGISTER A DOG MAY RESULT IN A \$200.00 PENALTY UNDER THE DOG ACT 1976</b>					
(i) Replacement Cat Tags	Council	Yes	\$3.00 each	\$3.00 each	3050235
(ii) Registration Fees - Sterilised Cat (1 year)	Statutory	OOS	\$20.00	\$20.00	3050221
Registration Fees - Sterilised Cat (3 years)	Statutory	OOS	\$42.50	\$42.50	3050221
Registration Fees - Sterilised Cat (lifetime)	Statutory	OOS	\$100.00	\$100.00	3050221
<b>Note: Pensioner are charged at 50% of the fees shown above.</b>					



SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =  Yes =	Outside the Scope of GST  Taxable 1/11th GST	Outside the Scope of GST  Taxable 1/11th GST	
<b>Sterilisation Program Registration - Cats</b> (applicable for pensioners with cats that are both sterilised and microchipped)	Council	OOS	No Charge	No Charge	
Registration after 31 May in any year, for that registration year	Statutory	OOS	50% of fee otherwise payable	50% of fee otherwise payable	3050221
(iii) Annual Application for approval or renewal of approval to breed cats (per cat)	Statutory	OOS	\$100.00	\$100.00	3050221
(iv) Licence Fees - Cats					
- Permit to keep 3 to 4 cats (Note: Council Approval Required)	Council	Yes	\$80.00	\$82.00	3050221
- Cattery Permit Licence to keep 5 or more cats (per annum)	Council	OOS	\$74.00	\$76.00	3050221
- Cats kept in an approved kennel establishment	Statutory	OOS	\$200 per establishment	\$200 per establishment	3050221
- Voluntary surrender of cat fee	Council	Yes	\$27.00	\$28.00	3050221
(v) Fines & Penalties - Dogs & Cats	Statutory	OOS	Set by Regulation	Set by Regulation	3050240
(vi) Recovery/Admin fee - Dogs & Cats	Council	OOS	Set by Regulation	Set by Regulation	3050240
(vii) Fines Enforcement					
Issuing Final Demand	Statutory	OOS	Set by Regulation	Set by Regulation	3050240
Preparing Enforcement Certificate	Statutory	OOS	Set by Regulation	Set by Regulation	3050240
Registration of Infringement Notice	Statutory	OOS	Set by Regulation	Set by Regulation	3050240
(viii) Annual Kennel Licence - Bulk Kennel Licence (>6 dogs or >6 cats or >6 cats/dogs) per establishment	Statutory	OOS	\$200.00	\$200.00	3050221
(ix) After hours Call Out Fee (Pound Release etc.)	Council	Yes	\$235.00 (3hrs or part thereof)	\$240.00 (3hrs or part thereof)	3050220
	Council	Yes	\$96.00 (per hour thereafter)	\$98.00 (per hour thereafter)	3050220
(x) Processing of 3 - 6 Dog Application Fee	Council	Yes	\$83.00	\$85.00	3050221
(xi) Transfer Kennel Licence - Bulk Kennel Licence (>6 dogs or > 6 cats or >6 cats/dogs)	Council	Yes	\$83.00	\$85.00	3050221
<b>Impounding - Ranger Fees</b>					
(i) Impounding of rams, wethers, ewes, lambs, goats (After 6:00 am but before 6:00 pm)					
- 1 - 5 animals	Council	OOS	\$148.00	\$152.00	3050220
- 6 - 10 animals	Council	OOS	\$192.00	\$197.00	3050220
- over 10 animals	Council	OOS	\$241.00	\$248.00	3050220
(ii) Impounding of rams, wethers, ewes, lambs, goats (After 6:00 pm but before 6:00 am)					
- 1 - 5 animals	Council	OOS	\$252.00	\$260.00	3050220
- 6 - 10 animals	Council	OOS	\$323.00	\$332.00	3050220
- Over 10 animals	Council	OOS	\$416.00	\$428.00	3050220
(iii) Impounding of horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves or pigs (After 6:00 am but before 6:00 pm)					
- First Animal	Council	OOS	\$163.00	\$168.00	3050220

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =	Outside the Scope of GST	Outside the Scope of GST	
		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>LAW, ORDER AND PUBLIC SAFETY Continued</b>					
<b>Impounding - Ranger Fees Continued</b>					
Initial charge same irrespective of impounding's					
- Next 2 to 5 animals	Council	OOS	\$97.00	\$100.00	3050220
- Next 6 to 10 animals	Council	OOS	\$73.00	\$75.00	3050220
- Over 10 animals	Council	OOS	\$51.00	\$52.00	3050220
(iv) Impounding of horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves or pigs (After 6:00 pm but before 6:00 am)					
- First Animal	Council	OOS	\$241.00	\$248.00	3050220
Initial charge same irrespective of impounding's					
- Next 2 to 5 animals	Council	OOS	\$153.00	\$157.00	3050220
- Next 6 to 10 animals	Council	OOS	\$87.00	\$90.00	3050220
- Over 10 animals	Council	OOS	\$70.00	\$72.00	3050220
(v) TABLE OF POUNDAGE FEES FOR ANIMALS IMPOUNDED					
- Rams, wethers, ewes, lambs, goats (First 24 hours or part)	Council	OOS	\$8.50	\$8.75	3050220
- Rams, wethers, ewes, lambs, goats (Subsequent each 24 hours or part)	Council	OOS	\$7.50	\$7.75	3050220
- Horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves or pigs (First 24 hours or part)	Council	OOS	\$20.00	\$21.00	3050220
- Horses, mules, asses, camels, bulls, boars, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves or pigs (Subsequent each 24 hours or part)	Council	OOS	\$20.00	\$21.00	3050220
(vi) Cat Impound Fees					
- Impounding/Release fees	Council	OOS	\$132.00	\$136.00	3050220
- Sustenance Fee per day - per cat	Council	OOS	\$20.00	\$21.00	3050220
(vii) Cat/Possum Trap Hire deposit bond	Council	OOS	\$115.00	\$118.00	TRUST
(viii) Cat/Possum Trap Hire Fee (per week)	Council	Yes	\$7.00	\$7.00	3050235
(ix) Dog Impound Fees					
- Impounding/Release fees	Council	Yes	\$132.00	\$136.00	3050220
- Sustenance Fee per day - per dog	Council	OOS	\$25.00	\$26.00	3050220
(x) Voluntary surrender and or destruction/disposal of dog	Council	Yes	\$31.00	\$32.00	3050222
(xi) TABLE OF SUSTENANCE CHARGES OF ANIMALS IMPOUNDED					
- Rams, wethers, ewes, lambs, goats and pigs, horses, camels, oxen, bulls, cows, steers, and heifers (per animal/per day)	Council	OOS	\$40.00	\$41.00	3050220
<b>Vehicle Impound Fees</b>					
(i) Ranger Fee	Council	OOS	\$165.00	\$170.00	3050340
(ii) Towing expenses as per service	Council	OOS	Cost Recovery	Cost Recovery	3050340
(iii) Impound fee (per day)	Council	OOS	\$19.00	\$20.00	3050340
<b>Shopping Trolleys</b>					
(i) Trolley to Release	Council	Yes	\$29.00	\$30.00	3050340
(ii) Impound Fee (per day)	Council	Yes	\$12.50	\$13.00	3050340
(iii) Admin Fee	Council	Yes	\$29.00	\$30.00	3050340

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
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		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>HEALTH</b>					
<b>Health Inspection &amp; Licence Fees</b>					
(i) <b>Food Business</b>					
<b>Notification</b> (fees set by Food Act 2008)					
- Exempt* (i) - Charitable	Council	OOS	No Fee	No Fee	
- Exempt* (ii) - Prepackaged	Council	OOS	No Fee	No Fee	
- All Others (except Food Stalls at events and markets are exempt from fees - notification form and registration still required)	Council	OOS	\$67.00 per application	\$69.00 per application	3070420
<b>Registration (annual)</b>					
- Low Risk ***	Council	OOS	\$135.00	\$139.00	3070420
- Medium Risk***	Council	OOS	\$241.00	\$248.00	3070420
- High Risk***	Council	OOS	\$335.00	\$344.00	3070420
<b>Application</b>					
- Establish New Food Business Premises (other than supermarket)	Council	OOS	\$268.00	\$275.00	3070420
- Establish New Supermarket Premises	Council	OOS	\$1,343.00	\$138.00	3070420
- Mobile Food Vendor	Council	OOS	\$208.00	\$214.00	3070420
- Alter Existing Food Business Premises (other than supermarket)	Council	OOS	\$208.00	\$214.00	3070420
- Alter Existing Supermarket Premises	Council	OOS	\$1,089.00	\$1,120.00	3070420
*Exempt Food Business is a Food Business:					
i) in which 100% of profits go for community or charitable causes, staff or contractors are not paid and the food is cooked and presented for immediate consumption or is not potentially hazardous food.					
ii) that sell only pre-packaged non-potentially hazardous food (econfectionary;newsagents selling pre-packaged confectionery or hairdressers serving tea/coffee in connection with another service).					
*** Risk rating as per Classification for Temporary or Mobile Food Businesses assessed by Shire's Health Services.					

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
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		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>HEALTH</b>					
<b>Health Inspection &amp; Licence Fees Continued</b>					
<b>Inspections</b>					
Inspection of premises on request (per hour). Minimum fee = \$100	Council	OOS	\$100.00	\$103.00	3070420
<b>(iii) Food Business Accreditation and Auditing</b>					
- Application for Food Safety Program Accreditation (Shire Northam Health Department Auditor)	Council	OOS	\$400.00	\$411.00	3070420
- Application for Food Safety Program Accreditation (applicants provides written advice from an approved third party auditor)	Council	OOS	\$136.00	\$140.00	3070420
- Application for Amendment to a Accredited Food Safety Program	Council	OOS	\$136.00	\$140.00	3070420
- Consideration of Subsequent Additional Written Advice	Council	OOS	\$64.00	\$66.00	3070420
<b>(iii) Animal Food Processing Premises/ Retail Pet Meat Shops</b>					
- Notification Fee (fees set by Food Act 2008)	Council	OOS	\$75.00	\$77.00	3070420
<b>(iv) Outdoor Eating Facilities/Alfresco Dining on Public Places Licence</b>					
- Per Establishment - annual fee	Council	OOS	\$1.00	\$1.00	3070420
<b>Health Inspection &amp; Licence Fees</b>					
<b>(v) Skin Penetration Establishment</b>					
Notification fee	Council	OOS	\$68.00	\$70.00	3070420
<b>(vi) Hair Dressing Establishment</b>					
Notification fee	Council	OOS	\$65.00	\$67.00	3070420
<b>(vii) Stables</b>					
- Stable Licence - annual fee	Council	OOS	\$64.00	\$66.00	3070420
<b>(viii) Morgue / Mortuary</b>					
- Morgue Licence - annual fee	Council	OOS	\$64.00	\$66.00	3070420
<b>(ix) Lodging House</b>					
- Lodging House Licence - annual fee	Council	OOS	\$135.00	\$139.00	3070420
<b>(x) Caravan Parks and Camping Grounds</b>					
Application					
- Application Fee	Statutory	OOS	\$200.00 per application*	\$200.00 per application*	3070420
<b>(xi) Licence</b>					
- Annual fee or multiplication of site prices below (whichever is greater)	Statutory	OOS	\$200.00 per annum*	\$200.00 per annum*	3070420
- Long Stay Sites	Statutory	OOS	\$6.00 per site*	\$6.00 per site*	3070420
- Short Stay Sites and Sites in Transit	Statutory	OOS	\$6.00 per site*	\$6.00 per site*	3070420
- Camp Sites	Statutory	OOS	\$3.00 per site*	\$3.00 per site*	3070420
- Overflow	Statutory	OOS	\$1.50 per site*	\$1.50 per site*	3070420
- Licence Renewal After Expiry	Statutory	OOS	\$20.00 per application*	\$20.00 per application*	3070420
- Temporary Licence - Pro-rata of application fee with minimum	Statutory	OOS	\$100.00 per application*	\$100.00 per application*	3070420
- Transfer of Licence	Statutory	OOS	\$100.00 per application*	\$100.00 per application*	3070420
* Fees are set by the Caravan Parks and Camping Grounds Regulations 1997.					
<b>(xii) Temporary Accommodation</b>					
- Application Temporary Accommodation (up to 12 Consecutive Months)	Statutory	Yes	\$182.00*	\$182.00*	3070420
<b>(xiii) Stallholders</b>					
<b>Application</b>					
- Application Not-for-Profit / Charitable Organisations*	Council	OOS	No Fee	No Fee	
- Application for Stallholders (other than above)	Council	OOS	\$41.00	\$42.00	3070420
- Public Liability Cover	Council	OOS	\$13.50 per stall/per day	\$14.00 per stall/per day	3070420
<b>Permit (includes Food Stallholders)</b>					
- Daily (1 day - includes Food Stallholders)	Council	OOS	\$30.00 per stall	\$31.00 per stall	3070420
- Weekly (7 consecutive days - includes Food Stallholders)	Council	OOS	\$167.00 per stall	\$172.00 per stall	3070420
- Monthly (30 consecutive days - includes Food Stallholders)	Council	OOS	\$296.00 per stall	\$305.00 per stall	3070420
- Annual (365 consecutive days - includes Food Stallholders)	Council	OOS	\$1,417.00 per stall	\$1,457.00 per stall	3070420
- Charitable & Not-for-Profit Organisations (includes Food Stalls)	Council	OOS	No Fee (Permit still required)	No Fee (Permit still required)	3070420

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =  Yes =	Outside the Scope of GST  Taxable 1/11th GST	Outside the Scope of GST  Taxable 1/11th GST	
<b>HEALTH Continued</b>  Blanket Stallholders for Single Event (group permit application with one single fee for multiple stalls at a single event)  Blanket Stallholders for Recurring Approved Markets*** (group permit application with one single fee for multiple nominated market days)  * not-for-profit organisations are those in which 100% of profits are for community or charitable causes and staff or contractors are not paid.  ** food stallholders other than 'Exempted Food Businesses' are required to have a current "Food Business Registration Certificate".  *** Northam Lions Club Inc, Northam Farmers Market	Council  Council	OOS  OOS	\$186.00 per application per event \$186.00 per application per event	\$191.00 per application per event \$191.00 per application per event	3070420  3070420
<b>Annual Local Stallholder Permit</b> (fee covers application and permit, stallholder must still provide notification form for each event)	Council	OOS	\$73.00	\$75.00	3070420
(xiv) <b>Street Trader (Trader) Application</b> - Application Not- for-Profit / Charitable Organisations* - Application Food Traders ** - Application all other than the above Traders <b>Permit</b> (includes Food Stallholders) - Daily (1 day) - Weekly (7 consecutive days) - Monthly (30 consecutive days) - Annual (365 consecutive days) *not-for-profit organisations are those in which 100% of profits are for community or charitable causes and staff or contractors are not paid. ** food street traders other than 'Exempted Food Businesses' are required to have a current "Food Business Registration Certificate".	Council Council Council Council Council Council Council	OOS OOS OOS OOS OOS OOS OOS	No Fee \$42.00 \$42.00 \$29.00 \$169.00 \$297.00 \$1,417.00	No Fee \$43.00 \$43.00 \$30.00 \$174.00 \$305.00 \$1,457.00	      3070420 3070420 3070420
(xv) <b>Street Entertainers (Busker) Application</b> - Application Fee (applies to all Street Entertainers applications) <b>Permit</b> - Daily (1 day) - Weekly (7 consecutive days) - Monthly (30 consecutive days) - Annual (365 consecutive days)	Council Council Council Council Council	OOS OOS OOS OOS OOS	No Fee \$30.00 \$167.00 \$297.00 \$1,417.00	No Fee \$31.00 \$172.00 \$305.00 \$1,457.00	    3070420 3070420 3070420 3070420
(xvi) <b>Sign Licence Permit</b> - Portable Signs on Thoroughfares	Council	OOS	\$41.00	\$42.00	3070420
(xvii) <b>Effluent Disposal</b> - Application and Permit to Use - Local Government Report Fee (Chief Health Officer approvals only) * Fees are set under the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.	Statutory Council	OOS Yes	\$236.00 \$118.00	\$236.00 \$121.00	3100320 3100320
(xviii) <b>Public Building/Events</b> - Assessment - Public Building/ Event - Low/Medium Risk  - Assessment - Public Building/ Event - High Risk  - Assessment - Alteration to Existing Public Building  * Fees are based on the Health (Public Building) Regulations 1993.	Statutory Statutory Statutory	OOS OOS OOS	\$154.00 per application* \$871.00 (max) per application* \$102.00 per application*	\$154.00 per application* \$871.00 (max) per application* \$102.00 per application*	3070420  3070420 3070420
(xix) <b>Environmental Health Service Provision</b> - Compliance / Administration - Other Local Governments	Statutory Statutory	Yes Yes	\$125.00 per hour \$125.00 per hour	\$125.00 per hour \$125.00 per hour	3070401 3070401

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =	Outside the Scope of GST	Outside the Scope of GST	
		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>HEALTH Continued</b>					
(xx) <b>Liquor Licencing / Gaming &amp; Wagering</b>					
- Section 39 Request	Council	OOS	\$65.00 per application	\$67.00 per application	3070420
- Section 55 Request	Council	OOS	\$65.00 per application	\$67.00 per application	3070420
(xxi) <b>Environmental Protection (Noise Regulations)</b>					
Regulation 18 Noise exemption application for public events	Statutory	OOS	\$1,000.00	\$1,000.00	3070420
Regulation 18 Community and Charitable Groups	Council	OOS	No Fee	No Fee	3070420
Regulation 13 Construction site noise plan approval	Council	OOS	\$240.00	\$247.00	3070420
Noise Management Plan Approval (Class 2 works, motor sport venue, shooting venue)	Statutory	OOS	\$500.00	\$500.00	3070420
Noise Monitoring Fees (per hour)	Council	OOS	\$200.00	\$206.00	3070420
(xxii) <b>Meat Inspector Application Fee</b>	Council	OOS	\$150.00	\$154.00	3070420
- Meat Inspector Additional/ Replacement Card	Council	OOS	\$30.00	\$31.00	3070420
(xxiii) <b>Public Building Inspection Fee</b>	Council	OOS	\$125.00	\$129.00	3070420
- Reinspection due to unsatisfactory work (per hour)	Council	OOS	\$125.00	\$129.00	3070420
(xxiv) <b>Water Sampling (Recycled Water Service Agreement required)</b>					
Water Sampling (per sample)	Council	OOS	\$98.00	\$100.00	3070420

SCHEDULE OF FEES AND CHARGES 2025/26					
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<b>WELFARE</b> <b>Killara</b> <b>(a) Fees set in accordance with CHSP guidelines</b> <b>Client attendance fees</b> CHSP client with referral code: Cottage Respite (per 24hr block)  Centre Based Day Respite (per service)  Social Support Group (per service, every Thursday) Social Support Individual (per service) Client referred from workers compensation, insurance claims, Agency brokerage etc.	Council  Council  Council Council Council	OOS  OOS  OOS OOS Yes	\$82.86 increase in March & September \$60.86 increase in March & September \$10.00 \$10.00 Fee is full cost recovery	\$85.18 increase in March & September \$62.56 increase in March & September \$10.00 \$10.00 Fee is full cost recovery	3080620  3080620  3080620 3080620 3080620
<b>WELFARE</b> <b>Killara Continued</b> <b>(b) Fees &amp; Charges for Killara Centre Services</b> <b>(i) Meals</b> Full day (Morning Tea & Lunch) <b>(ii) Transportation Fee</b> CHSP - Centre based day care or group bus/vehicle transport - Northam Townsite CHSP - Centre based day care or group bus/vehicle transport - Northam Shire Overnight respite or other non CHSP service - full cost recovery <b>(c) Fees for Clients from other Brokers</b> <b>(i) Respite</b> 24 Hour Block CHSP Client referred from workers compensation, insurance claims, Agency brokerage etc. <b>(ii) Social Support</b> Tuesday & Thursday 09:30-14:00	Council  Council Council Council  Council Council  Council	OOS  OOS OOS OOS  Yes Yes  Yes	\$10.00  \$5.00 per one way trip \$10.00 per one way trip Fee is full cost recovery  Fee is full cost recovery Fee is full cost recovery  Fee is full cost recovery	\$10.30  \$5.00 per one way trip \$10.00 per one way trip Fee is full cost recovery  Fee is full cost recovery Fee is full cost recovery  Fee is full cost recovery	3080620  3080620 3080620 3080620  3080602 3080602  3080602

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
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<b>HOUSING</b>					
Kuringal Village Aged Accommodation Units - Wundowie:					
- Single (per fortnight) - Single bedroom Unit	Council	Input Taxed	\$230.00	\$236.00	3090201
- Couple (per fortnight) - Double bedroom Unit	Council	Input Taxed	\$294.00	\$302.00	3090201
Electricity (paid direct to Western Power)					
Water (Shire of Northam invoiced and costs billed to occupants)	Council	OOS	At Cost	At Cost	3090235
<b>COMMUNITY AMENITIES</b>					
<b>Refuse Removal (Sanitation Collection Charges)</b>					
<b>a) Residential Refuse Removal</b>					
(i) Standard residential waste charge per annum (includes weekly 240L rubbish bin collection service, 10 x tip passes, 1 x skip bin and facilities maintenance)	Council	OOS	\$205.00	TBA	3100120
(ii) Standard residential recycling charge per annum (includes fortnightly 240L recycling bin collection service and bulk recyclables)	Council	OOS	\$105.00	TBA	3100125
(iii) Pensioner residential recycling charge per annum (includes fortnightly 240L recycling bin collection service and bulk recyclables)	Council	OOS	\$85.00	TBA	3100125
(iv) Rural waste charge per annum (includes 26 x tip passes, 1 x skip bin, bulk recyclables and facilities maintenance)	Council	OOS	\$154.00	TBA	3100120
<b>b) Commercial Refuse Removal</b>				TBA	
(i) 240L Commercial Mobile Garbage Bin per annum (weekly) (Compulsory Rubbish Removal Service Charge)	Council	OOS	\$205.00	TBA	3100120
(ii) 240L Commercial Mobile Recycling Bin per annum (fortnightly) (Recycling Rubbish Removal Service Charge)	Council	OOS	\$105.00	TBA	3100125
(iii) 1500L Commercial Mobile Garbage Bin per annum (weekly) (Compulsory Rubbish Removal Service Charge)	Council	OOS	\$1,197.00	TBA	3100120
(iv) 1500L Commercial Mobile Garbage Bin per annum (fortnightly) (Compulsory Rubbish Removal Service Charge)	Council	OOS	\$599.00	TBA	3100120
(v) 1500L Commercial Mobile Recycling Bin per annum (fortnightly)	Council	OOS	\$1,315.00	TBA	3100125
(vi) 3000L Commercial Mobile Garbage Bin per annum (weekly) (Compulsory Rubbish Removal Service Charge)	Council	OOS	\$2,392.00	TBA	3100120
(vii) 3000L Commercial Mobile Garbage Bin per annum (fortnightly) (Compulsory Rubbish Removal Service Charge)	Council	OOS	\$1,197.00	TBA	3100120
(viii) 3000L Commercial Mobile Recycling Bin per annum (fortnightly)	Council	OOS	\$2,628.00	TBA	3100125
(ix) 4500L Commercial Mobile Garbage Bin per annum (weekly) (Compulsory Rubbish Removal Service Charge)	Council	OOS	\$3,588.00	TBA	3100120
(x) 4500L Commercial Mobile Recycling Bin per annum (fortnightly) (Compulsory Rubbish Removal Service Charge)	Council	OOS	\$3,944.00	TBA	3100120
(xi) Additional Once-off Rubbish Collection Services (services on-charged to resident/business)	Council	Yes	At Cost	At Cost	3100121
<b>Landfill Site Waste Disposal Charges - Inkpen Road Landfill and Old Quarry Road Landfill</b>					
(i) Domestic Waste from the Shire of Northam Residents Cars, Utilities, Vans and Trailers (not exceeding 2.4m x 1.2m x 1.0 m) Tip pass must be <u>produced</u> by any person entitled to the pass	Council	Yes	No Charge (plus unlimited clean green waste disposals) No Pass - Pay As Indicated Below \$99.00 per m3	No Charge (plus unlimited clean green waste disposals) No Pass - Pay As Indicated Below \$104.50 per m3	3100131
(ii) Domestic Waste from Outside of the Shire of Northam (NOT including Metro) or Volumes of Domestic Waste Exceeding 2.4m x 1.2m 1.0m	Council	Yes	\$128.00 per tonne \$49.00 (min. charge)	\$135.00 per tonne \$52.00 (min. charge)	3100131



SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =	Outside the Scope of GST	Outside the Scope of GST	
		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>COMMUNITY AMENITIES</b>					
<b>Landfill Site Waste Disposal Charges - Inkpen Road Landfill and Old Quarry Road Landfill Continued</b>					
(iii) Other Regional Local Government Domestic Waste	Council	Yes	\$99.00 per m3 \$128.00 per tonne \$49.00 (min. charge)	\$104.50 per m3 \$135.00 per tonne \$52.00 (min. charge)	
(iv) Metro Waste	Council	Yes	\$137.00 per m3 \$177.50 per tonne \$88.80 (min. charge)	\$144.50 per m3 \$187.50 per tonne \$93.50 (min. charge)	
(v) Commercial/Industrial Waste	Council	Yes	\$137.00 per m3 \$177.50 per tonne \$88.80 (min. charge)	\$144.50 per m3 \$187.50 per tonne \$93.50 (min. charge)	3100131
(vi) Greenwaste (Commercial)	Council	Yes	\$55.00 per m3 \$153.00 per tonne	\$58.00 per m3 \$161.50 per tonne	3100131
Environmental Protection Landfill Levy (Mandatory fee applies to all waste received from the metropolitan areas unless exempted under the Environmental Protection Amendment Regulations 2006)	Council	Yes	Levy = (Weight X 92%) X \$85.00 per tonne (\$93.50 inc GST)*	Levy = (Weight X 92%) X \$89.50 per tonne (\$98.50 inc GST)*	3100131
* Fees are set under the Environmental Protection Regulations 1987					
(vii) Construction and Demolition Waste (brick, concrete, rock, soil) (At the discretion of the gate house attendant)	Council	Yes	\$152.00 per m3 \$76.00 per tonne \$47.00 (min. charge)	\$160.00 per m3 \$80.00 per tonne \$49.50 (min. charge)	3100131
(viii) Asbestos (includes digging hole and burial, rounded up to full m <sup>3</sup> )	Council	Yes	\$94.00 per m3 \$115.00 per tonne	\$99.00 per m3 \$121.00 per tonne	3100131
(ix) Asbestos (commercial quantities)	Council	Yes	\$166.00 per m3 \$214.50 per tonne	\$175.00 per m3 \$226.50 per tonne	3100131
(x) Disposal of Animals					
- Small (cat or dog)	Council	Yes	\$11.50 each	\$12.00 each	3100131
- Medium (pig, sheep, alpaca, calf, foal, ostrich, emu)	Council	Yes	\$17.00 each	\$18.00 each	3100131
- Large (cow or horse)	Council	Yes	\$30.50 each	\$32.00 each	3100131
Multiple carcass disposal	Council	Yes	As quoted	As quoted	3100131
Large Scale Disposals (including offal type material)	Council	Yes	At Cost	At Cost	3100131
Call Out Fee For All Burials	Council	Yes	At Cost	At Cost	3100131
(xi) Disposal of Car Bodies	Council	Yes	No Charge	No Charge	3100131
(xii) Tyres					3100131
- Passenger Tyres	Council	Yes	\$10.00 per tyre	\$10.50 per tyre	3100131
- Passenger Tyres with rim	Council	Yes	\$21.00 per tyre	\$22.00 per tyre	3100131
- Light truck Tyres	Council	Yes	\$19.50 per tyre	\$20.50 per tyre	3100131
- Light truck Tyres with rim	Council	Yes	\$43.00 per tyre	\$45.00 per tyre	3100131
- Truck/ Bobcat Tyres	Council	Yes	\$48.00 per tyre	\$50.50 per tyre	3100131
- Truck/ Bobcat Tyres with rim	Council	Yes	\$106.00 per tyre	\$112.00 per tyre	3100131
- Super Single Tyres	Council	Yes	\$91.00 per tyre	\$96.00 per tyre	3100131
- Super Single Tyres with rim	Council	Yes	\$175.00 per tyre	\$184.50 per tyre	3100131
- Tractor/ Loader Tyre < 1 metre no rim	Council	Yes	\$362.00 per tyre	\$382.00 per tyre	3100131
- Tractor/ Loader Tyre > 1 metre no rim	Council	Yes	\$391.00 per tyre	\$412.00 per tyre	3100131
- Earthmoving/Other Large Tyres no rims	Council	Yes	\$1,450.00 per tyre	\$1,530.00 per tyre	3100131
(xiii) Waste Oil					3100131
- Motor Oil >30 Litres	Council	Yes	\$0.31 per litre	\$0.33 per litre	3100131
(xiv) Special Burials (including fibre glass insulation, clinical and any other waste)					
	Council	Yes	\$135.00 per m3 \$177.00 per tonne \$88.50 (min. charge)	\$142.50 per m3 \$186.50 per tonne \$93.50 (min. charge)	3100131

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =  Yes =	Outside the Scope of GST  Taxable 1/11th GST	Outside the Scope of GST  Taxable 1/11th GST	
(xv) Septage Pond Liquid Waste Disposal (Shire of Northam resident/business)	Council	OOS	\$0.12 per litre	\$0.13 per litre	3100220
(xvi) Septage Pond Liquid Waste Disposal (non Shire of Northam resident/business) - Regional	Council	OOS	\$0.14 per litre	\$0.15 per litre	3100220
(xvii) Septage Pond Liquid Waste Disposal (non Shire of Northam resident/business) - Metro	Council	OOS	\$0.17 per litre	\$0.18 per litre	3100220
(xviii) Commercial Recycling Drop-Off	Council	Yes	\$142.00 per m3 \$185.00 per tonne \$47.00 (min. charge)	\$150.00 per m3 \$195.00 per tonne \$49.50 (min. charge)	3100131
(xiv) Weighing Cars/Caravans/Horse Floats and other Trailers	Council	Yes	\$20.00 per vehicle	\$21.00 per vehicle	3100131
<b>Protection of the Environment</b>					
(i) Native Tree Subsidy Program - Trees (per tray)* * Number of trees to be determined on property size	Council	Yes	\$25.00	\$26.00	3100520
(ii) Native Tree Subsidy Program - Tree guards	Council	Yes	\$1.00	\$1.00	3100520
<b>Town Planning</b>					
(i) <b>Development Applications</b> Determination of development application (other than for an extractive industry) where the estimated cost of development is:					

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =	Outside the Scope of GST	Outside the Scope of GST	
		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
- Not more than \$50,000	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009 and if development commenced or carried out twice the amount of the fee payable	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009 and if development commenced or carried out twice the amount of the fee payable	3100620
- more than \$50,000 but not more than \$500,000	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009 and if development commenced or carried out twice the amount of the fee payable	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009 and if development commenced or carried out twice the amount of the fee payable	3100620
- more than \$500,000 but not more than \$2.5 million	Statutory	OOS	" "	" "	3100620
- more than \$2.5 million but not more than \$5 million	Statutory	OOS	" "	" "	3100620
- more than \$5 million but not more than \$21.5 million	Statutory	OOS	" "	" "	3100620
- more than \$21.5 million	Statutory	OOS	" "	" "	3100620
Determination of development application for an extractive industry	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620
Determining a development application for an extractive industry where the development has commenced or been carried out.	Statutory	OOS	The fee in item 3 plus, by way of penalty, twice that fee.	The fee in item 3 plus, by way of penalty, twice that fee.	3100620
Determining an application to amend or cancel development approval.	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620
(ii) Provision of Subdivision clearance					
- Up to 5 lots	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =	Outside the Scope of GST	Outside the Scope of GST	
		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>COMMUNITY AMENITIES Continued</b>					
<b>Town Planning Continued</b>					
more than 5 lots but not more than 195 lots	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620
- More than 195 lots	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620
(iii) Application for approval of Home occupation					
- Initial Fee	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620
- Renewal Fee	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620
(iv) Application for change of use or for alteration or extension or change of a non-conforming use to which item 1 does not apply, where the change or alteration, extension or change of use has not commenced or been carried out	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009	3100620
(v) Issue of Zoning Certificate (Orders/Zone Enquiry)	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620
(vi) Reply to a property settlement questionnaire	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620
(vii) Issue of written planning advice	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	\$ As per the maximum fee prescribed under the Planning and Development Regulation 2009.	3100620
(viii) Section 40 (Liquor Licensing) request	Statutory	OOS	\$73.00	\$73.00	3100620
(ix) Advertising Costs (All applications)					
- Letters of Consultation	Council	Yes	\$159.00	\$163.00	3100601
- Onsite Sign	Council	Yes	\$159.00	\$163.00	3100601
- Newspaper Advertisement	Council	Yes	At Cost	At Cost	3100601
<b>Note: All Town Planning Fees are exclusive of GST unless otherwise indicated</b>					

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
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(x) Relocated House - Bank Bond or Guarantee	Council	OOS	\$33,880.00	\$34,800.00	TRUST TYPE 32
(xi) <b>Publications</b>					
Scheme Text	Council	OOS	\$60.00	\$62.00	3100620
Local Planning Strategy	Council	OOS	\$60.00	\$62.00	3100620
Scheme maps A3	Council	OOS	\$60.00	\$62.00	3100620
<b>COMMUNITY AMENITIES Continued</b>					
<b>Town Planning Continued</b>					
<b>Town Planning Scheme Amendments</b>					
Basic Amendment*	Council		\$5,787.00	\$5,950.00	3100620
Standard Amendment*	Council		\$8,681.00	\$8,925.00	3100620
Complex Amendment*	Council		\$11,574.00	\$11,898.00	3100620
* Estimate only and refunds or additional charges may apply depending on the actual costs incurred.					
Executive Manager, Senior Planning Officer, Planning Officer, Environmental Officer, Administration Officer	Statutory	OOS	\$ As per the maximum fee prescribed under the Planning and Development Regulations 2009	\$ As per the maximum fee prescribed under the Planning and Development Regulations 2009	3100620
(xii) <b>Professional Advice</b>					
Executive Manager (per hour)	Council	Yes	\$265.00	\$272.00	3100620
Senior Planning Officer (per hour)	Council	Yes	\$202.00	\$208.00	3100620
Planning Officer (per hour)	Council	Yes	\$145.00	\$149.00	3100620
Administration Officer (per hour)	Council	Yes	\$102.00	\$105.00	3100620
(xiii) <b>Extractive Industry Licences (Development approval also required)</b>					
Extraction of materials less than 50,000 cubic metres per annum and/or from an excavation area less than 50 hectares per annum					
- New licence application fee	Council	Yes	\$2,547.00	\$2,618.00	3100620
- Annual licence fee	Council	Yes	\$579.00	\$595.00	3100620
- Licence renewal fee	Council	Yes	\$1,272.00	\$1,308.00	3100620
<b>COMMUNITY AMENITIES Continued</b>					
Excavation of materials greater than 50,000 cubic metres per annum and/or from an excavation area more than 50 hectares per annum					
- New licence application fee	Council	Yes	\$2,547.00	\$2,618.00	3100620
- Annual licence fee	Council	Yes	\$1,157.00	\$1,189.00	3100620
- Licence renewal fee	Council	Yes	\$1,736.00	\$1,785.00	3100620
Excavation of materials greater than 100,000 cubic metres per annum and/or from an excavation area greater than 100 hectares per annum					
- New licence application fee	Council	Yes	\$2,547.00	\$2,618.00	3100620
- Annual licence fee	Council	Yes	\$1,157.00	\$1,189.00	3100620
- Licence renewal fee	Council	Yes	\$2,197.00	\$2,258.00	3100620
Excavation of materials greater than 200,000 cubic metres per annum and/or from an excavation area greater than 200 hectares					
- New licence application fee	Council	Yes	\$2,547.00	\$2,618.00	3100620
- Annual licence fee	Council	Yes	\$2,313.00	\$2,378.00	3100620
- Licence renewal fee	Council	Yes	\$2,661.00	\$2,735.00	3100620
Excavation of materials greater than 500,000 cubic metres per annum and/or from an excavation area greater than 500 hectares					
- New licence application fee	Council	Yes	\$2,547.00	\$2,618.00	3100620
- Annual licence fee	Council	Yes	\$2,894.00	\$2,975.00	3100620
- Licence renewal fee	Council	Yes	\$5,894.00	\$6,069.00	3100620
Road maintenance contribution	Council	Yes	\$0.58 per tonne	\$0.60 per tonne	3100620

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =  Yes =	Outside the Scope of GST  Taxable 1/11th GST	Outside the Scope of GST  Taxable 1/11th GST	
(xiv) Rehabilitation Bond   <b>Refer to Shire of Northam Extractive Industries Local Law for further details</b>	Council	Yes	\$4,000.00 per hectare or as agreed by Council determined on costing of approved rehabilitation plan	\$4,163.00 per hectare or as agreed by Council determined on costing of approved rehabilitation plan	3100620
<b>COMMUNITY AMENITIES Continued</b>					
<b>Cemetery</b>					
(i) <b>Fees &amp; Charges - Northam Public Cemetery</b>					
Grant of Right of Burial					
- Grant of Right of Burial	Council	OOS	\$159.00	\$163.00	3100720
- Grant of Right of Burial (Reservation/Reissue)	Council	OOS	\$159.00	\$163.00	3100720
- Transfer Grant of Right of Burial	Council	OOS	\$100.00	\$103.00	3100720
- Grant of Right of Placement	Council	OOS	\$100.00	\$103.00	3100720
- Transfer Grant of Right of Placement	Council	OOS	\$68.00	\$70.00	3100720
- Copy of Grant of Right of Burial / Placement	Council	OOS	\$20.00	\$21.00	3100720
Burial Fees: (includes land & diggings)					
- New Grave Adult Burial	Council	Yes	\$1,825.00	\$1,876.00	3100720
- New Grave Child Burial (under 13 years of age)	Council	Yes	\$1,230.00	\$1,264.00	3100720
- New Grave Stillborn	Council	Yes	\$846.00	\$870.00	3100720
- Exhumation Fee	Council	Yes	\$2,409.00	\$2,476.00	3100720
- Reinterment after exhumation Fee	Council	Yes	\$1,684.00	\$1,731.00	3100720
- Reopening of Grave	Council	Yes	\$1,684.00	\$1,731.00	3100720
- Digging Deeper Graves	Council	Yes	\$173.00	\$178.00	3100720
- Oversize Casket	Council	Yes	\$173.00	\$178.00	3100720
Placement of Ashes in Niche Wall:					
- Single	Council	Yes	\$282.00	\$290.00	3100721
- Double	Council	Yes	\$460.00	\$473.00	3100721
- Plaques	Council	Yes	At Cost	At Cost	3100721
Plate Fee per plot	Council	Yes	\$66.00	\$68.00	3100721
Monumental Work Licence	Council	OOS	\$282.00	\$290.00	3100722
Funeral Directors Licence					
- Annual Licence	Council	OOS	\$233.00	\$240.00	3100720
- Single Burial Permit	Council	OOS	\$91.00	\$94.00	3100720
Lawn Cemetery:					
- Digging of new Grave	Council	Yes	\$2,256.00	\$2,320.00	3100720
- Reopening of Grave	Council	Yes	\$2,256.00	\$2,320.00	3100720
- Plaques	Council	Yes	At Cost	At Cost	3100720
Placement of Ashes in Garden:					
- Single	Council	Yes	\$277.00	\$285.00	3100721
- Double	Council	Yes	\$460.00	\$473.00	3100721
- Plaques	Council	Yes	At Cost	At Cost	
Placement of Ashes in Grave					
- Per Interment	Council	Yes	\$447.00	\$460.00	3100721
- Plaques	Council	Yes	At Cost	At Cost	3100721
			\$396.00 for first two hours	\$308.00 for first two hours	
Exhumation of Ashes	Council	Yes	\$100.00 per hour thereafter	\$103.00 per hour thereafter	3100721
<b>Refer Council's Local Laws Relating to Northam Cemeteries for definition of Grant of Right of Burial</b>					

