



Shire of Northam  
*Heritage, Commerce and Lifestyle*

## **Shire of Northam**

### **Minutes**

### **Ordinary Council Meeting**

**15 September 2021**

UNCONFIRMED

## DISCLAIMER

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## 1. DECLARATION OF OPENING

The Shire President, Cr C R Antonio declared the meeting open at 5:30pm.

## 2. ACKNOWLEDGEMENT TO COUNTRY

The Shire President, Cr C R Antonio acknowledged 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.

## 3. ATTENDANCE

### Council:

Shire President  
Deputy Shire President  
Councillors

C R Antonio  
J E G Williams  
M I Girak  
A J Mencshelyi  
D Galloway  
C P Della  
T M Little  
R W Tinetti  
M P Ryan at 5:40pm

### Staff:

Chief Executive Officer  
Executive Manager Engineering Services  
Executive Manager Development Services  
Executive Manager Community Services  
Executive Manager Corporate Services  
Executive Assistant – CEO  
Coordinator Governance / Administration

J B Whiteaker  
C D Kleynhans  
C B Hunt  
J Metcalf  
C Young  
A C McCall  
C Greenough

### Gallery:

Chief Bush Fire Control Officer  
Wundowie Bush Fire Brigade  
Wundowie Volunteer Fire & Rescue Service

Chris Marris  
Matt Macqueen  
Christopher Hudson  
Jeffrey Roberts  
Matthew Sangston  
Paul Kurtis  
Andrew Wilson  
R Jackson  
Gary Williams  
Darryl Greg

Public

### 3.1 APOLOGIES

Nil.

### 3.2 APPROVED LEAVE OF ABSENCE

Cr S B Pollard has been granted leave of absence from 1 September 2021 to 30 September 2021 (inclusive).

Cr M P Ryan has been granted leave of absence from 6 September 2021 to 16 September 2021 (inclusive) however attended the meeting.

### 3.3 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 34C of the Local Government (Administration) Regulations 1996, an **impartiality interest** means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Progress & Community Associations 2021/2022 Budget Allocation	13.5.1	Cr C R Antonio	Impartiality	Member of several of the committees
		Cr J E G Williams	Impartiality	Unpaid Secretary of the Progress Association

Item Name	Item No.	Name	Type of Interest	Nature of Interest
		Cr D Galloway	Impartiality	President of the Wundowie Progress Association
Sale of Lot 200 Minson Ave Northam	14.1	Cr R W Tinetti	Financial	I am the one wishing to purchase the property
		Cr M P Ryan	Impartiality	Cr Tinetti is known to me
		Cr J E G Williams	Impartiality	Cr Tinetti is known to me
		Cr C P Della	Impartiality	Cr Tinetti is known to me
		Cr T M Little	Impartiality	Cr Tinetti is known to me
		Cr M I Girak	Impartiality	Cr Tinetti is known to me
		Cr A J Mencshelyi	Impartiality	Cr Tinetti is known to me
		Cr D Galloway	Impartiality	Cr Tinetti is known to me
		Cr C R Antonio	Impartiality	Cr Tinetti is known to me
Chief Executive Officer Review Committee Meeting held on 26 August 2021	14.3	Jason Whiteaker CEO	Financial	The review relates to my position

## 5. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

<b>Visitations and Consultations</b>	
18/08/2021	ABC Statewide. Radio Interview on Yongah Hill Detention Centre
23/08/2021	Triple M Weekly Radio Interview
23/08/2021	Avon-Midland Zone Local Governments Meeting - Toodyay
25/08/2021	Dowerin Field Days - Dowerin
26/08/2021	Wheatbelt Health (WACHS) Meet the board luncheon - Northam
26/08/2021	ABC Radio Interview on Wundowie RV Overnight parking success
30/08/2021	Triple M Weekly Radio Interview
31/08/2021	Online – 2021 Regional Telecommunications Review
03/09/2021	Governor's Prayer Breakfast - Perth
03/09/2021	Official Opening of the Mortlock Business Precinct - Northam
03/09/2021	Northam Photography Group – Official Opening and Welcome - Northam
04/09/2021	Lions Community Markets - Northam
06/09/2021	Triple M Weekly Radio Interview
06/09/2021	Northam Senior High School 100 <sup>th</sup> Year Celebration Assembly
08/09/2021	Directions Career Expo - Northam
10/09/2021	State Budget Breakfast - Northam
10/09/2021	Northam Farmer's Show – Official Opening
11/09/2021	Northam Farmer's Show
13/09/2021	Triple M Weekly Radio Interview
13/09/2021	AROC Meeting - Toodyay
<b>Upcoming Events</b>	
17/09/2021	Citizenship Ceremony - Northam
18/09/2021	Wundowie Iron Festival, Official Opening, and event.
19/09/2021	WALGA Annual Conference – Mayor and President's Forum - Perth
20/09/2021	WALGA Annual Conference - Perth
20/09/2021	Triple M Weekly Radio Interview
23/09/2021	Liquor Accord Meeting - Northam
27/09/2021	Triple M Weekly Radio Interview
30/09/2021	Local Emergency Management Committee Meeting - Northam
01/10/2021	India Connect Event - Perth
02/10/2021	Lions Community Markets - Northam
04/10/2021	Triple M Weekly Radio Interview
09/10/2021	Grass Valley Haycutters Ball

11/10/2021	Triple M Weekly Radio Interview
13/10/2021	General Meeting - the Wheatbelt District Emergency Management Committee
14/10/2021	Regional Capital Alliance Meeting
16/10/2021	Shire of Northam Ordinary Election and Results
18/10/2021	Triple M Weekly Radio Interview
18/10/2021	Northam Senior High School Year 12 Presentation Night

### **Operational Matters:**

The Shire of Northam Ordinary Council Elections occur on the 16<sup>th</sup> of October 2021. Two Councillors, Steve Pollard and Carl Della recently advised that they will not be seeking re-election. I wish to both personally and publicly thank and acknowledge both Councillors for their dedication and input during their time in public office.

Cr Steve Pollard was instrumental as the 1<sup>st</sup> President of the merged (previous Shire of Northam and Town of Northam) Shire of Northam Council and has both led and contributed to the betterment of our Shire. Since being elected in 2007, Cr Pollard has been part of many changes and positive developments within the Shire.

Cr Carl Della, elected in 2017, has opted not to renominate as a Councillor. Cr Della brought a wealth of experience to Council, always presenting and debating a measured view. Cr Della, coming from a health and business background, has been able to be part of our team, contributing to many developments and advancements over the past 4 years.

### **Events Calendar**

With the winter sport season recently coming to its conclusion, there are many options available for residents to participate over the summer period. This includes the opening of the Northam Aquatic Facility and the Wundowie Pool.

Examples of events in the regional locations of the Shire include, the Wundowie Iron Festival and the Grass Valley Haycutters Ball.

### **Strategic Matters:**

Following the recent purchase of land by Procon Developments, land located on the corner of Yilgarn Avenue and Great Eastern Highway, behind the Truck Stop Roadhouse, there will be some expected development. One of the aims of this development is to create a Transport and Logistics Hub.

The Shire of Northam is currently reviewing our Strategic Community Plan and is seeking community input into Community Safety and Crime Prevention planning.

## 6. PUBLIC QUESTION TIME

### 6.1 PUBLIC QUESTIONS

**Name:** Mathew Macqueen – Wundowie Bushfire Brigade.

**Summary of Question 1:** In relation to agenda item 15.1, what will happen? Concerns were raised in relation to the brigade being re-established if it is suspended or if it is forced to move outside of the townsite it will never get back in.

**Summary of Response 1:** The Chief Executive Officer advised that he cannot advise what will happen as there is a notice of motion put forward for Council to consider. Officers only received notification last week that Council was not receiving the funding to construct a station. Officers are confident that there are options and if there is no resolution at this meeting, Officers will meet with the brigade to identify a workable solution.

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**Name:** Paul Kurtis – Wundowie Bushfire Brigade.

**Summary of Question 1:** Is there going to be support for a bushfire brigade in Wundowie into the future?

**Summary of Response 1:** The Chief Executive Officer advised that unless Council resolves otherwise, the Shire of Northam is committed to supporting a bushfire brigade in Wundowie. The brigade was established based on the Risk to Resource process which identified a need. Although Department of Fire and Emergency Services do not agree with our position, Council's position is that the brigade is required to manage Councils risk.

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**Name:** Jeffrey Roberts – Wundowie Volunteer Fire and Rescue Service.

**Summary of Question 1:** As Department of Fire and Emergency Services (DFES) do not believe there is a need for a bush fire brigade, was a business plan developed to support this?

**Summary of Response 1:** The Chief Executive Officer advised that a specific 'business plan' was not developed, rather the Risk to

Resource document and process formed the basis of the decision to establish a bush fire brigade in Wundowie. It is also worth noting that the Council made its final determination on the establishment of the brigade based on the recommendation of the Bushfire Advisory Committee, who assessed the risk to resource document and supported its findings.

The Chief Executive Officer advised that DFES do not need to agree or approve the establishment of brigades as this responsibility sat with the local government. At the time of establishing the brigade, DFES did not believe there was a need at the time however acknowledged that this may change in the future. There also concerns raised around sustainability / membership however it is evident that the community believes there is a need with the brigade having a strong membership base.

**Summary of Question 2:** Why was a facility not established before the creation of the brigade?

**Summary of Response 2:** The Chief Executive Officer advised that there is a risk management element to this decision. If a \$500,000 facility was built and then there was no community interest/membership base Council would rightly be open to criticism. Council has taken the approach of creating the brigade to establish the demand/level of support and is now looking at options to provide a facility for the brigade. The Chief Executive Officer advised that staff are confident there is a solution with respect to identifying a facility in consultation with the brigade.

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Cr M P Ryan entered the meeting at 5:40pm.

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

Nil.

## 8. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

### 8.1 PETITIONS

Nil.

### 8.2 PRESENTATIONS

Nil.

### 8.3 DEPUTATIONS

**Name:** Christopher Marris – Chief Bushfire Control Officer.

**Agenda Item:** 15.1 – Wundowie Bush Fire Brigade.

**Summary of Deputation**

- Reiterated that there is support and need for the Wundowie Bushfire Brigade.
- The past bushfire season is a testament to the risk on the Western side of the Shire of Northam.
- The Risk to Resource document and process identified a need which resulted in the creation of this brigade and saw appliances being re-allocated from other brigades.
- There is community support for the Wundowie Bush Fire Brigade.
- There has been significant effort put in by members to get the brigade to this point, e.g. members undertaking a range of training.
- Standing down this brigade would not be something that can be recovered from quickly if Council decided to re-instate the brigade.

### 9. APPLICATION FOR LEAVE OF ABSENCE

Nil.

### 10. CONFIRMATION OF MINUTES

#### 10.1 ORDINARY COUNCIL MEETING HELD 18 AUGUST 2021

##### RECOMMENDATION / COUNCIL DECISION

**Minute No:** C.4289

**Moved:** Cr Mencshelyi

**Seconded:** Cr Galloway

**That the minutes of the Ordinary Council meeting held on Wednesday, 18 August 2021 be confirmed as a true and correct record of that meeting.**

**CARRIED 9/0**

## 10.2 SPECIAL COUNCIL MEETING HELD 16 AUGUST 2021

### RECOMMENDATION / COUNCIL DECISION

Minute No: C.4290

Moved: Cr Mencshelyi

Seconded: Cr Girak

That the minutes of the Special Council meeting held on Wednesday, 16 August 2021 be confirmed as a true and correct record of that meeting.

CARRIED 9/0

## 10.3 NOTES FROM THE COUNCIL FORUM MEETING HELD 8 SEPTEMBER 2021

### RECOMMENDATION / COUNCIL DECISION

Minute No: C.4291

Moved: Cr Della

Seconded: Cr Tinetti

That Council receive the notes from the Council Forum meeting held Wednesday, 8 September 2021.