SCHEDULE OF FEES AND CHARGES 2025/26					
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		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>RECREATION AND CULTURE</b>					
<b>Ovals and Outdoor Playing Areas</b>					
Sports Grounds - Bert Hawke, Jubilee Oval, Henry St, Wundowie & Bakers Hill & Synthetic Turf					
<b>Annual Club Fees</b>					
Senior Cricket	Council	Yes	\$3,858.00	\$3,966.00	3110320
Junior Cricket	Council	Yes	\$2,384.00	\$2,450.00	3110320
Outdoor Hockey	Council	Yes	\$6,237.00	\$6,411.00	3110320
Senior Football (AFL)	Council	Yes	\$8,736.00	\$8,980.00	3110320
Junior Football (AFL)	Council	Yes	\$2,839.00	\$2,948.00	3110320
Junior Athletics	Council	Yes	\$2,269.00	\$2,332.00	3110320
Junior Soccer	Council	Yes	\$400.00	\$411.00	3110320
Swimming Clubs	Council	Yes	\$1,359.00	\$1,397.00	3110320
<b>Sports Ground</b>					
Casual Hire (per hour)	Council	Yes	\$63.00	\$65.00	3110320
- Lights at Additional Cost per hour	Council	Yes	\$19.00	\$20.00	3110320
New Smart Lighting System	Council	Yes	New	Cost Recovery	3110320
Casual Half Day Hire (up to 4 hours)	Council	Yes	\$211.00	\$217.00	3110320
Casual Full Day Hire (over 4 hours)	Council	Yes	\$375.00	\$386.00	3110320
Camping Fee (overflow facility per night) - Check out 10:30am	Council	Yes	\$15.50	\$16.00	3110320
- Shower Usage (per person)	Council	Yes	\$4.00	\$4.00	3110320
Special Events (Commercial) includes power and access to amenities where available (per day)	Council	Yes	\$900.00	\$296.00	3110320
<b>Sports Halls</b>					
Court Hire	Council	Yes	\$400.00 per court/hour \$280.00 per court/day	\$400.00 per court/hour \$280.00 per court/day	3110320
Sporting Club Office Hire (per annum)	Council	Yes	\$176.00	\$181.00	3110320
Storage Area Hire (per annum)	Council	Yes	\$126.00	\$130.00	3110320
Recreation Centre Attendant Hire (per hour)	Council	Yes	\$44.00	\$45.00	3110320
50% discount applies on all 'Sports Ground' and 'Sports Halls' bookings from Mon-Fri, 9am to 3pm for school bookings and Senior Group bookings.					
<b>Bonds</b>					
Bonds - General Facilities (Community) i.e. local club, Not for Profit etc.	Council	OOS	Up to \$2,000.00	Up to \$2,000.00	TRUST TYPE 11
Bonds - Special Hirings/Events (Commercial)	Council	OOS	Up to \$4,000.00	Up to \$4,000.00	TRUST TYPE 11
<b>Casual Sports Entry Fee</b>					
Adult	Council	Yes	\$5.00	\$5.00	3110320
Child 5 years - 17 years	Council	Yes	\$4.00	\$4.00	3110320
Child 4 years and under	Council	Yes	No Charge	No Charge	3110320
Concession	Council	Yes	\$4.50	\$4.50	3110320
Senior	Council	Yes	\$4.00	\$4.00	3110320
Spectator	Council	Yes	No Charge	No Charge	
<b>Outdoor Courts</b>					
Court Hire Rate (per hour)	Council	Yes	\$14.50	\$14.50	3110320
Lighting Hire Rate (per hour per court)	Council	Yes	\$5.50	\$5.70	3110320
<b>Programs</b>					
Senior Social Sport (per player per game)	Council	Yes	\$8.00	\$8.20	3110320
Senior Social Sport (10 Game Pass) (per player)	Council	Yes	\$74.00	\$76.00	3110320
<b>Recreation Centre</b>					
Junior Social Sport (per player)	Council	Yes	\$7.00	\$7.20	3110320
Junior Social Sport (10 Game Pass) (per player)	Council	Yes	\$63.50	\$65.50	3110320
Social Sports Team	Council	Yes	\$50.00	\$51.50	3110320
Team Forfeit Fee	Council	Yes	\$48.00	\$48.00	3110320
Special Event or Activity	Council	Yes	Cost Recovery	Cost Recovery	3110320

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =	Outside the Scope of GST	Outside the Scope of GST	
		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>RECREATION AND CULTURE Continued</b>					
<b>Birthday Parties</b>					
Basic Party (up to Max. 10 persons)	Council	Yes	\$150.00	\$175.00	3110320
Basic Party - per additional person	Council	Yes	\$15.00	\$17.50	3110320
Deluxe Party (up to Max. 10 persons)	Council	Yes	\$210.00	\$250.00	3110320
Deluxe Party - per additional person	Council	Yes	\$21.00	\$25.00	3110320
Premium Party (up to Max. 10 persons)	Council	Yes	\$270.00	\$300.00	3110320
Premium Party - per additional person	Council	Yes	\$27.00	\$30.00	3110320
<b>Facility Hire</b>					
Small Room Hire - 100sqm (Community Rate)	Council	Yes	\$36.00 per hour \$254.00 per day	\$37.00 per hour \$261.00 per day	3110320
Small Room Hire - 100sqm	Council	Yes	\$52.00 per hour \$363.00 per day	\$53.00 per hour \$374.00 per day	3110320
Large Room Hire - 200sqm (Community Rate)	Council	Yes	\$58.00 per hour \$406.00 per day	\$60.00 per hour \$418.00 per day	3110320
Large Room Hire - 200sqm	Council	Yes	\$83.00 per hour \$580.00 per day	\$85.00 per hour \$597.00 per day	3110320
Hospitality Room Hire - 500sqm (Community Rate)	Council	Yes	\$67.00 per hour \$471.00 per day	\$69.00 per hour \$485.00 per day	3110320
Hospitality Room Hire - 500sqm	Council	Yes	\$97.00 per hour \$682.00 per day	\$100.00 per hour \$700.00 per day	3110320
Hospitality Room & Undercover Patio Hire - 900sqm (Community Rate)	Council	Yes	\$83.00 per hour \$584.00 per day	\$85.00 per hour \$600.00 per day	3110320
Hospitality Room & Undercover Patio Hire - 900sqm	Council	Yes	\$119.00 per hour \$834.00 per day	\$122.00 per hour \$857.00 per day	3110320
Undercover Patio Area Hire - 400sqm (Community Rate)	Council	Yes	\$33.00 per hour \$232.00 per day	\$34.00 per hour \$239.00 per day	3110320
Undercover Patio Area Hire - 400sqm	Council	Yes	\$48.00 per hour \$334.00 per day	\$49.00 per hour \$344.00 per day	3110320
Kitchen Area Hire (Community Rate)	Council	Yes	\$22.00 per hour	\$23.00 per hour	3110320
Kitchen Area Hire	Council	Yes	\$32.00 per hour	\$33.00 per hour	3110320
Full Centre Hire (Community Rate)	Council	Yes	\$213.00 per hour \$1,494.00 per day	\$219.00 per hour \$1,536.00 per day	3110320
Full Centre Hire	Council	Yes	\$320.00 per hour \$2,241.00 per day	\$330.00 per hour \$2,304.00 per day	3110320
Cancellation Fee (unless 24 hours notice given)	Council	Yes	\$29.00	\$30.00	3110320
<b>Equipment Hire</b>					
Public Address System	Council	Yes	\$22.00	\$22.50	3110320
Projector & Screen	Council	Yes	\$22.00	\$22.50	3110320
Laptop	Council	Yes	\$22.00	\$22.50	3110320
Tea & coffee provision (per person)	Council	Yes	\$3.00	\$3.00	3110320
AROC Mobile Toilet Van - Not for profit community events where the hirer is an AROC Member	Council	Yes	\$113 per day	\$116.00	3110335
AROC Mobile Toilet Van - Not for profit community events where the hirer is not an AROC Member	Council	Yes	\$227.00 per day	\$234.00	3110335
AROC Mobile Toilet Van - Corporate or commercial groups where the hirers Shire is not an AROC member	Council	Yes	\$340.00 per day	\$350.00	3110335
AROC Mobile Toilet Van - Corporate or commercial groups where the hirers Shire is an AROC member	Council	Yes	\$307.00 per day	\$316.00	3110335



SCHEDULE OF FEES AND CHARGES 2025/26					
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		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>RECREATION AND CULTURE Continued</b>					
<b>Facility Hire Continued</b>					
<b>Bert Hwake Pavilion</b>					
Meeting Room - Per Hour	Council	Yes	\$15.00	\$15.00	3110320
Kitchen- Per Hour	Council	Yes	\$20.00	\$20.00	3110320
Full Facility Per Hour	Council	Yes	\$35.00	\$35.00	3110320
External Amenities- Per day	Council	Yes	\$8.00	\$8.00	3110320
External Amenities- Per Month	Council	Yes	\$40.00	\$40.00	3110320
External Amenities- Per 6 Months	Council	Yes	\$150.00	\$150.00	3110320
Birthday/ 24 Hour Bookings- Per day	Council	Yes	\$600.00	\$600.00	3110320
Cleaning / Repair Bond ( refundable)	Council	Yes	\$800.00	\$800.00	3110320
<b>Public Hall Hire - Northam</b>					
<b>Meetings, Training and Conventions</b>					
Please note meetings are charged for time used (including any set up and cleaning time)					
Includes kitchen, chairs and tables					
Note: Full Day being 8 Hours unless otherwise noted					
<b>Northam Lesser Hall</b>					
<b>Commercial Use</b>					
Hall Hire - Per Hour	Council	Yes	\$28.00	\$29.00	3110120
Hall Hire - Per Day	Council	Yes	\$195.00	\$200.00	3110120
<b>Community Use</b>					
Hall Hire - Per Hour	Council	Yes	\$20.00	\$20.50	3110120
Hall Hire - Per Day	Council	Yes	\$137.00	\$141.00	3110120
<b>Northam Town Hall</b>					
<b>Commercial Use</b>					
Hall Hire - Per Hour	Council	Yes	\$33.00	\$34.00	3110120
Hall Hire - Per Day	Council	Yes	\$232.00	\$239.00	3110120
<b>Community Use</b>					
Hall Hire - Per Hour	Council	Yes	\$24.00	\$25.00	3110120
Hall Hire - Per Day	Council	Yes	\$163.00	\$168.00	3110120
<b>Bakers Hill Recreation Centre</b>					
<b>Commercial Use</b>					
Entire Facility - Per Hour	Council	Yes	\$50.00	\$50.00	3110120
Entire Facility - Per Day	Council	Yes	\$300.00	\$300.00	3110120
Sports Hall - Per Hour	Council	Yes	\$35.00	\$35.00	3110120
Sports Hall - Per Day	Council	Yes	\$210.00	\$210.00	3110120
Meeting Room - Per Hour	Council	Yes	\$25.00	\$25.00	3110120
Meeting Room - Per Day	Council	Yes	\$150.00	\$150.00	3110120
Kitchen - Per Hour	Council	Yes	\$25.00	\$25.00	3110120
Kitchen - Per Day	Council	Yes	\$150.00	\$150.00	3110120
Kitchen/Meeting Room - Per Hour	Council	Yes	\$35.00	\$35.00	3110120
Kitchen/Meeting Room - Per Day	Council	Yes	\$210.00	\$210.00	3110120
<b>Community Use</b>					
Entire Facility - Per Hour	Council	Yes	\$35.00	\$35.00	3110120
Entire Facility - Per Day	Council	Yes	\$210.00	\$210.00	3110120
Sports Hall - Per Hour	Council	Yes	\$25.00	\$25.00	3110120
Sports Hall - Per Day	Council	Yes	\$150.00	\$150.00	3110120
Meeting Room - Per Hour	Council	Yes	\$15.00	\$15.00	3110120
Meeting Room - Per Day	Council	Yes	\$90.00	\$90.00	3110120
Kitchen - Per Hour	Council	Yes	\$15.00	\$15.00	3110120
Kitchen - Per Day	Council	Yes	\$90.00	\$90.00	3110120
Kitchen/Meeting Room - Per Hour	Council	Yes	\$25.00	\$25.00	3110120
Kitchen/Meeting Room - Per Day	Council	Yes	\$150.00	\$150.00	3110120
Children's Parties	Council	Yes	\$100.00	\$100.00	3110120
Local Community Funeral	Council	Yes	Free	Free	

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
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		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>RECREATION AND CULTURE Continued</b>					
<b>Bakers Hill Recreation Centre Hire Continued</b>					
<b>Basketball Courts</b>					
Annual Fee	Council	Yes	\$100.00	\$100.00	3110120
Hourly Rate	Council	Yes	\$10.00	\$10.00	3110120
<b>Weekly User Discount Hire Rates</b>					
Badminton - Hire of Sport Hall up to 2 hours	Council	Yes	\$25.00	\$25.00	3110120
Craft Group and Yoga - Hire of Meeting Room up to 2 hours	Council	Yes	\$10.00	\$10.00	3110120
Playgroup - Entire Facility - per session	Council	Yes	\$30.00	\$30.00	3110120
<b>Southern Brook Hall</b>					
Entire Facility	Council	Yes	\$250.00	\$250.00	3110120
Bond (At the discretion of the Progress Association)	Council	Yes	\$150.00	\$150.00	3110120
<b>Clackline Hall</b>					
Entire Facility:					
Half day (six hours)	Council	Yes	\$60.00	\$60.00	3110120
Full day (twelve hours)	Council	Yes	\$100.00	\$100.00	3110120
Full day and evening	Council	Yes	\$140.00	\$140.00	3110120
Local Community Funeral	Council	Yes	Free	Free	
Charitable or Fundraising Community Event	Council	Yes	Free	Free	
Bond:					
Clackline Residents	Council	Yes	\$100.00	\$100.00	3110120
Non-Clackline Residents	Council	Yes	\$200.00	\$200.00	3110120
<b>Wundowie Hall</b>					
<b>Commercial Use</b>					
Entire Facility - Per Hour	Council	Yes	\$50.00	\$50.00	3110120
Entire Facility - Per Day	Council	Yes	\$350.00	\$300.00	3110120
Meeting Room - Per Hour	Council	Yes	\$27.00	\$25.00	3110120
Meeting Room - Per Day	Council	Yes	\$188.00	\$210.00	3110120
Kitchen - Per Hour	Council	Yes	New	\$25.00	3110120
Kitchen - Per Day	Council	Yes	New	\$150.00	3110120
Kitchen/Meeting Room - Per Hour	Council	Yes	New	\$35.00	3110120
Kitchen/Meeting Room - Per Day	Council	Yes	New	\$210.00	3110120
<b>Community Use</b>					
Entire Facility - Per Hour	Council	Yes	New	\$35.00	3110120
Entire Facility - Per Day	Council	Yes	New	\$210.00	3110120
Meeting Room - Per Hour	Council	Yes	New	\$15.00	3110120
Meeting Room - Per Day	Council	Yes	New	\$90.00	3110120
Kitchen - Per Hour	Council	Yes	New	\$15.00	3110120
Kitchen - Per Day	Council	Yes	New	\$90.00	3110120
Kitchen/Meeting Room - Per Hour	Council	Yes	New	\$25.00	3110120
Kitchen/Meeting Room - Per Day	Council	Yes	New	\$150.00	3110120
<b>Subsidised Hall Hire Fee</b>					
Taekwondo	Council	Yes	New	\$1,000.00	3110120
Silver Wings - Hire of Wundowie Hall	Council	Yes	\$500.00	\$1,500.00	3110120
<b>Sound Shell - Bernard Park, Northam (if using lights etc.)</b>					
Hire by Community Organisations	Council	Yes	\$15.00 per hour	\$15.50 per hour	3110320
Hire by Commercial Organisations	Council	Yes	\$35.00 per hour	\$36.00 per hour	3110320
<b>Facility Hire Bond</b>					
Rate will depend on venue and function activities (Risk Matrix to determine)	Council	OOS	\$100.00 - \$2,000.00	\$100.00 - \$2,000.00	TRUST TYPE 1 or 11
<b>Other Charges</b>					
Facility cleaning or damage arising from hire	Council	Yes	Full Recovery of Cost	Full Recovery of Cost	3110320
<b>Swimming Pool - Wundowie</b>					
<b>Casual Pool Entry</b>					
Adult	Council	Yes	\$5.00	\$5.00	3110220
Child 5 years - 17 years	Council	Yes	\$3.50	\$3.50	3110220
Child up to 4 years	Council	Yes	No charge	No Charge	
Concession	Council	Yes	\$3.50	\$3.50	3110220
Age Pensioner	Council	Yes	\$2.00	\$2.00	3110220
Spectator	Council	Yes	\$1.00	\$1.00	3110220
Family (2 Adult + 2 Child or 1 Adult + 3 Child)	Council	Yes	\$13.30	\$13.30	3110220
Family (2 Adult + 3 Child or 1 Adult + 4 Child)	Council	Yes	\$16.20	\$16.20	3110220

SCHEDULE OF FEES AND CHARGES 2025/26					
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		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>RECREATION AND CULTURE Continued</b>					
<b>Swimming Pool - Northam</b>					
<b>Multi Visit Pass</b>					
Adult (10 Visit Pass)	Council	Yes	\$44.50	\$44.50	3110220
Child (10 Visit Pass)	Council	Yes	\$34.00	\$34.00	3110220
Concession (10 Visit Pass)	Council	Yes	\$35.00	\$35.00	3110220
Age Pensioner (10 Visit Pass)	Council	Yes	\$19.00	\$19.00	3110220
<b>Season Pass</b>					
Adult (Full Season Pass)	Council	Yes	\$98.00	\$98.00	3110220
Adult (Half Season Pass)	Council	Yes	\$59.00	\$59.00	3110220
Child (Full Season Pass)	Council	Yes	\$76.00	\$76.00	3110220
Child (Half Season Pass)	Council	Yes	\$45.50	\$45.50	3110220
Concession (Full Season Pass)	Council	Yes	\$83.00	\$83.00	3110220
Concession (Half Season Pass)	Council	Yes	\$50.00	\$50.00	3110220
Age Pensioner (Full Season Pass)	Council	Yes	\$43.00	\$43.00	3110220
Age Pensioner (Half Season Pass)	Council	Yes	\$24.00	\$24.00	3110220
Family (Full Season Pass)	Council	Yes	\$286.00	\$286.00	3110220
Otp (1) 2A+ 2C or Opt (2) 1A + 3C	Council	Yes	\$159.00	\$159.00	3110220
Family (Half Season Pass)	Council	Yes	\$340.00	\$340.00	3110220
Otp (1) 2A+ 2C or Opt (2) 1A + 3C	Council	Yes	\$202.00	\$202.00	3110220
Family (Full Season Pass)	Council	Yes	\$68.00	\$68.00	3110220
Otp (1) 2A+ 3C or Opt (2) 1A + 4C	Council	Yes	\$38.00	\$38.00	3110220
Family (Half Season Pass)	Council	Yes			
Otp (1) 2A+ 3C or Opt (2) 1A + 4C	Council	Yes			
Additional Family Member (Full Season Pass)	Council	Yes			
Additional Family Member (Half Season Pass)	Council	Yes			
<b>Casual Pool Entry</b>					
Adult	Council	Yes	\$5.90	\$6.00	3110220
Child 5 years - 17 years	Council	Yes	\$4.20	\$4.30	3110220
Child up to 4 years	Council	Yes	No Charge	No Charge	
Concession	Council	Yes	\$4.70	\$4.80	3110220
Aged Pensioner	Council	Yes	\$2.00	\$2.00	3110220
Spectator	Council	Yes	\$2.00	\$2.00	3110220
Family (2 Adult + 2 Child or 1 Adult + 3 Child)	Council	Yes	\$15.80	\$16.30	3110220
Family (2 Adult + 3 Child or 1 Adult + 4 Child)	Council	Yes	\$19.00	\$19.00	3110220
<b>Multi Visit Pass</b>					
Adult (10 Visit Pass)	Council	Yes	\$53.10	\$54.00	3110220
Child (10 Visit Pass)	Council	Yes	\$37.80	\$38.70	3110220
Concession (10 Visit Pass)	Council	Yes	\$42.30	\$43.20	3110220
Age Pensioner (10 Visit Pass)	Council	Yes	\$18.00	\$18.00	3110220
<b>Season Pass</b>					
Adult (Full Season Pass)	Council	Yes	\$170.00	\$175.00	3110220
Adult (Half Season Pass)	Council	Yes	\$102.00	\$105.00	3110220
Child (Full Season Pass)	Council	Yes	\$131.00	\$135.00	3110220
Child (Half Season Pass)	Council	Yes	\$79.00	\$81.00	3110220
Age Pensioner (Full Season Pass)	Council	Yes	\$71.00	\$73.00	3110220
Age Pensioner (Half Season Pass)	Council	Yes	\$43.00	\$44.00	3110220
Concession (Full Season Pass)	Council	Yes	\$143.00	\$147.00	3110220
Concession (Half Season Pass)	Council	Yes	\$88.00	\$90.00	3110220
General - Spectator Entry (Ed. Dept. lessons & Swimming Club)	Council	Yes	No Charge	No Charge	3110220
Family (Full Season Pass)	Council	Yes	\$451.00	\$464.00	3110220
Otp (1) 2A+ 2C or Opt (2) 1A + 3C	Council	Yes	\$252.00	\$259.00	3110220
Family (Half Season Pass)	Council	Yes	\$506.00	\$521.00	3110220
Otp (1) 2A+ 2C or Opt (2) 1A + 3C	Council	Yes	\$292.00	\$300.00	3110220
Family (Full Season Pass)	Council	Yes	\$113.00	\$116.00	3110220
Otp (1) 2A+ 3C or Opt (2) 1A + 4C	Council	Yes	\$62.00	\$64.00	3110220
Northam - Family (Half Season Pass)	Council	Yes			
Otp (1) 2A+ 3C or Opt (2) 1A + 4C	Council	Yes			
Additional Family Member (Full Season Pass)	Council	Yes			
Additional Family Member (Half Season Pass)	Council	Yes			

SCHEDULE OF FEES AND CHARGES 2025/26					
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<b>RECREATION AND CULTURE Continued</b>					
<b>Swimming Pool - Northam</b>					
<b>Aquatic Facilities - General Fees</b>					
Ed, Dept./School Entry (per student)	Council	Yes	\$3.30	\$3.40	3110220
Slide Entry One session (Sessions 2hrs)	Council	Yes	\$5.50	\$5.50	3110220
Slide Entry Additional session (Sessions 2hrs)	Council	Yes	\$2.20	\$2.20	3110220
Slide Entry (All Day Pass)	Council	Yes	\$9.50	\$9.50	3110220
Small Inflatable Hire (per hour - includes operator)	Council	Yes	\$79.00	\$81.00	3110220
Large Inflatable Hire (per hour - includes operator)	Council	Yes	\$101.00	\$104.00	3110220
Lane Hire (per lane per hour)	Council	Yes	\$23.00	\$23.70	3110220
Lane Hire (per lane per hour) (Community Rate)	Council	Yes	\$12.50	\$12.90	3110220
Pool Lifeguard Hire (per hour)	Council	Yes	\$43.50	\$45.00	3110220
Pool Manager Hire (per hour)	Council	Yes	\$71.50	\$73.00	3110220
Aquatic Event / Activity Entry	Council	Yes	Cost Recovery	Cost Recovery	3110220
Update Northam Season Pass to include Wundowie Pool (per pass)	Council	Yes	\$17.00	\$17.50	3110220
Miscellaneous Equipment Hire	Council	Yes	Cost Recovery	Cost Recovery	3110220
<b>Swimming Carnivals</b>					
Swimming Carnival Venue Hire (4 hours and up to 200 students) - includes entry, 1 x lifeguard hire, grandstand, change rooms, 50m & 25m pool	Council	Yes	\$750.00	\$750.00	3110220
Over 200 students - per student	Council	Yes	\$3.00	\$3.00	3110220
Swimming Carnival Venue Additional Hire (per hour)	Council	Yes	\$100.00	\$100.00	3110220
<b>Learn To Swim (LTS)</b>					
Learn to Swim - Infant/Toddler (per lesson)	Council	Yes	\$12.50	\$12.90	3110220
Learn to Swim - School Age (per lesson)	Council	Yes	\$15.50	\$15.90	3110220
Learn to Swim - Private one on one (per lesson)	Council	Yes	\$38.00	\$39.00	3110220
Learn to Swim - Private one on two (per lesson)	Council	Yes	\$23.00	\$23.70	3110220
Commercial Learn to Swim - Child under 5 (per lesson)	Council	Yes	\$3.60	\$3.70	3110220
<i>Note: Wundowie Pool, Half Season Pass is only from opening of the season to 31 Jan or 1 Feb to closing of the season.</i>					
<i>Note: Northam pool, Half Season Pass is only from opening of the season to 31 Dec or 1 Jan to closing of the season.</i>					
<b>Staff Discount</b>					
A 50% discount applies to Shire of Northam Employees and their immediate family, defined as dependant children up to the age of 18 and Spouse/defaulto only					
<b>Australia Day - Wundowie and Northam</b>	Council	Yes	No Charge	No Charge	
<b>Northam Region Library</b>					
Replacement Borrower's Card	Council	Yes	\$1.00	\$1.00	3110520
Photocopying/Printing	Council	Yes	\$0.20 per page	\$0.20 per page	3110520
Photocopying/Printing Colour	Council	Yes	\$0.50 per page	\$0.50 per page	3110520
Laminating A4	Council	Yes	\$1.00 per page	\$1.00 per page	3110520
Laminating A3	Council	Yes	\$2.00 per page	\$2.00 per page	3110520

SCHEDULE OF FEES AND CHARGES 2025/26					
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<b>RECREATION AND CULTURE Continued</b>					
<b>Northam Region Library Continued</b>					
<b>Workshops</b>					
Child - Under the age of 18	Council	Yes	Up to \$11.50	Up to \$12.00	3110520
Adult - Person over the age of 18	Council	Yes	Up to \$28.50	Up to \$29.00	3110520
Family - Where more than 1 Child from a family is booked into the same workshop and a medicare card has been sighted listing all children	Council	Yes	Up to \$22.00	Up to \$23.00	3110520
<b>Create 298</b>					
Meeting room hire (former Town Council Chambers) - Community Rate per hour	Council	Yes	\$35.00	\$36.00	3130820
Meeting room hire (former Town Council Chambers) - Community Rate per day	Council	Yes	\$245.00	\$252.00	3130820
Meeting room hire (former Town Council Chambers) - Commercial Rate per hour	Council	Yes	\$45.00	\$46.00	3130820
Meeting room hire (former Town Council Chambers) - Commercial Rate per day	Council	Yes	\$315.00	\$324.00	3130820
<b>Bilya Koort Boodja Centre</b>					
Sale of artworks or merchandise	Council	Yes	Commission of 20% on each artwork or merchandise	Commission of 20% on each artwork or merchandise	3130921
Workshop/Exhibition Space - Round Room - Community Rate during operational hours (9am - 4pm) per hour	Council	Yes	\$35.00	\$40.00	3130935
Workshop/Exhibition Space - Round Room - Community Rate during operational hours (9am - 4pm) per day	Council	Yes	\$210.00	\$240.00	3130935
Workshop/Exhibition Space - Round Room - Community Rate After Hours (Before 9am/After 4pm) per hour	Council	Yes	\$45.00	\$50.00	3130935
Workshop/Exhibition Space - Round Room - Commercial Rate during operational hours (9am - 4pm) per hour	Council	Yes	\$45.00	\$50.00	3130935
Workshop/Exhibition Space - Round Room - Commercial Rate during operational hours (9am - 4pm) per day	Council	Yes	\$270.00	\$300.00	3130935
Workshop/Exhibition Space - Round Room - Commercial Rate After Hours (Before 9am/After 4pm) per hour	Council	Yes	\$55.00	\$60.00	3130935
Small Meeting Room - Community Rate during operational hours (9am - 4pm) per hour	Council	Yes	\$10.00	\$15.00	3130935
Small Meeting Room - Community Rate during operational hours (9am - 4pm) per day	Council	Yes	\$60.00	\$90.00	3130935
Small Meeting Room - Commercial Rate during operational hours (9am - 4pm) per hour	Council	Yes	\$15.00	\$20.00	3130935
Small Meeting Room - Commercial Rate during operational hours (9am - 4pm) per day	Council	Yes	\$90.00	\$120.00	3130935
Large Meeting Room - Community Rate during operational hours (9am - 4pm) per hour	Council	Yes	\$30.00	\$35.00	3130935
Large Meeting Room - Community Rate during operational hours (9am - 4pm) per day	Council	Yes	\$180.00	\$210.00	3130935
Large Meeting Room - Community Rate After Hours (Before 9am/After 4pm) per hour	Council	Yes	\$45.00	\$50.00	3130935
Large Meeting Room - Commercial Rate during operational hours (9am - 4pm) per hour	Council	Yes	\$40.00	\$45.00	3130935
Large Meeting Room - Commercial Rate during operational hours (9am - 4pm) per day	Council	Yes	\$240.00	\$270.00	3130935
Large Meeting Room - Commercial Rate After Hours (Before 9am/After 4pm) per hour	Council	Yes	\$50.00	\$55.00	3130935
Provision of Tea & Coffee per person	Council	Yes	New	\$3.00	3130935
Lighting of Fire Pit	Council	Yes	New	\$50.00	3130935
Cultural awareness training	Council	Yes	Program Recovery + 15% administration fee	Program Recovery + 15% administration fee	3130920

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =	Outside the Scope of GST	Outside the Scope of GST	
		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>RECREATION AND CULTURE Continued</b>					
Cultural activities and programs - specific to clients request. Please contact the Centre Manager for pricing	Council	Yes	Program Recovery + 15% administration fee	Program Recovery + 15% administration fee	3130920
Entry Fee Adult	Council	Yes	\$12.00	\$10.00	3130920
Entry Fee Child (4 years to 15 years)	Council	Yes	\$6.00	\$5.00	3130920
Guided Tour of BKB Centre (25+ people)	Council	Yes	80% of the full rate	80% of the full rate per person	3130920
Guided Tour of BKB Centre	Council	Yes	\$12.00 entry & scheduled tour	\$14.00	3130920
Guided Tour of BKB Centre - Child over 6 years	Council	Yes	New	\$7.00	3130920
Guided River (Golguler) Tour - Adult	Council	Yes	\$14.00	\$14.00	3130920
Guided River (Golguler) Tour - Child over 6 years	Council	Yes	\$7.00	\$7.00	3130920
Guided River (Golguler) Tour (25+ people)	Council	Yes	80% of the full rate	80% of the full rate per person	3130920
Annual Membership (includes one free tour per year)	Council	Yes	\$23.00	\$23.00	3130920
<b>RECREATION AND CULTURE Continued</b>					
<b>Council fees and charges for the following events:</b>					
Elevate Festival: Adult Entry fee	Council	Yes	15.00	15.00	3110700
Elevate Festival: Child under 16 Entry fee	Council	Yes	0.00	0.00	3110700
Wheatbelt Futures Forum	Council	N/A	No Charge	No Charge	
Wheatbelt Relay for Life	Council	N/A	No Charge	No Charge	
Youth Futures Pipeline Challenge	Council	N/A	No Charge	No Charge	
Vintage Swap Meet	Council	N/A	No Charge	No Charge	
Directions Careers Expo	Council	N/A	No Charge	No Charge	
Seniors Council of WA - Seniors Olympics	Council	N/A	No Charge	No Charge	
Northam RSL	Council	N/A	No Charge	No Charge	
Mother's Day Challenge (Northam Town Team)	Council	N/A	No Charge	No Charge	
Safer streets Children's Festival (Northam Town Team)	Council	N/A	No Charge	No Charge	
Volunteer Event (Northam Town Team)	Council	N/A	No Charge	No Charge	
NTT Silent Disco (Northam Town Team)	Council	N/A	No Charge	No Charge	
Almost free Event (Northam Town Team)	Council	N/A	No Charge	No Charge	
Pink Up Northam (Northam Town Team)	Council	N/A	No Charge	No Charge	
Carols On Fitzgerald (Bridgeley)	Council	N/A	No Charge	No Charge	
Turn Up in Blue (Holyoake)	Council	N/A	No Charge	No Charge	
Northam Loins Community Markets	Council	N/A	No Charge	No Charge	

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =  Yes =	Outside the Scope of GST  Taxable 1/11th GST	Outside the Scope of GST  Taxable 1/11th GST	
<b>TRANSPORT</b>					
<b>Special Series Shire Number Plates</b>					
Special Series Plate Fee Note: DoT Charge \$200.00 for supply - Total Fee \$334.00	Council	Yes	\$134.00	\$138.00	3120501
<b>Directional Signage</b>					
Application Fee	Council	Yes	\$65.00	\$67.00	3120201
Materials and Fabrication	Council	Yes	At Cost	At Cost	3120201
<b>Airport</b>					
Lease establishment fee	Council	Yes	\$3,896.00	At Cost	3120601
Lease transfer fee	Council	Yes	\$1,951.00	At Cost	3120601
Lease rental fees	Council	Yes	As per lease	As per lease	3120601
Aircraft parking per plane per week	Council	Yes	\$17.00	\$17.50	3120601
Aircraft parking per plane 3 Months	Council	Yes	\$171.00	\$176.00	3120601
Aircraft parking per plane 6 months	Council	Yes	\$285.00	\$294.00	3120601
Aircraft parking per plane 12 months	Council	Yes	\$456.00	\$470.00	3120601
Hanger 24 & 25 parking per Annum	Council	Yes	New	\$1,000.00	1320601
Commercial flight training contribution to runway lights	Council	Yes	\$643.00	\$662.00	3120601
Additional or replacement access fob (each)	Council	Yes	\$85.00	\$87.00	3120601
<b>ECONOMIC SERVICES</b>					
<b>Visitor Servicing</b>					
(i) Visitor Centre Sale of artworks or merchandise	Council	Yes	Commission of 10% on each artwork or merchandise	Commission of 20% on each artwork or merchandise	3130234
Visitor Centre Sale of Avon Valley Art Society artworks or merchandise (as per MOU)	Council	Yes		Commission of 10% on each artwork or merchandise	3130234
(ii) Walking tours - Adult	Council	Yes	\$14.00	\$14.50	3130220
Walking tours - Child over 6 years	Council	Yes	\$7.00	\$7.00	3130220
(iii) Walking tours - group of 10 or more	Council	Yes	\$119.00 per tour	\$122.00 per tour	3130220

SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =	Outside the Scope of GST	Outside the Scope of GST	
		Yes =	Taxable 1/11th GST	Taxable 1/11th GST	
<b>ECONOMIC SERVICES Continued</b>					
<b>Building Control</b>					
(i) Relocated House - Inspection Fee					
- (Prior to Building Application Approval)	Council	Yes	\$405.00	\$416.00	3130335
- Distance up to 100km radius of Northam Shire	Council	Yes	Actual cost	Actual cost	3130335
- Distance over 100kms from Shire Offices shall incur additional charge of \$50 per hour to the officer's time and a charge for additional mileage at Public Service Award Rates)					
(ii) Infrastructure Bond Residential	Council	OOS	\$1,119.00	\$1,150.00	TRUST TYPE 22
Infrastructure Bond Commercial	Council	OOS	\$1,678.00	\$1,720.00	TRUST TYPE 22
(iii) Infrastructure Bond Rural	Council	OOS	\$1,119.00	\$1,150.00	TRUST TYPE 9
(iv) Copies of Building Plans *					
(a) office copies	Council	Yes	\$36.00	\$37.00	3130320
(b) archive copies	Council	Yes	\$83.00	\$85.00	3130320
* Fees may be subject to quote for large projects					
(v) Building Application Fee - Residential - Uncertified					
	Statutory	OOS	\$ As per the fee prescribed in the Building Regulations	\$ As per the fee prescribed in the Building Regulations	3130320
(vi) Building Application Fee - Commercial or Residential - Certified					
	Statutory	OOS	\$ As per the fee prescribed in the Building Regulations	\$ As per the fee prescribed in the Building Regulations	3130320
(vii) Application for a Demolition Permit					
	Statutory	OOS	\$ As per the fee prescribed in the Building Regulations	\$ As per the fee prescribed in the Building Regulations	3130320
(viii) Application to extend the time during which a building permit, demolition permit, occupancy permit or building approval certificate has effect					
	Statutory	OOS	\$ As per the fee prescribed in the Building Regulations	\$ As per the fee prescribed in the Building Regulations	3130320
(ix) Application for an Occupancy Permit					
	Statutory	OOS	\$ As per the fee prescribed in the Building Regulations	\$ As per the fee prescribed in the Building Regulations	3130320
(x) Application for a Building Approval Certificate, retrospective approval for unauthorised work for class 1 and 10 buildings (houses and non habitable buildings)					
	Statutory	OOS	\$ As per the fee prescribed in the Building Regulations	\$ As per the fee prescribed in the Building Regulations	3130320
(xi) Application as defined in regulation 31					
	Statutory	OOS	\$ As per the fee prescribed in the Building Regulations	\$ As per the fee prescribed in the Building Regulations	3130320
(xii) Building Application Fee - Minimum all classes					
	Statutory	OOS	\$ As per the fee prescribed in the Building Regulations	\$ As per the fee prescribed in the Building Regulations	3130320
(xiii) Pool Inspection or reinspection Fee (non scheduled)	Council	Yes	\$83.00	\$85.00	3130321
(xiv) Swimming Pool Inspection fee per annum (scheduled)	Statutory	OOS	\$50.00	\$50.00	3130321
(xv) Building Services Levy	Statutory	OOS	\$ As per the fee prescribed	\$ As per the fee prescribed	TRUST TYPE 30



SCHEDULE OF FEES AND CHARGES 2025/26					
FEES AND CHARGES		GST	2024/25	Proposed 25/26	Account
Statutory fees and charges cannot be modified by Council but may be subject to change		OOS =  Yes =	Outside the Scope of GST  Taxable 1/11th GST	Outside the Scope of GST  Taxable 1/11th GST	
<b>ECONOMIC SERVICES Continued</b>					
<b>Building Control Continued</b>					
(xvi) BCITF Levy	Statutory	OOS	\$ As per the fee prescribed by the BCITF	\$ As per the fee prescribed by the BCITF	TRUST TYPE 29
(xvii) Application for battery powered smoke alarm. Regulation 61 of the Building Regulations 2012 provides for exceptional circumstances where only battery powered smoke alarms can be used	Statutory	OOS	\$179.40	\$179.40	3130320
(xviii) Certificate of Design Compliance Class 1 or Class 10 Buildings (non Shire of Northam residents)	Council	Yes	0.13% (min \$428.00) of value of works	0.13% (min \$428.00) of value of works	3130320
(xix) Certificate of Design Compliance Class 2 -9 Buildings (Commercial)	Council	Yes	0.1%(min \$533.00) of value of works Class 10 \$459.00 Class 1a min. \$645.00	0.1%(min \$533.00) of value of works Class 10 \$459.00 Class 1a min. \$645.00	3130320
(xx) Certificate of Building Compliance*	Council	Yes	Class 2-9 \$708.00 Strata Units (per unit) \$523.00	Class 2-9 \$708.00 Strata Units (per unit) \$523.00	3130320
(xxi) Certificate of Construction Compliance (Class 2-9 Buildings - where the Shire has issued the CDC and building is <500m <sup>2</sup> and < 3 storeys)*  * Includes one inspection; additional inspections are charged at \$214.00 per hour	Council	Yes	Buildings less than 2000m <sup>2</sup> \$708.00 Buildings over 2000m <sup>2</sup> \$1076.00	Buildings less than 2000m <sup>2</sup> \$708.00 Buildings over 2000m <sup>2</sup> \$1076.00	3130320
(xxii) Fast Track Fee	Council	Yes	\$207.00	\$213.00	3130320
(xxiii) Building Surveyor Hourly Charge Rate	Council	Yes	\$135.00	\$139.00	3130320
(xxiv) Verge / Road Permits	Council	Yes	\$208.00	\$214.00	3130320
<b>Service Local Governments</b>					
(i) Building Practitioner Support including travel time (per hour)	Council	Yes	\$84.00	\$86.00	3130320
(ii) Assess & Approval Certified Building Application	Council	Yes	\$253.00	\$260.00	3130320
(iii) Assess & Approval Uncertified Building Application	Council	Yes	\$422.00	\$434.00	3130320
<b>Recycled Water Charges</b>					
(i) Education Department (High School) from point of supply - main line	Council	Yes	\$0.57 per KL	\$0.59 per KL	3130820
(ii) Northam Trotting Club (Inc) from point of supply - Clarke Street Dam	Council	Yes	\$0.57 per KL	\$0.59 per KL	3130820
(iii) Northam Race Club from point of supply	Council	Yes	\$0.57 per KL	\$0.59 per KL	3130820
<b>Community Bus</b>					
(i) Deposit	Council	OOS	\$65.00	\$0.59 per KL	TRUST
(ii) Hire Usage rate per km - Minimum charge of \$50.00 applies to external users Cancellation Fee (otherwise 24hrs notice required) Cleaning Surcharge Fee if Bus returned unclean 50% discount for eligible pensioners (such as Silver Wings, Northam over 60) <b>Note: Bus must be returned fully fuelled up after use or the hirer will be invoiced.</b> <b>Note: No Smoking on Bus.</b> Wundowie to Northam Community Transport - Adult Wundowie to Northam Community Transport - Concession/Child	Council Council Council Council Council Council Council	Yes Yes Yes Yes Yes Yes Yes	\$1.37 \$29.00 Cost recovery Actual cost New New	\$1.40 \$30.00 Cost recovery Actual cost \$8.00 \$4.00	3130823 3130823 3130823 3130823 3130823 3130823 3130823
<b>OTHER PROPERTIES AND SERVICES</b>					
<b>Private Works</b>	Council	Yes	Cost Plus 40%	Cost Plus 40%	3140120
<b>Crossovers</b>					
<b>Bonds</b>					
(i) Vehicle Crossover - Townsite	Council	OOS	\$2,000.00	\$2,000.00	TRUST TYPE 9
<b>Crossover Subsidy</b> Property owner may be eligible for a subsidy (up to 50% of the total cost of construction of a new Standard Crossover):					
(i) Piped (Culvert) Crossover - (to maximum value \$2,000)	Council	Yes			2140187
(ii) Non-piped Crossover - (to maximum value \$1,000)	Council	Yes			2140187

### 13.4.2 Advertising of 2025/26 Differential Rates

<b>File Reference:</b>	8.1.1.2
<b>Reporting Officer:</b>	Colin Young (Executive Manager Corporate Services), Tresa White (Finance Manager)
<b>Responsible Officer:</b>	Colin Young (Executive Manager Corporate Services)
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Absolute Majority
<b>Press release to be issued:</b>	Public Notice

#### BRIEF

To obtain Council's approval to advertise the proposed differential and minimum rates for the 2025/26 financial year and invite public submissions to the proposal as required by the *Local Government Act 1995*.

#### ATTACHMENTS

1. Rates Live Model 3.5 Percent [**13.4.2.1** - 1 page]

#### A. BACKGROUND / DETAILS

In accordance with section 6.36 of the *Local Government Act 1995*, the Shire is required to give local public notice of its intention to impose differential general rates prior to adopting the 2025/26 budget. The Shire of Northam imposes differential rates based on the purpose for which land is zoned or for which the land is held or used.

##### UV and GRV properties

Rates are calculated by multiplying the Gross Rental Value (GRV) or Unimproved Value (UV) by the appropriate rate in the dollar. The GRV and UV are supplied by the Valuer General's Office (VGO). The VGO is required to maintain valuations for all rateable land in Western Australia for rating and taxing purposes. Valuations for GRV are updated every 5 years and annually for UV properties. The VGO issued UV valuations for 2025/26 on 22 April 2025. These updated values were considered as part of the rates modelling.

##### Proposed Differential Rate in the Dollar and Minimum Rates

Like all Local Governments, the Shire is facing significant cost pressures relating to rising utility, construction, service and risk management costs. Rates are a significant portion of the Shire's revenue. To achieve an appropriate level of funding to deliver services and capital renewal, while

considering current cost of living pressures, rate revenue would need to increase by 3.5% on the 2024/25 rate revenue. Rate revenue resulting from development or improvements will be in addition to this proposed rate increase. To achieve the overall 3.5% increase in revenue, individual rate categories may increase by more or less than this.

A table showing the 2024/25 differential rate in the dollar and minimum rates, and the proposed 2025/26 differential rate in the dollar and minimum rates is below:

Rating Category	2024/25 Rate in the Dollar	2024/25 Minimum Rates	2025/26 Proposed Rate in the Dollar	2025/26 Proposed Minimum Rates
GRV	0.111038	\$1,119.00	0.113500	\$1,159.00
GRV Commercial	0.118853	\$1,119.00	0.121850	\$1,159.00
UV	0.004778	\$1,119.00	0.004350	\$1,159.00
UV Regional	0.004238	\$1,076.00	0.004000	\$1,114.00
Rural Small Holdings	0.008182	\$1,119.00	0.007250	\$1,159.00

#### Comparative View of Residential and Unimproved Rates 2024/25

A comparison with other regional Local Governments was undertaken to ensure the Shire's rating model was fair and equitable. The following table details how various rates in the dollar levied in 2024/25 impact the rates levied on individual residential properties for each Local Government. The calculations are based on a nominated Gross Rental Value (GRV) of \$13,000 and Unimproved Value of \$239,500.

Council	GRV Rate in the Dollar	UV Rate in the Dollar	Minimum Rates	Residential Rates Levy based on GRV of \$13,000	Rural Rates Levy based on UV of \$239,500
Shire of Northam	0.111038	0.004778	\$1,159.00	\$1,443.49	\$1,144.33
Shire of York	0.141283	0.007340	\$1,395.00	\$1,836.68	\$1,757.93
Shire of Toodyay	0.112530	0.010628	\$1,495.00	\$1,462.89	\$2,545.41
Shire of Beverley	0.121475	0.005297	\$1,037.00	\$1,579.17	\$1,268.63
Shire of Cunderdin	0.09357	0.004790	\$ 841.00	\$1,216.41	\$1,147.21
Shire of Katanning	0.10020	0.00612	\$1,200.00	\$1,302.30	\$1,465.74

Findings from this exercise show that the Shire of Northam has the second lowest residential GRV and UV and the third lowest minimum rates of those sampled above.

## B. CONSIDERATIONS

### B.1 Strategic Community / Corporate Business Plan

Performance Area: Performance. Outcome 12: Excellence in organisational performance and customer service.

Objective 12.1: Maintain a high standard of corporate governance and financial management.

Priority Action: Nil.

### B.2 Financial / Resource Implications

The advertising of the proposed differential rates and minimum rates will influence the 2025/26 annual budget.

### B.3 Legislative Compliance

*Local Government Act 1995*

#### **s6.33. Differential general rates**

*(1) A local government may impose differential general rates according to any, or a combination, of the following characteristics –*

- (a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
- (b) a purpose for which the land is held or used as determined by the local government; or*
- (c) whether or not the land is vacant land; or*
- (d) any other characteristic or combination of characteristics prescribed.*

#### **s6.35. Minimum payment**

*(1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*

*(2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*

*(3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than –*

- (a) 50% of the total number of separately rated properties in the district; or*
- (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.*

#### **s6.36. Local government to give notice of certain rates**

- (1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.
- (2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).
- (3) A notice referred to in subsection (1) –
- (a) may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and
  - (b) is to contain –
    - (i) details of each rate or minimum payment the local government intends to impose; and
    - (ii) an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and
    - (iii) any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and
  - (c) is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.
- (4) The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.
- (5) Where a local government –
- (a) in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or
  - (b) proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4), it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.'

#### **B.4 Policy Implications**

Nil

#### **B.5 Stakeholder Engagement / Consultation**

Once approved by Council, advertising of the Shire's intention to levy and the objects and reasons for the 2025/26 Differential rates will be undertaken to satisfy legislative requirements.

#### **B.6 Risk Implications**

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Nil	Nil	Nil
Health & Safety	Nil	Nil	Nil
Reputation	Reputational risk if the Shire does not advertise its intention to levy differential rates and minimums.	Rare (1) x Minor (2) = Low (2)	Ensure differential rates are advertised once authorised by Council for a minimum of 21 days.
Service Interruption	Nil	Nil	Nil
Compliance	Non-compliance with the <i>Local Government Act 1995</i> if advertisement is not done with appropriate submission period.	Rare (1) x Minor (2) = Low (2)	Ensure differential rates are advertised once authorised by Council for a minimum of 21 days.
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

**B.7 Natural Environment Considerations**

Nil

**C. OFFICER'S COMMENT**

It is recommended that Council approves the proposed 2025/26 rate in the dollar and the minimum rates for advertising by public notice in accordance with the legislative requirements.

**RECOMMENDATION**

**That Council, BY ABSOLUTE MAJORITY:**

- 1. APPROVES the proposed 2025/26 differential rate in the dollar and minimum payments for advertising as follows:**

<b>Rating Category</b>	<b>2025/26 Proposed Rate in the Dollar (\$)</b>	<b>2025/26 Proposed Minimum Rates (\$)</b>
<b>GRV</b>	0.113500	1,159.00
<b>GRV Commercial</b>	0.121850	1,159.00
<b>UV</b>	0.004350	1,159.00
<b>UV Regional</b>	0.004000	1,114.00
<b>Rural Small Holdings</b>	0.007250	1,159.00

- 2. ADVERTISES by local public notice for a period of 21 days its intention to levy the differential rates and minimum rates for the 2025/26 financial year, in accordance with Section 6.36(1) of the *Local Government Act 1995*.**

**ABSOLUTE MAJORITY OF 6 REQUIRED**

LIVE 3.5 % Model

Line	Code	Total Props	UV Value	GRV Value	Min Amts	UV %	GRV %	Calculated Rates	Props on Min	Concession	Actual Rates to Raise	% Var Exp	% Var LY
1	00	697	1195300	2828386				0		0	0		
2	01	4392	0	57928049	1159		11.35	6574834.97	1103	0	7173777.28	9.1	2.78
3	02	270	139000	15647865	1159		12.185	1906692.44	35	0	1924665.79	0.94	2.72
4	04	723	0	11248167	1159		11.35	1276667.11	105	0	1333847.77	4.47	2.6
5	05	441	217860515	70850	1159	0.435		947693.27	207	0	1026775.8	8.34	4.84
6	06	331	327066000	0	1114	0.4		1308264	150	0	1348800	3.09	8.76
7	07	87	13607680	96200	1159	0.725		98655.69	32	0	120318	21.95	5.77
8	08	8	0	721980	1159		12.185	87973.27		0	87973.27	0	2.52
9	99							0		0	0		
											<u>13016157.91</u>		



### 13.4.3 Accounts & Statement of Accounts - May 2025

<b>File Reference:</b>	2.1.3.4
<b>Reporting Officer:</b>	Elijah Moorhead (Creditors Officer)
<b>Responsible Officer:</b>	Colin Young (Executive Manager Corporate Services)
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Communication Required:</b>	No

#### BRIEF

For Council to receive the accounts for the period from 1 May to 31 May 2025.

#### ATTACHMENTS

1. Declaration MAY 2025 [**13.4.3.1** - 8 pages]
2. Accounts & Statement of Accounts - May 2025 [**13.4.3.2** - 55 pages]

#### A. BACKGROUND / DETAILS

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

Pursuant to Financial Management Regulation 13, a list of payments made from Municipal and Trust accounts is required to be presented to Council on a periodical basis. These details are included as Attachments 13.4.1.1 and 13.4.1.2. In accordance with Financial Management Regulation 12, the Chief Executive Officer has delegated authority to make these payments.

#### B. CONSIDERATIONS

##### **B.1 Strategic Community / Corporate Business Plan**

Performance Area: Performance. Outcome 12: Excellence in organisational performance and customer service.

Objective 12.1: Maintain a high standard of corporate governance and financial management.

Priority Action: Nil.

##### **B.2 Financial / Resource Implications**

Payments of accounts are in accordance with the Shire's 2024/25 Budget Review.

### B.3 Legislative Compliance

Section 6.4 & 6.26(2) (g) of the *Local Government Act 1995*.  
*Financial Management Regulations 2007*, Regulation 12 & 13.

### B.4 Policy Implications

Nil.

### B.5 Stakeholder Engagement / Consultation

Nil.

### B.6 Risk Implications

Refer to Risk Matrix [here](#).

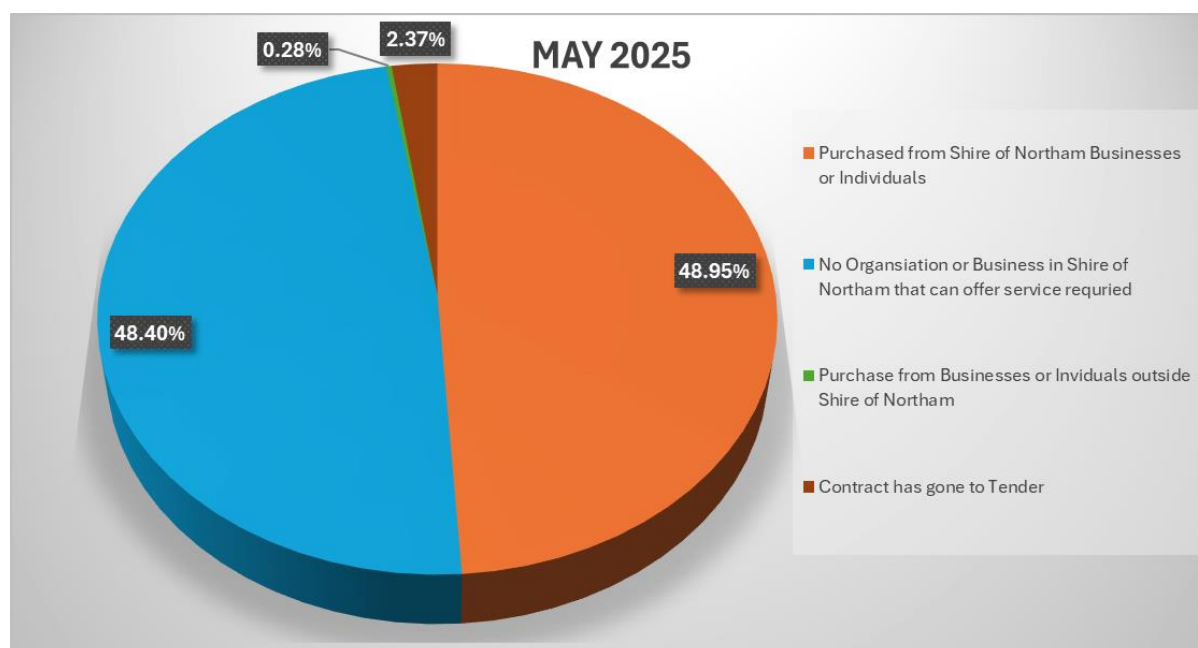
Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Figures not reflecting the true financial situation	Rare (1) x Medium (3) = Low (3)	There are processes in place to show compliance with relevant financial standards and legislation.
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	Report not being accepted by Council due to non-compliance	Rare (1) x Medium (3) = Low (3)	There are processes in place to ensure compliance with relevant Finance policy, standards and legislation.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

### B.7 Natural Environment Considerations

Nil.

## C. OFFICER'S COMMENT

The matter of the Shire supporting local businesses has been raised previously. To assist in providing a greater understanding of the purchasing patterns of the Shire of Northam, the following graph summarises the payments made locally for the month of May 2025:



#### RECOMMENDATION

That Council **RECEIVES** the payments for the period 1 May to 31 May 2025, as listed below:

- Municipal Fund payment cheque numbers 43 - 48 = \$118,251.96
- Municipal Fund EFT54096 to EFT54454 = \$1,906,699.58
- Direct Debits = \$35,541.23
- Superannuation = \$97,531.88
- Payroll = \$552,751.71

**TOTAL: \$2,710,776.36**

that have been made in accordance with the delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

**Payment dates 1<sup>st</sup> May 2025 – 31<sup>th</sup> May 2025**

- Municipal Fund payment cheque numbers 43 to 48 Total \$118,251.96.

**Electronic Funds Transfer**

- Municipal Fund EFT54096 to EFT54454 Total \$1,906,699.58.
- Direct Debits Total \$35,541.23
- Note: Payroll and Superannuation are not included in the Accounts & Statement of Accounts Report – May 2025.

All have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

Month	Cheques 2024/2025	EFT Payments 2024/2025	Direct Debits 2024/2025	Superannuation 2024/2025	Payroll 2024/2025	Total Payments 2024/2025
July	\$ 166,035.14	\$ 2,290,472.07	\$ 166,576.03	Inc in DD's	\$ 538,368.09	\$ 3,161,451.33
August	\$ 21,948.96	\$ 1,559,017.06	\$ 56,879.32	Inc in DD's	\$ 820,797.25	\$ 2,458,642.59
September	\$ -	\$ 1,723,182.66	\$ 3,892.28	\$ 156,561.94	\$ 600,778.20	\$ 2,484,415.08
October	\$ 40,052.60	\$ 2,403,998.50	\$ 102,270.77	\$ 108,209.75	\$ 749,536.94	\$ 3,404,068.56
November	\$ 58,957.00	\$ 1,347,298.21	\$ 35,524.36	\$ 103,669.20	\$ 560,578.12	\$ 2,106,026.89
December	\$ 28,867.18	\$ 1,433,063.04	\$ 102,149.69	\$ 107,652.19	\$ 590,900.78	\$ 2,262,632.88
January	\$ 166,945.47	\$ 2,177,046.79	\$ 4,774.22	\$ 159,095.99	\$ 887,264.70	\$ 3,395,127.17
February	\$ 57,177.59	\$ 1,214,338.07	\$ 140,597.61	\$ 112,196.28	\$ 615,632.02	\$ 2,139,941.57
March	\$ 123,624.61	\$ 1,431,177.72	\$ 6,812.91	\$ 105,679.31	\$ 581,300.06	\$ 2,248,594.61
April	\$ 18,738.69	\$ 983,549.40	\$ 96,377.13	\$ 106,533.73	\$ 586,905.55	\$ 1,792,104.50
May	\$ 118,251.96	\$ 1,906,699.58	\$ 35,541.23	\$ 97,531.88	\$ 552,751.71	\$ 2,710,776.36
June						\$ -
<b>Total</b>	<b>\$ 800,599.20</b>	<b>\$ 18,469,843.10</b>	<b>\$ 751,395.55</b>	<b>\$ 1,057,130.27</b>	<b>\$ 7,084,813.42</b>	<b>\$ 28,163,781.54</b>

The following table presents all payments made for the month from Council credit cards paid by direct debit to Commonwealth Bank \$9,424.42.

Summary Credit Card Payments	\$	Total
<b>Chief Executive Officer</b>		
15/05/2025-QANTAS AIRWAYS LTD-RETURN FLIGHTS PERTH - CANBERRA 23 JUNE -27 JUNE. NGA CONFERENCE 2025 - DEBBIE TERRELINCK	1610.80	
15/05/2025-QANTAS AIRWAYS LTD-RETURN FLIGHTS PERTH - CANBERRA 23 JUNE -27 JUNE. NGA CONFERENCE 2025 - CHRIS ANTONIO	1610.80	

27/05/2025-WANEWSDTI OSBORNE PARK WA-WEST AUSTRALIAN NEWSPAPER SUBSCRIPTION	32.00	
		\$ 3,253.60
<b>Executive Manager of Corporate Services</b>		
1/05/2025 -GOLDEN CARERS PTY LTD-ONLINE YEARLY SUBSCRIPTION TO GOLDEN CARERS - ACTIVITIES, GAMES ETC FOR DAY CENTRE	74.95	
7/05/2025 -STARLINK INTERNET-CESM PHONE PLAN	195.00	
8/05/2025-DOMINOES ESTORE NORTHAM-CATERING FOR STRATEGIC COUNCIL MEETING & BUDGET WORKSHOP	234.00	
9/05/2025-QUEST INNALOO-ACCOMMODATION FOR LICENSING TRAINING-JOANNE SEATON	1022.12	
8/05/2025-MERCHANT WARRIOR/HOLIDAY INN WEST PERTH- ACCOMODATION FOR TRAINING (JENNY ABBOTT)	1373.09	
12/05/2025-SHIRE OF NORTHAM-DEPT OF TRANSPORT-PLATE SWAP FROM N10734 to 11PG734	31.10	
14/05/2025-WHITNEY CONSULTING-WORKSHOP- WRITING GRANTS WITH AI (DAVID EMERY)	79.00	
14/05/2025-ADOBE-LIBRARY MONTHLY LICENCE FEE	238.97	
14/05/2025-SHIRE OF NORTHAM-DEPT OF TRANSPORT- PN2503 - REGISTRATION (NEW EV)	142.95	
14/05/2025-SHIRE OF NORTHAM-DEPT OF TRANSPORT- PN2502 -REGISTRATION (NEW GATOR)	134.55	
08/05/2025-SHIRE OF NORTHAM-DEPT OF TRANSPORT- PN2403 - REGISTRATION	272.35	
		\$ 3,798.08
<b>Executive Manager of Engineering Services</b>		
8/05/2025 CH & MK BLACKHURST PTY NORTHAM-PIT INSPECTION OF NEW GATOR TO BE LICENCED	189.65	
		\$ 189.65
<b>Executive Manager of Development Services</b>		
NIL	0.00	
		\$ -
<b>Community Emergency Services Manager</b>		
2/05/2025 -FORMSTACK,LLC-MONTHLY SOFTWARE FEE	102.14	
2/05/2025-INTNL TRANSACTION FEE-(USD BANK FEE)	2.55	
5/05/2025 -BUNNINGS JOONDALUP-VEHICLE CLEANING EQUIPMENT FOR FIRE APPLICANCES.	165.91	

		\$ 270.60
<b>Manager Engagement &amp; Communications</b>		
1/05/2025 -FACE BOOK-EVENT ADS-VARIOUS	130.59	
1/05/2025-BIG W-LAPEL MICS- ANDROID COMPATIBLE	79.00	
12/05/2025-ALDI STORE-BAG FOR FILMING EQUIPMENT	-40.18	
PAYMENT TAKEN FROM PERSONAL CARD & REFUNDED TO CORPORATE CARD		
23/05/2025-SQUARESPACE-BKB DOMAIN RENEWAL	27.00	
15/05/2025-NEWSPower-A5 ENVELOPES FOR VIP PACKS TO ELEVATE	10.95	
20/05/2025-SUPPLIES TO INSTALL WINDOW CLINGS	61.89	
22/05/2025-COLES-MILK	15.50	
26/05/2025-SQUARESPACE-2130940 BKB WEBSITE HOSTING	300.00	
28/05/2025-BOOKING.COM-ACCOMMODATION FOR PRODUCTION CREW FOR ELEVATE FESTIVAL	1327.74	
		\$ 1,912.49
<b>Total Credit Card Expenditure</b>		<b>\$ 9,424.42</b>

The following table presents payment made by Council for the Coles Card Account – April 2025. Paid on 16<sup>th</sup> May 2025 by EFT54276 - \$1,361.40.

DATE	SUMMARY COLES CARD PAYMENTS	\$	TOTAL
<b>ENGINEERING - SENIOR ADMIN OFFICER</b>			
7/04/2025	KITCHEN SUPPLIES	28.50	
9/04/2025	KITCHEN SUPPLIES & STAFF LEAVING GIFTS	1040.90	
16/04/2025	KITCHEN SUPPLIES	282.00	
22/04/2025	KITCHEN SUPPLIES	3.00	
			\$ 1354.40
<b>MANAGER COMMUNITY DEVELOPMENT</b>			
15/04/2025	KITCHEN SUPPLIES	7.00	
			\$ 7.00

<b>Total Coles Card Expenditure</b>	<b>\$ 1361.40</b>

The following table presents payment made by Council for the Woolworths Card Account – April 2025. Paid on 16th May 2025 by EFT54338 - \$5278.22.

DATE	SUMMARY WOOLWORTHS CARD	\$	TOTAL
	<b>CSO / LICENCING COORDINATOR</b>		
1/04/2025	KITCHEN SUPPLIES	4.35	
10/04/2025	KITCHEN SUPPLIES	79.80	
14/04/2025	KITCHEN SUPPLIES	10.35	
26/04/2025	KITCHEN SUPPLIES	28.00	
30/04/2025	KITCHEN SUPPLIES	9.25	
			<b>\$ 131.75</b>
	<b>CSO / LICENCING OFFICER</b>		
8/04/2025	KITCHEN SUPPLIES	45.90	
15/04/2025	KITCHEN SUPPLIES	5.90	
15/04/2025	KITCHEN SUPPLIES	29.70	
			<b>\$ 81.50</b>
	<b>CSO / LICENCING OFFICER</b>		
23/04/2025	KITCHEN SUPPLIES	19.38	
24/04/2025	KITCHEN SUPPLIES	140.99	
			<b>\$ 160.37</b>
	<b>PROCUREMENT COORDINATOR</b>		
2/04/2025	KITCHEN SUPPLIES	186.71	
17/04/2025	KITCHEN SUPPLIES	23.00	
			<b>\$ 209.71</b>
	<b>EMERGENCY SERVICES SUPPORT OFFICER</b>		
16/04/2025	KITCHEN SUPPLIES	52.30	
			<b>\$ 52.30</b>
	<b>WASTE PROJECTS OFFICER</b>		
9/04/2025	KITCHEN/OFFICE SUPPLIES	19.75	
			<b>\$ 19.75</b>

<b>MANAGER COMMUNITY DEVELOPMENT</b>		
2/04/2025	KITCHEN SUPPLIES	4.35
		<b>\$ 4.35</b>
<b>EVENTS COORDINATOR</b>		
2/04/2025	KITCHEN SUPPLIES	97.95
9/04/2025	KITCHEN SUPPLIES	20.40
16/04/2025	OFFICE SUPPLIES	50.15
23/04/2025	KITCHEN SUPPLIES	23.00
27/04/2025	KITCHEN SUPPLIES	118.80
27/04/2025	NORTHAM MOTORSPORT SUPPLIES	53.05
		<b>\$ 363.35</b>
<b>TOURISM FACILITIES COORDINATOR</b>		
15/04/2025	KITCHEN SUPPLIES	19.75
17/04/2025	KITCHEN SUPPLIES	101.30
		<b>\$ 121.05</b>
<b>KILLARA COORDINATOR</b>		
7/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	158.05
8/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	18.50
14/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	144.75
20/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	20.75
23/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	120.70
		<b>\$ 462.75</b>
<b>KILLARA ADMIN OFFICER</b>		
1/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	609.08
7/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	226.62
8/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	3.80
9/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	48.00
15/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	419.36
17/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	23.99
		<b>\$ 1,330.85</b>
<b>KILLARA SUPPORT WORKER</b>		
7/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	164.92
10/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	17.75
17/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	145.54
22/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	42.05
22/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	478.00
28/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	753.02
		<b>\$ 1,601.28</b>



<b>KILLARA ADMIN OFFICER</b>			
14/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	29.75	
24/04/2025	CLIENT MEALS / KITCHEN SUPPLIES	42.50	
			<b>\$ 72.25</b>
<b>RECREATION MANAGER</b>			
3/04/2025	KIOSK STOCK / SUPPLIES	142.00	
11/04/2025	KIOSK STOCK / SUPPLIES	210.00	
15/04/2025	OFFICE SUPPLIES	22.40	
17/04/2025	KIOSK STOCK / SUPPLIES	75.00	
19/04/2025	KIOSK STOCK / PROGRAMS & EVENTS	11.20	
24/04/2025	KIOSK STOCK / PROGRAMS & EVENTS	132.31	
			<b>\$ 592.91</b>
<b>LIBRARIES BRANCH MANAGER</b>			
3/04/2025	KITCHEN SUPPLIES	35.85	
9/04/2025	KITCHEN SUPPLIES	5.85	
16/04/2025	KITCHEN SUPPLIES	3.55	
23/04/2025	KITCHEN SUPPLIES	10.35	
30/04/2025	KITCHEN SUPPLIES	18.45	
			<b>\$ 74.05</b>
<b>Total Woolworths Card Expenditure</b>			<b>\$ 5,278.22</b>

The following table presents payment made by Council for Fuel Purchases / Products – March & April 2025.

DATE	SUMMARY OF FUEL PURCHASES / PRODUCTS	TYPE	\$
<b>NON OPERATIONAL - LIGHT VEHICLES</b>			
Mar - Apr 2025	PN1310	FUEL PURCHASES	\$116.42
Mar - Apr 2025	PN1906	FUEL PURCHASES	\$465.25
Mar - Apr 2025	PN2004	FUEL PURCHASES	\$579.56
Mar - Apr 2025	PN2005	FUEL PURCHASES	\$173.72
Mar - Apr 2025	PN2013	FUEL PURCHASES	\$348.96
Mar - Apr 2025	PN2015	FUEL PURCHASES	\$130.83
Mar - Apr 2025	PN2016	FUEL PURCHASES	\$475.08
Mar - Apr 2025	PN2019	FUEL PURCHASES	\$247.95
Mar - Apr 2025	PN2101	FUEL PURCHASES	\$485.99
Mar - Apr 2025	PN2309	FUEL PURCHASES	\$142.40
Mar - Apr 2025	PN2311	FUEL PURCHASES	\$624.69

Mar - Apr 2025	PN2312	FUEL PURCHASES	\$340.54
Mar - Apr 2025	PN2313	FUEL PURCHASES	\$466.78
Mar - Apr 2025	PN2413	FUEL PURCHASES	\$437.32
Mar - Apr 2025	PN2414	FUEL PURCHASES	\$513.31
		CARD FEES ONLY	\$53.90
		<b>TOTAL</b>	<b>\$5,602.70</b>
<b>OPERATIONAL - LIGHT VEHICLES / MACHINERY / PLANT</b>			
<b>DEPOT VEHICLES</b>			
Mar - Apr 2025	LIGHT VEHICLES	FUEL PURCHASES	\$20,257.37
Mar - Apr 2025	MACHINERY / PLANT	FUEL PURCHASES	\$36,697.62
		<b>TOTAL</b>	<b>\$56,954.99</b>
<b>CESM / BFB</b>			
Mar - Apr 2025	CESM / BFB	FUEL PURCHASES	\$2,452.80
		<b>TOTAL</b>	<b>\$2,452.80</b>
<b>RANGERS</b>			
Mar - Apr 2025	RANGERS	FUEL PURCHASES	\$2,007.36
		<b>TOTAL</b>	<b>\$2,007.36</b>
<b>TOTAL FUEL PURCHASES</b>			<b>\$67,017.85</b>

Payment to Dun Direct on 2<sup>nd</sup> May 2025 by EFT54124 - \$39,388.96.  
Payment to Dun Direct on 23<sup>rd</sup> May 2025 by EFT54357 - \$26,268.95.  
Payment to Caltex Starcard on 16<sup>th</sup> May 2025 by EFT54269 - \$330.19.  
Payment to Business Fuel Card on 16<sup>th</sup> May 2025 by EFT54267- \$1,029.75.  
Total Fuel Payment - \$67,017.85.

#### CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering vouchers and electronic fund transfer payments as per above and totalling \$2,710,776.36 was submitted to the Ordinary Meeting of Council on Wednesday, 18th June 2025.

\_\_\_\_\_ CERTIFICATION OF THE PRESIDENT

#### CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering vouchers \$2,710,776.36 was submitted to each member of the Council on Wednesday, 18th June 2025, has been

checked and is fully supported by vouchers and invoices which are submitted herewith, and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.