CARRIED 9/0

## 10.4 NOTES FROM THE STRATEGIC COUNCIL MEETING HELD 30 AUGUST 2021

### RECOMMENDATION / COUNCIL DECISION

Minute No: C.4292

Moved: Cr Little

Seconded: Cr Mencshelyi

That Council receive the notes from the Strategic Council meeting held Monday, 30 August 2021 subject to the following amendment:

- Cr Little being listed as an apology.

CARRIED 9/0

Attachment 1



Shire of Northam  
*Heritage, Commerce and Lifestyle*

**Shire of Northam**

**Notes**

**Council Forum Meeting**

**8 September 2021**



### Preface

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

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

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

### Unconfirmed Notes

These notes were approved for distribution on 10 September 2021.

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

### Received Notes

These notes were received at an Ordinary Meeting of Council held on 15 September 2021.

Signed: .....

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

### DISCLAIMER

The minutes of the Ordinary Council meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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UNCONFIRMED

Council Forum Meeting Notes  
11 August 2021



**1. DECLARATION OF OPENING**

The Shire President, Cr C R Antonio declared the meeting open at 5:30pm.

**2. ACKNOWLEDGEMENT TO COUNTRY**

The Shire President, Cr C R Antonio acknowledged the Traditional Owners of the land on which we meet, the Ballardong and Whadjuk people of the Nyoongar nation and paid our respects to Elders, past present and emerging.

**3. ATTENDANCE**

**Council:**

Shire President  
Deputy Shire President  
Councillors

C R Antonio  
J E G Williams  
M I Girak  
D Galloway  
C P Della  
T M Little  
R W Tinetti  
M P Ryan  
A J Mencshelyi

**Staff:**

Chief Executive Officer	J B Whiteaker
Executive Manager Development Services	C B Hunt
Executive Manager Community Services	J Metcalf
Executive Manager Corporate Services	C Young
Governance/Administration Coordinator	Cheryl Greenough

**Gallery:**

Mr Gary Williams  
Mr Terry Whalan

**3.1 APOLOGIES**

Executive Manager Engineering Services	C D Kleynhans
----------------------------------------	---------------

**3.2 APPROVED LEAVE OF ABSENCE**

Councillor	S B Pollard
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**3.3 ABSENT**

Nil.

**4. DISCLOSURE OF INTERESTS**

Council Forum Meeting Notes  
11 August 2021



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.

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

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

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Progress & Community Associations 2021/2022 Budget Allocation	13.5.1	Cr C R Antonio	Impartiality	Member of several of the committees
		Cr J E G Williams	Impartiality	Unpaid Secretary of the Progress Association
		Cr D Galloway	Impartiality	President of the Wundowie Progress Association
Sale of Lot 200 Minson Ave Northam	14.1	Cr R W Tinetti	Financial	I am the one wishing to purchase the property
		Cr M P Ryan	Impartiality	Cr Tinetti is known to me
		Cr J E G Williams	Impartiality	Cr Tinetti is known to me
		Cr C P Della	Impartiality	Cr Tinetti is known to me
		Cr T M Little	Impartiality	Cr Tinetti is known to me

Council Forum Meeting Notes  
11 August 2021



Item Name	Item No.	Name	Type of Interest	Nature of Interest
		Cr M I Girak	Impartiality	Cr Tinetti is known to me
		Cr A J Mencshelyi	Impartiality	Cr Tinetti is known to me
		Cr D Galloway	Impartiality	Cr Tinetti is known to me
		Cr C R Antonio	Impartiality	Cr Tinetti is known to me
CEO Review	14.3	Jason Whiteaker CEO	Financial	The review relates to my position

**5. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**

No queries were raised in relation to this item.

**6. PUBLIC QUESTION TIME**

**6.1 PUBLIC QUESTIONS**

Nil.

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

Nil.

**8. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS**

**8.1 PETITIONS**

Nil.

**8.2 PRESENTATIONS**

Nil.

**8.3 DEPUTATIONS**

Statement by Mr Terry Whalan

Dwyers bush is private property and not reserve land controlled by Parks and Wildlife as many may think. There was a significant fire in 1997 but since then there has been a heavy fuel load growing on the land. I noted there is a firebreak through the middle but has parrot bush growing each side.

It seems at the Glenmore end a woodchipper has been used after some trees have been cleared and there is about twenty meters each side of the fire break where the wood chips have been spread along the ground.

Council Forum Meeting Notes  
11 August 2021



I am concerned that during the fire season this will create havoc and the whole lot will go up. On the Western boundary there is a fire break of sorts, but it is overgrown with trees. I think it would be good if a brigade could burn a buffer to clean some of it up.

Cr Antonio advised officers would have a look at the area in conjunction with the local bushfire brigade to assess risk, responsibility, and potential mitigation.

**9. APPLICATION FOR LEAVE OF ABSENCE**

No queries were raised in relation to this item.

**10. CONFIRMATION OF MINUTES**

**10.1 ORDINARY COUNCIL MEETING HELD 21 JULY 2021**

No queries were raised in relation to this item.

**10.2 NOTES FROM THE COUNCIL FORUM MEETING HELD 11 AUGUST 2021**

To be provided prior to the Ordinary Council Meeting.

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

Nil.

**12. REPORTS OF COMMITTEE MEETINGS**

Nil.

**13. OFFICER REPORTS**

**13.1 CEO'S Office**

Nil

**13.2 ENGINEERING SERVICES**

Nil.

**13.3 DEVELOPMENT SERVICES**

**13.3.1 Proposed Main Roads Land Acquisition - Coates Gully Stage 2**

Clarification was sought in relation to:

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- If there were any other proposed land acquisitions in this area?  
The Executive Manager Development Services confirmed that there were other land acquisitions in the same area. The other land acquisition is of private land.
- Will the road be dual road?  
The Executive Manager Development Services confirmed it will be.
- The \$1650 being offered by Main Road to purchase the parcel of land appears to be relatively cheap, do officer believe it represents value.  
The Executive Manager Development Services confirmed the offer was based on an independent sworn valuation, it is a small sliver of land which is mostly wet land.
- Will the sale of that land affect any further development?  
The Executive Manager Development Services advised there is no potential for development of that land because it is wetland and not developable.
- Does Council own the land or is it public open space?  
The Executive Manager Development Services advised that the Shire of Northam own the parcel of land freehold and it is zoned Rural Residential.
- Is there an opportunity to find out how much the other side of the road sold for? Do we have a duty to ratepayer to ensure they get the best price?  
The Executive Manager Development Services advised no we can't find out. It was a separate valuation, and it is up to the private individual to negotiate.

**13.3.2 Development Application – Proposed Production Expansion at Linley Valley Pork**

Clarification was sought in relation to:

- Are they upgrading the corner?  
The Executive Manager Development Services advised they were not, it was the section of road adjacent to the property impacted entry and exit points.
- Point 9 talks about contributions, should we make it out clearer?  
The Executive Manager Development Services advised that point 8 is clear on the contribution to be made.
- In previous developments proponents have been required to undertake the remedial works themselves, in this development it appears they will be contributing and Council will be doing the work, is there any additional cost to Council?  
The Executive Manager Development Services advised they will be contributing the total cost of that section of the upgrade that is impacted by their development, the overall works being undertaken by Council may exceed this specific area. There will be no additional cost to Council.

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- We've tried to get contributions before, is this different?  
The Executive Manager Development Services said it was different, point 4 stipulates 'Prior to the commencement of any works, detailed drainage plans, including calculations, shall be prepared by a suitably qualified person' this gives us the opportunity to ensure the person is qualified.
- The report speaks about 14,000 units per week to 16,000 per week, what are the units?  
The Executive Manager Development Services advised that the 'units' relates to pigs, each unit is one pig.
- Truck movements, is it only two a day?  
The Executive Manager Development Services advised that there will be 8.5 B Doubles per day which equates to 4 movements per day exiting and entering. However I will clarify for next weeks meeting.  
Since the Council Forum Meeting it has been confirmed that the applicant's planning report states currently there are 10 (in and out) single unit truck movements per day and 2 (in and out) B double truck movements per day, which are projected to increase to 11 and 3 respectively. However, the Shire's traffic count information indicates that these truck movements have been underestimated and that currently there are 4 (in and out) B double truck movements per day.
- How is the advertising done?  
The Executive Manager Development Services said that it was normally done by letters to the neighbours, but he will find out exactly how it was carried out.  
Since the Council Forum it has been confirmed that this is completed by neighbour letters and on Shire's website as outlined in the consultation section of the Report.

### 13.4 CORPORATE SERVICES

#### 13.4.1 Accounts & Statements of Accounts – July 2021

Nil.

#### 13.4.2 Financial Statement for the period ending 30 June 2021

Nil.

### 13.5 COMMUNITY SERVICES

#### 13.5.1 Progress & Community Associations 2021/2022 Budget Allocation

Clarification was sought in relation to:

- Are Spencers brook Progress Association a going concern?

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Executive Manager Community Services advised she was of the understanding they were but would confirm this prior to the next meeting.

- The \$5,000 is not going to each Association is it?  
Executive Manager Community Services advised it was not.
- Irishtown does not appear to be mentioned, why is that?  
Executive Manager Community Services advised she didn't think Irishtown had an Association, she will confirm this prior to the next meeting.
- Are Electrical Fire Warning Display Boards going across the Shire?  
Executive Manager Community Services advised that the Shire of Northam has a budget allocation to put a number in place, however the fire index rating scheme is being changed to the National Standard and this will be implemented by June next year. As a consequence, the Shire was withholding from purchasing the display boards until the new standards are in place.

#### 13.5.2 Late Item - Gas Tank – Ballooning

Clarification was sought in relation to:

- Who are Northam Balloon Events (Inc.)?  
Executive Manager Community Services advised they are a committee of people from various areas including the Shire and the Aero club who have been brought together to manage ballooning events.
- Why are staff recommending that the Shire of Northam pay for the lease preparation?  
The CEO advised it was because they are not for profit group and in the context of the importance of ballooning to the area and the number of potential beneficiaries.

#### 14. MATTERS BEHIND CLOSED DOORS

Cr Tinetti declared a financial interest and left the meeting at 6:10pm.

She left the meeting at 6:10pm.

##### 14.1 SALE OF LOT 200 MINSON AVE, NORTHAM

Refer to the confidential addendum.

Cr Tinetti returned to the meeting at 6:15pm.

##### 14.2 LEASE OF 174 FITZGERALD STREET, NORTHAM – VILLAGE GREEN

Refer to the confidential addendum.

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The public returned to the meeting at 6:28pm.

**15. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**16. URGENT BUSINESS APPROVED BY DECISION**

Nil.

**17. DECLARATION OF CLOSURE**

The Shire President, Cr C R Antonio declared the meeting closed at 6:28pm.

UNCONFIRMED

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

The Shire President brought agenda item 15.1 – Wundowie Bush Fire Brigade forward.

### 15.1 WUNDOWIE BUSH FIRE BRIGADE

#### BACKGROUND

Refer to Attachment 1 – Letter from Brigade.

#### MOTION

Moved: Cr Williams

#### That Council:

1. Request the Chief Executive Officer to temporarily stand down/decommission the Wundowie Volunteer Bush Fire Brigade until funding can be sourced to provide the brigade with the necessary infrastructure to allow the brigade to function in a safe work environment.
2. Thank the members of the Wundowie Volunteer Bush Fire Brigade for their service to the community
3. Seek external funding for the provision of a purpose built facility to house the Wundowie Volunteer Bush Fire Brigade and pursue the purchase of (or alternative obtaining of) an appropriate fire appliance for the brigade.

**WITHDRAWN**

Cr Williams withdrew her motion as it is understood that Officers will discuss workable solutions with the brigade.

Nine (9) members of the Gallery left the meeting at 5:52pm.