\_\_\_\_\_ CHIEF EXECUTIVE OFFICER

**Ordinary Council Meeting Agenda  
18 June 2025**

**Attachment 13.4.3.2**

Date: 04/06/2025  
Time: 2:20:30PM

**Shire of Northam**

USER: Elijah Moorhead  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
43	02/05/2025	PETTY CASH	TREE SUBSIDY - FLOAT	1		412.52
INV ENGINEE	23/04/2025	PETTY CASH	ENGINEERING - PETTY CASH	1	83.62	
INV WUNDO	29/04/2025	PETTY CASH	WUNDOWIE LIBRARY - PETTY CASH	1	28.90	
INV JA 30	30/04/2025	PETTY CASH	TREE SUBSIDY - FLOAT	1	300.00	
44	02/05/2025	WATER CORPORATION	9007892559 BAKERS HILL REC CENTRE - 06/02/2025 to 02/04/2025	1		12,859.27
INV 9023164003	03/04/2025	WATER CORPORATION	9023164076 CLACKLINE POST OFFICE - 05/02/2025 to 01/04/2025		20.57	
INV 9007891704	04/2025	WATER CORPORATION	9007891775 HOOPER PARK - 06/02/2025 to 02/04/2025		761.20	
INV 9007892504	04/2025	WATER CORPORATION	9007892559 BAKERS HILL REC CENTRE - 06/02/2025 to 02/04/2025		4,251.17	
INV 9007840208	04/2025	WATER CORPORATION	9007840281 GRASS VALLEY HALL - 10/02/2025 to 06/04/2025		2,046.96	
INV 9007840908	04/2025	WATER CORPORATION	9007840919 GRASS VALLEY MUSEUM - 10/02/2025 to 06/04/2025		5.88	
INV 9007869123	04/2025	WATER CORPORATION	9007869148 WUNDOWIE TOWN HALL - 18/02/2025 to 21/04/2025		602.54	
INV 9007871823	04/2025	WATER CORPORATION	9007871897 WUNDOWIE SKATE PARK - 18/02/2025 to 21/04/2025		234.47	
INV 9007871923	04/2025	WATER CORPORATION	9007871918 WUNDOWIE OVAL - 18/02/2025 to 21/04/2025		1,480.61	
INV 9007872223	04/2025	WATER CORPORATION	9007872232 KURINGAL VILLAGE - SERVICE - 18/02/2025 to 21/04/2025		48.41	
INV 9007872223	04/2025	WATER CORPORATION	9007872240 KURINGAL VILLAGE - UNIT 1 - 18/02/2025 to 21/04/2025		278.94	
INV 9007872223	04/2025	WATER CORPORATION	9007872259 KURINGAL VILLAGE - UNIT 2 - 18/02/2025 to 21/04/2025		323.99	
INV 9007872223	04/2025	WATER CORPORATION	9007872267 KURINGAL VILLAGE - UNIT 3 - 18/02/2025 to 21/04/2025		273.94	
INV 9007872223	04/2025	WATER CORPORATION	9007872275 KURINGAL VILLAGE - UNIT 4 - 18/02/2025 to 21/04/2025		279.94	
INV 9007872223	04/2025	WATER CORPORATION	9007872283 KURINGAL VILLAGE - UNIT 5 - 18/02/2025 to 21/04/2025		293.96	

# Ordinary Council Meeting Agenda 18 June 2025

## Attachment 13.4.3.2

Date: 04/06/2025  
Time: 2:20:30PM

Shire of Northam

USER: Elijah Moorhead  
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9007872223/04/2025		WATER CORPORATION	9007872291 KURINGAL VILLAGE - UNIT 6 - 18/02/2025 to 21/04/2025		290.95	
INV 9007872323/04/2025		WATER CORPORATION	9007872304 KURINGAL VILLAGE - UNIT 7 - 18/02/2025 to 21/04/2025		283.95	
INV 9007872323/04/2025		WATER CORPORATION	9007872312 KURINGAL VILLAGE - UNIT 8 - 18/02/2025 to 21/04/2025		293.96	
INV 9007868923/04/2025		WATER CORPORATION	9007868997 WUNDOWIE PUBLIC TOILETS - 18/02/2025 to 21/04/2025		146.12	
INV 9007869123/04/2025		WATER CORPORATION	9007869105 R.E.E.D. WUNDOWIE (FLUFFLY DUCKS) - 18/02/2025 to 21/04/2025		941.71	
45	16/05/2025	PETTY CASH	NORTHAM LIBRARY - PETTY CASH	1		237.60
INV LIBRARY01/05/2025		PETTY CASH	NORTHAM LIBRARY - PETTY CASH	1	237.60	
46	16/05/2025	SHIRE OF NORTHAM	BSL - PAYMENT - MAR 2025	1		211.25
INV T1079	15/05/2025	SHIRE OF NORTHAM	BCITF - PAYMENT - MAR 2025	1	24.75	
INV T1977	15/05/2025	SHIRE OF NORTHAM	BSL - PAYMENT - MAR 2025	1	95.00	
INV T1079	15/05/2025	SHIRE OF NORTHAM	BCITF - PAYMENT - APR 2025	1	16.50	
INV T1080	15/05/2025	SHIRE OF NORTHAM	BSL - PAYMENT - APR 2025	1	10.00	
INV T1977	15/05/2025	SHIRE OF NORTHAM	BSL - PAYMENT - APR 2025	1	65.00	
47	16/05/2025	WATER CORPORATION	9007868583 WUNDOWIE SWIMMING POOL - 18/02/2025 to 21/04/2025	1		29,076.74
INV 9007925917/03/2025		WATER CORPORATION	9007925971 DOG POUND COLEBATCH RD - 23/01/2025 to 13/03/2025		432.03	
INV 9007927517/03/2025		WATER CORPORATION	9007927571 OLD QUARRY RD REFUSE SITE - RUBBISH DEPOT AT OLD QUARRY RD NORTHAM LOT 422 RES 26840 - 23/01/2025 to 13/03/2025		58.78	
INV 9007923518/03/2025		WATER CORPORATION	9007923503 MEDIAN STRIP NEWCASTLE RD - 22/01/2025 to 16/03/2025		129.32	
INV 9012562918/03/2025		WATER CORPORATION	9012562933 ROAD VERGE MITCHELL AVE - 22/01/2025 to 16/03/2025		61.72	
INV 9021499418/03/2025		WATER CORPORATION	9021499489 OLD NORTHAM POOL - GREAT EASTERN HIGHWAY - 22/01/2025 to 16/03/2025		211.65	

# Ordinary Council Meeting Agenda 18 June 2025

## Attachment 13.4.3.2

Date: 04/06/2025  
Time: 2:20:30PM

Shire of Northam

USER: Elijah Moorhead  
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9007840308/04/2025		WATER CORPORATION	9007840302 GRASS VALLEY BFB FIRE SHED - 10/02/2025 to 06/04/2025		17.63	
INV 9007868523/04/2025		WATER CORPORATION	9007868583 WUNDOWIE SWIMMING POOL - 18/02/2025 to 21/04/2025		9,841.19	
INV 9007869123/04/2025		WATER CORPORATION	9007869121 WUNDOWIE LIBRARY & GARDENS - 18/02/2025 to 21/04/2025		1,170.26	
INV 9007948402/05/2025		WATER CORPORATION	9007948401 IRISHTOWN HALL - 04/03/2025 to 30/04/2025		17.63	
INV 9011154702/05/2025		WATER CORPORATION	9011154743 COMMONAGE - 04/03/2025 to 30/04/2025		1,719.32	
INV 9007945105/05/2025		WATER CORPORATION	9007945104 KATRINE TOILETS - 04/03/2025 to 01/05/2025		35.27	
INV 9007901107/05/2025		WATER CORPORATION	9007901179 MORRELL PARK - 04/03/2025 to 05/05/2025		1,481.26	
INV 9007901607/05/2025		WATER CORPORATION	9007901603 RAILWAY MUSEUM - 05/03/2025 to 05/05/2025		171.88	
INV 9008729707/05/2025		WATER CORPORATION	9008729788 SHIRE ADMINISTRATION BUILDING - 04/03/2025 to 05/05/2025		953.56	
INV 9007899908/05/2025		WATER CORPORATION	9007899961 GIRL GUIDES HALL - 05/03/2025 to 06/05/2025		74.70	
INV 9007901708/05/2025		WATER CORPORATION	9007901750 PURSLOWE PARK - 05/03/2025 to 06/05/2025		1,866.27	
INV 9007903709/05/2025		WATER CORPORATION	9007903799 TOWN & LESSER HALL - 07/03/2025 to 07/05/2025		226.76	
INV 9007903913/05/2025		WATER CORPORATION	9007903908 BILYA KOORT BOODJA - 06/03/2025 to 11/05/2025		1,019.79	
INV 9007903913/05/2025		WATER CORPORATION	9007903991 ST JOHNS HALL - 06/03/2025 to 11/05/2025		158.56	
INV 9007904013/05/2025		WATER CORPORATION	9007904003 MEMORIAL HALL - 06/03/2025 to 11/05/2025		333.70	
INV 9007904013/05/2025		WATER CORPORATION	9007904089 NORTHAM LIBRARY - 06/03/2025 to 11/05/2025		909.38	
INV 9007906913/05/2025		WATER CORPORATION	9007906922 OLD INFANT HEALTH CLINIC - 10/03/2025 to 11/05/2025		78.33	
INV 9007907413/05/2025		WATER CORPORATION	9007907431 BERNARD PARK - 06/03/2025 to 11/05/2025		5,226.65	
INV 9007907413/05/2025		WATER CORPORATION	9007907458 BERNARD PARK - 06/03/2025 to 11/05/2025		97.52	
INV 9007908013/05/2025		WATER CORPORATION	9007908063 OLD POST OFFICE BUILDING - 10/03/2025 to 11/05/2025		277.49	
INV 9007908013/05/2025		WATER CORPORATION	9007908071 OLD GIRLS SCHOOL - 10/03/2025 to 11/05/2025		77.64	
INV 9008729813/05/2025		WATER CORPORATION	9008729809 NORTHAM VISITORS CENTRE - 06/03/2025 to 11/05/2025		1,329.26	

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INV 9007903813/05/2025		WATER CORPORATION	9007903879 108 WELLINGTON ST - ST JOHN PUBLIC OPEN SPACE - 06/03/2025 to 11/05/2025		1,099.19	
48	29/05/2025	WATER CORPORATION	9007938748 STANDPIPE - LOCKYER RD CLACKLINE - 05/02/2025 to 01/04/2025	1		75,454.58
INV 9007938703/04/2025		WATER CORPORATION	9007938748 STANDPIPE - LOCKYER RD CLACKLINE - 05/02/2025 to 01/04/2025		19,779.38	
INV 9007891804/04/2025		WATER CORPORATION	9007891839 STANDPIPE - KEANE ST BAKERS HILL - 06/02/2025 to 02/04/2025		11,081.87	
INV 9007840208/04/2025		WATER CORPORATION	9007840214 STANDPIPE - KEANE ST GRASS VALLEY - 10/02/2025 to 06/04/2025		17,928.96	
INV 9007904013/05/2025		WATER CORPORATION	9007904062 CREATE 298 (old council chambers) - 06/03/2025 to 11/05/2025		1,568.40	
INV 9007906713/05/2025		WATER CORPORATION	9007906746 MEN'S SHED / OLD FIRE STATION - 10/03/2025 to 11/05/2025		248.10	
INV 9007908113/05/2025		WATER CORPORATION	9007908143 MEDIAN STRIP NEWCASTLE RD - 10/03/2025 to 11/05/2025		288.02	
INV 9007908613/05/2025		WATER CORPORATION	9007908696 KILLARA DAYCARE CENTRE - 10/03/2025 to 11/05/2025		2,685.58	
INV 9007909713/05/2025		WATER CORPORATION	9007909787 JUBILEE OVAL - 07/03/2025 to 11/05/2025		2,147.07	
INV 9007929413/05/2025		WATER CORPORATION	9007929497 AVON MALL - 06/03/2025 to 11/05/2025		963.99	
INV 9012642713/05/2025		WATER CORPORATION	9012642722 STREET TREES FITZGERALD ST FROM PEEL TCE TO NIND ST - 06/03/2025 to 11/05/2025		578.98	
INV 9007923416/05/2025		WATER CORPORATION	9007923407 APEX PARK TOILETS - 10/03/2025 to 14/05/2025		1,164.38	
INV 9007909719/05/2025		WATER CORPORATION	9007909760 RECREATION PRECINCT - 10/03/2025 to 15/05/2025		6,936.10	
INV 9007915519/05/2025		WATER CORPORATION	9007915503 AIRPORT - 11/03/2025 to 15/05/2025		472.80	
INV 9007913119/05/2025		WATER CORPORATION	9007913102 NORTHAM DEPOT - 10/03/2025 to 15/05/2025		1,157.32	
INV 9007913519/05/2025		WATER CORPORATION	9007913567 OLD NORTHAM DEPOT - PEEL ST - 10/03/2025 to 15/05/2025		446.73	
INV 9007916620/05/2025		WATER CORPORATION	9007916629 MORBY COTTAGE - 12/03/2025 to 18/05/2025		48.41	
INV 9007917020/05/2025		WATER CORPORATION	9007917058 CEMETERY - 12/03/2025 to 18/05/2025		1,404.84	
INV 9012475720/05/2025		WATER CORPORATION	9012475784 GARDEN TAYLOR ST - 12/03/2025 to 18/05/2025		51.44	

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INV 9007925921/05/2025		WATER CORPORATION	9007925904 RESERVE - NEWCASTLE RD NORTHAM LOT 28472 RES 32386 - 14/03/2025 to 19/05/2025		1,769.28	
INV 9007917221/05/2025		WATER CORPORATION	9007917293 BERT HAWKE OVAL - 12/03/2025 to 19/05/2025		1,478.32	
INV 9007918422/05/2025		WATER CORPORATION	9007918464 PERINA PARK - 14/03/2025 to 20/05/2025		1,428.35	
INV 9007925922/05/2025		WATER CORPORATION	9007925971 DOG POUND COLEBATCH RD - 14/03/2025 to 20/05/2025		516.77	
INV 9007926022/05/2025		WATER CORPORATION	9007926034 SPORTS GROUND AT COLEBATCH ST NORTHAM LOT 29 RES 5503 - 14/03/2025 to 20/05/2025		426.16	
INV 9007927522/05/2025		WATER CORPORATION	9007927571 OLD QUARRY RD REFUSE SITE - RUBBISH DEPOT AT OLD QUARRY RD NORTHAM LOT 422 RES 26840 - 14/03/2025 to 20/05/2025		29.39	
INV 9007923623/05/2025		WATER CORPORATION	9007923634 SWIMMING POOL HOUSE - 55 MITCHELL AV NORTHAM LOT 17 - 17/03/2025 to 21/05/2025		572.12	
INV 9012562923/05/2025		WATER CORPORATION	9012562933 ROAD VERGE MITCHELL AVE - 17/03/2025 to 21/05/2025		67.60	
INV 9021499423/05/2025		WATER CORPORATION	9021499489 OLD NORTHAM POOL - GREAT EASTERN HIGHWAY - 17/03/2025 to 21/05/2025		214.22	
EFT54096	02/05/2025	ABEL CONCEPTS (AUST) PTY LTD	BERT HAWKE OVAL - CAPITAL PURCHASE	1		1,330.12
INV 38026	14/04/2025	ABEL CONCEPTS (AUST) PTY LTD	BERT HAWKE OVAL - CAPITAL PURCHASE	1	1,330.12	
EFT54097	02/05/2025	ANDY'S PLUMBING SERVICE	WUNDOWIE PUBLIC TOILET - MTCE	1		544.50
INV A19978	23/04/2025	ANDY'S PLUMBING SERVICE	WUNDOWIE PUBLIC TOILET - MTCE	1	544.50	
EFT54098	02/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions	1		173.50
INV 59	24/04/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 59	24/04/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 59	24/04/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 59	24/04/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 59	24/04/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 59	24/04/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		24.50	
INV 59	24/04/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		16.50	



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EFT54099	02/05/2025	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 08/04/2025	1		78,295.82
INV PAYG 0824/04/2025		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 08/04/2025	1	78,295.82	
EFT54100	02/05/2025	AUTOPRO NORTHAM	PN2015 - VEHICLE MTCE	1		68.65
INV 1208894	08/04/2025	AUTOPRO NORTHAM	PN2015 - VEHICLE MTCE	1	68.65	
EFT54101	02/05/2025	BAKERS HILL RURAL SUPPLIES & HARDWARE	ANIMAL SUPPLIES	1		49.00
INV 220473	09/04/2025	BAKERS HILL RURAL SUPPLIES & HARDWARE	ANIMAL SUPPLIES	1	49.00	
EFT54102	02/05/2025	BANDIT TREE EQUIPMENT / TREE CARE MACHINERY	PN1802 - PLANT MTCE	1		1,277.80
INV 8BCSW2 25/04/2025		BANDIT TREE EQUIPMENT / TREE CARE MACHINERY	PN1802 - PLANT MTCE	1	1,277.80	
EFT54103	02/05/2025	BGC (AUSTRALIA) PTY LTD T/A BGC QUARRIES	INKPEN WASTE FACILITY - SUPPLIES	1		2,893.31
INV IQ53381	31/03/2025	BGC (AUSTRALIA) PTY LTD T/A BGC QUARRIES	INKPEN WASTE FACILITY - SUPPLIES	1	2,893.31	
EFT54104	02/05/2025	BLACKWELL PLUMBING AND GAS PTY LTD	REC CENTRE - MTCE	1		139.00
INV INV-324416/04/2025		BLACKWELL PLUMBING AND GAS PTY LTD	REC CENTRE - MTCE	1	139.00	
EFT54105	02/05/2025	BOEKEMAN MACHINERY (WA) PTY LTD	PN1213 - PLANT MTCE	1		2,872.66
INV 417959	24/04/2025	BOEKEMAN MACHINERY (WA) PTY LTD	PN1213 - PLANT MTCE	1	2,872.66	
EFT54106	02/05/2025	BOOKTOPIA DIRECT PTY LTD	BKB - STOCK	1		754.34
INV 3056267117/04/2025		BOOKTOPIA DIRECT PTY LTD	BKB - STOCK	1	754.34	
EFT54107	02/05/2025	BUGGY BUDDYS PTY LTD	ELEVATE 2025 - 1/06/2025	1		990.00
INV 7744	11/04/2025	BUGGY BUDDYS PTY LTD	ELEVATE 2025 - 1/06/2025	1	990.00	
EFT54108	02/05/2025	BUILT ENVIRONMENT COLLECTIVE PTY LTD	WUNDOWIE POOL - MTCE	1		16,500.00

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INV I05323	19/11/2024	BUILT ENVIRONMENT COLLECTIVE PTY LTD	WUNDOWIE POOL - MTCE	1	16,500.00	
EFT54109	02/05/2025	BUNNINGS BUILDING SUPPLIES P/L	STAFF LEAVING GIFT	1		507.28
INV 2182/0029/04/2025	09/04/2025	BUNNINGS BUILDING SUPPLIES P/L	STAFF LEAVING GIFT	1	300.00	
INV 2182/0030/04/2025	09/04/2025	BUNNINGS BUILDING SUPPLIES P/L	KILLARA - MTCE	1	88.50	
INV 2182/0025/10/04/2025	10/04/2025	BUNNINGS BUILDING SUPPLIES P/L	ADMIN - MTCE	1	67.19	
INV 2182/0031/10/04/2025	10/04/2025	BUNNINGS BUILDING SUPPLIES P/L	DEPOT - SUPPLIES	1	17.34	
INV 2182/0031/14/04/2025	14/04/2025	BUNNINGS BUILDING SUPPLIES P/L	DEPOT - SUPPLIES	1	34.25	
EFT54110	02/05/2025	CANNON HYGIENE AUSTRALIA PTY LTD	VARIOUS LOCATIONS - SANITATION - 1/04/2025 - 30/06/2025	1		1,716.36
INV 9822519514/03/2025	14/03/2025	CANNON HYGIENE AUSTRALIA PTY LTD	VARIOUS LOCATIONS - SANITATION - 1/04/2025 - 30/06/2025	1	1,007.00	
INV 9821683214/03/2025	14/03/2025	CANNON HYGIENE AUSTRALIA PTY LTD	VARIOUS LOCATIONS - SANITATION - 1/04/2025 - 30/06/2025	1	709.36	
EFT54111	02/05/2025	CARNIVAL AMUSEMENTS	ELEVATE FESTIVAL - 1/06/2025	1		6,234.00
INV INV-150016/04/2025	16/04/2025	CARNIVAL AMUSEMENTS	ELEVATE FESTIVAL - 1/06/2025	1	6,234.00	
EFT54112	02/05/2025	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	1		120.00
INV 59	24/04/2025	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions		120.00	
EFT54113	02/05/2025	CIVIL PRODUCTS WA - ASCENTION PROPERTIES PL T/AS	GOOCH RD - SUPPLIES	1		57.20
INV 0000499617/04/2025	17/04/2025	CIVIL PRODUCTS WA - ASCENTION PROPERTIES PL T/AS	GOOCH RD - SUPPLIES	1	57.20	
EFT54114	02/05/2025	CLOUD COLLECTIONS PTY LTD	DEBT COLLECTION - MAR 2025	1		2,673.00
INV 6102	01/04/2025	CLOUD COLLECTIONS PTY LTD	DEBT COLLECTION - MAR 2025	1	2,673.00	
EFT54115	02/05/2025	COMBINED TYRES PTY LTD	PN1913 - PLANT MTCE	1		836.00
INV INV-589519/03/2025	19/03/2025	COMBINED TYRES PTY LTD	PN1913 - PLANT MTCE	1	836.00	

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EFT54116	02/05/2025	COUNTRYWIDE PUBLICATIONS	ADVERTISEMENT - NEWSPAPER - 2025 EDITION	1		3,000.00
INV 29268	22/04/2025	COUNTRYWIDE PUBLICATIONS	ADVERTISEMENT - NEWSPAPER - 2025 EDITION	1	3,000.00	
EFT54117	02/05/2025	CTI SECURITY SERVICES PTY LTD	SON FACILITIES - ALARM MONITORING - MAY 2025	1		770.41
INV CINS318	22/04/2025	CTI SECURITY SERVICES PTY LTD	SON FACILITIES - ALARM MONITORING - MAY 2025	1	770.41	
EFT54118	02/05/2025	DAMIAN'S PLUMBING	OLD CHILD HEALTH CLINIC - MTCE	1		614.90
INV INV-108323	04/2025	DAMIAN'S PLUMBING	OLD CHILD HEALTH CLINIC - MTCE	1	614.90	
EFT54119	02/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	WUNDOWIE POOL - MTCE	1		2,145.00
INV 1318	23/04/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	INKPEN TIP - REPAIRS	1	577.50	
INV 1320	23/04/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	WUNDOWIE POOL - MTCE	1	1,182.50	
INV 1319	23/04/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BERNARD PARK SOUND SHELL - REPAIRS	1	385.00	
EFT54120	02/05/2025	DEL BOTANICS ENVIRONMENTAL CONSULTING	CEO OFFICE - CONSULTING SERVICES - APR 2025	1		18,755.00
INV 357	14/04/2025	DEL BOTANICS ENVIRONMENTAL CONSULTING	CEO OFFICE - CONSULTING SERVICES - APR 2025	1	18,755.00	
EFT54121	02/05/2025	DEPARTMENT OF WATER & ENVIRONMENT REGULATION	DEVELOPMENT SERVICES - FEES & CHARGES	1		2,176.00
INV W-PAY-009	04/2025	DEPARTMENT OF WATER & ENVIRONMENT REGULATION	DEVELOPMENT SERVICES - FEES & CHARGES	1	2,176.00	
EFT54122	02/05/2025	DIGITAL SIGNS WESTERN AUSTRALIA PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1		4,235.00
INV 0000127222	04/2025	DIGITAL SIGNS WESTERN AUSTRALIA PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1	4,235.00	
EFT54123	02/05/2025	DNA TYRE RECOVERY	WASTE COLLECTION - APRI 2025	1		1,500.95
INV 0621	10/04/2025	DNA TYRE RECOVERY	WASTE COLLECTION - APRI 2025	1	1,500.95	
EFT54124	02/05/2025	DUN DIRECT PTY LTD	FUEL CHARGES FOR MAR 2025	1		39,388.96

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INV MAR 2023	1/03/2025	DUN DIRECT PTY LTD	FUEL CHARGES FOR MAR 2025	1	39,388.96	
EFT54125	02/05/2025	EMERG SOLUTIONS PTY LTD	DEVELOPMENT SERVICES - SUBSCRIPTION - 1/03/2025 - 15/10/2025	1		96.25
INV INV-253420	02/05/2025	EMERG SOLUTIONS PTY LTD	DEVELOPMENT SERVICES - SUBSCRIPTION - 1/03/2025 - 15/10/2025	1	96.25	
EFT54126	02/05/2025	EXTREME AMUSEMENTS CO	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1		2,450.00
INV 0000137016	01/05/2025	EXTREME AMUSEMENTS CO	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1	2,450.00	
EFT54127	02/05/2025	EYES ON YOU SECURITY PTY LTD	ADMIN - MTCE	1		1,224.00
INV INV-036714	04/05/2025	EYES ON YOU SECURITY PTY LTD	ADMIN - MTCE	1	1,224.00	
EFT54128	02/05/2025	FIRE MITIGATION SERVICES	C.202425-01- CLAIM THREE	1		12,848.00
INV 0000103527	03/05/2025	FIRE MITIGATION SERVICES	C.202425-01- CLAIM THREE	1	12,848.00	
EFT54129	02/05/2025	GDR CIVIL CONTRACTING PTY LTD	C.202425-02 - FLOOD DAMAGE REPAIRS - CLAIM 5	1		251,860.40
INV 2506	29/04/2025	GDR CIVIL CONTRACTING PTY LTD	C.202425-02 - FLOOD DAMAGE REPAIRS - CLAIM 5	1	251,860.40	
EFT54130	02/05/2025	GRAFTON ELECTRICS	NORTHAM POOL - MTCE	1		2,186.20
INV A866	09/04/2025	GRAFTON ELECTRICS	NORTHAM POOL - MTCE	1	2,186.20	
EFT54131	02/05/2025	HARDWIRED ENTERTAINMENT PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1		6,380.00
INV 0342	28/04/2025	HARDWIRED ENTERTAINMENT PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1	6,380.00	
EFT54132	02/05/2025	HAVE A GO -CONCEPT MEDIA	ADVERTISMENT - NEWSPAPER - ELEVATE 2025	1		1,776.50
INV 63400	11/04/2025	HAVE A GO -CONCEPT MEDIA	ADVERTISMENT - NEWSPAPER - ELEVATE 2025	1	1,776.50	
EFT54133	02/05/2025	HELEN SINGH	RATES CREDIT REFUND A10770	1		50.00
INV A10770	30/04/2025	HELEN SINGH	RATES CREDIT REFUND A10770		50.00	
EFT54134	02/05/2025	HOUSESMART REAL ESTATE PTY LTD	RATES CREDIT REFUND - A11980	1		317.35
INV A11980	28/04/2025	HOUSESMART REAL ESTATE PTY LTD	RATES CREDIT REFUND - A11980		317.35	

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EFT54135	02/05/2025	INDUSTRIAL AUTOMATION GROUP PTY LTD	CLACKLINE STANDPIPE - MTCE	1		592.25
INV SINV-15708/01/2025		INDUSTRIAL AUTOMATION GROUP PTY LTD	CLACKLINE STANDPIPE - MTCE	1	592.25	
EFT54136	02/05/2025	JLT RISK SOLUTIONS PTY LTD - (LGIS)	ELEVATE FESTIVAL 1/06/2025 - INSURANCE PREMIUMS	1		9,349.71
INV 062-2175-17/04/2025		JLT RISK SOLUTIONS PTY LTD - (LGIS)	ELEVATE FESTIVAL 1/06/2025 - INSURANCE PREMIUMS	1	9,349.71	
EFT54137	02/05/2025	LFA FIRST RESPONSE	NORTHAM POOL - MEDICAL SUPPLIES	1		478.52
INV IN46438	11/02/2025	LFA FIRST RESPONSE	NORTHAM POOL - MEDICAL SUPPLIES	1	317.33	
INV IN46830	20/02/2025	LFA FIRST RESPONSE	NORTHAM POOL - MEDICAL SUPPLIES	1	161.19	
EFT54138	02/05/2025	MARSH PTY LTD	CEO OFFICE - CONSULTING SERVICES - APR 2025	1		9,762.50
INV 060-1569/14/04/2025		MARSH PTY LTD	CEO OFFICE - CONSULTING SERVICES - APR 2025	1	9,762.50	
EFT54139	02/05/2025	MCLEODS LAWYERS	LEGAL FEES - MAR 2025	1		3,095.73
INV 144325	31/03/2025	MCLEODS LAWYERS	LEGAL FEES - MAR 2025	1	3,095.73	
EFT54140	02/05/2025	MM ELECTRICAL MERCHANDISING	VISITORS CENTRE - OFFICE SUPPLIES	1		97.52
INV 221377-6/15/04/2025		MM ELECTRICAL MERCHANDISING	VISITORS CENTRE - OFFICE SUPPLIES	1	97.52	
EFT54141	02/05/2025	MORRIS PEST & WEED CONTROL	ADMIN - MTCE	1		320.00
INV INV_2025/19/04/2025		MORRIS PEST & WEED CONTROL	ADMIN - MTCE	1	320.00	
EFT54142	02/05/2025	NAVMAN WIRELESS PTY LTD	RANGERS - SUBSCRIPTION MAR 2025	1		342.76
INV 93274006/15/03/2025		NAVMAN WIRELESS PTY LTD	RANGERS - SUBSCRIPTION MAR 2025	1	171.38	
INV 9329397/11/04/2025		NAVMAN WIRELESS PTY LTD	SOFTWARE SUBSCRIPTION	1	171.38	
EFT54143	02/05/2025	NORTHAM AUTOS PTY LTD T/AS NORTHAM MAZDA / HOLDEN / SUZUKI	PN2004 - VEHICLE MTCE	1		427.74
INV 147916	03/04/2025	NORTHAM AUTOS PTY LTD T/AS NORTHAM MAZDA / HOLDEN / SUZUKI	PN2004 - VEHICLE MTCE	1	427.74	
EFT54144	02/05/2025	NORTHAM FEED & HIRE	ANIMAL SUPPLIES - JAN 2025	1		253.50

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INV 0000572002/01/2025		NORTHAM FEED & HIRE	ANIMAL SUPPLIES - JAN 2025	1	126.00	
INV 0000572106/01/2025		NORTHAM FEED & HIRE	ANIMAL SUPPLIES - JAN 2025	1	58.00	
INV 0000572208/01/2025		NORTHAM FEED & HIRE	ANIMAL SUPPLIES - JAN 2025	1	69.50	
EFT54145	02/05/2025	NORTHAM TOWN TEAM INC	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1		540.00
INV 78905	27/04/2025	NORTHAM TOWN TEAM INC	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1	540.00	
EFT54146	02/05/2025	NUTRIEN WATER	VARIOUS LOCATIONS - MTCE	1		1,821.56
INV 4135789723/04/2025		NUTRIEN WATER	VARIOUS LOCATIONS - MTCE	1	1,821.56	
EFT54147	02/05/2025	OFFICEWORKS SUPERSTORES PTY LTD	REC CENTRE - SUPPLIES	1		368.48
INV 6202158924/02/2025		OFFICEWORKS SUPERSTORES PTY LTD	REC CENTRE - SUPPLIES	1	368.48	
EFT54148	02/05/2025	OHURA GROUP PTY LTD T/A OHURA CONSULTING	CEO OFFICE - CONSULTING SERVICES - MAR 2025	1		2,741.25
INV INV-063801/04/2025		OHURA GROUP PTY LTD T/A OHURA CONSULTING	CEO OFFICE - CONSULTING SERVICES - MAR 2025	1	2,741.25	
EFT54149	02/05/2025	PFD FOOD SERVICES PTY LTD	KIOSK - STOCK	1		158.50
INV LP67564816/04/2025		PFD FOOD SERVICES PTY LTD	KIOSK - STOCK	1	158.50	
EFT54150	02/05/2025	PRICEMARK PTY LTD	NORTHAM POOL - SUPPLIES	1		831.60
INV 0011575305/03/2025		PRICEMARK PTY LTD	NORTHAM POOL - SUPPLIES	1	544.50	
INV 0011415610/12/2025		PRICEMARK PTY LTD	NORTHAM POOL - SUPPLIES	1	287.10	
EFT54151	02/05/2025	PROFESSIONAL LOCKSERVICE	REC CENTRE - MTCE	1		463.65
INV 0011141423/04/2025		PROFESSIONAL LOCKSERVICE	REC CENTRE - MTCE	1	463.65	
EFT54152	02/05/2025	SANDRA COLLEEN SALMON	RATES CREDIT REFUND - A10118	1		801.50
INV A10118	28/04/2025	SANDRA COLLEEN SALMON	RATES CREDIT REFUND - A10118		801.50	
EFT54153	02/05/2025	SHRED-X PTY LTD	ADMIN - EQUIPMENT HIRE	1		892.63

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INV 0235144031	03/2025	SHRED-X PTY LTD	ADMIN - EQUIPMENT HIRE	1	892.63	
EFT54154	02/05/2025	STALLION BUILDING CO PTY LTD	PLANNING APP FEE - P25037	1		1,468.80
INV 183806	16/04/2025	STALLION BUILDING CO PTY LTD	PLANNING APP FEE - P25037	1	1,468.80	
EFT54155	02/05/2025	STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1		527.16
INV SIN-398429	10/2024	STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1	498.85	
INV SIN-40451	17/03/2025	STEWART & HEATON CLOTHING CO.PTY LTD	BADGES	1	28.31	
EFT54156	02/05/2025	SUPAGAS PTY LTD	POOL HEATERS - GAS - 15.04.2025	1		4,031.15
INV 910701D11	5/04/2025	SUPAGAS PTY LTD	POOL HEATERS - GAS - 15.04.2025	1	4,031.15	
EFT54157	02/05/2025	SYNERGY	361669310 RECREATION PRECINCT - 12/03/2025 to 31/03/2025	1		24,971.05
INV 112769501	2/02/2025	SYNERGY	112769500 MEN'S SHED / OLD FIRE STATION - 04/12/2024 to 05/02/2025		461.67	
INV 747170532	4/03/2025	SYNERGY	747170530 SKATE PARK - CLARKE ST - 21/01/2025 to 21/03/2025		65.56	
INV 357549120	4/04/2025	SYNERGY	357549120 OLD NORTHAM DEPOT - PEEL ST - 04/02/2025 to 03/04/2025		298.41	
INV 361669310	7/04/2025	SYNERGY	361669310 RECREATION PRECINCT - 12/03/2025 to 31/03/2025		10,497.07	
INV 361473960	7/04/2025	SYNERGY	361473960 OLD NORTHAM POOL - GREAT EASTERN HIGHWAY - 05/02/2025 to 31/03/2025		552.91	
INV 153902510	9/04/2025	SYNERGY	153902510 NORTHAM DEPOT - 12/03/2025 to 08/04/2025		1,109.80	
INV 361669311	0/04/2025	SYNERGY	361669310 RECREATION PRECINCT - 01/04/2025 to 08/04/2025		6,153.16	
INV 236109801	5/04/2025	SYNERGY	236109800 RAP PARK - 12/02/2025 to 14/04/2025		131.67	
INV 335820941	6/04/2025	SYNERGY	335820940 CREATE 298 (old council chambers) - 19/03/2025 to 15/04/2025		458.00	
INV 357549691	7/04/2025	SYNERGY	357549690 KILLARA DAYCARE CENTRE - 20/03/2025 to 16/04/2025		1,299.82	

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INV 811029471	17/04/2025	SYNERGY	811029470 WUNDOWIE SWIMMING POOL - 20/03/2025 to 16/04/2025		639.40	
INV 1365377422	04/2025	SYNERGY	136537740 AIRPORT - 20/03/2025 to 16/04/2025		1,000.25	
INV 9356001422	04/2025	SYNERGY	935600140 NORTHAM VISITORS CENTRE - 08/02/2025 to 08/04/2025		211.14	
INV 3577047923	04/2025	SYNERGY	357704790 STAGE LIGHTS - SOUNDSHELL - 08/02/2025 to 10/04/2025		2,092.19	
EFT54158	02/05/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES - APR 2025	1		91.89
INV 0675-S3006	04/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES - MAR 2025	1	33.23	
INV 0676-S3013	04/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES - APR 2025	1	58.66	
EFT54159	02/05/2025	TELSTRA LIMITED	TELSTRA CHARGES - MAR 2025	1		3,806.16
INV 272 6009	10/04/2025	TELSTRA LIMITED	TELSTRA CHARGES - MAR 2025	1	33.15	
INV 272 6008	10/04/2025	TELSTRA LIMITED	TELSTRA CHARGES - MAR 2025	1	338.88	
INV 272 6008	10/04/2025	TELSTRA LIMITED	TELSTRA CHARGES - MAR 2025	1	3,109.05	
INV 902 6075	17/04/2025	TELSTRA LIMITED	TELSTRA CHARGES - MAR 2025	1	325.08	
EFT54160	02/05/2025	TOTAL GREEN RECYCLING PTY LTD	WASTE COLLECTION - MAR 2025	1		3,061.66
INV INV1776	014/03/2025	TOTAL GREEN RECYCLING PTY LTD	WASTE COLLECTION - MAR 2025	1	3,061.66	
EFT54161	02/05/2025	URBAN BIRD TRUST T/A BIRD CONTROL AUSTRALIA	HENRY ST OVAL - MTCE	1		4,874.50
INV INV-275208	04/2025	URBAN BIRD TRUST T/A BIRD CONTROL AUSTRALIA	HENRY ST OVAL - MTCE	1	4,874.50	
EFT54162	02/05/2025	WARRICKS NEWSAGENCY	KILLARA - SUBSCRIPTION - MAR 2025	1		100.00
INV SN00 01731	03/2025	WARRICKS NEWSAGENCY	KILLARA - SUBSCRIPTION - MAR 2025	1	100.00	
EFT54163	02/05/2025	WESTWATER ENTERPRISES PTY LTD	WWTP - MTCE	1		3,655.30
INV WS1147	24/04/2025	WESTWATER ENTERPRISES PTY LTD	WWTP - MTCE	1	3,655.30	



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EFT54164	02/05/2025	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	BFB - PLANT MTCE	1		4,929.50
INV INV-190725/10/2024		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1607 - VEHICLE MTCE	1	1,319.00	
INV INV-195806/01/2025		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	BFB - PLANT MTCE	1	1,415.00	
INV INV-198317/02/2025		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN2401 - VEHICLE MTCE	1	385.00	
INV INV-201514/03/2025		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1913 - PLANT MTCE	1	526.75	
INV INV-204010/04/2025		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1805 - VEHICLE MTCE	1	162.50	
INV INV-203910/04/2025		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN2104 - VEHICLE MTCE	1	442.50	
INV INV-203910/04/2025		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1509 - VEHICLE MTCE	1	126.25	
INV INV-203910/04/2025		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1910 - PLANT MTCE	1	162.50	
INV INV-204822/04/2025		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN2019 - VEHICLE MTCE	1	390.00	
EFT54165	02/05/2025	WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	C.202223-14 - CEMETERY MTCE - 1/04/2025 - 2/04/2025	1		3,432.17
INV 0030171116/04/2025		WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	C.202223-14 - CEMETERY MTCE - 1/04/2025 - 2/04/2025	1	3,432.17	
EFT54166	02/05/2025	WHEATBELT FACE PAINTING COMPANY - CARA GRIGIO T/AS	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1		780.00
INV 051	28/04/2025	WHEATBELT FACE PAINTING COMPANY - CARA GRIGIO T/AS	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1	780.00	
EFT54167	02/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	KILLARA - COPIER SERVICE/METER READING	1		362.67
INV 224441	07/04/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	CREATE 298 - COPIER SERVICE/METER READING	1	40.97	
INV 224351	07/04/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	REC CENTRE - COPIER SERVICE/METER READING	1	119.51	
INV 224352	07/04/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	KILLARA - COPIER SERVICE/METER READING	1	129.19	

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INV 32864	16/04/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	ADMIN - SUPPLIES	1	73.00	
EFT54168	02/05/2025	WHEATBELT PRECISION SERVICES - JEFFREY ROBERTS T/AS	BFB - VEHICLE MTCE	1		814.77
INV INV-040411/12/2024		WHEATBELT PRECISION SERVICES - JEFFREY ROBERTS T/AS	BFB - VEHICLE MTCE	1	814.77	
EFT54169	02/05/2025	WOODLANDS DISTRIBUTORS PTY LTD	DEPOT - SUPPLIES	1		917.40
INV INV-072314/04/2025		WOODLANDS DISTRIBUTORS PTY LTD	DEPOT - SUPPLIES	1	917.40	
EFT54170	02/05/2025	ZENIEN	CCTV - MTCE	1		24,288.88
INV I13190	27/03/2025	ZENIEN	CCTV - MTCE	1	12,870.88	
INV I13221	16/04/2025	ZENIEN	CCTV - MTCE	1	11,418.00	
EFT54171	09/05/2025	AFGRI EQUIPMENT AUSTRALIA PTY LTD	PN1513 - PLANT PARTS	1		194.33
INV 2956612	04/04/2025	AFGRI EQUIPMENT AUSTRALIA PTY LTD	PN1513 - PLANT PARTS	1	194.33	
EFT54172	09/05/2025	ALL PARTS WA - DUSTY ROADS SOLUTIONS PTY LTD T/AS	DEPOT - SUPPLIES	1		76.39
INV SI-00027129/04/2025		ALL PARTS WA - DUSTY ROADS SOLUTIONS PTY LTD T/AS	PN2104 - PLANT PARTS	1	8.41	
INV SI-00027130/04/2025		ALL PARTS WA - DUSTY ROADS SOLUTIONS PTY LTD T/AS	DEPOT - SUPPLIES	1	67.98	
EFT54173	09/05/2025	ALL VEHICLES PTY LTD T/AS AVON 4WD CENTRE / NORTHAM RADIATOR SPECIALISTS	BFB - VEHICLE MTCE	1		550.00
INV 77585 / 7903/12/2024		ALL VEHICLES PTY LTD T/AS AVON 4WD CENTRE / NORTHAM RADIATOR SPECIALISTS	BFB - VEHICLE MTCE	1	550.00	
EFT54174	09/05/2025	ANDY'S PLUMBING SERVICE	KILLARA - MTCE	1		222.20
INV A19977	22/04/2025	ANDY'S PLUMBING SERVICE	KILLARA - MTCE	1	222.20	
EFT54175	09/05/2025	ASK WASTE MANAGEMENT PTY LTD	DEVELOPMENT SERVICES - CONSULTING SERVICES - MAY 2025	1		2,420.00

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INV INV-026101/05/2025		ASK WASTE MANAGEMENT PTY LTD	DEVELOPMENT SERVICES - CONSULTING SERVICES - MAY 2025	1	2,420.00	
EFT54176	09/05/2025	ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR APR 2025	1		3,902.31
INV APRIL 2030/04/2025		ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR APR 2025	1	3,785.81	
INV DT 7/05/207/05/2025		ATTILA JOHN MENCSELYI	COUNCILLOR - REIMBURSEMENT	1	116.50	
EFT54177	09/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions	1		173.50
INV 60	08/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 60	08/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 60	08/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 60	08/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 60	08/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 60	08/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		24.50	
INV 60	08/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		16.50	
EFT54178	09/05/2025	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 22/04/2025	1		73,331.82
INV PAYG 2207/05/2025		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 22/04/2025	1	73,331.82	
EFT54179	09/05/2025	AUTOPRO NORTHAM	PN2107 - VEHICLE PARTS	1		22.01
INV 1213389	01/05/2025	AUTOPRO NORTHAM	PN2107 - VEHICLE PARTS	1	22.01	
EFT54180	09/05/2025	AVON SKIP BINS	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1		380.00
INV 19783	30/04/2025	AVON SKIP BINS	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1	380.00	
EFT54181	09/05/2025	AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD T/AS	PN2302 - VEHICLE MTCE	1		609.00
INV 359971	22/04/2025	AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD T/AS	PN2302 - VEHICLE MTCE	1	609.00	
EFT54182	09/05/2025	AVON VALLEY TOYOTA / ISUZU	PN2314 - VEHICLE MTCE	1		1,010.65

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INV JC14021404/04/2025		AVON VALLEY TOYOTA / ISUZU	PN2314 - VEHICLE MTCE	1	591.05	
INV JC14021729/04/2025		AVON VALLEY TOYOTA / ISUZU	PN1803 - VEHICLE MTCE	1	419.60	
EFT54183	09/05/2025	AVON WASTE	NORTHAM MOTORSPORT FESTIVAL - 26/04/2025	1		385.00
INV 0006905328/04/2025		AVON WASTE	NORTHAM MOTORSPORT FESTIVAL - 26/04/2025	1	385.00	
EFT54184	09/05/2025	BOEKEMAN MACHINERY (WA) PTY LTD	PN1619 - PLANT MTCE	1		4,021.77
INV 417964	24/04/2025	BOEKEMAN MACHINERY (WA) PTY LTD	PN1619 - PLANT MTCE	1	4,021.77	
EFT54185	09/05/2025	BOLINDA PUBLISHING PTY LTD	LIBRARY - STOCK	1		1,143.10
INV 342571	10/04/2025	BOLINDA PUBLISHING PTY LTD	LIBRARY - STOCK	1	1,143.10	
EFT54186	09/05/2025	BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR APR 2025	1		500.00
INV APR 202530/04/2025		BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR APR 2025	1	500.00	
EFT54187	09/05/2025	CADD'S FASHIONS	ENGINEERING SERVICES - UNIFORMS	1		1,523.04
INV 25-0000218/03/2025		CADD'S FASHIONS	CEO OFFICE - UNIFORMS	1	322.25	
INV 25-0000218/03/2025		CADD'S FASHIONS	CORPORATE SERVICES - UNIFORMS	1	287.70	
INV 25-0000308/04/2025		CADD'S FASHIONS	DEVELOPMENT SERVICES - UNIFORMS	1	229.99	
INV 25-0000324/04/2025		CADD'S FASHIONS	ENGINEERING SERVICES - UNIFORMS	1	683.10	
EFT54188	09/05/2025	CARRINGTONS TRAFFIC SERVICES	NORTHAM MOTORSPORT FESTIVAL - 26/04/2025	1		137.50
INV 0004998317/04/2025		CARRINGTONS TRAFFIC SERVICES	NORTHAM MOTORSPORT FESTIVAL - 26/04/2025	1	137.50	
EFT54189	09/05/2025	CENTRAL MOBILE MECHANICAL REPAIRS	ENGINEERING SERVICES - EQUIPMENT HIRE	1		17,622.00
INV 0000490407/04/2025		CENTRAL MOBILE MECHANICAL REPAIRS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	17,622.00	
EFT54190	09/05/2025	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	1		120.00
INV 60	08/05/2025	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions		120.00	
EFT54191	09/05/2025	CHRISTOPHER ANTONIO	COUNCILLOR PAYMENTS FOR APR 2025	1		7,357.75

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INV APR 2025	30/04/2025	CHRISTOPHER ANTONIO	COUNCILLOR PAYMENTS FOR APR 2025	1	7,357.75	
EFT54192	09/05/2025	CHRISTOPHER POULTON	COUNCILLOR PAYMENTS FOR APR 2025	1		2,101.33
INV APRIL 20	30/04/2025	CHRISTOPHER POULTON	COUNCILLOR PAYMENTS FOR APR 2025	1	2,101.33	
EFT54193	09/05/2025	CIVIL PRODUCTS WA - ASCENTION PROPERTIES PL T/AS	DEPOT - SUPPLIES	1		646.80
INV 0000500717	04/2025	CIVIL PRODUCTS WA - ASCENTION PROPERTIES PL T/AS	DEPOT - SUPPLIES	1	646.80	
EFT54194	09/05/2025	CLOUD COLLECTIONS PTY LTD	INCORRECT PAYMENT - REFUND	1		1,280.00
INV CY 2/05/202	05/2025	CLOUD COLLECTIONS PTY LTD	INCORRECT PAYMENT - REFUND	1	1,280.00	
EFT54195	09/05/2025	COMBINED TYRES PTY LTD	PN1607 - VEHICLE MTCE	1		1,661.00
INV INV-599510	04/2025	COMBINED TYRES PTY LTD	PN1607 - VEHICLE MTCE	1	1,661.00	
EFT54196	09/05/2025	CONTRAFLOW PTY LTD	ANZAC DAY - 25/04/2025	1		396.00
INV T18/103128	04/2025	CONTRAFLOW PTY LTD	ANZAC DAY - 25/04/2025	1	396.00	
EFT54197	09/05/2025	COUNTRYWIDE GROUP	DEPOT - SUPPLIES	1		209.95
INV ACC003101	05/2025	COUNTRYWIDE GROUP	P100 - SMALL PLANT PARTS	1	49.95	
INV ACC003105	05/2025	COUNTRYWIDE GROUP	DEPOT - SUPPLIES	1	160.00	
EFT54198	09/05/2025	COUNTRYWIDE MAINTENANCE AND CLEANING SERVICE PTY LTD	BAKERS HILL BFB SHED - MTCE	1		286.00
INV INV-016414	05/2025	COUNTRYWIDE MAINTENANCE AND CLEANING SERVICE PTY LTD	BAKERS HILL BFB SHED - MTCE	1	286.00	
EFT54199	09/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BERT HAWKE & HENRY ST OVAL - MTCE	1		5,098.50
INV 1321	28/04/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BERNARD PARK RIVER BANK PLATFORM - REPAIRS	1	467.50	
INV 1324	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	INKPEN TIP - MTCE	1	814.00	

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INV 1323	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	HENRY STREET OVAL - MTCE	1	550.00	
INV 1326	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	HENRY STREET OVAL - MTCE	1	302.50	
INV 1328	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	NORTHAM POOL - MTCE	1	275.00	
INV 1329	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	NORJTHAM POOL - MTCE	1	165.00	
INV 1331	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	CREATE 298 - MTCE	1	165.00	
INV 1330	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	REC CENTRE - MTCE	1	275.00	
INV 1332	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BERT HAWKE & HENRY ST OVAL - MTCE	1	1,545.50	
INV 1333	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	OLD GIRL SCHOOL - REPAIRS	1	539.00	
EFT54200	09/05/2025	DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENTS FOR APR 2025	1		1,905.73
INV APR 202530	04/2025	DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENTS FOR APR 2025	1	1,905.73	
EFT54201	09/05/2025	DRACO AIR PTY LTD	KILLARA - MTCE	1		220.00
INV 17968	24/04/2025	DRACO AIR PTY LTD	KILLARA - MTCE	1	220.00	
EFT54202	09/05/2025	E FIRE & SAFETY	KILLARA - MTCE	1		1,410.20
INV 633016	29/04/2025	E FIRE & SAFETY	KILLARA - MTCE	1	770.00	
INV 632990	29/04/2025	E FIRE & SAFETY	KILLARA - MTCE	1	422.40	
INV 633008	29/04/2025	E FIRE & SAFETY	TOWN/LESSER HALL - MTCE	1	162.80	
INV 633135	01/05/2025	E FIRE & SAFETY	DOG POUND - MTCE	1	55.00	
EFT54203	09/05/2025	ELGAS PTY LTD	INKPEN FIRESHED - GAS - ANNUAL SERVICE 3/05/2025	1		129.80
INV 0363189401	05/2025	ELGAS PTY LTD	INKPEN FIRESHED - GAS - ANNUAL SERVICE 3/05/2025	1	129.80	
EFT54204	09/05/2025	EYES ON YOU SECURITY PTY LTD	KILLARA - MTCE	1		622.00

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INV INV-037701/05/2025		EYES ON YOU SECURITY PTY LTD	KILLARA - MTCE	1	622.00	
EFT54205	09/05/2025	FIRE & SAFETY SUPPLIES WA	BFB - UNIFORMS	1		631.24
INV 001686	09/05/2025	FIRE & SAFETY SUPPLIES WA	BFB - UNIFORMS	1	631.24	
EFT54206	09/05/2025	FRONTLINE FIRE & RESCUE EQUIPMENT	BFB - UNIFORMS	1		169.40
INV 85932	31/03/2025	FRONTLINE FIRE & RESCUE EQUIPMENT	BFB - UNIFORMS	1	169.40	
EFT54207	09/05/2025	GRACE RECORDS MANAGEMENT PTY LTD	CEO OFFICE - FEES & CHARGES	1		23.89
INV RP0166430/04/2025		GRACE RECORDS MANAGEMENT PTY LTD	CEO OFFICE - FEES & CHARGES	1	23.89	
EFT54208	09/05/2025	GRAFTON ELECTRICS	REC CENTRE - MTCE	1		5,845.68
INV A891	17/04/2025	GRAFTON ELECTRICS	REC CENTRE - MTCE	1	3,080.00	
INV A898	17/04/2025	GRAFTON ELECTRICS	AVON MALL - MTCE	1	781.00	
INV A908	23/04/2025	GRAFTON ELECTRICS	NORTHAM POOL - REPAIRS	1	407.00	
INV A921	01/05/2025	GRAFTON ELECTRICS	HENRY ST OVAL - REPAIRS	1	609.68	
INV A920	01/05/2025	GRAFTON ELECTRICS	REC CENTRE - MTCE	1	968.00	
EFT54209	09/05/2025	GRANT DIXON HORSWELL	STAFF - REIMBURSEMENT	1		63.80
INV 02/27587 02/04/2025		GRANT DIXON HORSWELL	STAFF - REIMBURSEMENT	1	63.80	
EFT54210	09/05/2025	GROWISE PTY LTD	DEVELOPMENT SERVICES - SUPPLIES	1		3,245.00
INV 0719	14/04/2025	GROWISE PTY LTD	DEVELOPMENT SERVICES - SUPPLIES	1	3,245.00	
EFT54211	09/05/2025	HAYDEN JOHN APPLETON	COUNCILLOR PAYMENTS FOR APR 2025	1		1,905.73
INV APR 202530/04/2025		HAYDEN JOHN APPLETON	COUNCILLOR PAYMENTS FOR APR 2025	1	1,905.73	
EFT54212	09/05/2025	HOCKING PLANNING & ARCHITECTURE PTY LTD	TOWN/LESSER HALL - CAPITAL WORKS	1		5,500.00
INV INV-487730/04/2025		HOCKING PLANNING & ARCHITECTURE PTY LTD	ENGINEERING SERVICES - CONSULTING SERVICES - APR 2025	1	2,035.00	

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INV INV-486830/04/2025		HOCKING PLANNING & ARCHITECTURE PTY LTD	TOWN/LESSER HALL - CAPITAL WORKS	1	3,465.00	
EFT54213	09/05/2025	HOST AUTO REPAIRS	PN2314 - VEHICLE MTCE	1		717.05
INV 73429	15/04/2025	HOST AUTO REPAIRS	PN2314 - VEHICLE MTCE	1	717.05	
EFT54214	09/05/2025	INDUSTRIAL AUTOMATION GROUP PTY LTD	BFB - SUBSCRIPTION - 1/01/2025 - 31/12/2025	1		4,130.50
INV SINV-15807/03/2025		INDUSTRIAL AUTOMATION GROUP PTY LTD	BFB - SUBSCRIPTION - 1/01/2025 - 31/12/2025	1	4,130.50	
EFT54215	09/05/2025	INTERFIRE AGENCIES PTY LTD T/A LOVETT FAMILY TRUST	BFB - SUPPLIES	1		1,060.62
INV INV-226002/05/2025		INTERFIRE AGENCIES PTY LTD T/A LOVETT FAMILY TRUST	BFB - SUPPLIES	1	1,060.62	
EFT54216	09/05/2025	JAYCOURT NOMINEES PTY LTD T/AS BARFIELD EARTHMOVING	ENGINEERING SERVICES - EQUIPMENT HIRE	1		4,950.00
INV INV-004701/05/2025		JAYCOURT NOMINEES PTY LTD T/AS BARFIELD EARTHMOVING	ENGINEERING SERVICES - EQUIPMENT HIRE	1	4,950.00	
EFT54217	09/05/2025	JH COMPUTER SERVICES WA PTY LTD	ADMIN - CAPITAL PURCHASE	1		28,065.73
INV 005538-D31/03/2025		JH COMPUTER SERVICES WA PTY LTD	SOFTWARE SUBSCRIPTION - APR 2025	1	1,540.00	
INV 005537-D30/04/2025		JH COMPUTER SERVICES WA PTY LTD	SOFTWARE SUBSCRIPTION - APR 2025	1	4,411.11	
INV 005536-D30/04/2025		JH COMPUTER SERVICES WA PTY LTD	ADMIN - CAPITAL PURCHASE	1	8,800.00	
INV 005539-D30/04/2025		JH COMPUTER SERVICES WA PTY LTD	SOFTWARE SUBSCRIPTION - APR 2025	1	4,690.62	
INV 005562-D02/05/2025		JH COMPUTER SERVICES WA PTY LTD	IT - SUPPORT	1	8,624.00	
EFT54218	09/05/2025	JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS FOR APR 2025	1		1,905.73
INV APR 202530/04/2025		JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS FOR APR 2025	1	1,905.73	
EFT54219	09/05/2025	KLEENWEST	REC CENTRE - SUPPLIES	1		900.37
INV 0001081430/04/2025		KLEENWEST	REC CENTRE - SUPPLIES	1	900.37	
EFT54220	09/05/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1		17,877.15



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INV 401091	10/02/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1	94.36	
INV 401127	18/02/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1	94.36	
INV 401241	25/02/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1	791.82	
INV 402375	28/03/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1	486.65	
INV 402573	08/04/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1	9.05	
INV 402996	17/04/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1	15,941.64	
INV 403069	22/04/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1	459.27	
EFT54221	09/05/2025	LGC EQUIPMENT HIRE - KOPPELEN GLOBAL PL T/AS	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1		2,112.57
INV 5986	30/04/2025	LGC EQUIPMENT HIRE - KOPPELEN GLOBAL PL T/AS	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1	2,112.57	
EFT54222	09/05/2025	LIONS CLUB OF NORTHAM INC	BOOKING 6267 - REFUND	1		60.00
INV 179098	07/05/2025	LIONS CLUB OF NORTHAM INC	BOOKING 6267 - REFUND	1	60.00	
EFT54223	09/05/2025	LISA CHARMAINE BIGLIN	COUNCILLOR PAYMENTS FOR APR 2025	1		2,198.80
INV APR 2025	30/04/2025	LISA CHARMAINE BIGLIN	COUNCILLOR PAYMENTS FOR APR 2025	1	2,198.80	
EFT54224	09/05/2025	MALINOWSKI HOLDINGS PTY LTD	AVON MALL RENT - MAY 2025	1		1,283.33
INV 0000103227	04/2025	MALINOWSKI HOLDINGS PTY LTD	AVON MALL RENT - MAY 2025	1	1,283.33	
EFT54225	09/05/2025	MARIA IRENE GIRAK	COUNCILLOR PAYMENTS FOR APR 2025	1		1,905.73
INV APRIL 20	30/04/2025	MARIA IRENE GIRAK	COUNCILLOR PAYMENTS FOR APR 2025	1	1,905.73	
EFT54226	09/05/2025	MAYDAY EARTHMOVING / RENTAL - CHIVAS ENTERPRISES T-AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1		8,360.00
INV 86194	30/04/2025	MAYDAY EARTHMOVING / RENTAL - CHIVAS ENTERPRISES T-AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	8,360.00	
EFT54227	09/05/2025	MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR APR 2025	1		1,905.73
INV APR 2025	30/04/2025	MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR APR 2025	1	1,905.73	

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EFT54228	09/05/2025	MILMAR DISTRIBUTORS	ADMIN - OFFICE SUPPLIES	1		298.00
INV 0003078205	02/2025	MILMAR DISTRIBUTORS	ADMIN - OFFICE SUPPLIES	1	298.00	
EFT54229	09/05/2025	MM ELECTRICAL MERCHANDISING	ADMIN - MTCE	1		180.81
INV 221786-601	05/2025	MM ELECTRICAL MERCHANDISING	ADMIN - MTCE	1	57.33	
INV 221781-601	05/2025	MM ELECTRICAL MERCHANDISING	ADMIN - MTCE	1	123.48	
EFT54230	09/05/2025	NORTHAM CHAMBER OF COMMERCE T/A THE NORTHAM ADVERTISER	ADVERTISEMENT - NEWSPAPER - MAY 2025	1		1,001.00
INV 3428	28/04/2025	NORTHAM CHAMBER OF COMMERCE T/A THE NORTHAM ADVERTISER	ADVERTISEMENT - NEWSPAPER - MAY 2025	1	500.50	
INV 3420	28/04/2025	NORTHAM CHAMBER OF COMMERCE T/A THE NORTHAM ADVERTISER	ADVERTISEMENT - NEWSPAPER - MAY 2025	1	500.50	
EFT54231	09/05/2025	NORTHAM COUNTRY CLUB INC	SENIOR SPORT X1	1		200.00
INV 6697	06/05/2025	NORTHAM COUNTRY CLUB INC	SENIOR SPORT X1	1	100.00	
INV 6752	07/05/2025	NORTHAM COUNTRY CLUB INC	SENIOR SPORT X1	1	100.00	
EFT54232	09/05/2025	NORTHAM DISTRICTS GLASS PTY LTD	BFB - VEHICLE MTCE	1		570.00
INV INV-102817	04/2025	NORTHAM DISTRICTS GLASS PTY LTD	BFB - VEHICLE MTCE	1	570.00	
EFT54233	09/05/2025	NORTHAM TYERES & AUTO REPAIRS PL T/AS NORTHAM TYREPOWER & SUSPENSION CENTRE	PN2314 - VEHICLE REPAIRS	1		40.00
INV 160202	24/04/2025	NORTHAM TYERES & AUTO REPAIRS PL T/AS NORTHAM TYREPOWER & SUSPENSION CENTRE	PN2314 - VEHICLE REPAIRS	1	40.00	
EFT54234	09/05/2025	NUTRIEN AG SOLUTIONS LIMITED	DEPOT - SUPPLIES	1		717.75
INV 9125750730	04/2025	NUTRIEN AG SOLUTIONS LIMITED	DEPOT - SUPPLIES	1	717.75	
EFT54235	09/05/2025	OFFICEWORKS SUPERSTORES PTY LTD	SES - SUPPLIES	1		306.00
INV 6204192406	03/2025	OFFICEWORKS SUPERSTORES PTY LTD	SES - SUPPLIES	1	306.00	

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EFT54236	09/05/2025	OXTER SERVICES	ADMIN - SUPPLIES	1		56.65
INV 29987	03/04/2025	OXTER SERVICES	ADMIN - SUPPLIES	1	56.65	
EFT54237	09/05/2025	PROFESSIONAL LOCKSERVICE	VISITORS CENTRE - MTCE	1		456.01
INV 0011066318/10/2024		PROFESSIONAL LOCKSERVICE	FREIGHT CHARGES - OCT 2024	1	23.43	
INV 0011103531/01/2025		PROFESSIONAL LOCKSERVICE	VISITORS CENTRE - MTCE	1	432.58	
EFT54238	09/05/2025	PROGRAMME ELECTRICAL MAINTENANCE	HOOVER PARK - MTCE	1		1,657.59
INV INV-000001/05/2025		PROGRAMME ELECTRICAL MAINTENANCE	WUNDOWIE DEPOT - MTCE	1	121.00	
INV INV-000001/05/2025		PROGRAMME ELECTRICAL MAINTENANCE	HOOVER PARK - MTCE	1	438.79	
INV INV-000001/05/2025		PROGRAMME ELECTRICAL MAINTENANCE	HOOVER PARK - MTCE	1	1,097.80	
EFT54239	09/05/2025	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKETS - APR 2025	1		218.62
INV 399930	30/04/2025	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKETS - APR 2025	1	218.62	
EFT54240	09/05/2025	REGIONAL PHYSIOTHERAPY & SPORTS INJURY CLINIC & IN BALANCE FITNESS	SENIOR SPORT X1	1		100.00
INV 0112540	07/05/2025	REGIONAL PHYSIOTHERAPY & SPORTS INJURY CLINIC & IN BALANCE FITNESS	SENIOR SPORT X1	1	100.00	
EFT54241	09/05/2025	SHIRE OF TOODYAY	INVOICE 2604 - AROC	1		2,276.15
INV T957	08/05/2025	SHIRE OF TOODYAY	INVOICE 2604 - AROC	1	2,276.15	
EFT54242	09/05/2025	SHRED-X PTY LTD	ADMIN - EQUIPMENT HIRE	1		52.01
INV 0233924628/02/2025		SHRED-X PTY LTD	ADMIN - EQUIPMENT HIRE	1	52.01	
EFT54243	09/05/2025	SPECIALE SMASH REPAIRS	PN2413 - INSURANCE EXCESS	1		1,000.00
INV 25608	01/05/2025	SPECIALE SMASH REPAIRS	PN2413 - INSURANCE EXCESS	1	1,000.00	
EFT54244	09/05/2025	STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1		2,223.52
INV SIN-405611/04/2025		STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1	81.69	

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INV SIN-406330/04/2025		STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1	264.62	
INV SIN-406330/04/2025		STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1	1,647.89	
INV SIN-406401/05/2025		STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1	152.88	
INV SIN-406401/05/2025		STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1	76.44	
EFT54245	09/05/2025	STRATAGREEN	DEVELOPMENT SERVICES - SUPPLIES	1		8,520.05
INV 174307	14/04/2025	STRATAGREEN	DEVELOPMENT SERVICES - SUPPLIES	1	8,520.05	
EFT54246	09/05/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES - APR 2025	1		239.11
INV 0677-S3020/04/2025		TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES - APR 2025	1	43.78	
INV 0678-S3027/04/2025		TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES - APR 2025	1	195.33	
EFT54247	09/05/2025	TREVOR EASTWELL	COMMUNITY TRANSPORT - 24/04/2025	1		50.00
INV 61	24/04/2025	TREVOR EASTWELL	COMMUNITY TRANSPORT - 24/04/2025	1	50.00	
EFT54248	09/05/2025	VERLINDEN'S ELECTRICAL SERVICE PTY LTD	NORTHAM BMX TRACK - MTCE	1		5,398.25
INV 101101	28/04/2025	VERLINDEN'S ELECTRICAL SERVICE PTY LTD	NORTHAM BMX TRACK - MTCE	1	5,398.25	
EFT54249	09/05/2025	WARRICKS NEWSAGENCY	ADMIN - OFFICE SUPPLIES	1		1,608.44
INV 80003	28/04/2025	WARRICKS NEWSAGENCY	ADMIN - OFFICE SUPPLIES	1	938.77	
INV SN00 01730/04/2025		WARRICKS NEWSAGENCY	LIBRARY - SUBSCRIPTION - FEB TO APR 2025	1	669.67	
EFT54250	09/05/2025	WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	INV00301710 - CORELLA PROJECT - Q4	1		9,625.00
INV T957	08/05/2025	WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	INV00301710 - CORELLA PROJECT - Q4	1	9,625.00	
EFT54251	09/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	SES - COPIER SERVICE/METER READING	1		260.39

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INV 224346	07/04/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	SES - COPIER SERVICE/METER READING	1	201.89	
INV 24377	01/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	REC CENTRE - SUPPLIES	1	58.50	
EFT54252	09/05/2025	WHEATBELT PRECISION SERVICES - JEFFREY ROBERTS T/AS	BFB - VEHICLE MTCE	1		331.87
INV INV-040211/12/2024		WHEATBELT PRECISION SERVICES - JEFFREY ROBERTS T/AS	BFB - VEHICLE MTCE	1	331.87	
EFT54253	09/05/2025	WISE MECHANICAL PTY LTD	BFB - VEHICLE MTCE	1		347.08
INV 727	20/04/2025	WISE MECHANICAL PTY LTD	BFB - VEHICLE MTCE	1	347.08	
EFT54254	16/05/2025	AFGRI EQUIPMENT AUSTRALIA PTY LTD	ENGINEERING SERVICES - LIGHT FLEET PURCHASE	1		32,888.90
INV 2966703	01/05/2025	AFGRI EQUIPMENT AUSTRALIA PTY LTD	ENGINEERING SERVICES - LIGHT FLEET PURCHASE	1	32,888.90	
EFT54255	16/05/2025	ALL PARTS WA - DUSTY ROADS SOLUTIONS PTY LTD T/AS	DEPOT - SUPPLIES	1		186.67
INV SI-00027209/05/2025		ALL PARTS WA - DUSTY ROADS SOLUTIONS PTY LTD T/AS	DEPOT - SUPPLIES	1	186.67	
EFT54256	16/05/2025	ALLMARK & ASSOCIATES PTY LTD	BADGES	1		273.90
INV IN00462806/05/2025		ALLMARK & ASSOCIATES PTY LTD	BADGES	1	273.90	
EFT54257	16/05/2025	ANDY'S PLUMBING SERVICE	BERT HAWKE OVAL - CAPITAL WORKS	1		6,299.70
INV A19980	30/04/2025	ANDY'S PLUMBING SERVICE	BERT HAWKE OVAL - CAPITAL WORKS	1	5,093.00	
INV A19985	07/05/2025	ANDY'S PLUMBING SERVICE	HENRY ST OVAL - MTCE	1	973.50	
INV A19984	07/05/2025	ANDY'S PLUMBING SERVICE	VINTAGE VEHICLE ASSOCIATION - MTCE	1	233.20	
EFT54258	16/05/2025	AUSTRALIA POST	AUSTRALIA POST CHARGES - APR 2025	1		1,283.66
INV 1013984903/05/2025		AUSTRALIA POST	AUSTRALIA POST CHARGES - APR 2025	1	1,283.66	
EFT54259	16/05/2025	AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COUNCILLOR - TRAINING	1		2,516.00

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INV NGA251213/05/2025		AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COUNCILLOR - TRAINING	1	1,258.00	
INV NGA251213/05/2025		AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	CEO - TRAINING	1	1,258.00	
EFT54260	16/05/2025	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 06/05/2025	1		74,629.82
INV PAYG 6/15/05/2025		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 06/05/2025	1	74,629.82	
EFT54261	16/05/2025	BLACKWELL PLUMBING AND GAS PTY LTD	NORTHAM LIBRARY - MTCE	1		99.45
INV INV-325712/05/2025		BLACKWELL PLUMBING AND GAS PTY LTD	NORTHAM LIBRARY - MTCE	1	99.45	
EFT54262	16/05/2025	BLUESALT CONSULTING	COMMUNITY DEVELOPMENT - CONSULTING SERVICES - MAR 2025	1		825.00
INV INV-069924/03/2025		BLUESALT CONSULTING	COMMUNITY DEVELOPMENT - CONSULTING SERVICES - MAR 2025	1	825.00	
EFT54263	16/05/2025	BRIGHTMARK GROUP PROPERTIES PTY LTD	C.202425-03 - TOILETS MANAGEMENT - 01/04/2025-30/04/2025	1		8,878.40
INV 0004892	30/04/2025	BRIGHTMARK GROUP PROPERTIES PTY LTD	C.202425-03 - TOILETS MANAGEMENT - 01/04/2025-30/04/2025	1	8,878.40	
EFT54264	16/05/2025	BUILDING & ENERGY	BSL - PAYMENT - MAR 2025	1		6,898.89
INV T1977	15/05/2025	BUILDING & ENERGY	BSL - PAYMENT - MAR 2025	1	3,590.24	
INV T1080	15/05/2025	BUILDING & ENERGY	BSL - PAYMENT - APR 2025	1	264.00	
INV T1977	15/05/2025	BUILDING & ENERGY	BSL - PAYMENT - APR 2025	1	3,044.65	
EFT54265	16/05/2025	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	BCITF - PAYMENT - APR 2025	1		2,358.75
INV T1079	15/05/2025	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	BCITF - PAYMENT - MAR 2025	1	1,155.25	
INV T1079	15/05/2025	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	BCITF - PAYMENT - APR 2025	1	1,203.50	
EFT54266	16/05/2025	BUNNINGS BUILDING SUPPLIES P/L	WUNDOWIE DEPOT - SUPPLIES	1		1,151.29
INV 2182-003/22/04/2025		BUNNINGS BUILDING SUPPLIES P/L	PN1802 - PLANT PARTS	1	6.25	

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INV 2182/00328/04/2025		BUNNINGS BUILDING SUPPLIES P/L	ADMIN - SUPPLIES	1	56.05	
INV 2182-00205/05/2025		BUNNINGS BUILDING SUPPLIES P/L	FITZGERALD ST - SUPPLIES	1	63.54	
INV 2182-99805/05/2025		BUNNINGS BUILDING SUPPLIES P/L	AQUATIC FACILITY - PARTS	1	47.32	
INV 2182-00407/05/2025		BUNNINGS BUILDING SUPPLIES P/L	KILLARA - SUPPLIES	1	26.17	
INV 2182-00308/05/2025		BUNNINGS BUILDING SUPPLIES P/L	DEPOT - SUPPLIES	1	127.96	
INV 2812-00308/05/2025		BUNNINGS BUILDING SUPPLIES P/L	DEPOT - SUPPLIES	1	140.62	
INV 2182-00308/05/2025		BUNNINGS BUILDING SUPPLIES P/L	WUNDOWIE DEPOT - SUPPLIES	1	402.37	
INV 2182/00308/05/2025		BUNNINGS BUILDING SUPPLIES P/L	CEO OFFICE - SUPPLIES	1	128.30	
INV 2182-00309/05/2025		BUNNINGS BUILDING SUPPLIES P/L	CEMETERY - MTCE	1	58.85	
INV 2182-00409/05/2025		BUNNINGS BUILDING SUPPLIES P/L	REC CENTRE - SUPPLIES	1	93.86	
EFT54267	16/05/2025	BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR APR 2025	1		1,029.75
INV APR 202530/04/2025		BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR APR 2025	1	1,029.75	
EFT54268	16/05/2025	CADD'S FASHIONS	ENGINEERING SERVICES - STAFF UNIFORM	1		59.99
INV 25-00001:13/02/2025		CADD'S FASHIONS	ENGINEERING SERVICES - STAFF UNIFORM	1	59.99	
EFT54269	16/05/2025	CALTEX STARCARD - WEX AUSTRALIA PTY LTD	FUEL CHARGES FOR APR 2025	1		330.19
INV APR 202530/04/2025		CALTEX STARCARD - WEX AUSTRALIA PTY LTD	FUEL CHARGES FOR APR 2025	1	330.19	
EFT54270	16/05/2025	CARRINGTONS TRAFFIC SERVICES	FITZGERALD ST - TRAFFIC MANAGEMENT	1		5,026.10
INV 0005006129/04/2025		CARRINGTONS TRAFFIC SERVICES	FITZGERALD ST - TRAFFIC MANAGEMENT	1	5,026.10	
EFT54271	16/05/2025	CENTRAL MOBILE MECHANICAL REPAIRS	PN1509 - PLANT MTCE	1		2,986.50
INV 0000493406/05/2025		CENTRAL MOBILE MECHANICAL REPAIRS	PN1509 - PLANT MTCE	1	2,986.50	
EFT54272	16/05/2025	CIVIL PRODUCTS WA - ASCENTION PROPERTIES PL T/AS	LUNT ST - MTCE	1		57.20

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INV 0000519709/05/2025		CIVIL PRODUCTS WA - ASCENTION PROPERTIES PL T/AS	LUNT ST - MTCE	1	57.20	
EFT54273	16/05/2025	CLACKLINE FENCING CONTRACTORS	DEPOT - CAPITAL WORKS	1		6,805.00
INV 1705	07/05/2025	CLACKLINE FENCING CONTRACTORS	DEPOT - CAPITAL WORKS	1	6,805.00	
EFT54274	16/05/2025	CLEANAWAY DANIELS SERVICES PTY LTD	APEX PARK TOILETS - SANITATION - APR 2025	1		825.12
INV 2377742	30/04/2025	CLEANAWAY DANIELS SERVICES PTY LTD	WUNDOWIE PUBLIC TOILETS - SANITATION - APR 2025	1	163.66	
INV 2377741	30/04/2025	CLEANAWAY DANIELS SERVICES PTY LTD	APEX PARK TOILETS - SANITATION - APR 2025	1	327.32	
INV 2377740	30/04/2025	CLEANAWAY DANIELS SERVICES PTY LTD	BERNARD PARK TOILETS - SANITATION - APR 2025	1	163.66	
INV 2377739	30/04/2025	CLEANAWAY DANIELS SERVICES PTY LTD	BAKERS HILL TOILETS - SANITATION - APR 2025	1	170.48	
EFT54275	16/05/2025	CLOUD COLLECTIONS PTY LTD	DEBT COLLECTION - APR 2025	1		1,896.69
INV 6184	01/05/2025	CLOUD COLLECTIONS PTY LTD	DEBT COLLECTION - APR 2025	1	931.70	
INV INV-082013/05/2025		CLOUD COLLECTIONS PTY LTD	DEBT COLLECTION - MAY 2025	1	684.49	
INV INV-082114/05/2025		CLOUD COLLECTIONS PTY LTD	DEBT COLLECTION - MAY 2025	1	280.50	
EFT54276	16/05/2025	COLES - WEX AUSTRALIA PTY LTD	COLES PURCHASE - APR 2025	1		1,361.40
INV 214	30/04/2025	COLES - WEX AUSTRALIA PTY LTD	COLES PURCHASE - APR 2025	1	1,361.40	
EFT54277	16/05/2025	COMBINED TYRES PTY LTD	PN2305 - PLANT MTCE	1		2,596.00
INV INV-608506/05/2025		COMBINED TYRES PTY LTD	PN2305 - PLANT MTCE	1	2,596.00	
EFT54278	16/05/2025	COMMUNITY RESOURCES LIMITED T/AS SOFT LANDING	WASTE COLLECTION - APR 2025	1		4,770.15
INV INV945130/04/2025		COMMUNITY RESOURCES LIMITED T/AS SOFT LANDING	WASTE COLLECTION - APR 2025	1	4,770.15	
EFT54279	16/05/2025	CONTRAFLOW PTY LTD	BILYA FESTIVAL - AUG 2025	1		990.00
INV T18-103305/05/2025		CONTRAFLOW PTY LTD	BILYA FESTIVAL - AUG 2025	1	990.00	
EFT54280	16/05/2025	COUNTRYWIDE GROUP	CLARKE ST - SUPPLIES	1		352.00



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INV ACC003106/05/2025		COUNTRYWIDE GROUP	CLARKE ST - SUPPLIES	1	288.00	
INV ACC003112/05/2025		COUNTRYWIDE GROUP	HENRY ST OVAL - SUPPLIES	1	64.00	
EFT54281	16/05/2025	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	ADMIN - MTCE	1		2,097.34
INV 138278	17/03/2025	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	BKB - MTCE	1	85.00	
INV 138856	14/04/2025	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	ADMIN BUILDING - MTCE	1	571.18	
INV 138906	14/04/2025	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	ADMIN - MTCE	1	660.00	
INV 138776	14/04/2025	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	CREATE 298 - MTCE	1	611.16	
INV 138689	23/04/2025	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	CREATE 298 - MTCE	1	170.00	
EFT54282	16/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BKB - MTCE	1		7,023.50
INV 1325	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BERNARD PARK - REPAIRS	1	940.50	
INV 1327	03/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BKB - MTCE	1	4,235.00	
INV 1335	11/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	REC CENTRE - REPAIRS	1	1,545.50	
INV 1336	11/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	INKPET WASTE FACILITY - MTCE	1	302.50	
EFT54283	16/05/2025	E FIRE & SAFETY	REC CENTRE - MTCE	1		254.65
INV 633075	30/04/2025	E FIRE & SAFETY	REC CENTRE - MTCE	1	254.65	
EFT54284	16/05/2025	EV CHARGING SYSTEMS PTY LTD	ADMIN - REPAIRS	1		3,868.38
INV 940925	29/04/2025	EV CHARGING SYSTEMS PTY LTD	ADMIN - REPAIRS	1	3,868.38	
EFT54285	16/05/2025	FIRE RESCUE SAFETY AUSTRALIA PTY LTD	BFB - SUPPLIES	1		1,421.48
INV 266383	05/05/2025	FIRE RESCUE SAFETY AUSTRALIA PTY LTD	BFB - SUPPLIES	1	1,421.48	