#### STAFF COMMENT

While the correspondence from the Wundowie Bushfire Brigade is no doubt disappointing, officers are currently working on several options to address their concerns. As background to the current issues, the Shire of Northam had a grant application in with the Department of Fire & Emergency Services (DFES) for the funding of a fire appliance and a fire shed, however this grant application was unsuccessful. The Shire of Northam was only advised of the outcome of the grant application (which was unsuccessful) a few days before receiving the letter from the brigade. In that time officers had already

developed a range of options which had been put to the Chief Executive Officer for consideration.

Staff would recommend that Council allow the Chief Executive Officer some time to work through the concerns with the brigade and DFES before bringing the matter back to Council for a determination on the most appropriate way forward.

UNCONFIRMED



## Attachment 1 – Letter from Brigade



Wundowie Volunteer Bush Fire Brigade

PO Box 192

Wundowie WA 6560



05<sup>th</sup> September 2021

Dear Shire of Northam President, Councillors and Shire CEO,

**RE: Wundowie Volunteer Bush Fire Brigade.**

I bring to your attention, Wundowie VBFB has yet again been unsuccessful receiving a new station and appliance in the 2021/2022 financial year allocation from DFES (Department of fire and Emergency Services). Whilst I appreciate the State may have other higher priorities for the funding with ESL, my brigade has also been waiting 3 years for a new station and appliance, and has been unsuccessful each year. Whilst. The Shire collects ESL (Emergency Services Levy) through the rates. As members of a Volunteer Bush Fire Brigade, we are solely the responsibility of the Local Government being you the Shire of Northam. The Shire, has a legal responsibility to provide a safe work place for your unpaid workers and skilled labour force. In which you are failing.

The brigade, is currently in an unsafe and run-down facility. This facility has no water, power, shower and toilet facilities for your volunteers to shower and wash turn out gear after attending an incident. Which then they take home scientifically proven cancer-causing carcinogen's home with them, exposing their family. We are unable to store our PPE on station, further requiring us to take contaminated PPE home with us dirty and washing them in personal machines. We have no where to store contaminated PPE/PPC that require dry cleaning, like after attending an incident and Asbestos has been identified after volunteers have already been exposed. We are unable to keep cold water in a fridge to take with us to Emergency Incidents, further putting our health and safety at further risk.

The current facility, is adequate to store an aging appliance, inadequate for my brigade to conduct practical and indoor training. Requiring us to train on the Wundowie oval or attend the Wundowie Club for brigade meetings and indoor training. With the brigade having to do this, we are unable to maintain core skills required for keeping each one of us safe and return home to our families.

The brigade was established 3 years ago. Within the past 12 months, we have expanded our membership numbers from a few to 20 members and also host the Wundowie Youth in Emergency Services cadets. The brigade, is at high risk of being unable to retain these members as well as the inability to retain new members and adequately host the cadets in an unfit for purpose facility and appliance. Our appliance in an old light tanker with only being able to take 2 personnel. Which are all incredibly committed to serving their community in their time of need.

The Wundowie VBFB concept was first raised with the Shire of Northam in 2015, from the DFES Goldfields Midlands region and the Superintendent at the time Merv Tasker. The concept was for a

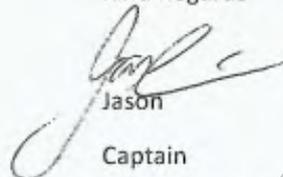
brigade to be established in a high populated area, with the ability to attend incidents in the East of the shire where the brigade numbers are dwindling. This brigade was then established 3 years ago in 2019 as a concept brigade, and this brigade is no longer in concept mode. This brigade has proved to work and can longer be pushed aside by our employer the Shire of Northam. The Shire, has a legal requirement to provide its workers irrelevant of paid or unpaid with a safe work environment, in which is failing yet again to provide for us at Wundowie Volunteer Bush Fire Brigade.

You, have a legal obligation and duty of care to provide this brigade with a safe facility and appliance. Which you are not. For the safety, health and wellbeing of this brigade's membership and your unpaid workers, I expect this matter be discussed at the September Shire of Northam Council meeting and the shire to provide the funding for this brigade to receive shire funding for a minimum 2 engine bay facility, with training and meeting rooms, adequate area for storage of PPE/PPC, PPE/PPC washing area and safe area for contaminated PPE/PPC to be stored for dry cleaning and an outdoor practical hands-on training area to be constructed within the 2021/2022 financial calendar year. Whilst this facility is being built, the shire is still required to relocate this brigade to a short term safe and fit for purpose facility. The shire is also required to replace the aging Light Tanker for a new 3.4U, so the brigade can safely take new members to incidents whilst they are adequately being trained and supervised by an experienced member i.e 1x new member. 1x experienced member being paired together.

Should the Shire not take its legal obligations seriously and rectify these matters as a matter of urgency, then I may take this matter further involving the media.

I look forward to your written response within 10 working days from the date of this letter, and 10 days after the September Council meeting.

Kind Regards



Jason

Captain

Wundowie Volunteer Bush Fire Brigade.

## 12. REPORTS OF COMMITTEE MEETINGS

### 12.1 AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD ON 26 AUGUST 2021

Receipt of Minutes:

<p><b>RECOMMENDATION / COUNCIL DECISION</b></p> <p>Minute No: C.4293</p> <p>Moved: Cr Antonio</p> <p>That Council receive the minutes from the Audit and Risk Management Committee meeting held on 26 August 2021.</p> <p style="text-align: right;"><b>CARRIED 9/0</b></p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Adoption of Recommendations:

<p><b>RECOMMENDATION / COUNCIL DECISION</b></p> <p>Minute No: C.4294</p> <p>Moved: Cr Antonio</p> <p>That Council:</p> <ol style="list-style-type: none"><li>1. Receives the update as provided in Attachment 1.</li><li>2. Receives the update as provided in Attachment 1 in relation to the progress made towards the Parks and Gardens Service Review Recommended Actions.</li><li>3. Request the Chief Executive Officer to present a report to the Audit &amp; Risk Management Committee in relation to item 5.</li><li>4. Receives the update as provided in Attachment 1 in relation to the progress made towards the Regulation 17 Action Plan.</li><li>5. Not require Appendix A &amp; C to be provided in the future.</li><li>6. Request the Chief Executive Officer report to the next Audit and Risk Management Committee confirming that the required contract is in place for Appendix B.</li><li>7. Receives the update as provided in Attachment 1 in relation to the progress made towards the Better Practice Review Action Plan.</li><li>8. Not require the Better Practice Review Action Plan to be provided in the future.</li><li>9. Receive the update as provided in the monthly Compliance Calendar Report.</li></ol>
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

10. Receives the August 2021 Shire of Northam Risk Register update.
11. Request the Chief Executive Officer seek to confirm that the maximum number of local businesses are being provided with the opportunity to quote on Council works.

**CARRIED 9/0**

UNCONFIRMED

**Attachment 1 – Audit & Risk Management Committee Minutes**



Shire of Northam  
*Heritage, Commerce and Lifestyle*

**Shire of Northam**

**Minutes**

**Audit & Risk Management**

**Committee Meeting**

**26 August 2021**

Audit & Risk Management Committee Meeting Minutes  
26 August 2021



**DISCLAIMER**

In certain circumstances members of the public are not entitled to inspect material, which in the opinion of the Chief Executive Officer is confidential, and relates to a meeting or a part of a meeting that is likely to be closed to members of the public.

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The Shire of Northam disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement of intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or Officer of the Shire of Northam during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Northam.

The Shire of Northam advises that anyone who has any application lodged with the Shire of Northam must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application and any conditions attaching to the decision made by the Shire of Northam in respect of the application.

The Shire of Northam advises that any plans or documents contained within this agenda may be subject to copyright law provisions (*Copyright Act 1968*, as amended) and that the express permission of the copyright owner(s) should be sought prior to their reproduction. It should be noted that copyright owners are entitled to take legal action against any persons who infringe their copyright. A reproduction of material that is protected by copyright may represent a copyright infringement.

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### 1. DECLARATION OF OPENING

The Shire President, Cr C R Antonio declared the meeting open at 5:34pm.

### 2. ACKNOWLEDGEMENT TO COUNTRY

The Shire President, Cr C R Antonio acknowledged 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.

### 3. ATTENDANCE

#### Committee:

Shire President  
Councillors

Cr C R Antonio  
Cr A J Mencshelyi  
Cr S B Pollard

#### Staff:

Chief Executive Officer  
Executive Manager Corporate Services  
Executive Assistant – CEO  
Coordinator Governance / Administration

J B Whiteaker  
C Young  
A McCall  
C Greenough

#### 3.1 APOLOGIES

Councillor

Cr M P Ryan

#### 3.2 APPROVED LEAVE OF ABSENCE

Nil.

#### 3.3 ABSENT

Nil.

### 4. DISCLOSURE OF INTERESTS

Nil.

*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.*

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

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

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

## 5. CONFIRMATION OF MINUTES

### 5.1 COMMITTEE MEETING HELD ON 2 JUNE 2021

#### RECOMMENDATION / COMMITTEE DECISION

Minute No: AU.193

Moved: Cr Pollard

Seconded: Cr Mencshelyi

That the minutes of the Audit & Risk Management Committee meeting held on 2 June 2021 be confirmed as a true and correct record of that meeting.

CARRIED 3/0

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**6. COMMITTEE REPORTS**

**6.1 PROGRESS TOWARDS THE ICT STRATEGY PLAN**

<b>File Reference:</b>	1.1.9.1
<b>Reporting Officer:</b>	David Sparrow, ICT Coordinator
<b>Responsible Officer:</b>	Colin Young, Executive Manager Corporate Services
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple majority
<b>Press release to be issued:</b>	No

**BRIEF**

To provide Council with an update on the progress made towards the ICT Strategy Plan.

This report aims to establish a level of accountability in respect to completing the actions identified through the audit undertaken by LGIS in 2019 in order to ensure that continuous improvement occurs within the organisation.

**ATTACHMENTS**

Attachment 1: ICT Strategic Plan Action Plan.

**A. BACKGROUND / DETAILS**

The Shire of Northam is moving through a significant period of change and development. In recognition of this and the need to ensure that it can continue to meet the aspirations of the community, the Shire of Northam has undertaken to put in place a number of Strategic and Business Plans to deliver short, medium, and long term objectives. The Shire of Northam is providing committed strategic planning and leadership, focused on strengthening our community, providing growth, and diversifying the local economy.

**B. CONSIDERATIONS**

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

Theme Area 6 Governance and Leadership

Outcome 1.1: The Shire of Northam is an attractive investment destination for a variety of economic sectors

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Objective: Pursue a range of developments in sectors including retirement living, renewable energy, agribusiness, innovation, logistics and aviation; and  
*Embrace technology as an enabler for development, and lobby for high speed internet connectivity.*

**B.2 Financial / Resource Implications**

To be advised / determined.

**B.3 Legislative Compliance**

Local Government Act 1995 and relevant subsidiary legislation.

**B.4 Policy Implications**

N/A

**B.5 Stakeholder Engagement / Consultation**

Nil

**B.6 Risk Implications**

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Lack of investment into ICT	Possible (3) x Medium (3) = Moderate (9)	ICT Strategic / forward planning involving stakeholders to determine needed and desired current and future outcomes that can be budgeted for.
Health & Safety	EOL/less than OSH/WSH ideal ICT hardware, RF and prolonged machine noise exposure	Possible (3) x Medium (3) = Moderate (9)	EOL hardware replacement decisions to consider OSH/WSH requirements. Suitable placement or enclosures for noisy ICT gear such as servers and switches.
Reputation	Slow take up of new technologies	Likely (4) x Minor (2) = Moderate (8)	ICT Team continuing to engage with Shire stakeholders, 3 <sup>rd</sup> party vendors, and other councils re: current and emerging technologies and methods of delivering desired services.

**C. OFFICER'S COMMENT**

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ICT services are presently provided to approximately 130 full time, part time, and casual employees across the following sites, Administration, Northam depot, Wundowie Depot, Northam library, Wundowie library, Bilya Koort Boodja Cultural centre, Visitor centre, Killara adult day care, Northam aquatic facility, the Wundowie swimming pool, Bush Fire Brigade facilities, as well as to the community and stakeholders. This ICT Strategic Plan establishes a course of action to guide the future development and delivery of ICT services for the Shire of Northam.