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EFT54286	16/05/2025	FRONTLINE FIRE & RESCUE EQUIPMENT	BFB - SUPPLIES	1		1,812.15
INV 86313	07/05/2025	FRONTLINE FIRE & RESCUE EQUIPMENT	BFB - SUPPLIES	1	1,812.15	
EFT54287	16/05/2025	GRAFTON ELECTRICS	BAKERS HILL OVAL - MTCE	1		1,069.09
INV A258	16/05/2024	GRAFTON ELECTRICS	REC CENTRE - MTCE	1	132.00	
INV A926	05/05/2025	GRAFTON ELECTRICS	BAKERS HILL OVAL - MTCE	1	793.32	
INV A922	05/05/2025	GRAFTON ELECTRICS	REC CENTRE - MTCE	1	143.77	
EFT54288	16/05/2025	HINTERLAND URBAN & REGIONAL PLANNING CONSULTANTS	DEVELOPMENT SERVICES - CONSULTING SERVICES - APR/MAY 2025	1		4,162.50
INV J25014	11/05/2025	HINTERLAND URBAN & REGIONAL PLANNING CONSULTANTS	DEVELOPMENT SERVICES - CONSULTING SERVICES - APR/MAY 2025	1	4,162.50	
EFT54289	16/05/2025	HOCKING PLANNING & ARCHITECTURE PTY LTD	ENGINEERING SERVICES - CONSULTING SERVICES - APR 2025	1		8,571.20
INV INV-486630/04/2025		HOCKING PLANNING & ARCHITECTURE PTY LTD	ENGINEERING SERVICES - CONSULTING SERVICES - APR 2025	1	8,571.20	
EFT54290	16/05/2025	ICONIC PROPERTY SERVICES PTY LTD	C.202324-11 - CLEANING - APR 2025	1		15,692.68
INV PSI0447330/04/2025		ICONIC PROPERTY SERVICES PTY LTD	C.202324-11 - CLEANING - APR 2025	1	15,692.68	
EFT54291	16/05/2025	INDO - ASIAN KITCHEN PTY LTD T/A LUME BRASSERIE	CATERING - COUNCIL MEETING	1		964.00
INV 0000000824/04/2025		INDO - ASIAN KITCHEN PTY LTD T/A LUME BRASSERIE	CATERING - COUNCIL MEETING	1	500.01	
INV 0000000724/04/2025		INDO - ASIAN KITCHEN PTY LTD T/A LUME BRASSERIE	CATERING - COUNCIL MEETING	1	463.99	
EFT54292	16/05/2025	IXOM OPERATIONS PTY LTD	AQUATIC FACILITY & WASTE WATER TREATMENT PLANT - SUPPLIES	1		505.89
INV 6958879	01/05/2025	IXOM OPERATIONS PTY LTD	AQUATIC FACILITY & WASTE WATER TREATMENT PLANT - SUPPLIES	1	505.89	
EFT54293	16/05/2025	JAYCOURT NOMINEES PTY LTD T/AS BARFIELD EARTHMOVING	JENNAPULLIN RD - CAPITAL WORKS	1		4,950.00
INV INV-005612/05/2025		JAYCOURT NOMINEES PTY LTD T/AS BARFIELD EARTHMOVING	JENNAPULLIN RD - CAPITAL WORKS	1	4,950.00	

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EFT54294	16/05/2025	LGC EQUIPMENT HIRE - KOPPELEN GLOBAL PL T/AS	CEO OFFICE - EQUIPMENT HIRE	1		484.00
INV 6154	05/05/2025	LGC EQUIPMENT HIRE - KOPPELEN GLOBAL PL T/AS	CEO OFFICE - EQUIPMENT HIRE	1	484.00	
EFT54295	16/05/2025	MANTA EVENTS T/AS WESTSIDE CARNIVALS	ELEVATE FESTICAL - 01/06/2025	1		18,150.00
INV INV-010610/04/2025		MANTA EVENTS T/AS WESTSIDE CARNIVALS	ELEVATE FESTICAL - 01/06/2025	1	18,150.00	
EFT54296	16/05/2025	MCLEODS LAWYERS	LEGAL FEES - APR 2025	1		2,087.22
INV 145014	30/04/2025	MCLEODS LAWYERS	LEGAL FEES - APR 2025	1	2,087.22	
EFT54297	16/05/2025	MEMORIES OF AUSTRALIA	BKB - STOCK	1		527.12
INV 0001047329/04/2025		MEMORIES OF AUSTRALIA	BKB - STOCK	1	527.12	
EFT54298	16/05/2025	MENZA CONCEPTS PTY LTD	PN2501 - VEHICLE PARTS	1		1,244.10
INV 000283	17/04/2025	MENZA CONCEPTS PTY LTD	PN2501 - VEHICLE PARTS	1	1,244.10	
EFT54299	16/05/2025	MODERN TEACHING AIDS PTY LTD	LIBRARY - SUPPLIES	1		169.90
INV 4635897611/04/2025		MODERN TEACHING AIDS PTY LTD	LIBRARY - SUPPLIES	1	169.90	
EFT54300	16/05/2025	MORRIS MACHINING AND FABRICATION PTY LTD	PN1703 - PLANT REPAIRS	1		1,000.00
INV 0000000509/05/2025		MORRIS MACHINING AND FABRICATION PTY LTD	PN1703 - PLANT REPAIRS	1	1,000.00	
EFT54301	16/05/2025	MORRIS PEST & WEED CONTROL	VARIOUS LOCATIONS - MTCE	1		5,948.80
INV INV_20206/05/2025		MORRIS PEST & WEED CONTROL	REC CENTRE - MTCE	1	220.00	
INV INV-389307/05/2025		MORRIS PEST & WEED CONTROL	VARIOUS LOCATIONS - MTCE	1	4,694.80	
INV INV-389207/05/2025		MORRIS PEST & WEED CONTROL	VARIOUS LOCATIONS - MTCE	1	1,034.00	
EFT54302	16/05/2025	NAVIGATOR PHOTOGRAFIX	NORTHAM MOTORSPORT FESTIVAL - 26-27/04/2025	1		4,000.00
INV 1074	04/05/2025	NAVIGATOR PHOTOGRAFIX	NORTHAM MOTORSPORT FESTIVAL - 26-27/04/2025	1	4,000.00	

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EFT54303	16/05/2025	NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1		456.00
INV 0000588402/05/2025		NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1	78.00	
INV 0000588507/05/2025		NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1	271.00	
INV 0000588609/05/2025		NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1	59.00	
INV 0000588712/05/2025		NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1	48.00	
EFT54304	16/05/2025	NORTHAM FLORIST	ANZAC DAY - 25/04/2025	1		725.00
INV 30016	10/04/2025	NORTHAM FLORIST	ANZAC DAY - 25/04/2025	1	560.00	
INV 30032	14/04/2025	NORTHAM FLORIST	ANZAC DAY - 25/04/2025	1	80.00	
INV 30061	30/04/2025	NORTHAM FLORIST	ANZAC DAY - 25/04/2025	1	85.00	
EFT54305	16/05/2025	NORTHAM LIQUOR BARONS	COUNCIL - SUPPLIES	1		627.89
INV 40699	19/03/2025	NORTHAM LIQUOR BARONS	COUNCIL - SUPPLIES	1	256.98	
INV 14720	17/04/2025	NORTHAM LIQUOR BARONS	STAFF LEAVING GIFT	1	132.97	
INV 15064	29/04/2025	NORTHAM LIQUOR BARONS	COUNCIL - SUPPLIES	1	237.94	
EFT54306	16/05/2025	NORTHAM MOTORS PTY LTD	PN2407 - VEHICLE MTCE	1		515.00
INV 1445813	29/04/2025	NORTHAM MOTORS PTY LTD	PN2407 - VEHICLE MTCE	1	515.00	
EFT54307	16/05/2025	NUTRIEN AG SOLUTIONS LIMITED	DEPOT - SUPPLIES	1		715.00
INV 9125063316/04/2025		NUTRIEN AG SOLUTIONS LIMITED	DEPOT - SUPPLIES	1	715.00	
EFT54308	16/05/2025	NUTRIEN WATER	BERT HAWKE OVAL - PARTS	1		598.71
INV 4135886102/05/2025		NUTRIEN WATER	BERT HAWKE OVAL - PARTS	1	3,468.56	
INV 4136002914/05/2025		NUTRIEN WATER	CN - BERT HAWKE OVAL - SUPPLIES	1	-3,180.03	
INV 4136015715/05/2025		NUTRIEN WATER	VARIOUS LOCATIONS - SUPPLIES	1	310.18	
EFT54309	16/05/2025	OCTAGON LIFTS PTY LTD	NORTHAM LIBRARY - MTCE	1		1,060.40

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INV 70904	02/05/2025	OCTAGON LIFTS PTY LTD	NORTHAM LIBRARY - MTCE	1	1,060.40	
EFT54310	16/05/2025	OFFICEWORKS SUPERSTORES PTY LTD	REC CENTRE - SUPPLIES	1		175.95
INV 6212030116/04/2025		OFFICEWORKS SUPERSTORES PTY LTD	REC CENTRE - SUPPLIES	1	175.95	
EFT54311	16/05/2025	OXTER SERVICES	C.202223-13 - BURIAL	1		8,508.50
INV 29904	17/03/2025	OXTER SERVICES	C.202223-13 - BURIAL	1	1,430.00	
INV 29952	26/03/2025	OXTER SERVICES	C.202223-13 - BURIAL	1	1,551.00	
INV 30027	14/04/2025	OXTER SERVICES	C.202223-13 - BURIAL	1	1,551.00	
INV 30029	14/04/2025	OXTER SERVICES	C.202223-13 - BURIAL	1	1,551.00	
INV 30028	14/04/2025	OXTER SERVICES	C.202223-13 - BURIAL	1	1,551.00	
INV 30085	05/05/2025	OXTER SERVICES	QUELLINGTON HALL - MTCE	1	874.50	
EFT54312	16/05/2025	PJ & DE ROBINSON	HABGOOD STREET - MTCE	1		313.50
INV 0000003201/05/2025		PJ & DE ROBINSON	HABGOOD STREET - MTCE	1	313.50	
EFT54313	16/05/2025	PROFESSIONAL LOCKSERVICE	DEPOT & REC CENTRE - SUPPLIES	1		1,044.89
INV 0011145007/05/2025		PROFESSIONAL LOCKSERVICE	VISITORS CENTRE - SUPPLIES	1	96.80	
INV 0011145407/05/2025		PROFESSIONAL LOCKSERVICE	DEPOT & REC CENTRE - SUPPLIES	1	948.09	
EFT54314	16/05/2025	PROTEC ASPHALT	ST GEORGE STREET - CAPITAL WORKS	1		108,042.00
INV 40346	12/05/2025	PROTEC ASPHALT	ST GEORGE STREET - CAPITAL WORKS	1	108,042.00	
EFT54315	16/05/2025	QBD BOOKS - COVER SYNDICATE PTY LTD T/AS	LIBRARY - STOCK	1		223.04
INV 898VZ3A18/03/2025		QBD BOOKS - COVER SYNDICATE PTY LTD T/AS	LIBRARY - STOCK	1	223.04	
EFT54316	16/05/2025	SOUTHERN CROSS AUSTEREO PTY LTD	ADVERTISEMENT - RADIO - ELEVATE FESTIVAL	1		9,042.00
INV 7178790130/04/2025		SOUTHERN CROSS AUSTEREO PTY LTD	ADVERTISEMENT - RADIO - ELEVATE FESTIVAL	1	4,400.00	
INV 7178790030/04/2025		SOUTHERN CROSS AUSTEREO PTY LTD	ADVERTISEMENT - RADIO - ELEVATE FESTIVAL	1	2,827.00	

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INV 7178789830/04/2025		SOUTHERN CROSS AUSTEREO PTY LTD	ADVERTISEMENT - RADIO - LOYALTY PROGRAM	1	1,364.00	
INV 7178789730/04/2025		SOUTHERN CROSS AUSTEREO PTY LTD	ADVERTISEMENT - RADIO - LOYALTY PROGRAM	1	231.00	
INV 7178789930/04/2025		SOUTHERN CROSS AUSTEREO PTY LTD	ADVERTISEMENT - RADIO	1	220.00	
EFT54317	16/05/2025	SPECIALISED TREE SERVICE PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 25-26/04/2025	1		847.00
INV INV-013408/05/2025		SPECIALISED TREE SERVICE PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 25-26/04/2025	1	847.00	
EFT54318	16/05/2025	SPECIALIZED CLEANING GROUP PTY LTD	ENGINEERING SERVICES - EQUIPMENT HIRE	1		24,515.32
INV INV-259831/03/2025		SPECIALIZED CLEANING GROUP PTY LTD	ENGINEERING SERVICES - EQUIPMENT HIRE	1	10,794.96	
INV INV-267830/04/2025		SPECIALIZED CLEANING GROUP PTY LTD	ENGINEERING SERVICES - EQUIPMENT HIRE	1	13,720.36	
EFT54319	16/05/2025	SPOTLIGHT PTY LTD	ELEVATE FESTIVAL - 1/06/2025	1		229.10
INV 5802044628/04/2025		SPOTLIGHT PTY LTD	ELEVATE FESTIVAL - 1/06/2025	1	229.10	
EFT54320	16/05/2025	ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	CORPORATE SERVICES - TRAINING	1		178.00
INV FAINV0114/04/2025		ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	CORPORATE SERVICES - TRAINING	1	89.00	
INV FAINV0114/04/2025		ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	REC CENTRE - TRAINING	1	89.00	
EFT54321	16/05/2025	STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1		223.58
INV SIN-406607/05/2025		STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1	9.44	
INV SIN-406607/05/2025		STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1	37.75	
INV SIN-406812/05/2025		STEWART & HEATON CLOTHING CO.PTY LTD	BFB - UNIFORMS	1	176.39	
EFT54322	16/05/2025	SUPAGAS PTY LTD	POOL HEATERS - GAS - 1.05.2025	1		14,517.08
INV 907424D109/04/2025		SUPAGAS PTY LTD	POOL HEATERS - GAS - 9.04.2025	1	7,003.39	
INV 917091D201/05/2025		SUPAGAS PTY LTD	POOL HEATERS - GAS - 1.05.2025	1	7,513.69	

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EFT54323	16/05/2025	SYNERGY	361669500 OXIDATION PONDS - 01/04/2025 to 05/05/2025	1		7,780.57
INV 1578225611/04/2025		SYNERGY	157822560 IRISHTOWN BFB - 24/01/2025 to 25/03/2025		252.92	
INV 3575480822/04/2025		SYNERGY	357548080 DOG POUND COLEBATCH RD - 25/01/2025 to 28/03/2025		744.30	
INV 3616702522/04/2025		SYNERGY	361670250 NORTHAM LIBRARY - 20/03/2025 to 16/04/2025		303.84	
INV 1358465902/05/2025		SYNERGY	135846590 BAKERS HILL FIRE STATION - NEW - 27/02/2025 to 01/05/2025		387.09	
INV 9152416402/05/2025		SYNERGY	915241640 AUXILLARY LIGHTING - 28/03/2025 to 27/04/2025		155.12	
INV 3619900305/05/2025		SYNERGY	361990030 WUNDOWIE OVAL - 28/02/2025 to 02/05/2025		364.83	
INV 1422759506/05/2025		SYNERGY	142275950 WUNDOWIE OVAL - 01/03/2025 to 05/05/2025		405.19	
INV 4449973006/05/2025		SYNERGY	444997300 WUNDOWIE LIBRARY & GARDENS - 01/03/2025 to 05/05/2025		385.85	
INV 9168227507/05/2025		SYNERGY	916822750 WUNDOWIE TENNIS CLUB - 01/03/2025 to 05/05/2025		133.41	
INV 1603961207/05/2025		SYNERGY	160396120 CLACKLINE FIRE SHED - 02/03/2025 to 06/05/2025		200.74	
INV 3616695007/05/2025		SYNERGY	361669500 OXIDATION PONDS - 01/04/2025 to 05/05/2025		2,698.67	
INV 1578225609/05/2025		SYNERGY	157822560 IRISHTOWN BFB - 24/01/2025 to 25/03/2025		253.47	
INV 9812925709/05/2025		SYNERGY	981292570 BAKERS HILL REC CENTRE - 09/03/2025 to 08/05/2025		1,103.07	
INV 3006770712/05/2025		SYNERGY	300677070 WUNDOWIE FOOTBALL PAVILLION - 09/03/2025 to 02/05/2025		392.07	
EFT54324	16/05/2025	TELAIR PTY LTD	OLD QUARRY - SUBSCRIPTION- APR 2025	1		109.77
INV TA22358-15/05/2025		TELAIR PTY LTD	OLD QUARRY - SUBSCRIPTION- APR 2025	1	109.77	
EFT54325	16/05/2025	THE PRINT SHOP BUNBURY	CEO OFFICE - PROGRAMS & EVENTS	1		294.80
INV 1695668	08/05/2025	THE PRINT SHOP BUNBURY	CEO OFFICE - PROGRAMS & EVENTS	1	294.80	
EFT54326	16/05/2025	THESAURUS (NORTHAM) PTY LTD T/AS LLOYDS EARTHMOVING AND GARDEN SUPPLIES	HENRY ST OVAL - SUPPLIES	1		50.00

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INV INV-420606/05/2025		THESAURUS (NORTHAM) PTY LTD T/AS LLOYDS EARTHMOVING AND GARDEN SUPPLIES	HENRY ST OVAL - SUPPLIES	1	50.00	
EFT54327	16/05/2025	TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	DEPOT - MATERIALS	1		1,207.80
INV INV-557230/04/2025		TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	DEPOT - MATERIALS	1	1,207.80	
EFT54328	16/05/2025	TREVOR EASTWELL	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1		150.00
INV 63	08/05/2025	TREVOR EASTWELL	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1	150.00	
EFT54329	16/05/2025	TWENTY TWO SERVICE AND DISTRIBUTION	BERNARD PARK - SUPPLIES	1		488.85
INV 18528	09/05/2025	TWENTY TWO SERVICE AND DISTRIBUTION	BERNARD PARK - SUPPLIES	1	488.85	
EFT54330	16/05/2025	TYREPOWER LTD	PN1906 - VEHICLE MTCE	1		1,299.76
INV 8828.159	18/03/2025	TYREPOWER LTD	PN1906 - VEHICLE MTCE	1	1,299.76	
EFT54331	16/05/2025	VALERIE JOAN GILL	RATES CREDIT REFUND - A15403	1		400.75
INV A15403	15/05/2025	VALERIE JOAN GILL	RATES CREDIT REFUND - A15403	1	400.75	
EFT54332	16/05/2025	VINCELEC	TOWN/LESSER HAL - MTCE	1		3,209.75
INV IV2539	30/04/2025	VINCELEC	BERNARD PARK - REPAIRS	1	255.05	
INV IV2537	30/04/2025	VINCELEC	AIRPORT TOILET - MTCE	1	337.68	
INV IV2550	15/05/2025	VINCELEC	TOWN/LESSER HAL - MTCE	1	2,617.02	
EFT54333	16/05/2025	W GIBBS & SON	BA 24085 - INFRASTRUCTURE BOND REFUND	1		1,080.00
INV T1807	15/05/2025	W GIBBS & SON	BA 24085 - INFRASTRUCTURE BOND REFUND	1	1,080.00	
EFT54334	16/05/2025	WA CONTRACT RANGER SERVICES	C.202324-01 - POUND MANAGEMENT - 3/3/25 - 13/4/25	1		3,850.00
INV 0000622812/04/2025		WA CONTRACT RANGER SERVICES	C.202324-01 - POUND MANAGEMENT - 3/3/25 - 13/4/25	1	2,310.00	
INV 0000626930/04/2025		WA CONTRACT RANGER SERVICES	C.202324-01 - POUND MANAGEMENT - 14/4/25 - 27/4/25	1	770.00	



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INV 00006295	12/05/2025	WA CONTRACT RANGER SERVICES	C.202324-01 - POUND MANAGEMENT - 28/4/25 - 11/5/25	1	770.00	
EFT54335	16/05/2025	WAY SIGNS	VISITORS CENTRE - MTCE	1		1,438.00
INV INV-353305	05/2025	WAY SIGNS	VISITORS CENTRE - MTCE	1	1,438.00	
EFT54336	16/05/2025	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1807 - PLANT MTCE	1		3,047.10
INV INV-199113	02/2025	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1807 - PLANT MTCE	1	2,276.50	
INV INV-203609	05/2025	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1802 - PLANT MTCE	1	770.60	
EFT54337	16/05/2025	WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	C.202223-14 - CEMETERY MTCE - 10/04/2025 - 17/04/2025	1		10,452.11
INV 0030171809	05/2025	WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	WHEATBELT NRM - MTCE REIMBURSEMENT	1	2,402.13	
INV 0030171609	05/2025	WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	C.202223-14 - CEMETERY MTCE - 22/04/2025 - 02/05/2025	1	3,463.36	
INV 0030171509	05/2025	WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	C.202223-14 - CEMETERY MTCE - 10/04/2025 - 17/04/2025	1	4,586.62	
EFT54338	16/05/2025	WOOLWORTHS GROUP LIMITED (WOOLWORTHS GROUP)	WOOLWORTHS PURCHASES - APR 2025	1		5,278.22
INV ST-0413130	04/2025	WOOLWORTHS GROUP LIMITED (WOOLWORTHS GROUP)	WOOLWORTHS PURCHASES - APR 2025	1	5,278.22	
EFT54339	23/05/2025	ACTION SHEDS AUSTRALIA PTY LTD	P25051 - REFUND	1		147.00
INV 184757	21/05/2025	ACTION SHEDS AUSTRALIA PTY LTD	P25051 - REFUND	1	147.00	
EFT54340	23/05/2025	ANDY'S PLUMBING SERVICE	BERNARD PARK TOILETS - MTCE	1		1,080.20
INV A19986	16/05/2025	ANDY'S PLUMBING SERVICE	BERNARD PARK TOILETS - MTCE	1	555.50	
INV A19987	16/05/2025	ANDY'S PLUMBING SERVICE	REC CENTRE - MTCE	1	134.20	
INV A19988	16/05/2025	ANDY'S PLUMBING SERVICE	REC CENTRE - MTCE	1	390.50	
EFT54341	23/05/2025	ATU SEWAGE SERVICES	SEPTIC APPLICATION - REFUND	1		236.00

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INV 184056	13/05/2025	ATU SEWAGE SERVICES	SEPTIC APPLICATION - REFUND	1	236.00	
EFT54342	23/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions	1		173.50
INV 62	22/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 62	22/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 62	22/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 62	22/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 62	22/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		26.50	
INV 62	22/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		24.50	
INV 62	22/05/2025	AUSTRALIAN SERVICES UNION	Payroll Deductions/Contributions		16.50	
EFT54343	23/05/2025	AUTOPRO NORTHAM	DEPOT - SUPPLIES	1		634.04
INV 1216104	14/05/2025	AUTOPRO NORTHAM	DEPOT - SUPPLIES	1	634.04	
EFT54344	23/05/2025	AVON WASTE	C.202122-04 - WASTE FACILITY MANAGEMENT - APR 2025	1		120,116.11
INV 0006907418/04/2025		AVON WASTE	C.202122-04 - WASTE FACILITY MANAGEMENT - APR 2025	1	107,796.11	
INV 0006930530/04/2025		AVON WASTE	C.2020-01- WASTE COLLECTION - 30/04/2025	1	12,320.00	
EFT54345	23/05/2025	BLACKWELL PLUMBING AND GAS PTY LTD	REC CENTRE - REPAIRS	1		132.00
INV INV-325914/05/2025		BLACKWELL PLUMBING AND GAS PTY LTD	REC CENTRE - REPAIRS	1	132.00	
EFT54346	23/05/2025	BOEKEMAN MACHINERY (WA) PTY LTD	PN1809 - PLANT PARTS	1		64.49
INV 420217	15/05/2025	BOEKEMAN MACHINERY (WA) PTY LTD	PN1809 - PLANT PARTS	1	64.49	
EFT54347	23/05/2025	BUNNINGS BUILDING SUPPLIES P/L	DEPOT - MATERIALS	1		557.62
INV 2182/998907/04/2025		BUNNINGS BUILDING SUPPLIES P/L	DEPOT - MATERIALS	1	607.96	
INV 2182/00302/05/2025		BUNNINGS BUILDING SUPPLIES P/L	REC - CENTRE - SUPPLIES	1	32.62	
INV 2182/00520/05/2025		BUNNINGS BUILDING SUPPLIES P/L	DEPOT - MATERIALS	1	-82.96	

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EFT54349	23/05/2025	CENTRAL MOBILE MECHANICAL REPAIRS	PN1305 - PLANT REPAIRS	1		3,752.10
INV 0000493706/05/2025		CENTRAL MOBILE MECHANICAL REPAIRS	PN1305 - PLANT REPAIRS	1	3,752.10	
EFT54350	23/05/2025	CHADD HUNT	STAFF - REIMBURSEMENT	1		591.67
INV CY 19/05/19/05/2025		CHADD HUNT	STAFF - REIMBURSEMENT	1	591.67	
EFT54351	23/05/2025	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions	1		318.00
INV 62	22/05/2025	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions		198.00	
INV 62	22/05/2025	CHILD SUPPORT AGENCY	Payroll Deductions/Contributions		120.00	
EFT54352	23/05/2025	DAMIAN'S PLUMBING	RACE CLUB - REPAIRS	1		3,929.20
INV INV-114309/05/2025		DAMIAN'S PLUMBING	PEEL ST BRIDGE - REPAIRS	1	937.20	
INV INV-115415/05/2025		DAMIAN'S PLUMBING	RACE CLUB - REPAIRS	1	2,992.00	
EFT54353	23/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BERT HAWKE OVAL - MTCE	1		3,457.30
INV 1334	07/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BERT HAWKE OVAL - MTCE	1	1,838.10	
INV 1340	18/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	OLD GIRL SCHOOL - MTCE	1	110.00	
INV 1341	18/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	OLD POST OFFICE - REPAIRS	1	176.00	
INV 1342	18/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	BERT HAWKE PAVILLION - MTCE	1	1,080.20	
INV 1339	18/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	INKPEN TIP - REPAIRS	1	253.00	
EFT54354	23/05/2025	DEPARTMENT OF FIRE & EMERGENCY SERVICE (DFES)	DEVELOPMENT SERVICES - ESL FEES - QUARTER 4	1		70,345.23
INV 159353	21/05/2025	DEPARTMENT OF FIRE & EMERGENCY SERVICE (DFES)	DEVELOPMENT SERVICES - ESL FEES - QUARTER 4	1	70,345.23	
EFT54355	23/05/2025	DIGITAL SIGNS WESTERN AUSTRALIA PTY LTD	WUNDOWIE MOTHER'S DAY MOVIE & MARKETS - 9/05/2025	1		3,553.00

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INV 0000129006/05/2025		DIGITAL SIGNS WESTERN AUSTRALIA PTY LTD	WUNDOWIE MOTHER'S DAY MOVIE & MARKETS - 9/05/2025	1	3,553.00	
EFT54356	23/05/2025	DRACO AIR PTY LTD	TOWN/LESSER HALL - MTCE	1		2,167.33
INV 18063	15/05/2025	DRACO AIR PTY LTD	DOG POUND - REPAIRS	1	905.08	
INV 18065	15/05/2025	DRACO AIR PTY LTD	TOWN/LESSER HALL - MTCE	1	1,042.25	
INV 18070	16/05/2025	DRACO AIR PTY LTD	KILLARA - REPAIRS	1	220.00	
EFT54357	23/05/2025	DUN DIRECT PTY LTD	FUEL CHARGES FOR APR 2025	1		26,268.95
INV APR 202530/04/2025		DUN DIRECT PTY LTD	FUEL CHARGES FOR APR 2025	1	26,268.95	
EFT54358	23/05/2025	E FIRE & SAFETY	REC CENTRE - REPAIRS	1		1,739.65
INV 634215	16/05/2025	E FIRE & SAFETY	REC CENTRE - MTCE	1	254.65	
INV 634408	16/05/2025	E FIRE & SAFETY	REC CENTRE - MTCE	1	132.00	
INV 634218	16/05/2025	E FIRE & SAFETY	KILLARA - MTCE	1	422.40	
INV 634219	16/05/2025	E FIRE & SAFETY	TOWN/LESSER HALL - MTCE	1	162.80	
INV 634410	16/05/2025	E FIRE & SAFETY	REC CENTRE - REPAIRS	1	767.80	
EFT54359	23/05/2025	ENDUROBY PTY LTD T/A OUTDOOR CAMERAS AUSTRALIA	RANGERS - SUPPLIES	1		1,255.00
INV 0001795624/04/2025		ENDUROBY PTY LTD T/A OUTDOOR CAMERAS AUSTRALIA	RANGERS - SUPPLIES	1	1,255.00	
EFT54360	23/05/2025	ENVIRONMENTAL INDUSTRIES PTY LTD	BERT HAWKE OVAL - CAPITAL WORKS	1		17,050.00
INV INV362722/04/2025		ENVIRONMENTAL INDUSTRIES PTY LTD	BERT HAWKE OVAL - CAPITAL WORKS	1	8,525.00	
INV INV362722/04/2025		ENVIRONMENTAL INDUSTRIES PTY LTD	BERT HAWKE OVAL - CAPITAL WORKS	1	8,525.00	
EFT54361	23/05/2025	EV CHARGING SYSTEMS PTY LTD	ADMIN - SUPPLIES	1		297.00
INV 940937	20/05/2025	EV CHARGING SYSTEMS PTY LTD	ADMIN - SUPPLIES	1	297.00	
EFT54362	23/05/2025	EYES ON YOU SECURITY PTY LTD	REC CENTRE - MTCE	1		1,329.59

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INV INV-038719/05/2025		EYES ON YOU SECURITY PTY LTD	REC CENTRE - MTCE	1	1,329.59	
EFT54363	23/05/2025	FIRE MITIGATION SERVICES	C.202425-01 - CLAIM FIVE	1		20,469.90
INV 0000105515/05/2025		FIRE MITIGATION SERVICES	C.202425-01 - CLAIM FIVE	1	20,469.90	
EFT54364	23/05/2025	GRAFTON ELECTRICS	REC CENTRE - MTCE	1		1,003.20
INV A937	15/05/2025	GRAFTON ELECTRICS	REC CENTRE - MTCE	1	1,003.20	
EFT54365	23/05/2025	GRANNY'S GUNS PTY LTD	RANGERS - TRAINING	1		50.00
INV INV-640306/06/2024		GRANNY'S GUNS PTY LTD	RANGERS - TRAINING	1	50.00	
EFT54366	23/05/2025	HILLS CONCRETE PTY LTD	DEPOT - SUPPLIES	1		1,980.00
INV 2502	15/05/2025	HILLS CONCRETE PTY LTD	DEPOT - SUPPLIES	1	1,980.00	
EFT54367	23/05/2025	INSTANT WEIGHING	PN1003 - PLANT MTCE	1		2,670.36
INV 5433	02/05/2025	INSTANT WEIGHING	PN1003 - PLANT MTCE	1	2,670.36	
EFT54368	23/05/2025	IT VISION	CORPORATE SERVICES - FEES & CHARGES	1		554.40
INV INITV04215/05/2025		IT VISION	CORPORATE SERVICES - FEES & CHARGES	1	554.40	
EFT54369	23/05/2025	JASON SIGNSMAKERS	BFB - SUPPLIES	1		449.79
INV 46097	17/04/2025	JASON SIGNSMAKERS	BFB - SUPPLIES	1	449.79	
EFT54370	23/05/2025	JENNIFER ABBOTT	STAFF - REIMBURSEMENT	1		279.81
INV CH 13/05.13/05/2025		JENNIFER ABBOTT	STAFF - REIMBURSEMENT	1	279.81	
EFT54371	23/05/2025	JLO DESIGNS	REC CENTRE - PROGRAMS & EVENTS	1		65.00
INV 600	19/05/2025	JLO DESIGNS	REC CENTRE - PROGRAMS & EVENTS	1	65.00	
EFT54372	23/05/2025	JOANNE SEATON	STAFF - REIMBURSEMENT	1		144.98
INV KH 20/0520/05/2025		JOANNE SEATON	STAFF - REIMBURSEMENT	1	144.98	

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EFT54373	23/05/2025	JORJA POTTER	STAFF - REIMBURSEMENT	1		192.32
INV KH 21/0521/05/2025		JORJA POTTER	STAFF - REIMBURSEMENT	1	192.32	
EFT54374	23/05/2025	KLEENWEST	KILLARA - SUPPLIES	1		503.42
INV 0010875214/05/2025		KLEENWEST	REC CENTRE - SUPPLIES	1	217.31	
INV 0010870714/05/2025		KLEENWEST	KILLARA - SUPPLIES	1	286.11	
EFT54375	23/05/2025	KOOJEDDA COUNTRY	VISITORS CENTRE - STOCK	1		34.00
INV 2	19/05/2025	KOOJEDDA COUNTRY	VISITORS CENTRE - STOCK	1	34.00	
EFT54376	23/05/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1		31.60
INV 1474414	01/05/2025	LANDGATE	CORPORATE SERVICES - FEES & CHARGES	1	31.60	
EFT54377	23/05/2025	LINDA CATHERINE DE-ACETIS	RATES CREDIT REFUND - A16840	1		657.77
INV A16840	22/05/2025	LINDA CATHERINE DE-ACETIS	RATES CREDIT REFUND - A16840	1	657.77	
EFT54378	23/05/2025	LUCY'S TEAROOMS	CATERING - REC CENTRE TRAINING	1		105.00
INV 3535	07/05/2025	LUCY'S TEAROOMS	CATERING - REC CENTRE TRAINING	1	105.00	
EFT54379	23/05/2025	MAD DOG PROMOTIONS	VISITORS CENTRE - STOCK	1		819.50
INV INV-706409/05/2025		MAD DOG PROMOTIONS	VISITORS CENTRE - STOCK	1	819.50	
EFT54380	23/05/2025	MCLEODS LAWYERS	LEGAL FEES - APR 2025	1		2,720.74
INV 144897	30/04/2025	MCLEODS LAWYERS	LEGAL FEES - APR 2025	1	2,720.74	
EFT54381	23/05/2025	MIRACLE RECREATION EQUIPMENT - SUPERIOR NOMINEES PTY LTD T/AS	GEORGE NUICH PARK - SUPPLIES	1		242.00
INV 59330	15/05/2025	MIRACLE RECREATION EQUIPMENT - SUPERIOR NOMINEES PTY LTD T/AS	GEORGE NUICH PARK - SUPPLIES	1	242.00	
EFT54382	23/05/2025	MOORE AUSTRALIA (WA) PTY LTD	CORPORATE SERVICES - TRAINING	1		2,310.00
INV 4812	20/05/2025	MOORE AUSTRALIA (WA) PTY LTD	CORPORATE SERVICES - TRAINING	1	2,310.00	

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EFT54383	23/05/2025	MUHAMMAD ARIF BLAGAN	BA25086 - REFUND	1		171.65
INV 184437	20/05/2025	MUHAMMAD ARIF BLAGAN	BA25086 - REFUND	1	171.65	
EFT54384	23/05/2025	NICOLE PARKER	GRANT - TRAVEL SUBSIDY - HIGHLAND DANCE COMPETITION	1		500.00
INV CH 21/05/14/05/2025		NICOLE PARKER	GRANT - TRAVEL SUBSIDY - HIGHLAND DANCE COMPETITION	1	500.00	
EFT54385	23/05/2025	NORTHAM VETERINARY CENTRE - CVS VETS T/AS	VET EXPENSES - 24/04/2025	1		270.60
INV 1001738	24/04/2025	NORTHAM VETERINARY CENTRE - CVS VETS T/AS	VET EXPENSES - 24/04/2025	1	270.60	
EFT54386	23/05/2025	NORTHSTAR ASSET PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1		1,210.00
INV 0001342717/04/2025		NORTHSTAR ASSET PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 27/04/2025	1	1,210.00	
EFT54387	23/05/2025	OFFICEWORKS SUPERSTORES PTY LTD	IT - OFFICE SUPPLIES	1		132.85
INV 6214698705/05/2025		OFFICEWORKS SUPERSTORES PTY LTD	IT - OFFICE SUPPLIES	1	132.85	
EFT54388	23/05/2025	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKETS - FEB 2025	1		328.05
INV 399930	28/02/2025	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKETS - FEB 2025	1	196.05	
INV 399930	31/03/2025	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKETS - MAR 2025	1	132.00	
EFT54389	23/05/2025	RED DOT STORE	KILLARA - SUPPLIES	1		72.50
INV 2173814912/05/2025		RED DOT STORE	KILLARA - SUPPLIES	1	72.50	
EFT54390	23/05/2025	STERRA - AVON VALLEY PLANT & EQUIPMENT PTY LTD T/AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1		34,650.00
INV IV11602	16/05/2025	STERRA - AVON VALLEY PLANT & EQUIPMENT PTY LTD T/AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	4,950.00	
INV IV11600	16/05/2025	STERRA - AVON VALLEY PLANT & EQUIPMENT PTY LTD T/AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	4,950.00	
INV IV11601	16/05/2025	STERRA - AVON VALLEY PLANT & EQUIPMENT PTY LTD T/AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	4,455.00	