**Table Legend:**

<b>Completed</b>
<b>No Action</b>
<b>Underway</b>

<b>RECOMMENDATION / COMMITTEE DECISION</b>
<b>Minute No: AU.194</b>
<b>Moved: Cr Pollard</b>
<b>Seconded: Cr Mencshelyi</b>
<b>That Council receives the update as provided in Attachment 1.</b>
<b>CARRIED 3/0</b>

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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
ICT				
Governance	1. ICT decisions and operations within the Shire will be controlled and guided through a formalised ICT Governance framework. This framework will ensure the alignment of ICT activities with business priorities.	2021/2026	Corporate Services / ICT	Draft strategic and operations plans developed. SLAs to be determined.
Emerging Trends and Technologies	2. ICT policies and procedures need to be current enabling the organisation to conduct considered reviews of emerging technologies and trends, to ensure they meet current and emerging needs of the organisation.	2021/2026	Corporate Services / ICT	Acceptable Use and BYOD policies adopted.
Business Systems and Applications	3. Appropriately managed business systems and applications will help consolidate and streamline business processes.	2021/2026	Corporate Services / ICT	Inventory Register established. RFQ re: potential CRM/RMS upgrade/migration from Synergysoft occurring.
Infrastructure and Technology	4. ICT has extensive assets and services under management. The best value and maximum benefit from this investment can only be obtained if suitably managed.	2021/2026	Corporate Services / ICT	Systems manual to be developed. Network communications infrastructure plan to be developed.

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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
Disaster Recovery	5. ICT needs to work with the organisation to establish mission critical services and ensure that disaster recovery and business continuity plans meet current and emerging needs	2021/2026	Corporate Services / ICT	Adhoc DR / Business Continuity plan in place and partially tested. Data retention plan developed
Security	6. The threat of cyber security incidents continues to rise. The Shire needs to develop and implement security policies and procedures to meet this increasing threat.	2021/2026	Corporate Services / ICT	Ongoing development and training.
Project Management	7. The effective delivery of ICT projects requires a suitable management framework to be implemented	2021/2026	Corporate Services / 2021	Project Management ICT Procedure to be developed

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**6.2 PROGRESS TOWARDS THE PARKS AND GARDENS AUDIT**

<b>File Reference:</b>	1.3.6.9
<b>Reporting Officer:</b>	Cheryl Greenough, Coordinator Governance / Administration
<b>Responsible Officer:</b>	Clinton Kleynhans, Executive Manager Engineering Services
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

**BRIEF**

This report is for Council to receive an update on the recommended actions identified in the Parks and Gardens Service Review Report since being received in October 2019 from XYST.

**ATTACHMENTS**

Attachment 1: Northam Parks and Gardens Review Table

**A. BACKGROUND / DETAILS**

Under the direction of the CEO, staff called for quotes from suitably qualified consultants to conduct an audit of our service provision in the Parks and Gardens area.

In November 2018 the Executive Manager Engineering Services and the Governance Officer met with Mr Brian Milne from XYST Australia P/L to discuss an audit of the Shire's Parks and Gardens Service Area and current service levels. The Audit was designed to provide both Senior Staff and Council with an additional element of reassurance by means of a performance review versus the expenditure.

XYST were engaged to perform the following scope of works:

- Review existing documentation relating to parks asset management, open space planning and service delivery;
- Undertake individual office and site-based meetings with each of the Parks and Gardens management team to identify strengths and weakness and opportunities for improvement;
- Run a full day workshop with Parks and Gardens Management and team to identify a comprehensive business improvement program;

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- Identify training with discussion to develop initial framework for operational levels of service in focus areas;
- Identify possible solutions, priorities and required resources;
- Document a recommended improvement program and action plan

**B. CONSIDERATIONS**

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

Theme Area 4: Environment and Heritage.

Outcome 4.1: The Shire of Northam is visually pleasing and easy to find your way around.

Objective: Verges and Roadsides are neat, tidy and attractive.

Theme Area 5: Infrastructure and Service Delivery.

Outcome 5.2: Environmental risks are proactively managed to minimise impact on residents.

Objective: Verges and Roadsides are neat, tidy and attractive.

Theme Area 6: Governance & Leadership.

Outcome 6.1: The Shire of Northam is recognised as a desirable place to live and residents are proud to live here.

Objective: Positive internal and external perceptions about Northam.

Objective: Foster a sense of community pride.

**B.2 Financial / Resource Implications**

Nil.

**B.3 Legislative Compliance**

Local Government Act 1995 and relevant subsidiary legislation.

**B.4 Policy Implications**

N/A

**B.5 Stakeholder Engagement / Consultation**

XYST Australia who conducted the Audit.

**B.6 Risk Implications**

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	Shire facilities are not maintained to	Rare(1) x Minor(2) =	Ensure fit for purpose programs

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	acceptable standards	Low(2)	are in place with ongoing monitoring
Service Interruption	Ineffective programs causing lost time	Rare(1) x Minor(2) = Low(2)	Ensure programs are being monitored with improvements made where identified
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

**C. OFFICER'S COMMENT**

A performance quality assessment was undertaken of operations and maintenance standards across 15 parks. A typical performance target is 85% and Northam is performing above this level at 90%.

There are some areas of improvement required such as garden maintenance and some general maintenance. At 70% we provide a higher number of playgrounds but less youth facilities than some other councils who would be considered our peers.

However, we have a higher ratio of grass sports fields being 1.42 per thousand residents compared to the average of 0.98 per thousand residents.

The Shire's total expenditure budget of \$132.90 per capita is consistent with our peer groups.

The Best Practice scores indicate room for improvement in some areas whilst other areas are equal to or better than average.

The audit findings will be used to further develop the pending Parks and Gardens Asset Management Plan and the associated service levels. This will be presented to Council for adoption prior to the end of this financial year.

**Table Legend**

Completed
No Action
Underway

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**RECOMMENDATION / COMMITTEE DECISION**

Minute No: AU.194

Moved: Cr Pollard

Seconded: Cr Mencshelyi

That Council:

1. Receives the update as provided in Attachment 1 in relation to the progress made towards the Parks and Gardens Service Review Recommended Actions.
2. Request the Chief Executive Officer to present a report to the Audit & Risk Management Committee in relation to item 5.

**CARRIED 3/0**

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Attachment 1 – Shire of Northam Parks and Gardens Review Table

No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
1	Provision of actively maintained open spaces is relatively low compared to average industry provision.	Low (4)	Low number of maintained natural open spaces	Identify areas of natural open space land to achieve a more accurate account of provision	The Shire has a number of natural (bushland) Public Open Spaces which were not included in the audit review.  These need to be investigated and considered for inclusion of maintenance	EMES	February 2021 Update: – Identified with maintenance requirements being assessed.
2	The provision of playgrounds per 1000 children under 15 is 70% higher than both the peer group and total sample.	Mod (9)	Playground can potentially be underutilised	Review level of playground provision to assess whether rationalisation is desirable (Consider preparation of playground strategy)	The review of this provision will be included as part of the Parks and gardens Asset Management Plan/ Strategy development.	EMES	February 2021 Update: The Plan has been completed and was adopted by Council on 21/10/20.

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
3	Difficulty in recruiting and retaining staff with suitable skills and aptitude.	High (12)	Unskilled workforce placing greater load on those more qualified	Implement traineeship development program	Appointment of Trainees has already commenced, formalisation of the program is in development	HR	<p>A formal traineeship structure is currently being developed within the Promapp system.</p> <p>February 2021 Update: 2 x horticultural trainees currently assigned to Parks &amp; Gardens team.</p> <p>Current vacancy for Development Services trainee through successful grant application for \$30,000.00.</p> <p>Current vacancy for Environmental Health Trainee.</p>
4	There is opportunity for improvement for communication, organisation and staff development skills.	High (12)	Potential for improvement of programmed activities	Engage support to assist with implementing staff development programs and provide management mentoring	Middle Management training and professional development opportunities are being investigated	HR	<p>Training Register completed.</p> <p>Skills Register currently being created to identify skills gaps within the department.</p> <p>Currently developing a professional development framework for middle management throughout the organisation</p>

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No.	Finding	Finding Rating	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
5	There are opportunities to improve the methodology of programming works in terms of combining crews on locations.	Low (4)	Loss of productivity	Reorganise some aspects of the service delivery approach to move from a focus on cyclic park maintenance to a more prioritised approach with completion of key tasks and targeted combined staff resources	Opportunities will be investigated and where practicable crews will jointly address works	EMES	<p>Programming of works is being reviewed and will be assessed for any change in productivity or service standard. To date where opportunities have been presented this has occurred.</p> <p>February 2021 Update: No further progress.</p> <p>Crews have been combined for some activities, on going monitoring will take place to determine if any efficiencies.</p>

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**6.3 PROGRESS TOWARDS THE REGULATION 17 REVIEW ACTION PLAN**

<b>File Reference:</b>	8.2.7.1
<b>Reporting Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Responsible Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

**BRIEF**

To provide Council with an update of the progress made towards the Regulation 17 Review Action Plan that was presented to Council at the December 2019 OCM for adoption.

This report aims to establish a level of accountability in respect to completing the actions identified through the Regulation 17 Review to ensure that Council's risk management, internal controls and legislative compliance is appropriate and effective.

**ATTACHMENTS**

Attachment 1: Regulation 17 Review Action Plan. Appendix A, B & C

**A. BACKGROUND / DETAILS**

Section 17 of the Local Government (Audit) Regulations requires the Chief Executive Officer to review the appropriateness and effectiveness of the Council's systems and procedures as they relate to the following areas:

- Risk management
- Internal controls, and
- Legislative compliance

The Chief Executive Officer carried out the review internally. The attached report is supplied to Council with the findings and recommendations.

A report was then prepared identifying the findings from the review along with recommendations (if applicable). These findings and recommendations were developed into an action plan and are provided in Attachment 1.

**B. CONSIDERATIONS**

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

Theme 6: Governance and Leadership.  
Outcome 6.3 The Shire of Northam council is a sustainable, responsive, innovative and transparent organisation.  
Objective: Ensure robust financial management;  
Maintain a high standard of corporate governance;

### B.2 Financial / Resource Implications

Staffing resources are required in order to action the recommendations detailed within the BPR Action Plan.

### B.3 Legislative Compliance

Local Government Act 1995 and relevant subsidiary legislation.

### B.4 Policy Implications

Nil.

### B.5 Stakeholder Engagement / Consultation

### B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Revenue loss to the Shire.	Unlikely(2) x Insignificant(1) = Low(2)	Managed by ensuring good practices
Health & Safety	N/A	N/A	N/A
Reputation	Disruption to current service.	Unlikely(2) x Insignificant(1) = Low(2)	Ensure IT and other services are managed professionally.
Service Interruption	Potential for IT and Administrative disruption	Rare(1) x Insignificant(1) = Low(1)	Ensure changes are managed professionally.
Compliance	Not compliant with legislation	Unlikely(2) x Insignificant(1) = Low(2)	Review legislation regularly
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

### C. OFFICER'S COMMENT

This review indicated that the Shire of Northam is proactive in managing risk, internal controls and legislative compliance as well as taking the necessary steps to ensure appropriate risk management, internal controls and legislative compliance policies and practices are in place. Areas for improvement and recommendations have been detailed in Attachment 1 with comments in respect to the progress made towards each of these.

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Officers are working towards addressing the recommendations from the review whilst continuing the improvements already underway in order to achieve optimum levels of risk management, internal controls and legislative compliance into the future. The Action Plan for Review has been provided in Attachment 1 with an update of the progress made towards the recommendations.

The previous Regulation 17 Report Action Plan 2016 has been superseded with the current Regulation 17 Report Action Plan 2019. As such any outstanding recommendations have been carried forward. Only two items remain outstanding.

Appendix A Risk Management and Appendix C Legislative Compliance have now been completed as such these two items should be closed.

**Table Legend**

Completed
No Action
Underway

**RECOMMENDATION / COMMITTEE DECISION**

Minute No: AU.195

Moved: Cr Pollard

Seconded: Cr Mencshelyi

That Council:

1. Receives the update as provided in Attachment 1 in relation to the progress made towards the Regulation 17 Action Plan.
2. Not require Appendix A & C to be provided in the future.
3. Request the Chief Executive Officer report to the next Audit and Risk Management Committee confirming that the required contract is in place for Appendix B

**CARRIED 3/0**

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Attachment 1 – Regulation 17 Review Action Plan. Appendix A, B & C

**APPENDIX A  
SHIRE OF NORTHAM  
RISK MANAGEMENT**

No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
1	Adopted risk policy requires further refinement to further define risk tolerances.	Inconsistent application of risk assessments	While the risk policy is relatively recent, it is felt it could be improved by further defining the Council's risk tolerances.	Completed	CEO	Completed
2.	Potentially inadequate business continuity plan and Disaster Recovery Plan	Inability of Council to recover from events that impact Council service	1. Business Continuity Plan needs to be tested annually to ensure efficacy; 2. IT Disaster Recovery Plan to be developed and implemented by the Shire of Northam including a mechanism for annual testing. This will require the development of an ICT test environment	The Shire of Northam has a current business continuity plan, adopted in 2016. The plan is due for review in 2020. While the business continuity plan is in place and an IT Disaster Recovery is briefly referenced in the Business Continuity Plan, the detail is considered insufficient. Further to this there are no formal	EMCS	IT Disaster Recovery Plan completed and adopted on the 18/03/2020

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No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
			separate from our live environment and will also provide for the mirroring of systems and data to alternative office locations for the purpose of training as well as testing and Disaster Recovery.	mechanisms in place to test the recovery of data.		
3	I/T framework, policies and procedures require further development	Without proper procedures in place the Shire is leaving itself vulnerable to Cyber Attack and fraud	In accordance with the Department of Local Government I/T framework, policies and procedures are to be developed, outlining terms and conditions in respect to personally owned devices, and access to documented and approved policies implemented and monitored on an ongoing basis.  Policies and procedures relating to access and use of Shire CCTV systems also needs to be developed, documented, approved, implemented and monitored.	1. ICT Policy to be put in place for personally owned devices. 2. Policy and procedures to be put in place for the Shire's CCTV network. 3. Create a user access agreement. 4. Create a simplified wireless network. 5. Enter a risk in PROMAPPS to document internal fraud.	EMCS	Limited, these issues are planned to be addressed during the 2020/21 financial year.  February 2021 Update: Ongoing.  May 2021 Update: ICT Strategy presented to the 2 June audit and risk committee, this will now guide the policy development.  ICT Strategy, in place, further actions will be tracked through the ICT Strategy adopted May 2021.

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No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
			Related ongoing and/or planned projects include (but not limited to): <ul style="list-style-type: none"> <li>• Access to the Shire's network requiring a user to single-click an acknowledgment notification relating to terms of (fair) use and activity monitoring before access to Shire resources is granted. This will assist with the protection of the Shire as an organisation in relation to indemnity and liability related to any incidents of misconduct, fraud, theft, workplace bullying, etc.</li> <li>• Simplified wireless network access in all offices, segregated into Staff, Councillors, Services (such as retic and security), and Guest layers</li> </ul>			

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No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
			<ul style="list-style-type: none"> <li>• that can be utilised by Shire resources as well as Bring Your Own Device (BYOD).</li> <li>• Data encryption of all mobile Shire resources such as laptops, tablets, mobiles, and USB drives.</li> <li>• “Follow me” printing and simplified user workstation access that allows all staff to access print resources, scanned data, usual/favourite browser links and shortcuts (etc.) from any workstation within the organisation.</li> </ul> <p>It is recommended that a risk be identified within Promapp to document the internal fraud risk along with any associated treatments to manage this.</p>			

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No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
4	Procurement framework could be improved with addition of guidelines for when the CEO is managing projects.	Potential inadequate processes for signing variations to projects	Cost Variation Form – Add the following comment: 'In the event that the CEO is project manager, the variation is to be authorised or approved by another executive or a project superintendent, effectively requiring two signatures'	Agree	CEO	Complete.
5	Ascertain whether fraud and misconduct risks have been identified, analysed, evaluated, have an appropriate treatment plan which has been implemented, communicated, monitored and there is regular reporting and ongoing management of fraud and misconduct risks.	Potential Internal Risks <ul style="list-style-type: none"> <li>• Corporate card misuse, such as payment for personal expenses</li> <li>• Fictitious names on the payroll system.</li> <li>• Delayed terminations.</li> <li>• Abuse of position and power, including accepting or offering bribes or gifts.</li> <li>• Nepotism.</li> <li>• Submitting false travel claims.</li> </ul>	To ensure there is no perception of inappropriate involvement with suppliers, including: unlawful or unauthorised release of information, knowingly making or using forged or falsified documentation, failing to declare and appropriately manage conflicts of interest, a Fraud and Misconduct Control Framework should be developed and endorsed by the Audit & Risk Committee	A Fraud and Misconduct Framework will be developed	GOV Officer	The Fraud and Misconduct Framework has been completed and is presented to the June 2, 2021 Audit & Risk Committee meeting.

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No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
		<ul style="list-style-type: none"> <li>• Consistently recording incorrect hours of work on timesheets.</li> <li>• Unauthorised use of Shire vehicles.</li> <li>• Fuel card misuse</li> <li>• Theft or unauthorised use of public funds or physical resources, such as office supplies and stationery.</li> </ul> Potential External Risks <ul style="list-style-type: none"> <li>• Customers deliberately claiming benefits for which they are ineligible.</li> <li>• External providers making claims for services that were not provided.</li> <li>• The provision of false or misleading information. Failure to provide</li> </ul>				

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No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
		information when obliged to do so. • Inappropriate influence over grants and funding applications. • Manipulation of a procurement process.				

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**APPENDIX B  
SHIRE OF NORTHAM  
INTERNAL CONTROLS**

No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
1	Our inquiries of Council's Building Supervisor indicated the Shire of Northam does not currently have a signed contract in place with the external security companies used for monitoring and call-outs. <b>Finding Regulation 17 2016 Audit</b>	Risk of the Shire of Northam locations not being protected from break-ins, vandalism etc.	We recommend that contracts are in place with all third parties engaged to provide said security services.	Staff will develop an agreement.	EMES	As at 24/2/20 an overarching contract has been developed to monitor all buildings but does not include remote access for callouts as yet.  February 2021 Update: No further progress.  June 2021 Update: No further progress.  August 2021 Update: Still progressing the remote call out service

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No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
2	An audit of several registered documents found that some documents which were considered to be sensitive, were not appropriately registered, with limited viewing.	All staff would have access to sensitive documents which would be a breach of privacy.	Process suggestion has been made to make provision for registering sensitive documents. Staff to be provided with training/reminder of the need to register certain documents whilst limiting access.	Staff to investigate	EMCS	February 2021 Update: Complete  Staff have reviewed the access process and posted a reminder by email for staff to forward any sensitive documents to Records for the appropriate registration.
3	Some processes being used by external offices do not comply with correct accounting procedures	Cash may be incorrectly recorded, there is also the potential for money to go missing	Develop a process for receipt of all 'offsite' money, inclusive of a mechanism to ensure accuracy of takings to banking and develop a process for offsite stock management.	1. Staff to develop a process to receipt all off site money  2. Develop a process and procedure for offsite stock management.	Accountant	1. Process developed and implemented across all departments.  2. Point of sale software has been installed.  February 2021 Update: Stocktake processes to be further developed before 30/06/2021.  Counts are being undertaken and point of sale is to be checked to ensure reporting is accurate for 30 June stocktake for each site.  May 2021 Update: Complete.

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**APPENDIX C  
SHIRE OF NORTHAM  
LEGISLATIVE COMPLIANCE**

No.	Finding	Implication	Recommendation	Management Comment	Responsible Officer	Progress to Date
1	Reviewing the annual Compliance Audit Return and reporting to council the results of that review	There is a risk of complacency and missed documentation.	Have the CAR undertaken independently once in every three years.	It is planned to allocate funds to have the CAR carried out independently for the 2020 return	GOV Officer	February 2021 Update: Complete.  External review of the CAR was undertaken by Butler Settineri in early February 2021.
2	Reviewing whether the local government has procedures for it to receive, retain and treat complaints, including confidential and anonymous employee complaints		Complaints management process to be amended to include provisions around treatment of confidential and anonymous complaints (internal / external).	Process to be reviewed	GOV Officer	Complete.  The complaint process has been amended to include:  All elements of the complaint are to be treated with confidentiality (including the identity of the complainant).

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#### 6.4 PROGRESS TOWARDS BETTER PRACTICE REVIEW

<b>File Reference:</b>	1.6.1.6
<b>Reporting Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Responsible Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple majority
<b>Press release to be issued:</b>	No

#### BRIEF

To provide Council with an update of the progress made towards the Better Practice Review (BPR) Action Plan.

This report aims to establish a level of accountability in respect to completing the actions identified through the Better Practice Review Program to ensure that continuous improvement occurs within the organisation.

#### ATTACHMENTS

Attachment 1: BPR Action Plan

#### A. BACKGROUND / DETAILS

The Local Government BPR Program is an initiative undertaken in October 2015, with the Final Report received by Council in March 2016, by the Department of Local Government and Communities to recognise and promote good practice in Western Australian country local government. The BPR Program involved a team reviewing key areas of the Shire of Northam's activities and operations. The BPR Program objectives are to:

- Generate momentum for a culture of continuous improvement and greater compliance across the local government sector;
- Promote good governance and ethical regulation;
- Identify and share innovation and best practice in the local government sector; and
- Act as a 'health check' by providing departmental advice and support to local governments that may be experiencing operational problems.

The key findings from the review are summarised in the areas of Governance, Planning and Regulatory function, Plan for the Future (strategic and corporate planning), Assets and Finance, Workforce Planning / Human Resource (HR) Management and Community and Consultation. The report aims to highlight

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areas where the local government is demonstrating better practice as well as providing constructive feedback on addressing any areas for further development. The areas requiring further development are provided to the local government with suggested recommendations that the local government can aim to address through a documented action plan (Attachment 1).

**B. CONSIDERATIONS**

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

Theme 6: Governance and Leadership

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

- Objective:
- Ensure robust financial management.
  - Provide outstanding customer service
  - Maintain a high standard of corporate governance
  - Encourage active community participation in our local government

**B.2 Financial / Resource Implications**

Staffing resources are required in order to action the recommendations detailed within the BPR Action Plan.

**B.3 Legislative Compliance**

It is not a requirement under the Act to conduct a Better Practice Review

**B.4 Policy Implications**

N/A

**B.5 Stakeholder Engagement / Consultation**

All senior staff were asked to review the document and make any comments.

**B.6 Risk Implications**

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Nil		
Health & Safety	Nil		
Reputation	Nil		
Service Interruption	Nil		
Compliance	Potential for short term non-compliance.	Medium(3) x Rare(1) = Low(3)	Ensure systems and processes are in place to ensure compliance.

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Property	Nil		
Environment	Nil		

**C. OFFICER'S COMMENT**

The review found that overall the Shire is an organisation that functions well. Areas of further development identified related to enabling planning, building and health staff to work more cohesively to deliver consistent information to the community, the improvement of asset management, financial reporting practices, meeting/briefing procedures and standing orders. Areas for further development and recommendations have been detailed in Attachment 1 with comments in respect to the progress made towards each of these.

Officers are continually working towards addressing the areas for further development whilst continuing the improvements already underway in order to achieve good practice, governance and legislative compliance into the future. The action plan for the review has been provided in Attachment 1 with an update of the progress made towards the recommendations.