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INV IV11599	16/05/2025	STERRA - AVON VALLEY PLANT & EQUIPMENT PTY LTD T/AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	4,950.00	
INV IV11598	16/05/2025	STERRA - AVON VALLEY PLANT & EQUIPMENT PTY LTD T/AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	2,475.00	
INV IV11604	16/05/2025	STERRA - AVON VALLEY PLANT & EQUIPMENT PTY LTD T/AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	4,950.00	
INV IV11603	19/05/2025	STERRA - AVON VALLEY PLANT & EQUIPMENT PTY LTD T/AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	4,950.00	
INV IV11605	19/05/2025	STERRA - AVON VALLEY PLANT & EQUIPMENT PTY LTD T/AS	ENGINEERING SERVICES - EQUIPMENT HIRE	1	2,970.00	
EFT54391	23/05/2025	SUPAGAS PTY LTD	POOL HEATERS - GAS - 25.04.2025	1		11,952.07
INV 915336D	25/04/2025	SUPAGAS PTY LTD	POOL HEATERS - GAS - 25.04.2025	1	6,381.48	
INV 918281D	06/05/2025	SUPAGAS PTY LTD	POOL HEATERS - GAS - 6.5.2025	1	5,570.59	
EFT54392	23/05/2025	SYNERGY	361669310 RECREATION PRECINCT - 09/04/2025 to 13/05/2025	1		30,304.52
INV 1640077	107/05/2025	SYNERGY	164007710 WUNDOWIE DEPOT - 01/03/2025 to 05/05/2025		351.70	
INV 3053076	113/05/2025	SYNERGY	305307610 AGED ACCOMMODATION WUNDOWIE - 09/03/2025 to 12/05/2025		125.07	
INV 4879640	413/05/2025	SYNERGY	487964040 WUNDOWIE YAK SHACK - 09/03/2025 to 12/05/2025		134.21	
INV 3706392	313/05/2025	SYNERGY	370639230 WUNDOWIE TOWN HALL - 09/03/2025 to 12/05/2025		392.46	
INV 1539025	114/05/2025	SYNERGY	153902510 NORTHAM DEPOT - 09/04/2025 to 13/05/2025		1,350.62	
INV 3534641	1014/05/2025	SYNERGY	035346410 HOOPER PARK - 11/03/2025 to 13/05/2025		188.50	
INV 3577039	914/05/2025	SYNERGY	357703990 BERT HAWKE PAVILION & LIGHTS - 09/04/2025 to 13/05/2025		713.21	
INV 3616693	1115/05/2025	SYNERGY	361669310 RECREATION PRECINCT - 09/04/2025 to 13/05/2025		23,821.97	
INV 3616702	515/05/2025	SYNERGY	361670250 NORTHAM LIBRARY - 17/04/2025 to 14/05/2025		271.19	
INV 1578225	615/05/2025	SYNERGY	157822560 IRISHTOWN BFB - 24/01/2025 to 25/03/2025		239.20	
INV 3575496	915/05/2025	SYNERGY	357549690 KILLARA DAYCARE CENTRE - 17/04/2025 to 14/05/2025		1,184.95	



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INV 8110294715/05/2025		SYNERGY	811029470 WUNDOWIE SWIMMING POOL - 17/04/2025 to 14/05/2025		114.77	
INV 2931107315/05/2025		SYNERGY	293110730 BILYA KOORT BOODJA - 01/04/2025 to 13/05/2025		519.20	
INV 1365377416/05/2025		SYNERGY	136537740 AIRPORT - 17/04/2025 to 14/05/2025		897.47	
EFT54393	23/05/2025	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES - MAY 2025	1		388.24
INV 0679-S3011/05/2025		TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES - MAY 2025	1	203.27	
INV 0680-S3018/05/2025		TEAM GLOBAL EXPRESS PTY LTD	FREIGHT CHARGES - MAY 2025	1	184.97	
EFT54394	23/05/2025	TELSTRA LIMITED	TELSTRA - APR 2025	1		3,640.12
INV 272 6008 10/05/2025		TELSTRA LIMITED	TELSTRA - APR 2025	1	338.88	
INV 272 6008 10/05/2025		TELSTRA LIMITED	TELSTRA - APR 2025	1	2,976.16	
INV 902 6075 17/05/2025		TELSTRA LIMITED	TELSTRA - APR 2025	1	325.08	
EFT54395	23/05/2025	THE WANDER COLLECTIVE PTY LTD	REC CENTRE - PROGRAMS & EVENTS	1		880.00
INV 00108	13/05/2025	THE WANDER COLLECTIVE PTY LTD	REC CENTRE - PROGRAMS & EVENTS	1	880.00	
EFT54396	23/05/2025	TPG NETWORK PTY LTD	TPG - APR 2025	1		2,080.03
INV INV051430/04/2025		TPG NETWORK PTY LTD	TPG - APR 2025	1	2,080.03	
EFT54397	23/05/2025	TPG TELECOM - ACCOUNT 2000050690	TPG - APR 2025	1		5,991.50
INV 2192450401/05/2025		TPG TELECOM - ACCOUNT 2000050690	TPG - APR 2025	1	5,991.50	
EFT54398	23/05/2025	TPG TELECOM - ACCOUNT 2000054211	TPG - APR 2025	1		705.52
INV 2192322301/05/2025		TPG TELECOM - ACCOUNT 2000054211	TPG - APR 2025	1	705.52	
EFT54399	23/05/2025	TRESA WHITE	STAFF - REIMBURSEMENT	1		56.00
INV 9013396911/05/2025		TRESA WHITE	STAFF - REIMBURSEMENT	1	56.00	
EFT54400	23/05/2025	TREVOR EASTWELL	COMMUNITY TRANSPORT - 11/05/25	1		100.00
INV 64	01/05/2025	TREVOR EASTWELL	COMMUNITY TRANSPORT - 11/05/25	1	50.00	

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INV 62	08/05/2025	TREVOR EASTWELL	COMMUNITY TRANSPORT - 8/05/2025	1	50.00	
EFT54401	23/05/2025	TRUCK CENTRE (WA) PTY LTD	PN1611 - VEHICLE PARTS	1		195.00
INV 1824477	-11/03/2025	TRUCK CENTRE (WA) PTY LTD	PN1611 - VEHICLE PARTS	1	195.00	
EFT54402	23/05/2025	TYREPOWER LTD	BFB - VEHICLE REPAIRS	1		389.27
INV 8828.160	15/05/2025	TYREPOWER LTD	BFB - VEHICLE REPAIRS	1	389.27	
EFT54403	23/05/2025	VICTORIA WILLIAMS	STAFF - REIMBURSEMENT	1		80.17
INV DT 14/05/14	05/2025	VICTORIA WILLIAMS	STAFF - REIMBURSEMENT	1	80.17	
EFT54404	23/05/2025	WA TRAFFIC PLANNING	NORTHAM MOTORSPORT FESTIVAL - 26/04/2025	1		605.00
INV 2194	05/03/2025	WA TRAFFIC PLANNING	NORTHAM MOTORSPORT FESTIVAL - 26/04/2025	1	605.00	
EFT54405	23/05/2025	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	BFB - VEHICLE MTCE	1		954.70
INV INV-200704	03/2025	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN2314 - VEHICLE MTCE	1	90.00	
INV INV-207115	05/2025	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	BFB - VEHICLE MTCE	1	864.70	
EFT54406	23/05/2025	WHEATBELT FACE PAINTING COMPANY - CARA GRIGIO T/AS	WUNDOWIE MOTHER'S DAY MOVIE & MARKETS - 9/05/2025	1		536.00
INV 060	10/05/2025	WHEATBELT FACE PAINTING COMPANY - CARA GRIGIO T/AS	WUNDOWIE MOTHER'S DAY MOVIE & MARKETS - 9/05/2025	1	536.00	
EFT54407	23/05/2025	WORK HEALTH PROFESSIONALS PTY LTD	ENGINEERING SERVICES - CONSULTING SERVICES - MAY 2025	1		1,353.00
INV 4204043605	05/2025	WORK HEALTH PROFESSIONALS PTY LTD	ENGINEERING SERVICES - CONSULTING SERVICES - MAY 2025	1	1,353.00	
EFT54408	23/05/2025	ZENIEN	CCTV - MTCE	1		5,756.77
INV I13276	15/05/2025	ZENIEN	CCTV - MTCE	1	5,756.77	
EFT54409	30/05/2025	ALISON MARIE QUIN	CATERING - COMMUNITY SAFETY MEETING	1		80.00

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INV 5814	20/05/2025	ALISON MARIE QUIN	CATERING - COMMUNITY SAFETY MEETING	1	80.00	
EFT54410	30/05/2025	ALL PARTS WA - DUSTY ROADS SOLUTIONS PTY LTD T/AS	PN2411 - PLANT MTCE	1		154.44
INV SI-0002723/05/2025		ALL PARTS WA - DUSTY ROADS SOLUTIONS PTY LTD T/AS	PN2411 - PLANT MTCE	1	154.44	
EFT54411	30/05/2025	ALLMARK & ASSOCIATES PTY LTD	BADGES & NAME PLAQUES	1		102.30
INV IN00459603/04/2025		ALLMARK & ASSOCIATES PTY LTD	BADGES & NAME PLAQUES	1	102.30	
EFT54412	30/05/2025	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	PN1810 - PLANT MTCE	1		42.05
INV 7537502	22/05/2025	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	PN1810 - PLANT MTCE	1	42.05	
EFT54413	30/05/2025	AVON VALLEY TOYOTA / ISUZU	PN2311 - VEHICLE MTCE	1		359.52
INV JC14022121/05/2025		AVON VALLEY TOYOTA / ISUZU	PN2311 - VEHICLE MTCE	1	359.52	
EFT54414	30/05/2025	AVON WASTE	WASTE COLLECTION - MAY 2025	1		85,171.12
INV 69632	21/04/2025	AVON WASTE	WASTE COLLECTION - APR 2025	1	41,898.02	
INV 69649	16/05/2025	AVON WASTE	WASTE COLLECTION - MAY 2025	1	43,273.10	
EFT54415	30/05/2025	BGC (AUSTRALIA) PTY LTD T/A BGC QUARRIES	INKPEN WASTE MANAGEMENT FACILITY - MATERIALS	1		2,726.14
INV IQ54363	18/05/2025	BGC (AUSTRALIA) PTY LTD T/A BGC QUARRIES	INKPEN WASTE MANAGEMENT FACILITY - MATERIALS	1	2,726.14	
EFT54416	30/05/2025	BIDDULPH & TURLEY BARRISTERS AND SOLICITORS (INCORPORATING FORMBYS LAWYERS)	CEO OFFICE - CONSULTING SERVICES - MAY 2025	1		1,100.00
INV 21603	20/05/2025	BIDDULPH & TURLEY BARRISTERS AND SOLICITORS (INCORPORATING FORMBYS LAWYERS)	CEO OFFICE - CONSULTING SERVICES - MAY 2025	1	1,100.00	
EFT54417	30/05/2025	BRIGHTMARK GROUP PROPERTIES PTY LTD	C.202425-03	1		1,180.39
INV 0004824	31/03/2025	BRIGHTMARK GROUP PROPERTIES PTY LTD	C.202425-03	1	1,180.39	

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EFT54418	30/05/2025	BUNNINGS BUILDING SUPPLIES P/L	STAFF LEAVING GIFT	1		586.65
INV 2182-0031	12/05/2025	BUNNINGS BUILDING SUPPLIES P/L	REC CENTRE - SUPPLIES	1	23.87	
INV 2182-0041	13/05/2025	BUNNINGS BUILDING SUPPLIES P/L	DEPOT - SUPPLIES	1	24.24	
INV 2182-0021	15/05/2025	BUNNINGS BUILDING SUPPLIES P/L	DEPOT - SUPPLIES	1	46.27	
INV 2182-0031	15/05/2025	BUNNINGS BUILDING SUPPLIES P/L	REC CENTRE - SUPPLIES	1	46.83	
INV 2182-0031	19/05/2025	BUNNINGS BUILDING SUPPLIES P/L	STAFF LEAVING GIFT	1	150.00	
INV 2182-0032	20/05/2025	BUNNINGS BUILDING SUPPLIES P/L	BEAVIS PLACE PARK - SUPPLIES	1	29.35	
INV 2182-0032	20/05/2025	BUNNINGS BUILDING SUPPLIES P/L	DEPOT - SUPPLIES	1	94.55	
INV 2182-0032	21/05/2025	BUNNINGS BUILDING SUPPLIES P/L	MCMANUS ROAD - SUPPLIES	1	81.54	
INV 2182-0032	21/05/2025	BUNNINGS BUILDING SUPPLIES P/L	REC CENTRE - SUPPLIES	1	90.00	
EFT54419	30/05/2025	CADD'S FASHIONS	ENGINEERING SERVICES - UNIFORMS	1		799.99
INV 25-000041	19/05/2025	CADD'S FASHIONS	ENGINEERING SERVICES - UNIFORMS	1	199.99	
INV 25-000052	23/05/2025	CADD'S FASHIONS	ENGINEERING SERVICES - UNIFORMS	1	200.00	
INV 25-000052	27/05/2025	CADD'S FASHIONS	ENGINEERING SERVICES - UNIFORMS	1	200.00	
INV 25-000052	27/05/2025	CADD'S FASHIONS	ENGINEERING SERVICES - UNIFORMS	1	200.00	
EFT54420	30/05/2025	CENTRAL MOBILE MECHANICAL REPAIRS	PN2202 & PN1805 - PLANT MTCE	1		1,055.18
INV 000049440	6/05/2025	CENTRAL MOBILE MECHANICAL REPAIRS	PN2202 & PN1805 - PLANT MTCE	1	371.80	
INV 000049420	6/05/2025	CENTRAL MOBILE MECHANICAL REPAIRS	PN2410 - PLANT MTCE	1	330.00	
INV 000049502	3/05/2025	CENTRAL MOBILE MECHANICAL REPAIRS	PN1809 - VEHICLE MTCE	1	353.38	
EFT54421	30/05/2025	CHRISTOPHER JOHN MARRIS	CBFCO - APRIL 2025	1		833.33
INV APR 20251	12/05/2025	CHRISTOPHER JOHN MARRIS	CBFCO - APRIL 2025	1	833.33	
EFT54422	30/05/2025	CIVIL PRODUCTS WA - ASCENTION PROPERTIES PL T/AS	DEPOT - SUPPLIES	1		466.40
INV 000047990	7/04/2025	CIVIL PRODUCTS WA - ASCENTION PROPERTIES PL T/AS	DEPOT - SUPPLIES	1	466.40	

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EFT54423	30/05/2025	CLACKLINE FENCING CONTRACTORS	HENRY ST OVAL - MTCE	1		385.00
INV 1706	24/05/2025	CLACKLINE FENCING CONTRACTORS	HENRY ST OVAL - MTCE	1	385.00	
EFT54424	30/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	NORTHAM POOL - MTCE	1		1,485.00
INV 1343	18/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	NORTHAM POOL - MTCE	1	511.50	
INV 1345	21/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	GIRL GUIDE HALL - MTCE	1	203.50	
INV 1344	21/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	INKPEN TIP - MTCE	1	258.50	
INV 1348	25/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	OLD SWIMMING POOL - MTCE	1	181.50	
INV 1347	25/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	REC CENTRE - MTCE	1	132.00	
INV 1346	25/05/2025	DCM CARPENTRY AND MAINTENANCE PTY LTD	RAILWAY MUSEUM - MTCE	1	198.00	
EFT54425	30/05/2025	DNA TYRE RECOVERY	WASTE COLLECTION - MAY 2025	1		2,242.63
INV 1508	20/05/2025	DNA TYRE RECOVERY	WASTE COLLECTION - MAY 2025	1	2,242.63	
EFT54426	30/05/2025	DRACO AIR PTY LTD	NORTHAM LIBRARY - MTCE	1		1,872.64
INV 18081	21/05/2025	DRACO AIR PTY LTD	NORTHAM LIBRARY - MTCE	1	1,652.64	
INV 18102	28/05/2025	DRACO AIR PTY LTD	NORTHAM LIBRARY - MTCE	1	220.00	
EFT54427	30/05/2025	EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	BFB - CONSULTING SERVICES - APR 2025	1		68.20
INV 1578008130/04/2025		EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	BFB - CONSULTING SERVICES - APR 2025	1	68.20	
EFT54428	30/05/2025	FREEDOM FAIRIES PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 28/04/2025	1		2,200.00
INV INV-701128/04/2025		FREEDOM FAIRIES PTY LTD	NORTHAM MOTORSPORT FESTIVAL - 28/04/2025	1	2,200.00	
EFT54429	30/05/2025	FULTON HOGAN INDUSTRIES PTY LTD	GORDON ST - MATERIALS	1		396.00

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 2038093826/05/2025		FULTON HOGAN INDUSTRIES PTY LTD	GORDON ST - MATERIALS	1	396.00	
EFT54430	30/05/2025	GDR CIVIL CONTRACTING PTY LTD	BA24239 - BUILDING APPLICATION - REFUND	1		171.65
INV 180270	14/11/2024	GDR CIVIL CONTRACTING PTY LTD	BA24239 - BUILDING APPLICATION - REFUND	1	171.65	
EFT54431	30/05/2025	GRAFTON ELECTRICS	REC CENTRE - MTCE	1		986.15
INV A949	20/05/2025	GRAFTON ELECTRICS	REC CENTRE - MTCE	1	717.86	
INV A962	23/05/2025	GRAFTON ELECTRICS	BROOME TCE - MTCE	1	132.00	
INV A968	23/05/2025	GRAFTON ELECTRICS	GRASS VALLEY HALL - MTCE	1	136.29	
EFT54432	30/05/2025	GRANNY'S GUNS PTY LTD	RANGERS - TRAINING	1		50.00
INV INV-640206/06/2024		GRANNY'S GUNS PTY LTD	RANGERS - TRAINING	1	50.00	
EFT54433	30/05/2025	HINTERLAND URBAN & REGIONAL PLANNING CONSULTANTS	DEVELOPMENT SERVICES - CONSULTING SERVICES - MAY 2025	1		3,487.50
INV J25018	28/05/2025	HINTERLAND URBAN & REGIONAL PLANNING CONSULTANTS	DEVELOPMENT SERVICES - CONSULTING SERVICES - MAY 2025	1	3,487.50	
EFT54434	30/05/2025	INDO - ASIAN KITCHEN PTY LTD T/A LUME BRASSERIE	CATERING - COUNCIL FORUM	1		1,098.00
INV 0000001128/05/2025		INDO - ASIAN KITCHEN PTY LTD T/A LUME BRASSERIE	CATERING - COUNCIL FORUM	1	612.00	
INV 0000001228/05/2025		INDO - ASIAN KITCHEN PTY LTD T/A LUME BRASSERIE	CATERING - COUNCIL MEETING	1	486.00	
EFT54435	30/05/2025	JB HI-FI GROUP PTY LTD	ADMIN - OFFICE SUPPLIES	1		494.96
INV BD17776/07/05/2025		JB HI-FI GROUP PTY LTD	ADMIN - OFFICE SUPPLIES	1	494.96	
EFT54436	30/05/2025	KIM MARIE MURCUTT	KILLARA - SUPPLIES	1		176.95
INV 502606	05/05/2025	KIM MARIE MURCUTT	KILLARA - SUPPLIES	1	176.95	
EFT54437	30/05/2025	LEWIS WINTER	BFB - CONSULTING SERVICES - MAY 2025	1		13,800.00
INV 2509	01/05/2025	LEWIS WINTER	BFB - CONSULTING SERVICES - MAY 2025	1	13,800.00	

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EFT54438	30/05/2025	MCLEODS LAWYERS	LEGAL FEES - MAR 2025	1		4,032.60
INV 144234	31/03/2025	MCLEODS LAWYERS	LEGAL FEES - MAR 2025	1	4,032.60	
EFT54439	30/05/2025	MORRIS PEST & WEED CONTROL	VARIOUS LOCATIONS - MTCE	1		5,075.01
INV INV-389713	05/2025	MORRIS PEST & WEED CONTROL	VARIOUS LOCATIONS - MTCE	1	4,495.01	
INV INV_2022	26/05/2025	MORRIS PEST & WEED CONTROL	VISITORS CENTRE - MTCE	1	220.00	
INV INV_2022	26/05/2025	MORRIS PEST & WEED CONTROL	REC CENTRE - MTCE	1	360.00	
EFT54440	30/05/2025	NORTHAM CHAMBER OF COMMERCE T/A THE NORTHAM ADVERTISER	ADVERTISEMENT - NEWSPAPER - JUNE 2025	1		836.00
INV 3507	27/05/2025	NORTHAM CHAMBER OF COMMERCE T/A THE NORTHAM ADVERTISER	ADVERTISEMENT - NEWSPAPER - JUNE 2025	1	335.50	
INV 3486	27/05/2025	NORTHAM CHAMBER OF COMMERCE T/A THE NORTHAM ADVERTISER	ADVERTISEMENT - NEWSPAPER - JUNE 2025	1	500.50	
EFT54441	30/05/2025	NORTHAM COUNTRY CLUB INC	SENIOR SPORTS X 1	1		100.00
INV 6786	25/05/2025	NORTHAM COUNTRY CLUB INC	SENIOR SPORTS X 1	1	100.00	
EFT54442	30/05/2025	NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1		377.00
INV 0000589309	05/2025	NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1	48.00	
INV 0000589216	05/2025	NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1	58.00	
INV 0000589421	05/2025	NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1	189.00	
INV 0000590023	05/2025	NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1	48.00	
INV 0000590326	05/2025	NORTHAM FEED & HIRE	ANIMAL SUPPLIES - MAY 2025	1	34.00	
EFT54443	30/05/2025	PROFESSIONAL LOCKSERVICE	INKPEN FIRE SHED - REPAIRS	1		1,078.00
INV 0011154727	05/2025	PROFESSIONAL LOCKSERVICE	INKPEN FIRE SHED - REPAIRS	1	1,078.00	
EFT54444	30/05/2025	PROTEC ASPHALT	DUKE ST - MTCE	1		4,950.00
INV 40349	16/05/2025	PROTEC ASPHALT	DUKE ST - MTCE	1	4,950.00	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT54445	30/05/2025	REDIMED	CEO OFFICE - CONSULTING SERVICES - FEB 2025	1		1,107.00
INV 2867447	18/02/2025	REDIMED	CEO OFFICE - CONSULTING SERVICES - FEB 2025	1	77.00	
INV 2867443	18/02/2025	REDIMED	CEO OFFICE - CONSULTING SERVICES - FEB 2025	1	1,030.00	
EFT54446	30/05/2025	REGAL SPORTSWEAR PTY LTD T/AS YARN	BKB - STOCK	1		3,383.19
INV 1783	13/05/2025	REGAL SPORTSWEAR PTY LTD T/AS YARN	BKB - STOCK	1	3,383.19	
EFT54447	30/05/2025	SPENCERS BROOK PROGRESS ASSOCIATION	GRANT - STATION MASTER HOUSE STRUCTURE REPORT	1		900.00
INV 250301	30/03/2025	SPENCERS BROOK PROGRESS ASSOCIATION	GRANT - STATION MASTER HOUSE STRUCTURE REPORT	1	900.00	
EFT54448	30/05/2025	SPORT AND RECREATION SURFACES	BERT HAWKE OVAL - REPAIRS	1		10,780.00
INV INV-016608/05/2025		SPORT AND RECREATION SURFACES	BERT HAWKE OVAL - REPAIRS	1	10,780.00	
EFT54449	30/05/2025	SPORTS SURFACES	REC CENTRE - MTCE	1		2,420.00
INV INV-191321/05/2025		SPORTS SURFACES	REC CENTRE - MTCE	1	2,420.00	
EFT54450	30/05/2025	SYNERGY	168614990 STREETLIGHTING - 25/03/2025 to 24/04/2025	1		27,916.93
INV 3358209421/05/2025		SYNERGY	335820940 CREATE 298 (old council chambers) - 16/04/2025 to 20/05/2025		434.84	
INV 2931107322/05/2025		SYNERGY	293110730 BILYA KOORT BOODJA - 14/05/2025 to 15/05/2025		71.81	
INV 3575477123/05/2025		SYNERGY	357547710 MOUNT OMMANNEY - CCTV - 27/03/2025 to 21/05/2025		137.41	
INV 1686149926/05/2025		SYNERGY	168614990 STREETLIGHTING - 25/03/2025 to 24/04/2025		27,272.87	
EFT54451	30/05/2025	TREVOR EASTWELL	COMMUNITY TRANSPORT - 22/05/2025	1		50.00
INV 65	22/05/2025	TREVOR EASTWELL	COMMUNITY TRANSPORT - 22/05/2025	1	50.00	
EFT54452	30/05/2025	VINCELEC	TOWN/LESSER HALL - REPAIRS	1		5,608.99
INV IV2559	21/05/2025	VINCELEC	KILLARA - MTCE	1	688.57	
INV IV2558	21/05/2025	VINCELEC	VINTAGE VEHICLE ASSOCIATION & OLD FIRE STATION - MTCE	1	675.49	



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INV IV2563	23/05/2025	VINCELEC	DEPOT - MTCE	1	351.40	
INV IV2565	27/05/2025	VINCELEC	WUNDOWIE LIBRARY - MTCE	1	1,525.08	
INV IV2564	27/05/2025	VINCELEC	TOWN/LESSER HALL - REPAIRS	1	2,368.45	
EFT54453	30/05/2025	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	WASTE WATER TREATMENT PLANT - MTCE	1		212.50
INV INV-205530/04/2025		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	WASTE WATER TREATMENT PLANT - MTCE	1	212.50	
EFT54454	30/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	ADMIN - COPIER SERVICE/METER READING	1		959.93
INV 224686	06/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	VISITORS CENTRE - COPIER SERVICE/METER READING	1	52.71	
INV 224688	06/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	REC CENTRE - COPIER SERVICE/METER READING	1	155.79	
INV 224685	06/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	BKB - COPIER SERVICE/METER READING	1	65.81	
INV 224684	06/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	ADMIN - COPIER SERVICE/METER READING	1	504.63	
INV 224682	06/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	DEPOT - COPIER SERVICE/METER READING	1	110.16	
INV 224680	06/05/2025	WHEATBELT OFFICE BM & COUNTRY COPIERS	ADMIN DONGA - COPIER SERVICE/METER READING	1	70.83	
DD21927.1	01/05/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 227 Interest payment - NORTHAM YOUTH SPACE	1		28,071.71
INV 227	01/05/2025	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 227 Interest payment - NORTHAM YOUTH SPACE	1	28,071.71	
DD21931.1	02/05/2025	TENNANT AUSTRALIA	RECREATION CENTRE LEASE FEE - CLEANING EQUIPMENT MAY 2025	1		573.75
INV RECREA02/05/2025		TENNANT AUSTRALIA	RECREATION CENTRE LEASE FEE - CLEANING EQUIPMENT MAY 2025	1	573.75	
DD21936.1	02/05/2025	COMMONWEALTH BANK OF AUSTRALIA	PAUL DEVCIC-CORPORATE CHARGE CARD-29/03/2025 TO 29/04/2025	1		6,895.77
INV DEBORA02/05/2025		COMMONWEALTH BANK OF AUSTRALIA	DEBORAH TERELINCK-CORPORATE CHARGE CARD-29/03/2025 TO 29/04/2025	1	314.00	

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INV VICTORI02/05/2025		COMMONWEALTH BANK OF AUSTRALIA	VICTORIA WILLIAMS-CORPORATE CHARGE CARD-29/03/2025 TO 29/04/2025	1	967.59	
INV CHADD 02/05/2025		COMMONWEALTH BANK OF AUSTRALIA	CHADD HUNT-CORPORATE CHARGE CARD-29/03/2025 TO 29/04/2025	1	178.65	
INV COLIN Y02/05/2025		COMMONWEALTH BANK OF AUSTRALIA	COLIN YOUNG-CORPORATE CHARGE CARD-29/03/2025 TO 29/04/2025	1	3,153.55	
INV ALEX ES02/05/2025		COMMONWEALTH BANK OF AUSTRALIA	ALEX ESPEY-CORPORATE CHARGE CARD-29/03/2025 TO 29/04/2025	1	906.97	
INV PAUL DE02/05/2025		COMMONWEALTH BANK OF AUSTRALIA	PAUL DEVCIC-CORPORATE CHARGE CARD-29/03/2025 TO 29/04/2025	1	1,375.01	

### REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNI FUND	2,060,492.77
TOTAL		2,060,492.77

#### 13.4.4 Financial Statements for the period ending 31 May 2025

<b>File Reference:</b>	13.4.3
<b>Reporting Officer:</b>	Colin Young (Executive Manager Corporate Services)
<b>Responsible Officer:</b>	Colin Young (Executive Manager Corporate Services)
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Communication Required:</b>	No

#### BRIEF

For Council to receive the Financial Statement for the period ending 31 May 2025.

#### ATTACHMENTS

1. Statement of Financial Activity - May 2025 [**13.4.4.1** - 20 pages]

#### A. BACKGROUND / DETAILS

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

The Statement of Financial Activity for the period ending 31 May 2025 is included as Attachment 13.4.2.1 and includes the following reports:

- Statement of Financial Activity
- Operating Statements
- Balance Sheet
- Graphs
- Acquisition of Assets
- Disposal of Assets
- Information on Borrowings
- Reserves
- Net Current Assets
- Cash Position
- Rating Information
- Cash Flow Information

The report includes a summary of the financial position along with comments relating to the statements.

### Operating Expenditure

- **Material expenditure is under budget by 14% predominantly due to the items below:**
  - **Waste facility contract expenditure \$364,159. This is mostly timing though it is expected that some project expenditure will carry forward to 2025/26.**
  - **Environmental Projects are under budget \$64,898.**
  - **Bridge Maintenance is under budget \$176,928, due to timing of annual maintenance.**
  - **Road Shoulder Grading is under budget \$230,306, associated with the timing of contractor availability.**
  - **Information Technology expenditure is under budget \$362,225. This is expected to carry forward to the 2025/26 financial year as it is directly associated with the ERP rollout.**
- **Utilities over budget by 11% due to additional expenditure for water usage that was required due to the unavailability of waste reuse water during the summer period; this was combined with a drier than usual summer.**
- **Depreciation expenditure is 12% over budget due to increased asset values from the recent infrastructure revaluations (non-cash).**

### Capital Grants

- **Capital grants are under budget 71% due to the timing of receipt of road grants, ESL BFB capital grant, and recreation grants.**

### Asset Disposal

Profit and loss on asset disposal is under budget 89% and 88% respectively due to timing of disposal of the budgeted assets.

## B. CONSIDERATIONS

### B.1 Strategic Community / Corporate Business Plan

Performance Area: Performance. Outcome 12: Excellence in organisational performance and customer service.

Objective 12.1: Maintain a high standard of corporate governance and financial management.

Priority Action: Nil.

### B.2 Financial / Resource Implications

The Financial Statements have been prepared in accordance with Shire's 2024/25 Budget Review.

### B.3 Legislative Compliance

*Section 6.4 and 6.26(2)(g) of the Local Government Act.*

*Local Government (Financial Management) Regulations 1996.*

#### B.4 Policy Implications

Nil.

#### B.5 Stakeholder Engagement / Consultation

N/A

#### B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Figures not reflecting the true financial situation and legislative requirements.	Unlikely (2) x Medium (3) = Low (6)	There are processes in place to ensure compliance with relevant financial standards and legislation.
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	Report not being accepted by Council.	Unlikely (2) x Medium (3) = Low (6)	There are processes in place to ensure compliance with relevant Finance policy, standards and legislation.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

#### B.7 Natural Environment Considerations

Nil.

#### C. OFFICER'S COMMENT

Nil.

#### RECOMMENDATION

**That Council RECEIVES the Financial Statements, prepared in accordance with the *Local Government (Financial Management) Regulations*, for the period ending 31 May 2025.**



Shire of Northam

## SHIRE OF NORTHAM

### MONTHLY STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2025

#### TABLE OF CONTENTS

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Statement of Financial Activity	2 to 4
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Notes to and forming part of the statement	
Acquisition of Assets	8
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Information on Borrowings	15
Reserves	16
Net Current Assets	17
Rating Information	18
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SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 MAY 2025

	NOTE			Variances	Variances
	2024/25	Ytd	2024/25	Actuals to	Actuals to
	Revised	Revised	Ytd Actual	Budget	Budget
	Budget	Budget			
<b>OPERATING REVENUE</b>					
Rates	12,653,964	12,641,450	12,621,774	(19,676)	0%
Operating Grants Subsidies and Contributions	2,925,281	2,652,962	2,706,743	53,781	2%
Fees and Charges	5,034,283	4,619,931	4,935,638	315,707	7%
Interest Revenue	627,685	612,363	591,068	(21,295)	-3%
Other Revenue	999,472	998,326	1,062,088	63,762	6%
<b>TOTAL OPERATING REVENUE</b>	<b>22,240,685</b>	<b>21,525,032</b>	<b>21,917,311</b>	<b>392,279</b>	<b>2%</b>
<b>OPERATING EXPENSES</b>					
Employee Costs	(10,844,039)	(9,785,649)	(10,100,107)	(314,458)	3%
Materials and Contracts	(9,915,839)	(8,542,678)	(7,360,284)	1,182,394	-14%
Utility Charges	(1,170,337)	(1,148,865)	(1,276,974)	(128,109)	11%
Depreciation of Non Current Assets	(5,426,168)	(4,972,667)	(5,559,046)	(586,379)	12%
Finance Costs	(214,242)	(201,967)	(187,652)	14,315	-7%
Insurance Expenses	(602,759)	(589,477)	(639,880)	(50,403)	9%
Other Expenditure	(331,341)	(303,490)	(323,813)	(20,323)	7%
<b>TOTAL OPERATING EXPENSE</b>	<b>(28,504,725)</b>	<b>(25,544,793)</b>	<b>(25,447,756)</b>	<b>97,037</b>	<b>0%</b>
Capital Grants Subsidies and Contributions	5,021,202	5,108,456	1,474,258	(3,634,198)	-71%
Profit on Asset Disposals	448,664	445,556	49,777	(395,779)	-89%
Loss on Asset Disposals	(34,627)	(31,735)	(3,764)	27,971	-88%
<b>RESULTING FROM OPERATIONS</b>	<b>(828,801)</b>	<b>1,502,516</b>	<b>(2,010,174)</b>	<b>(3,512,690)</b>	<b>-233.79%</b>
<b>Removal of Non-Cash Items</b>					
(Profit)/Loss on Asset Disposals	(414,037)	(413,821)	(46,013)	367,808	
Depreciation on Assets	5,426,168	4,972,667	5,559,046	586,379	
<b>Non Operating Items</b>					
Purchase Land and Buildings	(1,870,321)	(1,599,539)	(310,179)	1,289,361	
Purchase Plant and Equipment	(2,092,350)	(1,219,963)	(435,214)	784,749	
Purchase Infrastructure Assets - Roads	(3,754,005)	(3,929,345)	(1,989,997)	1,939,348	
Purchase Infrastructure Assets - Bridges	(643,238)	(81,435)	0	81,435	
Purchase Infrastructure Assets - Footpaths	(602,000)	(156,202)	(123,220)	32,982	
Purchase Infrastructure Assets - Drainage	(509,561)	(468,084)	(11,474)	456,610	
Purchase Infrastructure Assets - Parks & Ovals	(1,968,649)	(544,714)	(556,389)	(11,675)	
Purchase Infrastructure Assets - Other	(872,330)	(623,570)	(215,234)	408,336	
Proceeds from Disposal of Assets	1,206,000	3,000	144,526	141,526	
Repayment of Debentures	(477,583)	(423,774)	(423,774)	0	
Self-Supporting Loan Principal Income	22,920	11,460	14,369	2,909	
Transfers to Restricted Assets (Reserves)	(554,962)	(572,985)	(572,985)	0	
Transfers from Restricted Asset (Reserves)	1,210,852	1,180,852	1,210,852	30,000	
Net Current Assets July 1 B/Fwd	6,721,897	6,730,459	6,730,459	0	
Net Current Assets Year to Date	-	4,367,522	9,536,107	5,168,585	
<b>Surplus/Deficit</b>	<b>(0)</b>	<b>(0)</b>	<b>(2,571,507)</b>	<b>(2,571,506)</b>	

This statement is to be read in conjunction with the accompanying notes.