**Table Legend:**

Completed
No Action
Underway

**RECOMMENDATION / COMMITTEE DECISION**

Minute No: AU.196

Moved: Cr Pollard

Seconded: Cr Mencshelyi

That Council:

1. Receives the update as provided in Attachment 1 in relation to the progress made towards the Better Practice Review Action Plan.
2. Not require the Better Practice Review Action Plan to be provided in the future.

**CARRIED 3/0**

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Attachment 1 – BPR Action Plan

Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
<b>Governance</b>				
Business Continuity Plan	8. Continue to work towards developing a business continuity plan to complement any risk management documentation.	June 2016	CEOPA	Finalised June 2016.
Council forum meetings	9. Review the council forum procedures and formalise these to minimise duplication with Ordinary Council Meetings.	May 2016	CEO	Review completed. Notes of forums now taken and presented to council meetings for acceptance. Process has been improved eliminating duplication of agenda preparation.
Local Laws	10. Review (and update or repeal, where required) local laws, including the Standing Orders in line with the requirements of the <i>Local Government Act 1995</i>	2016/17	Gov Officer	All Local Laws have been Gazetted and presented to the Joint Standing Committee on Delegated Legislation
Information Statement	11. Review and update the Shire's Information Statement and ensure that it reflects the current council.	July 2016	Gov Officer	Review completed 6/7/17. Next review 6/7/19
Legislative compliance	12. Develop a legislative compliance checklist/calendar to promote accountability and legislative awareness amongst all staff.	June 2016	CEO	In place.
Communication devices	13. Develop a communication device usage agreement for Elected Members	October 2016	CEOPA	Presented to Council 20/12/2017 and was not endorsed.
Business statement ethics	14. Consider developing a statement or policy to guide contractors and suppliers on expected standards and conduct when acting on the Shire's behalf.	August 2016	Purchasing Officer	Complete. Statement of Purchasing Ethics is incorporated into the Shire's documented purchasing process.

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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
Information Technology (IT) and Information and Communications Technology Framework (ICT)	15. Review the current arrangements with the Shire's IT provider to ensure appropriate support is provided.	May 2016	EMCS	Audit Carried out that resulted in the calling for quotes and a new IT provider appointed November 2018. Updated 28/02/2019.
	16. Consider the adoption of an ICT Strategic Framework as a resource to use to plan for, manage and review the Shire's information and technology assets.	November 2016	EMCS	Have realigned staff to accommodate I/T Officer to coordinate, strategies are currently being developed. Council's external ICT provider has been contracted to facilitate.  February 2021 Update: This is in progress. External ICT provider has put together a draft ICT Strategy. Alignment with Council's direction needs to be confirmed/revisited.  May 2021 Update: Presented to June Audit Committee meeting.
Governance Relationship	17. Review the Shire's Code of Conducts and/or develop policies to formalise and document the Shire's practices in regards to elected member and staff interactions and requests for information.	January 2017	CEO	Complete. Policy adopted.
Emergency management	18. Continue the process of reviewing and documenting emergency management processes and procedures, ensuring plans are current and relevant.	November 2016	Community Emergency Services Manager	Completion of Local Emergency Management Arrangements adopted by Council 16/11/16.
<b>Planning and Regulatory</b>				

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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
Documentation on Development Application Process	19. Review the current information and content on the Shire's website relating to Planning to ensure it is accurate and helpful.	October 2016	Manager Planning Services	Ongoing. Being reviewed from time to time to ensure info and forms remain current.
	20. Further develop additional information that will assist applicants to understand the Development Applications process and ensure its availability on the Shire's website.	October 2016	Manager Planning Services	Complete April 2017.
Heritage	21. Continue working towards developing a heritage list and revising and amending the municipal inventory.	February 2017	Manager Planning Services	Heritage List adopted by Council on 19 February 2020.
<b>Plan for the Future</b>				
Corporate Business Plan	22. Ensure the annual review of the Corporate Business Plan results in the development of an evolving and rolling four-year plan, with the current financial year as the base year, which is linked to the annual budget.	May 2016	CEO	Completed.
	23. Review and provide clearer descriptions of the two categories of 'priority projects' in the Corporate Business Plan and ensure the financial allocation for the priority projects in the Corporate Business Plan aligns with the annual budget.	May 2016	CEO	Completed.
<b>Asset and Finance</b>				

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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
Asset management	24. Continue the process of drafting individual asset plans for each of the major asset classes ensuring integration with other IPR plans.	June 2016	EMES	Infrastructure Asset Plan finalised. Building condition pickup initiated  Completed
	25. As part of the Shire's asset management review, both an asset management policy and strategy should be developed.	June 2016	EMES	Completed.
	26. Consider developing an asset disposal policy.	November 2016	EMCS	Asset disposal policy was adopted at OMC on April 2019
Long Term Financial Plan	27. Continue the process of revising the Long Term Financial Plan.	June 2016	EMCS	Completed.
	28. Once the update of the Long Term Financial Plan is complete, consider undertaking annual reviews of the plan and its projections to ensure data remains current and up-to-date, resulting in a rolling and evolving 10-year plan.	April 2017	EMCS	Plan being reviewed annually with adjustments carried out if necessary, updated 28/02/2019

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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
Statutory Ratios	29. Monitor the Operating Surplus Ratio and the Shire's expenditures to avoid any further deterioration of the continuing trend of decline of this ratio.	Ongoing	CEO	<p>Ongoing, staff are currently focusing on these indicators and looking at developing strategies to improve performance as part of the development of the LTFP.</p> <p>Recent and future projected ratios all meet minimum requirements established by the DLGC.</p> <p>February 2021 Update: Ongoing – no concerns to be reported.</p> <p>May 2021 Update: Ongoing – no concerns to be reported.</p> <p>Expenditures monitored within the financial monthly report, surplus ratio is stable.</p>
	30. Consider reviewing the Shire's long term capital investment program to ensure asset renewal is maintained at an appropriate level with sufficient funding support.	Ongoing	CEO	Completed
	31. Consider reviewing the Shire's depreciation calculations to ensure depreciation expenses are accurate.	July 2016	EMCS	Completed, resulted in significant movements in depreciation to better reflect Council position.
<b>Workforce Planning and HR Management</b>				

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Area for Further Development	Recommendation / Action	Timeframe	Responsibility	Progress Report
Workforce Plan	32. Future revisions of the Workforce Plan should align with the rest of the Shire's Plan for the Future documentation, to ensure the most current Plan for the Future vision, mission statement, themes and objectives are captured.	December 2016	HRC	Workforce Plan adopted by Council on 18 December 2019.
Employee surveys	33. Investigate the appropriateness of conducting an employee survey and including results from the survey in the revised Workforce Plan.	October 2016	HRC	Staff Survey completed.
<b>Community and Consultation</b>				
Tourism Plan	34. Continue the development of a local tourism plan/marketing strategy.	November 2016	EMCMS	The focus of the marketing plan has adjusted to become more a 'place / brand awareness' campaign which is under way with the READY.SET.GO
Reconciliation Action Plan (RAP)	35. Work with Reconciliation Australia to develop and adopt a Reconciliation Action Plan.	December 2016	EMCMS	Council has appointed a Reconciliation Action Plan Working Group to develop the RAP along Reconciliation Guidelines.  The First stage "REFLECT" RAP has been endorsed by Reconciliation Australia.

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**6.5 PROGRESS TOWARDS THE OSH ACTION PLAN 2019**

<b>File Reference:</b>	1.1.9.1
<b>Reporting Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Responsible Officer:</b>	Jason Whiteaker Chief Executive Officer
<b>Officer Declaration of Interest:</b>	NIL
<b>Voting Requirement:</b>	Simple majority
<b>Press release to be issued:</b>	No

**BRIEF**

To provide Council with an update of the progress made towards the Occupational Safety and Health Action Plan.

This report aims to establish a level of accountability in respect to completing the actions identified through the audit undertaken by LGIS in 2019 in order to ensure that continuous improvement occurs within the organisation.

**ATTACHMENTS**

Attachment 1: OSH Action Plan.

**A. BACKGROUND / DETAILS**

The AS/NZS 4801:2001 Audit Report undertaken by LGIS in May 2019 has highlighted significant improvements pertaining to all aspects of Occupational Safety and Health at the Shire of Northam. The total 'average' score for the Shire of Northam was 72% which is higher than the previous audit result of 67% which was achieved in 2016.

As a consequence and to ensure that any shortfalls identified during the audit are addressed, the OSH Action Plan has been developed to ensure that required improvements are made in a timely manner. This Plan demonstrates the commitment of the Executive team together with the Occupational Safety & Health Committee to the achievement of a safe working environment.

**B. CONSIDERATIONS**

**B.1 Strategic Community / Corporate Business Plan**  
Theme Area 6 Governance and Leadership

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

Objective: Ensure robust financial management.

**B.2 Financial / Resource Implications**

Staffing resources are required in order to action the recommendations detailed within the OSH Action Plan.

**B.3 Legislative Compliance**

Local Government Act 1995 and relevant subsidiary legislation.  
Occupation Safety & Health Act 1984 and relevant subsidiary legislation.

**B.4 Policy Implications**

N/A

**B.5 Stakeholder Engagement / Consultation**

Nil

**B.6 Risk Implications**

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Nil		
Health & Safety	Inadequate safety management systems in place due to non-completion of identified actions.	Insignificant (1) x Rare(1) = Low (1)	Monitoring the progress towards the actions which are regularly reported to the Audit Committee.
Reputation	Nil		
Service Interruption	Nil		
Compliance	Nil		
Property	Nil		
Environment	Nil		

**C. OFFICER'S COMMENT**

The Shire, as an employer, must ensure that all employees and contractors across the entire scope of operations are considered and included in the application of occupational safety and health management systems.

As with all system-based programs there is opportunity for continuous improvement aligned with AS/NZS 4801 guidance specifications. The implementation of the recommendations contained in the audit report have

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assisted the Shire of Northam to improve its current occupational safety and health performance.

Officers are working towards addressing the areas requiring attention whilst continuing the improvements already underway in order meet its occupational safety and health responsibilities into the future. The OSH Action Plan has been provided as Attachment 1 with an update of the progress made towards the actions.

**Table Legend:**

Completed
No Action
Underway

**RECOMMENDATION / COMMITTEE DECISION**

Minute No: AU.197

Moved: Cr Pollard

Seconded: Cr Mencshelyi

That Council:

1. Receives the update as provided in Attachment 1 in relation to the progress made towards the OSH Action Plan.
2. Not require the OSH Action Plan to be provided in the future.

**CARRIED 3/0**

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**Attachment 1 – Update on OSH Action Plan**

Action Item	Element No. (taken from checklist)	Finding (score)	Requirements (taken from criteria)	Actions to be taken	Responsibility	Due date
<b>Management Commitment</b>						
<b>1</b>	1.1		<i>There is a documented safety and health policy that is reviewed on a regular basis</i>	Ensure that all OSH Policies are identified (Policy Manual and Employee Induction Manual) and ensure that they align. Once this has been done ensure that the Policy is reviewed <b>annually</b> internally and this review is documented.	HR Manager	June 2020 Completed 29/4/20
<b>2</b>	1.3		<i>The Shire identifies and monitors safety and health legislation, codes of practice, guidance notes, agreements and guidelines relevant to its operations</i>	Develop a register that lists relevant legislation, codes of practice, guidance notes and Australian standards etc.	HR Manager	May 2021 Completed 29.4.21

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Action item	Element No. (taken from checklist)	Finding (score)	Requirements (taken from criteria)	Actions to be taken	Responsibility	Due date
<b>Planning</b>						
3	2.1		<i>The Shire's approach to safety and health management is planned and reviewed</i>	Review the Safety Management Plan annually and ensure it is updated appropriately.	HR Manager	June 2020 Completed 29/4/20
4	2.2		<i>Specific safety and health objectives and measurable targets have been established for relevant functions</i>	Review objectives and targets set within the Safety Management Plan and ensure that they are relevant to the overall goal within the OSH Policy.	Executive Team HR Manager	May 2021 Update: Details of incidents, hazards, near misses together with number of Take 5's completed provided to Executive team monthly so that the effectiveness of processes can be measured.
5	2.3		<i>Arrangements are in place for people with special needs</i>	Develop a process for workers needs to be identified and assessed e.g. return-to-work programs when a worker has been deemed unfit / fit for work and / or a worker raising a medical issue / concern.	HR Manager	June 2020 Completed - Manage Return to Work Program Process created Sep 2019
6	2.5		<i>Policies and procedures for engaging and managing contractors are in place</i>	Develop a policy / procedure regarding the management of contractors.	HR Manager	June 2020 Completed May 2020

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Action Item	Element No. (taken from checklist)	Finding (score)	Requirements (taken from criteria)	Actions to be taken	Responsibility	Due date
<b>Consultation and Reporting</b>						
7	3.6		<i>There are arrangements in place for the acquisition, provision and exchange of safety and health information with external parties, including customers, suppliers, contractors and relevant public authorities</i>	Ensure that records are kept when exchanging safety information with external parties. E.g. letters / notices to / from WorkSafe, DMIRS, Department of Health; correspondence with contractors (emails) etc.	HR Manager	Ongoing (Existing Records system)
8	3.7		<i>Consultative and reporting arrangements are regularly evaluated and modified where required</i>	Ensure that the consultation arrangements (e.g. number of Safety Representatives, how workers are consulted about safety) is evaluated annually and this evaluation is documented.	HR Manager	Ongoing - Regular item at OSH Committee meeting

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Action item	Element No. (taken from checklist)	Finding (score)	Requirements (taken from criteria)	Actions to be taken	Responsibility	Due date
<b>Hazard Management</b>						
9	4.2		<i>Work environments are regularly inspected and hazards identified</i>	Review the process for workplace inspections to ensure that workplaces are being inspected regularly and the inspections are recorded adequately.	OSH Committee	Ongoing - Regular item at OSH Committee Meeting
10	4.2		<i>Work activities are analysed and hazards identified</i>	Review current development of SWMS.	OSH Committee	Ongoing - Regular item at OSH Committee Meeting
11	4.4		<i>Risk assessments are undertaken on identified hazards</i>	Ensure risk assessments are conducted for changes to the workplace, purchase / hire of new / used items and contracted services.	Executive Manager Corporate Services	Aiming to complete June 2021. February 2021 Update: No progress. May 2021 Update: Options currently being reviewed. Completed August 2021 added risk assessment to procurement processes.

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<b>12</b>	4.6	<i>The effectiveness of the hazard identification, risk assessment and risk control process is periodically reviewed and documented</i>	Ensure that a review of the hazard management process is conducted to establish its effectiveness.	HR Manager	June 2020 Completed May 2020
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Action item	Element No. (taken from checklist)	Finding (score)	Requirements (taken from criteria)	Actions to be taken	Responsibility	Due date
<b>Training and Supervision</b>						
<b>13</b>	5.6	<i>The training program is evaluated and reviewed</i>	<i>The training program is evaluated and reviewed</i>	Ensure that feedback (evaluations) regarding training courses is obtained and recorded. Ensure that the overall training program is reviewed annually.	Safety Officer	May 2021 Completed April 2021

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<p><b>14</b></p>	<p>5.7</p>	<p><i>Supervision is undertaken by people with appropriate safety and health knowledge, skills and experience</i></p>	<p>Ensure that safety and health performance criteria is developed and implemented for supervisors and managers etc.</p>	<p>HR Manager</p>	<p>Completed May 2020                  OSH Performance Criteria entered into Workplace Guidelines</p>
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UNCONFIRMED

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## 6.6 MONTHLY COMPLIANCE REPORT

<b>File Reference:</b>	1.6.1.6
<b>Reporting Officer:</b>	Cheryl Greenough, Governance/Administration Coordinator
<b>Responsible Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

### BRIEF

This report provides Council with an overview of the Shire's monthly compliance activities.

### ATTACHMENTS

- Attachment 1: May 2021 Compliance Calendar.  
Attachment 2: June 2021 Creditors Checklist.

### A. BACKGROUND / DETAILS

Under the Local Government (Audit) Regulations 1996, a Local Government is required to carry out a Compliance Audit for the period 1 January to 31 December of each year. To ensure compliance is met on a monthly basis, the Shire has implemented a monthly Compliance Calendar where specific activities and statutory requirements are audited internally.

### B. CONSIDERATIONS

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

Theme Area 6: Governance & Leadership.

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

Objective: Provide outstanding customer service.  
Maintain a high standard of corporate governance.

#### B.2 Financial / Resource Implications

N/A.

#### B.3 Legislative Compliance

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There is no legislative requirement to maintain a Compliance Calendar, however it is considered best practice and covers the following Regulations:

- *Local Government (Functions and General) Regulations 1996;*
- *Local Government (Administration) Regulations 1996;*
- *Local Government (Elections) Regulations 1997;*
- *Local Government (Audit) Regulations 1996;*
- *Local Government (Rules of Conduct) Regulations 2007.*

**B.4 Policy Implications**

Nil.

**B.5 Stakeholder Engagement / Consultation**

Nil.

**B.6 Risk Implications**

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	ability to misuse funds.	Rare (2)x Medium (3) = Low (3)	Compliance calendar assists to ensure compliance
Health Safety	N/A		
Reputation	N/A		
Service Interruption	N/A		
Compliance	Staff not following legislative requirements	Rare (2)x Medium (3) = Low (3)	Compliance calendar assists to ensure compliance
Property	N/A		
Environment	N/A		

**C. OFFICER'S COMMENT**

The monthly Compliance Calendar is an effective tool to assist in populating the Annual Compliance Audit Return (CAR) and enhances the Shire's ability to identify and manage issues which may arise during the year, in a timely manner.

Included in the Compliance Calendar is a random audit of Creditors to ensure compliance with the Shire's purchasing policy and the requirements of the *Local Government Act 1995*

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**2021 Compliance Calendar**

Month	Item	% Compliance	Non-Compliance
May	Monthly Check	100%	Compliant.
	Random Creditor check	100%	Compliant.
June	Monthly Check	100%	Compliant.
	Random Creditor Check	100%	Compliant.
July	Monthly Check	100%	The delegated authority register is yet to be updated on the Shire website.
	Random Creditor Check	100%	Compliant.

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No: AU.198**

**Moved: Cr Mencshelyi**

**Seconded: Cr Pollard**

That Council receive the update as provided in the monthly Compliance Calendar Report.

**CARRIED 3/0**

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MAY 21 COMPLIANCE CALENDAR

SOURCE	Section	PROCESS OWNER	ACTIVITY DESCRIPTION	COMPLIANCE ACCOUNTABILITY	SCHEDULE	COMMENTS	Sign
LG Act 1995	S8.59 - Commercial Enterprises	CEO	Have SoN entered into any major trading undertakings, if so has section 3.59 been complied with		Monthly	No major undertakings	SO
LG Act 1995	S5.16	CEO	Is the delegations register current (ie not more than 12 months old)		Annually - June	Yes, due to be reviewed in June	SO
LG Act 1995	S5.67	CEO	Where an elected member disclosed a financial interest, did they leave the meeting and not participate in discussion or decision making on the item		Monthly	1 councillor declared a proximity interest and left the room	SO
LG Act 1995	S5.65 & s5.73	CEO	Were all known elected member and staff disclosures of impartiality made at the Council meeting		Monthly	Yes	SO
LG Act 1995	S5.73 & S103	CEO	Were ALL disclosures recorded in the minutes		Monthly	Yes	SO
LG Act 1995	S5.76	CEO	Have all new 'designated' employees completed their primary returns within 3 months of commencement		Monthly	No new designated employees	SO
LG Act 1995	S5.88	CEO	Is the register of financial interests up to date		Monthly	Yes all added	SO
LG Act 1995	S5.89	CEO	Have all resigned members and staff returns been removed from the financial interest register		Monthly	Non resigned	SO
LG Act 1995	S103	CEO	Is the gift register up to date and on the Council website		Monthly	In accordance with the provided information	SO
LG Act 1995	S3.58 - Disposal of Property	CEO	Did Council vote at the Ordinary Council meeting to sell property		Monthly	Yes 276 Duke Street Northam	SO
LG Act 1995	S3.58 - Disposal of Property	CEO	Did the Council dispose of any property in the month, and if so was s3.58 complied with		Monthly	No it did not dispose of property at the Council meeting other than Duke Street. Advert was placed	SO

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LG Act 1995	S5.121	EMCS	Has the complaints officer maintained the complaints register and is the online register up to date	Monthly	No complaints have been made since 2017	50
LG Act 1995	S8.57 & F/G Reg 11	EMCS	Have tenders been called for all goods or services in excess of \$150k	Monthly	Yes 4 of 2021 Beavis Place	50
LG Act 1995	S8.57 & F/G Reg 14	EMCS	Was state-wide public notice given for all tenders	Monthly	Yes 16 April 2021	50
LG Act 1995	F/G Reg 16	EMCS	Receiving and opening Tenders completed by two persons, details of tenders to be immediately recorded	Monthly	Yes	50
LG Act 1995	F/G Reg 18	EMCS	Rejecting and accepting Tenders	Monthly	Yes	50
LG Act 1995	F/G Reg 18 (1)	EMCS	Tender to be submitted before close of Tender and submitted to the Shire office	Monthly	Yes two were submitted	50
LG Act 1995	F/G Reg 18 (4)	EMCS	Written evaluation of each Tenderer's criteria	Monthly	Yes	50
LG Act 1995		EMCS	Were Tenders presented to Council for approval	Monthly	Yes 19 May 2021 Council meeting	50
LG Act 1995	F/G Reg 17	EMCS	Tender Register to be maintained and available for inspection	Monthly	Yes	50
LG Act 1995	F/G Reg 19	EMCS	Tenderers to be notified of outcome	Monthly	Yes both parties were notified O70960 and O70963	50
LG Act 1995	F/G Reg 24AD (2)	EMCS	State-wide Public Notice of the invitation to apply to join a pre-qualified panel	Monthly	N/A	50
LG Act 1995	F/G Reg 24AD (4)	EMCS	Notice to include brief description of goods and services to be supplied by pre-qualified panel	Monthly	N/A	50
	Delegation - B02	EMDS	Buildings - Grant or Refuse Demolition Permit - register completed?	Monthly	1 approved permit	50
	Delegation - E01	EMES	Temporary Closure of Thoroughfares to vehicles	Monthly	None registered	50

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	Delegation - E04	EMES	Crossover Approvals	Monthly	1 crossover approved	
	Delegation - F02	EMCS	Disposal of Council property	Monthly	None for May	
	Delegation - F04	EMCS	Inviting Tenders	Monthly	Last entry was 27/4/21	
		EMCS	Accounts presented to Council	Monthly	Yes 19/5/21	
LG Act 1995	F/ Reg 38A	EMCS	Budget Review to be completed and submitted to DLGC	Annually	N/A	
		EMCS	Financial Report to Council	Monthly	Yes 19/5/21	
Reporting	Building Services	Building	Building Services Levy - Payment due by 14th day after the end of the month	Monthly	Yes	
	Health Aquatic Regulations 2007	Health	Water Sampling		Due to staffing issues water sampling was a bit late	
Reporting	Building and Construction Industry Training Fund and Levy Collection Regulations 1991	Building	Building Construction Training Fund Levy - Payment due by 10th day after the end of the month	Monthly	Yes	

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10 RANDOM MONTHLY PAYMENT CHECKS FOR JUNE 2021

EFT #	Creditor	Date Written	Invoice Amount	Order #	Purchase Order Written	Order Amount	Signing Name	Officer	Purchasing Procedure Checklist attached and completed correctly	Date of order prior to date of invoice
40260	Ashman Fine Cabinets	21.5.21	55	#60007	4.11.21	55	Parks & Gardens		N/A	Yes
40264	Avon Demolition & Earthmoving	16.6.21	1,792	#59219	21.8.20	47,760	EMDS		yes	yes
40267	Blackwell Plumbing and Gas	02.6.21	6,776	#61290	6.3.21	6,776	Building Super		N/A	Yes
40286	Flowgen Pty Ltd	24.6.21	9,075	#62058	2.6.21	9,075	Manager Planning		N/A	Yes
40351	Herseys Safety P/L	20.5.21	1,980	#61925	20.5.21	1,980	Works Manager		N/A	Same
40384	Australian Training Management	21.6.21	2,250	#61489	31.3.21	2,250	Works Manager		N/A	Yes
40388	Cadds Fashions	17.6.21	304	#61937	24.5.21	249.65	Senior Ranger		N/A	Yes
40390	Charles Service Company	20.6.21	6,962	#60050	6.11.20	60,724.68	EMES		Yes	Yes
40396	Fulton Hogan Industries	4.6.21	2,006	#62083	4.6.21	1,824	Works Manager		N/A	Same
40406	OEM Group P/L	10.6.21	7,166	#61757	30.4.21	7,166.17	MCR&YS		N/A	Yes

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## 6.7 RISK REGISTER

<b>File Reference:</b>	8.2.7.1
<b>Reporting Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Responsible Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Officer Declaration of Interest:</b>	Nil.
<b>Voting Requirement:</b>	Simple majority
<b>Press release to be issued:</b>	No

### BRIEF

To provide Council with information pertaining to the organisational risk register.