**SHIRE OF NORTHAM**  
**STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM**  
**FOR THE PERIOD ENDING 31 MAY 2025**

	NOTE				
	24/25 Revised Budget \$	Ytd Revised Budget \$	24/25 Ytd Actual \$	Variances Actuals to Budget \$	Variances Actuals to Budget %
<b><u>Operating</u></b>					
<b>Revenues</b>					
Governance	1,300	1,188	1,584	396	33%
General Purpose Funding	14,111,549	13,778,824	14,034,138	255,314	2%
Law, Order, Public Safety	1,796,052	1,698,702	938,284	(760,418)	(45%)
Health	72,500	62,160	57,661	(4,499)	(7%)
Education and Welfare	1,516,229	1,489,715	1,297,113	(192,602)	(13%)
Housing	57,129	52,360	45,065	(7,295)	(14%)
Community Amenities	3,590,554	3,339,439	3,640,178	300,739	9%
Recreation and Culture	1,464,672	1,088,306	628,527	(459,779)	(42%)
Transport	4,027,737	4,562,577	1,978,984	(2,583,593)	(57%)
Economic Services	967,798	893,986	480,610	(413,376)	(46%)
Other Property and Services	105,030	111,787	339,202	227,415	203%
<b>Total Operating Revenue</b>	<b>27,710,550</b>	<b>27,079,044</b>	<b>23,441,346</b>	<b>(3,637,698)</b>	<b>(13%)</b>
<b>Expenses</b>					
Governance	(1,249,019)	(1,153,353)	(1,227,783)	(74,430)	(6%)
General Purpose Funding	(480,703)	(427,300)	(400,067)	27,233	6%
Law, Order, Public Safety	(2,269,393)	(2,024,632)	(2,459,168)	(434,536)	(21%)
Health	(358,741)	(331,014)	(318,232)	12,782	4%
Education and Welfare	(1,439,836)	(1,327,697)	(1,243,846)	83,851	6%
Housing	(120,036)	(62,725)	(64,857)	(2,132)	(3%)
Community Amenities	(5,006,524)	(4,503,814)	(3,741,372)	762,442	17%
Recreation & Culture	(6,355,694)	(5,845,004)	(5,905,708)	(60,704)	(1%)
Transport	(8,487,083)	(7,363,608)	(7,175,881)	187,727	3%
Economic Services	(2,580,542)	(2,441,326)	(2,400,790)	40,536	2%
Other Property and Services	(191,781)	(96,055)	(513,816)	(417,761)	(435%)
<b>Total Operating Expenses</b>	<b>(28,539,352)</b>	<b>(25,576,528)</b>	<b>(25,451,520)</b>	<b>125,008</b>	<b>0.49%</b>
<b>NET RESULT</b>	<b>-828,802</b>	<b>1,502,516</b>	<b>-2,010,174</b>	<b>-3,512,690</b>	<b>-233.79%</b>

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NORTHAM

FOR THE PERIOD ENDING 31 MAY 2025

2. BALANCE SHEET

	24/25	23/24
	YTD Actual \$	Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	11,153,965	11,320,876
Receivables	3,982,785	3,810,977
Inventories & Other Assets	137,942	294,790
<b>TOTAL CURRENT ASSETS</b>	<b>15,274,692</b>	<b>15,426,642</b>
<b>NON-CURRENT ASSETS</b>		
Receivables	536,419	536,419
Inventories	0	0
Land and Buildings	58,766,948	59,787,227
Property, Plant and Equipment	5,637,977	6,686,341
Infrastructure	329,086,262	328,440,993
Financial & Other Assets	321,277	321,277
<b>TOTAL NON-CURRENT ASSETS</b>	<b>394,348,883</b>	<b>395,772,258</b>
<b>TOTAL ASSETS</b>	<b>409,623,575</b>	<b>411,198,900</b>
<b>CURRENT LIABILITIES</b>		
Payables	1,969,296	4,374,534
Interest-bearing Liabilities	253,686	490,342
Provisions	1,428,715	1,428,714
<b>TOTAL CURRENT LIABILITIES</b>	<b>3,651,696</b>	<b>6,293,590</b>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	6,093,908	6,093,908
Provisions	335,539	335,539
Payables	0	0
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>6,429,447</b>	<b>6,429,447</b>
<b>TOTAL LIABILITIES</b>	<b>10,081,143</b>	<b>12,723,037</b>
<b>NET ASSETS</b>	<b>399,542,431</b>	<b>398,475,863</b>
<b>EQUITY</b>		
Retained Surplus	119,428,645	117,724,210
Reserves - Cash Backed	3,254,815	3,892,682
Reserves - Asset Revaluation	276,858,971	276,858,971
<b>TOTAL EQUITY</b>	<b>399,542,431</b>	<b>398,475,863</b>



SHIRE OF NORTHAM

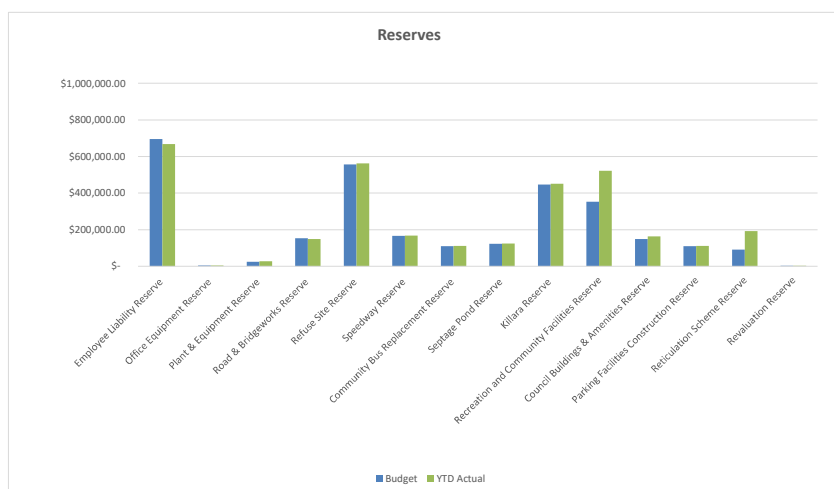
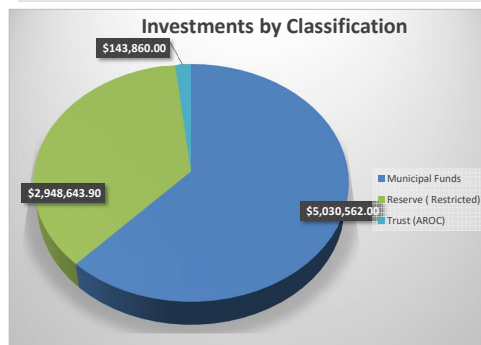
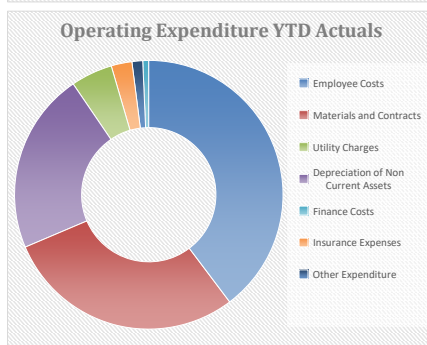
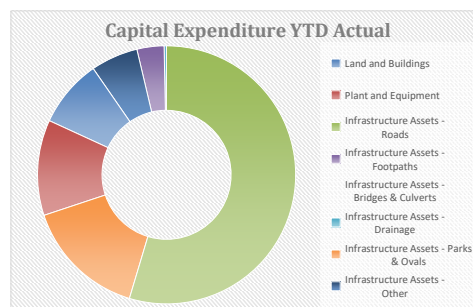
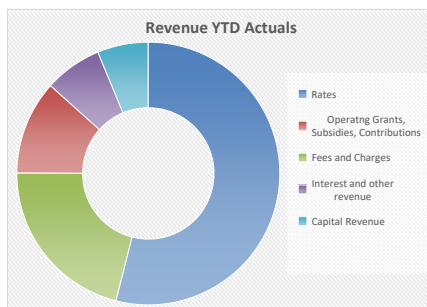
Year to Date Key Information- Graphical  
FOR THE PERIOD ENDING 31 MAY 2025

Summary

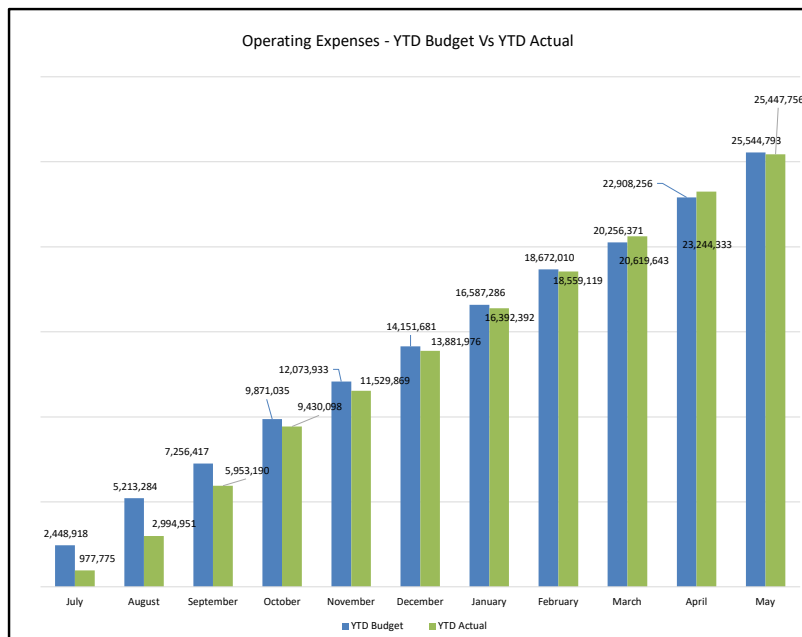
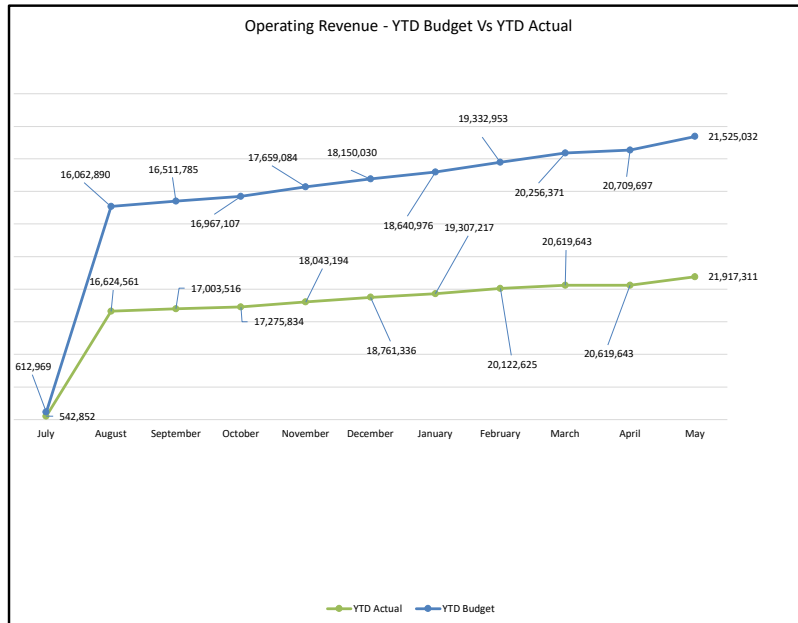
Actual Rates Raised	\$	12,511,932.00
Actual Rates Received	\$	11,647,371.00
Actual Operating Revenue	\$	21,967,087.95
Actual Capital Grants	\$	1,474,258.00
Actual Operating Expenditure	\$	25,443,991.85
Actual Capital Expenditure	\$	3,641,706.56
Actual Proceeds from Sale of Assets	\$	179,527.18

Loans

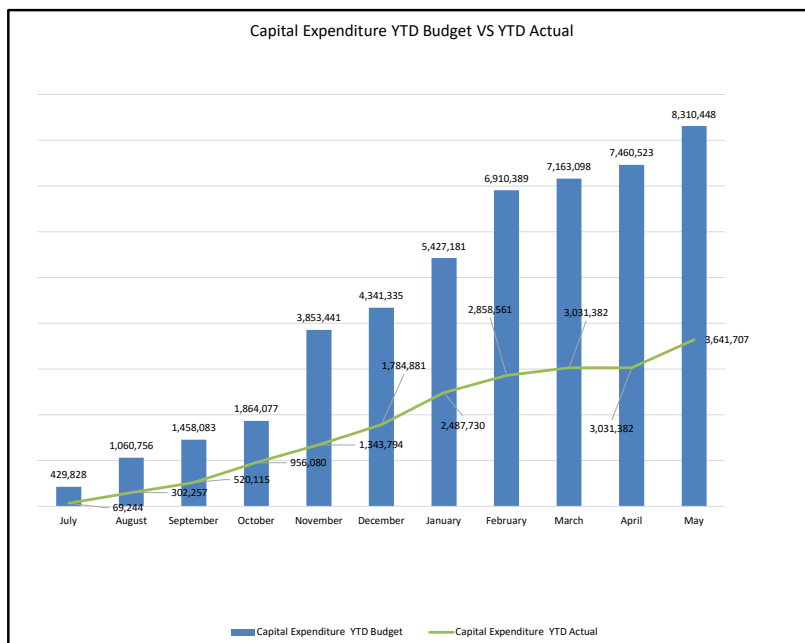
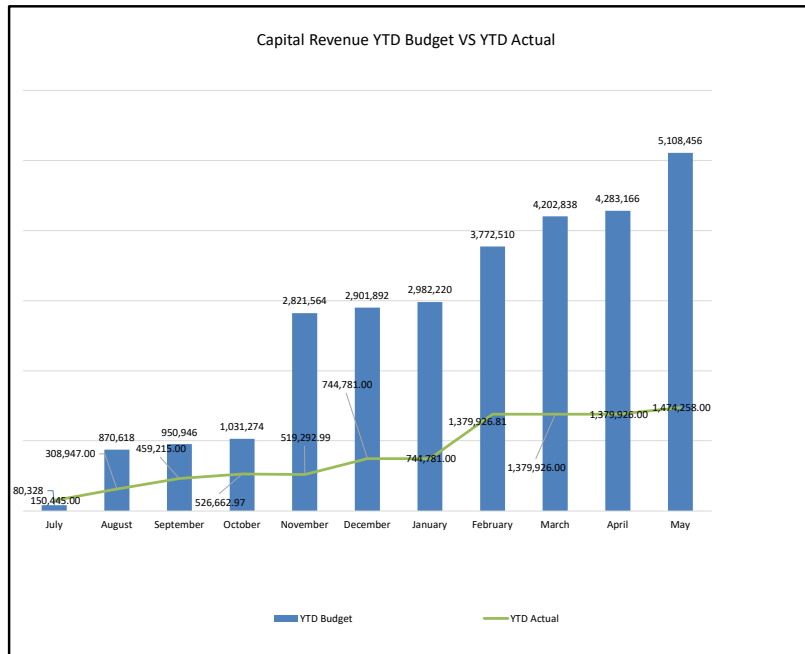
Actual Principal Outstanding	\$	6,147,419.00
Actual Principal Paid YTD	\$	423,774.00
Actual Interest Paid YTD	\$	187,652.26



OPERATING ACTIVITIES



INVESTING ACTIVITIES



This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2025

		24/25 Revised Budget \$	24/25 Ytd Actual \$
<b>3. ACQUISITION OF ASSETS</b>			
The following assets have been acquired during the period under review:			
<b>By Program</b>			
<b>Law, Order &amp; Public Safety</b>	Note		
Wundowie Fireshed C/fwd		63,510	0
Wundowie Water Tanks C/fwd		34,930	24,557
Upgrade Stock Pound & CCTV System		45,000	7,086
CCTV Upgrades		100,000	32,153
BBF Light Tanker and Urban Tanker		862,300	0
Northam SES Accessibility Upgrades		60,935	20,750
CESM Vehicale		121,000	0
<b>Health</b>			
<b>Mitsubishi Outlander Hybrid</b>		58,000	
Rav 4 Hybrid & Mitsubishi Plug In		46,000	29,751
<b>Education &amp; Welfare</b>			
Killara Building Upgrades		47,600	49,766
<b>Community Amenities</b>			
Pooled Plug in Hybrid		58,000	53,457
RAV 4 Hybrid & Plug in Hybrid		46,500	18
Inkpen Sheds		8,139	0
Youth Precinct Toliets Painting		7,700	2,920
Wundowie Mueseum		40,000	40,000
Walk of Fame		5,000	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2025

3. ACQUISITION OF ASSETS (Continued)	Note	24/25 Revised Budget \$	24/25 Ytd Actual \$
<b><u>By Program (Continued)</u></b>			
<b>Recreation And Culture</b>			
Structural Repairs Memorial Hall		2,000	0
Brick Pointing Southern Brook Hall		7,000	0
Lesser Hall Upgrade		609,820	63,621
Swimming Infrastructure Upgrades and Wundowie Pool A:		163,500	141,073
Bert Hawke Pavillion Carpet and Vinyl Replacement		25,000	0
Recreation Centre Upgrades		37,835	6,195
Bernard Park charging Station Infrastructure		194,277	195,175
Bakers Hill Precinct Upgrades		25,000	0
Bret Hawke Lighting and hockey Dugouts Water		768,800	37,862
Lions Park - Clackline		10,000	8,150
Landscaping Old Pool		501,042	1,040
Long Jump Pit Upgrades		17,500	13,437
Bakers Hill RV		129,972	0
BMX Upgrades		332,058	300,726
Library Building Upgrades		49,500	27,085
Morby Cottage, Replacement of Floor		70,000	0
External Painting Vintage Vehicle Association Building		9,000	0
Railway Museum Works		440,000	0
Entry Light Industrial and CBD		250,000	0

**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 31 MAY 2025**

3 ACQUISITION OF ASSETS (Continued)	Note	24/25 Revised Budget	24/25 Ytd Actual
<b>Transport</b>			
Northam Depot		133,400	23,642
Linley Valley Road		22,248	0
Kerb Renewal		84,238	33,696
Lunt Street SLK 0.0-0.70		133,050	28,356
Gillet Road SLK 0.0-0.52		99,999	0
Peacock Road SLK 0.0-2.19		151,023	151,024
Crorkan Road SLK 0.0-0.04		61,829	0
Meenar South Road SLK1.0-1.63		181,798	47,848
Meenar North road SLK 0.0-2.0		210,000	8,895
Parker road SLK0.0-1.0		189,861	104,422
Quamkadne Road SLK 0.0-1.0		136,361	96,177
Jennapullin Road SLK 6.56-7.9		535,287	336,348
Jennapullin Road 2.58-3.19		198,080	99,242
Jennapullin Road SLK12.76-1370		177,206	94,800
Jennapullin Road 5.05-6.19		409,608	183,079
Grass Valley South Road Slk 1.05-8.56		386,965	0
Yilgarn AVE Design SLK0-0.65 & 1.35-3.36( WSNF)		87,500	34,650
Wellington Street/Gordon Street		185,530	23,743
Storm Damage		749,922	747,718
Drainage Built Up Area		128,669	11,474
Drainage Rural		380,892	0
Bridges and Culverts		643,238	0
Minson Ave Footpath		355,800	5,800
Hitt Street		17,600	17,600
Killick Street Footpath		37,000	0
Wundowie Townsite Footpaths		37,000	1,600
St George Street Footpath		93,000	98,220
Gillet Road Footpath		58,000	0
Plant Purchases Parks and Works		900,550	351,988
Airport Toilet Block Mesh and Light Sensors		5,450	5,301
Airport Infrastructure Upgrades		154,900	17,450



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2025

3. ACQUISITION OF ASSETS (Continued)	Note	24/25 Revised Budget \$	24/25 Ytd Actual \$
<b><u>By Program (Continued)</u></b>			
<b>Economic Services</b>			
Visitor Centre Upgrades		23,500	0
Create 298, upgrade Lighting & Aircon Repairs		16,000	0
Old Northam Fire Station, Drainage and Motar Repairs		30,000	0
Waste Reuse Water Upgrades		185,000	0
BKB Façade Works		20,000	6,430
<b>Other Property &amp; Services</b>			
Purchase Land		55,000	32,656
Admin Building Minor Works & Charging Station		14,900	24,725
		<u>12,537,322</u>	<u>3,641,707</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2025

3. ACQUISITION OF ASSETS (Continued)	Note	24/25 Budget \$	24/25 Ytd Actual \$
<b><u>By Class</u></b>			
Land Held for Resale		0	0
Land and Buildings		1,821,289	310,179
Plant and Equipment		2,092,350	435,214
Infrastructure Assets - Roads		4,000,505	1,989,997
Infrastructure Assets - Footpaths		598,400	123,220
Infrastructure Assets - Bridges & Culverts		643,238	0
Infrastructure Assets - Drainage		509,561	11,474
Infrastructure Assets - Parks & Ovals		1,978,649	556,389
Infrastructure Assets - Other		893,330	215,234
		<u>12,537,322</u>	<u>3,641,707</u>



**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 31 MAY 2025**

**4. DISPOSALS OF ASSETS**

The following assets have been disposed of during the period under review:

	Note	Written Down Value		Sale Proceeds		Profit(Loss)	
		24/25 Budget \$	Ytd Actual \$	24/25 Budget \$	Ytd Actual \$	24/25 Budget \$	Ytd Actual \$
<b>By Program</b>							
<b>Law Order &amp; Public Safety</b>							
CESM Vehicle		10,000.00		9,000.00		(1,000.00)	-
<b>Health</b>							
PN2006 Suzuki Vitara		5,500	3,271.00	16,000	11,818.18	10,500.00	8,547.18
PN 1907 Ford Escape c/fwd		9,000	15,652.92	12,000	11,889.09	3,000.00	(3,763.83)
<b>Planning</b>							
PN2105 RAV 4 Hybrid		37,790.00		27,000.00		(10,790.00)	
<b>Transport</b>							
PN1512 John Deere Gator Crossover Utility		6,833.00		5,000.00		(1,833.00)	-
PN1703 Excavator		41,912.00		40,000.00		(1,912.00)	-
PN1805 Mitsubishi Fuso Fighter Tip Truck (N.4012)		61,856.00		55,000.00		(6,856.00)	-
PN2206 4.5t Trailer		8,592.00		1,000.00		(7,592.00)	-
PN0916 Clark Bobcat Loader (N006)		17,770.00		20,000.00		2,230.00	-
PN1804 Hino 500 Series Tipper (N10759) C/fwd		68,210.00	66,374.79	100,800.00	101,818.00	17.00	35,443.21
PN1905 Mitsubishi Outlander		20,000.00	13,653.11	17,000.00	19,001.91	(3,000.00)	5,348.80
Northam Depot Land Peel Terrace		702,000.00		1,100,000.00		398,000	-
Other			34,563.00		35,000.00		437.00
		1,012,963	133,514.82	1,427,000.00	179,527.18	381,464.00	46,012.36



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 MAY 2025

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

4. DISPOSALS OF ASSETS CONTINUED

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	24/25 Budget \$	Ytd Actual \$	24/25 Budget \$	Ytd Actual \$	24/25 Budget \$	Ytd Actual \$
<b>Plant &amp; Equipment</b>						
CESM Vehicle	10,000.00		9,000.00		(1,000)	-
PN2006 Suzuki Vitara	5,500.00	3,271.00	16,000.00	11,818.18	10,500	8,547.18
PN 1907 Ford Escape c/fwd	9,000.00	15,652.92	12,000.00	11,889.09	3,000	(3,763.83)
PN1905 Mitsubishi Outlander	20,000.00	13,653.11	17,000.00	19,001.91	(3,000)	5,348.80
PN2105 RAV 4 Hybrid	37,790.00		27,000.00		(10,790)	-
PN1512 John Deere Gator Crossover Utility	6,833.00		5,000.00		(1,833)	-
PN1703 Excavator	41,912.00		40,000.00		(1,912)	-
PN1805 Mitsubishi Fuso Fighter Tip Truck (N.4012)	61,856.00		55,000.00		(6,856)	-
PN2206 4.5t Trailer	8,592.00		1,000.00		(7,592)	-
PN0916 Clark Bobcat Loader (N006)	17,770.00		20,000.00		2,230	-
PN1513 John Deere Ride on Mower	8,644.00		7,000.00		(1,644)	-
PN1906 Mitsubishi Outlander C/fwd	14,856.00		17,200.00		2,344	-
PN1804 Hino 500 Series Tipper (N10759) C/fwd	68,210.00	66,374.79	100,800.00	101,818.00	32,590	35,443.21
<b>Land/Buildings</b>						
Northam Depot Land Peel Terrace	702,000.00		1,100,000.00		398,000	
Other		34,562.24		35,000.00		437.76
	1,012,963.00	133,514.06	1,427,000.00	179,527.18	414,037.00	46,013.12
<b>Summary</b>					<b>22/23 Budget \$</b>	<b>Ytd Actual \$</b>
Profit on Asset Disposals					448,664	49,777
Loss on Asset Disposals					(34,627)	(3,764)
					414,037	46,013



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2025

5 INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-24	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		24/25 Budget \$	24/25 Ytd Actual \$	24/25 Budget \$	24/25 Ytd Actual \$	24/25 Budget \$	24/25 Ytd Actual \$	24/25 Budget \$	24/25 Ytd Actual \$
<b>Recreation &amp; Culture</b>									
Loan 219A - Northam Bowling Club **	3.18%	58,686	0	22,920	11,370	35,766	47,316	1,685	1,567
Loan 224 - Recreation Facilities	6.48%	549,682	0	64,328	89,699	485,354	459,983	34,594	36,324
Loan 227 - Youth Space	2.26%	264,032	0	50,460	25,088	213,572	238,944	5,684	5,562
Loan 228 - Swimming Pool	1.88%	3,628,715	0	203,716	203,716	3,424,999	3,424,999	67,273	68,565
Loan 229- Depot	4.74%	1,620,338	0	83,527	41,269	1,536,811	1,579,069	76,703	38,346
<b>Economic Services</b>									
Loan 225 - Victoria Oval Purchase	6.48%	449,740	0	52,632	52,632	397,108	397,108	28,304	37,288
		6,571,193	0	477,583	423,774.00	6,093,610	6,147,419	214,242	187,652

**Note:** \*\* indicates self - supporting loans

All other debenture repayments are to be financed by general purpose revenue.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2025

	24/25 Budget				24/25 Ytd Actual			
	Opening Bal	Tfr To Reserve	Tfr From Reserve	Total	Opening Bal	Tfr To Reserve	Tfr From Reserve	Total
<b>6. RESERVES - CASH BACKED</b>								
Employee Liability Reserve	670,105	25,255	-	695,360	670,105	27,611	(30,000)	667,716
Office Equipment Reserve	3,828	235	-	4,063	3,828	172	-	4,000
Plant & Equipment Reserve	124,348	891	(100,000)	25,239	124,348	2,777	(100,000)	27,125
Road & Bridgeworks Reserve	536,005	16,786	(400,000)	152,791	536,005	12,763	(400,000)	148,768
Refuse Site Reserve	419,946	136,049	-	555,995	419,946	142,814	-	562,760
Speedway Reserve	160,800	5,146	-	165,946	160,800	6,656	-	167,456
Community Bus Replacement Reserve	106,892	3,417	-	110,309	106,892	4,425	-	111,317
Septage Pond Reserve	88,075	35,012	-	123,087	88,075	36,400	-	124,475
Killara Reserve	432,910	13,876	-	446,786	432,910	17,921	-	450,831
Recreation and Community Facilities Reserve	905,918	28,381	(580,852)	353,447	905,918	196,804	(580,852)	521,870
Council Buildings & Amenities Reserve	246,631	3,006	(100,000)	149,637	246,631	16,050	(100,000)	162,681
Parking Facilities Construction Reserve	106,788	3,413	-	110,201	106,788	4,421	-	111,209
Reticulation Scheme Reserve	87,603	2,982	-	90,585	87,603	104,051	-	191,654
Revaluation Reserve	2,834	93	-	2,927	2,834	118	-	2,952
Unspent Grants Reserve	-	-	-	-	-	-	-	-
<b>Total Cash Backed Reserves</b>	<b>3,892,683</b>	<b>274,542</b>	<b>(1,180,852)</b>	<b>2,986,373</b>	<b>3,892,683</b>	<b>572,985</b>	<b>(1,210,852)</b>	<b>3,254,816</b>

**Total Interest & Transfers**

All of the above reserve accounts are to be supported by money held in financial institutions.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 MAY 2025

	24/25 Budget	24/25 Ytd Actual	23/24 Actual Report
	\$	\$	\$
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	185,317	7,899,150	7,428,194
Cash - Restricted Reserves	2,986,373	3,254,815	3,892,682
Self Supporting Loan	22,920	14,551	15,261
Receivables	623,000	173,613	1,097,372
Rates - Current	2,431,239	3,850,683	2,740,747
Provision for Doubtful Debts	(70,000)	(56,062)	(56,062)
GST Receivables	0	59	294,790
	6,178,849	15,136,809	15,412,984
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(1,516,891)	(16,020)	(1,737,614)
Rates Income in Advance	(489,000)	(292,510)	(465,236)
GST Payable	0	(78,213)	(40,369)
Accrued Salaries & Wages	0	0	(204,803)
Accrued Interest on Debentures	0	(64,308)	(98,766)
Accrued Expenditure	0	0	(85,725)
Bond Liability	(900,000)	(856,048)	(823,193)
Loan Liability	(477,583)	(253,686)	(460,880)
Provision for Annual Leave	(649,390)	(728,881)	(728,881)
Provision for Long Service Leave	(695,314)	(699,834)	(699,834)
Other Payables	0	(625,999)	(936,364)
	(4,728,178)	(3,615,497)	(6,281,647)
<b>NET CURRENT ASSET POSITION</b>	1,450,671	11,521,312	9,131,338
Less Cash - Reserves- Restricted	(2,986,373)	(3,254,815)	(3,892,682)
Current Portion of Lease Liabilities	12,759	12,759	10,818
Less: Loans receivable - clubs/institutions	0	(14,551)	0
Add: Current Loan Liability	477,583	253,686	460,880
Add: Leave Liability Reserve	695,360	667,716	670,105
Add: Budgeted Leave	350,000	350,000	350,000
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	0	9,536,107	6,730,459

SHIRE OF NORTHAM  
RATING REPORT  
FOR THE PERIOD ENDED 31 MAY 2025

**Key Rating Dates**

RATES ISSUED  
25/09/2015  
RATES DUE  
25/11/2015  
2nd INSTALMENT DUE  
25/01/2016  
3rd INSTALMENT DUE  
28/03/2016  
4th INSTALMENT DUE

Outstanding 1st July  
Rates Levied

Interest, Ex gratia, interim and  
back rates less writeoff's

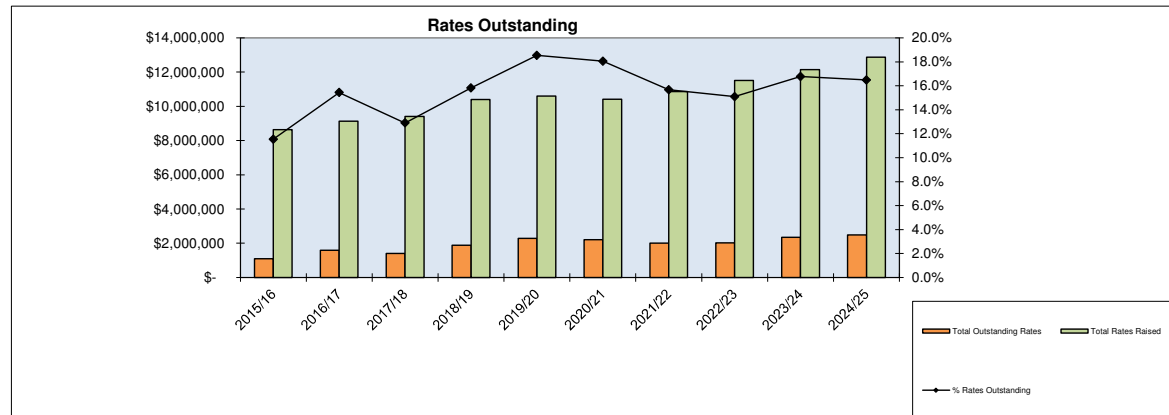
**Rates paid by month**

1 July  
2 August  
3 September  
4 October  
5 November  
6 December  
7 January  
8 February  
9 March  
10 April  
11 May  
12 June  
Total YTD

% Ytd Rates Outstanding

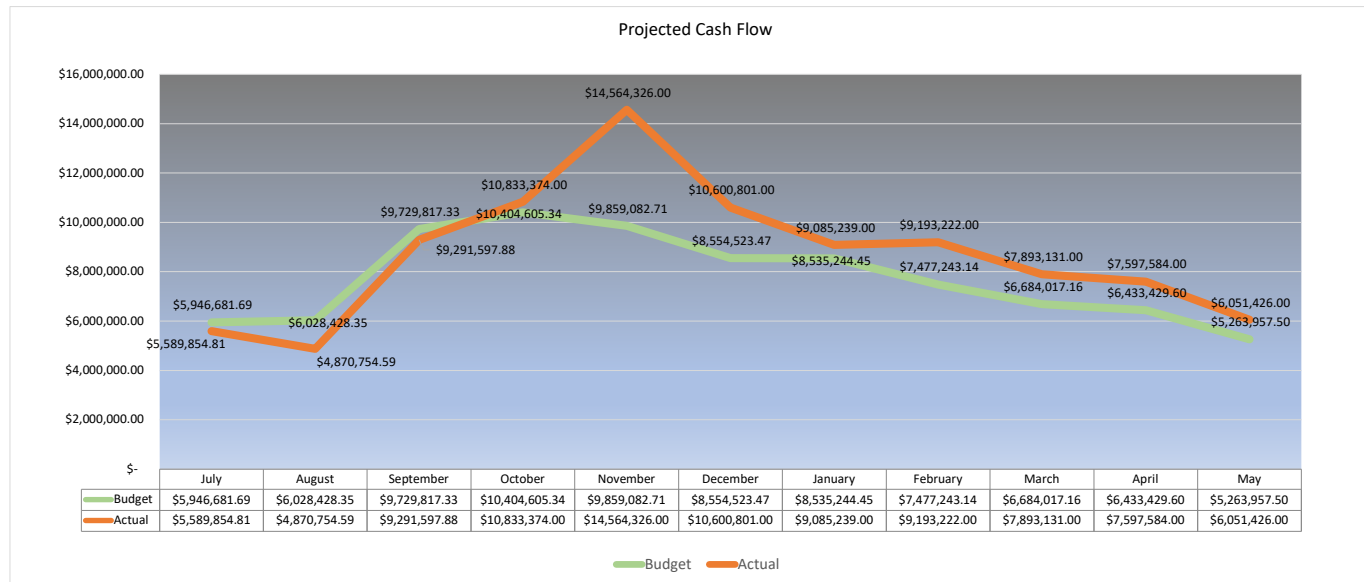
Ytd Outstanding

	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
RATES ISSUED	14/08/2015	19/08/2016	1/08/2017	15/08/2018	4/09/2019	7/08/2020	23/08/2021	2/09/2022	25/08/2023	26/08/2024
RATES DUE	25/09/2015	30/09/2016	14/09/2017	19/09/2018	9/10/2019	11/09/2020	29/09/2021	7/10/2022	2/10/2023	2/10/2024
2nd INSTALMENT DUE	25/11/2015	30/11/2016	14/11/2017	19/11/2018	9/12/2019	11/11/2020	29/11/2021	7/12/2022	4/12/2023	4/12/2024
3rd INSTALMENT DUE	25/01/2016	30/01/2017	15/01/2018	21/01/2018	10/02/2020	11/01/2021	31/01/2022	7/02/2023	5/02/2024	5/02/2025
4th INSTALMENT DUE	28/03/2016	30/03/2017	15/03/2018	21/03/2018	14/04/2020	11/03/2021	31/03/2022	12/04/2023	8/04/2024	9/04/2025
Outstanding 1st July	\$873,686	\$1,116,220	\$1,483,688	\$1,535,793	\$1,737,187	\$1,842,862	\$1,911,223	\$1,882,648	\$1,883,329	\$2,196,643
Rates Levied	\$8,552,189	\$8,931,257	\$9,564,551	\$9,925,046	\$10,342,585	\$10,381,252	\$10,676,737	\$11,272,726	\$11,856,419	\$12,511,932
Interest, Ex gratia, interim and back rates less writeoff's	\$83,173	\$208,077	-\$155,280	\$474,784	\$251,025	\$29,990	\$190,654	\$242,052	\$284,033	\$358,952
Rates paid by month										
1 July	29,105	43,333	60,002	94,638	87,543	307,979	94,808	90,363	67,295	136,493
2 August	700,198	367,776	2,054,983	1,856,869	213,195	2,343,849	462,892	397,332	371,229	997,645
3 September	4,519,842	4,243,288	3,764,731	4,014,835	2,829,221	4,326,537	5,819,112	3,666,388	4,272,603	4,206,795
4 October	630,886	1,166,136	484,607	590,724	3,255,037	208,486	756,888	3,478,258	2,925,852	3,130,812
5 November	842,856	908,844	1,036,340	952,902	574,138	580,253	1,041,532	720,389	495,891	670,154
6 December	214,507	336,154	189,794	239,893	724,440	437,028	465,088	655,106	934,587	645,170
7 January	441,681	464,526	637,664	861,146	427,789	643,946	794,760	570,266	401,031	680,346
8 February	148,327	260,963	258,355	174,143	576,493	323,242	316,347	713,091	724,593	799,421
9 March	601,416	589,684	670,462	821,970	476,994	558,147	674,247	314,494	527,711	380,534
10 April	166,567	182,282	164,940	230,157	680,168	127,599	218,728	619,363	751,500	711,518
11 May	115,947	109,069	165,995	209,350	199,792	184,893	131,689	150,194	199,703	225,360
12 June										
Total YTD	8,411,333	8,672,053	9,487,872	10,046,627	10,044,811	10,041,960	10,776,090	11,375,244	11,671,996	12,584,249
% Ytd Rates Outstanding	11.5%	15.4%	12.9%	15.8%	18.5%	18.1%	15.7%	15.1%	16.8%	16.5%





SHIRE OF NORTHAM  
CASH FLOW REPORT  
FOR THE PERIOD ENDED 31 MAY 2025



# INVESTMENT REGISTER

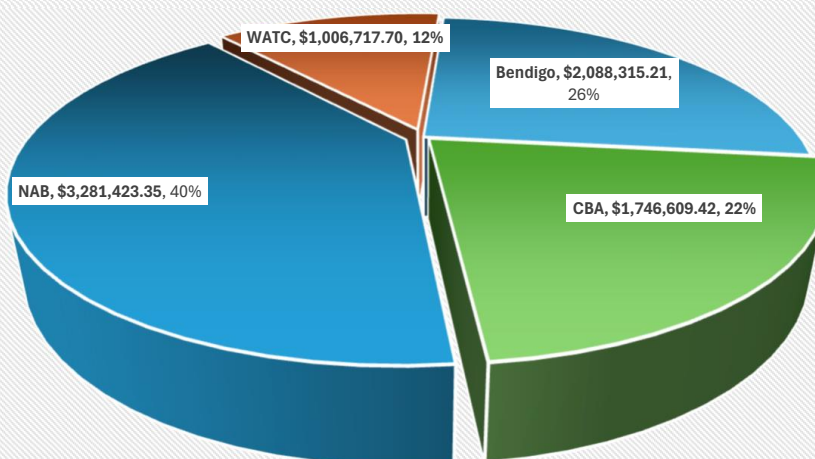
Investor: SHIRE OF NORTHAM

Starting Log Date: 01/07/24

Current Date: 31/05/25

Bank	INVESTING TERM		AMOUNT INVESTED	INTEREST RATE P.A	TERM TO MATURITY MONTHS
	Start	End			
Bendigo	23/12/24	23/06/25	\$594,455.32	5.05%	6
Bendigo	09/12/24	09/06/25	\$350,000.00	5.00%	6
Bendigo	04/04/25	04/07/25	\$1,000,000.00	4.55%	3
Bendigo	19/05/25	19/06/25	\$143,859.89	4.00%	1
CBA	28/01/25	28/07/25	\$1,228,783.88	4.71%	6
CBA	28/04/25	27/06/25	\$517,825.54	4.33%	2
Nab	13/03/25	13/09/25	\$775,404.70	4.78%	6
Nab	03/03/25	01/06/25	\$1,500,000.00	4.77%	3
Nab	31/03/25	30/06/25	\$1,006,018.65	4.67%	3
WATC	14/03/25	13/06/25	\$1,006,717.70	4.12%	3
<b>Total</b>			<b>\$8,123,065.68</b>		

DISTRIBUTION OF INVESTMENTS 31/05/2025



## 14 MATTERS BEHIND CLOSED DOORS

### RECOMMENDATION

That Council, in accordance with section 11.1(i) of the Shire of Northam Standing Orders Local Law 2018 and Section 5.23 (2) (c) of the Local Government Act 1995, meet behind closed doors to consider agenda items:

- 14.1 - Disposal of a portion of 33 Wellington Street, Northam, as it relates to a contract entered into, or which may be entered into, by the local government.
- 14.2 - Amendment of a Reserve Purpose and Grant of Lease for a Car Park – Reserve 27147, 392 Fitzgerald Street West, Northam, as it relates to a contract entered into, or which may be entered into, by the local government.

### 14.1 DISPOSAL OF A PORTION OF 33 WELLINGTON STREET, NORTHAM

### 14.2 AMENDMENT OF RESERVE PURPOSE AND GRANT OF LEASE FOR A CAR PARK - RESERVE 27147, 392 FITZGERALD STREET WEST, NORTHAM

### RECOMMENDATION

That Council move out from behind closed doors.

## 15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

## 16 URGENT BUSINESS APPROVED BY DECISION

Nil.

## 17 DECLARATION OF CLOSURE