### ATTACHMENTS

Attachment 1: Overdue/Non-compliant Risks.

### A. BACKGROUND / DETAILS

The Shire of Northam have an organisational wide risk register which has been developed over a period of time. Council has been advised previously that the management of risk is an area which has been under developed within the Shire of Northam and an area which was receiving a focus to ensure the Elected Council was aware of the identified risks and treatments strategies in place.

To assist in the effective management of risk the Shire of Northam are using the Promapp system, which allows for recording of organisational risks and the tracking of the associated treatment actions.

### B. CONSIDERATIONS

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

Theme Area 6: Governance & Leadership.

Outcome 6.4: The Elected Members of the Shire of Northam provide accountable, strong and effective community leadership.

Objective: Develop clear policy settings to guide our organisation and community.

#### B.2 Financial / Resource Implications

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Council allocates \$27,000 per annum for the Promapp system. Promapp is used for process mapping, risk management and OHS management.

**B.3 Legislative Compliance**

AS/NZS ISO 31000:2009

**B.4 Policy Implications**

Council has recently endorsed policy G1.11 – Risk Management.

**B.5 Stakeholder Engagement / Consultation**

Council was involved in the development of the risk management policy and the past endorsement of the risk management plan.

**B.6 Risk Implications**

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Nil.	N/A	N/A
Health & Safety	Nil.	N/A	N/A
Reputation	Negative community perception due to lack of adequate risk management practices within the Shire of Northam	Minor(2) x Possible(3) = Moderate(6)	Per recommendation within this report
Service Interruption	Nil.	N/A	N/A
Compliance	Non-compliance of Australian Standards and legislation due to lack of risk management practices.	Minor(2) x Possible(3) = Moderate(6)	Per recommendation within this report
Property	Nil.	N/A	N/A
Environment	Nil.	N/A	N/A

**C. OFFICER'S COMMENT**

As part of the risk management policy Council has established two main performance indicators being;

1. % of high or extreme risks without mitigation / treatment strategies in place.

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Currently all high or extreme risks have mitigation/treatment strategies.

2. % of risk mitigation / treatment strategies over due  
Currently have 111 risk mitigation/treatment strategies, of which **0**  
**are overdue (which equates to 0%).**

**RECOMMENDATION / COMMITTEE DECISION**

Minute No: AU.199

Moved: Cr Mencshelyi

Seconded: Cr Pollard

That Council receives the August 2021 Shire of Northam Risk Register update.

**CARRIED 3/0**

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**6.8 PROCUREMENT POLICY – OBTAINING THREE QUOTES**

<b>File Reference:</b>	8.2.7.1
<b>Reporting Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Responsible Officer:</b>	Jason Whiteaker, Chief Executive Officer
<b>Officer Declaration of Interest:</b>	Nil.
<b>Voting Requirement:</b>	Simple majority
<b>Press release to be issued:</b>	No

**BRIEF**

For the committee to discuss the procurement policy requirements relating to obtaining three quotes.

**ATTACHMENTS**

Attachment 1: Procurement Policy

**A. BACKGROUND / DETAILS**

Discussion has been held among Councillors in relation to three quotes being obtained for purchases where this is detailed within the policy. Subsequently this matter is being presented to the Committee for discussion purposes as requested.

**B. CONSIDERATIONS**

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

Theme Area 6: Governance & Leadership.

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

Outcome 6.4 the Elected members of the Shire of Northam provide accountable, strong and effective community leadership.

Objective: Develop clear policy settings to guide our organisation and community.

**B.2 Financial / Resource Implications**

Nil.

**B.3 Legislative Compliance**

Local Government Act 1995 – s3.57 Tenders

Local Government (Functions & General) Regulations 2000 - Part 4A

Local Government (Administration) Amendment Regulations 2000 – s29

**B.4 Policy Implications**

F 4.2 Procurement Policy

**B.5 Stakeholder Engagement / Consultation**

Nil.

**B.6 Risk Implications**

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Ineffective controls in place	Likely (4) x High (4) = High (16)	Council to adopt policy to ensure guidelines for procurement are in place
	Staff do not adhere to policy requirements	Possible (3) X Medium (3) – Moderate (9)	Internal audit in place to review random sample of 20 creditor payments each month
Health & Safety	N/A		
Reputation	N/A		
Service Interruption	Policy requirements are too onerous and therefore inefficient	Possible (3) X Medium (3) – Moderate (9)	Council to adopt policy to ensure guidelines for procurement are in place
Compliance	Ineffective controls in place	Likely (4) x High (4) = High 16	Council currently has policy and internal audit to ensure guidelines for procurement are in place
Property	N/A		
Environment	N/A		

**C. OFFICER'S COMMENT**

If the policy is changed to obtain, rather than seek three quotes, Officers believe it would add significant 'red tape' to our organisation. There will be occasions where Officers are simply unable to obtain 3 quotes. Currently, where a quote is not received or if only one quote was received, staff will directly contact other suppliers asking them to provide a quote or defer the works for a period or immediately recall for quotations. If that process is run through Council, we will add another month (minimum) to the procurement

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process. This will have an impact on project deliverables and significantly increase workload.

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No: AU.200**

**Moved: Cr Mencshelyi**

**Seconded: Cr Pollard**

That Council request the Chief Executive Officer seek to confirm that the maximum number of local businesses are being provided with the opportunity to quote on Council works.

**CARRIED 2/1**



## FINANCE / ACCOUNTING

### F 4.2 Procurement Policy

<i>Responsible Department</i>	Corporate Services
<i>Resolution Number</i>	18/11/2020
<i>Resolution Date</i>	C.4080
<i>Next Scheduled Review</i>	2022
<i>Related Shire Documents</i>	Delegated Authority Register Shire of Northam Code of Conduct Strategic Community Plan Local Government Act 1995 Part 4 of Local Government (Functions and General) Regulations 1996 Freedom of Information Act 1992
<i>Related Legislation</i>	Occupational Safety and Health Act 1984 Construction Contracts Act 1984 State Records Act 2000

#### OBJECTIVE

The objectives of this policy are to:

- ensure best practice policies and procedures are followed in relation to procurement for the Shire of Northam (the Shire);
- ensure compliance with the Local Government Act 1995 (the Act) and Part 4 of the Local Government (Functions and General) Regulations 1996 (the Regulations);
- ensure compliance with the State Records Act 2000 and associated records management practices and procedures of the Shire;
- undertake procurement processes that ensure value for money for the Shire by delivering the most advantageous outcome possible;
- ensure openness, transparency, fairness and equity through the procurement process to all potential suppliers; and
- ensure efficient and consistent procurement processes are implemented and maintained across the Shire.

#### SCOPE

This policy applies to all procurement activities undertaken by the Shire's officers, appointed representatives and, where applicable, contractors procuring on behalf of the Shire.



## POLICY

### 1 Ethics & Integrity

#### 1.1 Code of Conduct

All officers of the Shire undertaking procurement activities are expected to have regard for the Code of Conduct requirements and observe the highest standards of ethics and integrity. All officers of the Shire are expected to act in an honest and professional manner consistent with the Shire's values.

#### 1.2 Procurement Principles

The following principles, standards and behaviours must be observed and enforced through all stages of the procurement process to ensure the fair and equitable treatment of all parties:

- full accountability shall be taken for all procurement decisions and the efficient, effective and proper expenditure of public monies to achieve value for money;
- all procurement practices shall comply with relevant legislation, regulations, and requirements consistent with the Shire's applicable policies and Code of Conduct;
- procurement is to be undertaken on a competitive, in the context of this policy framework, basis where all potential suppliers are treated impartially, honestly and in a similar manner;
- all processes, evaluations and decisions shall be transparent, free from bias and fully documented in accordance with applicable policies, audit requirements and relevant legislation;
- any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed;
- any information provided to the Shire by a supplier shall be treated as commercial-in confidence and should not be released unless authorised by the supplier or relevant legislation; and
- any canvassing of the Shire's Councillors or staff shall disqualify Suppliers / contractors seeking to do business with the Shire in relation to the applicable procurement.

### 2 Value for Money

Value for money is an overarching principle governing procurement that seeks the best possible outcome for the Shire. Compliance with the specification is more important than obtaining the lowest price, particularly taking into account user requirements, safety and quality standards, sustainable procurement objectives, timeliness of supply, whole of life cycle costing and other relevant service benchmarks.

However, when a higher priced offer(s) is recommended, there should be clear and demonstrable benefits over and above the lowest total priced offer(s).



### 3 Purchasing Requirements

#### 3.1 Legislative / Regulatory Requirements

The requirements that must be complied with by the Shire, including purchasing thresholds, are prescribed within the Regulations as noted in the Legislation/Local Law Requirements section of this Policy.

#### 3.2 Tendering Exemptions

An exemption to publicly invite tenders may apply in accordance with s11 (2) of the Local Government Act (Functions & General) Regulations 1996, which includes, but may not be limited to the following instances:

- the purchase is from a pre-qualified supplier(s) under a Panel of Pre-qualified Suppliers (Panel) established by the Shire;
- the purchase is obtained from a pre-qualified supplier under the WALGA Preferred Supply Program;
- the purchase is to be obtained from expenditure authorised in an emergency (Regulation 11(2)(a));
- the purchase is of a unique nature, with a sole source of supply (Regulation 11(2)(f));
- the purchase is acquired from a person registered on the WA Aboriginal Business Directory, as published by the Chamber of Commerce and Industry of Western Australia Limited or a person registered with the Australian Minority Supplier Office Limited (trading as Supply Nation) , where the consideration under contract is worth \$250,000 or less and represents value for money (Regulation 11(2)(h));
- the purchase is acquired from an Australian Disability Enterprise (Regulation 11(2)(i)); or
- any of the other exclusions under Regulation 11 of the Regulations apply.

#### 3.3 Purchasing Thresholds

The Purchasing Threshold relates to the actual or expected value of a contract over the full contract period or the extent to which the Shire will continue to purchase a particular category of goods, services or work and the total value of that purchase.

When seeking quotations/tenders in excess of \$10,000 request documentation should contain but not limited to:

- specification/brief
- pricing either Lump Sum or Schedule of Rate
- warranty/defect liability
- relevant insurance requirements
- Conditions of Quote/Tender
- Conditions of Contract



The following thresholds apply where the total value (excluding GST) of the full contract period for the purchasing of goods and/or services is, or is expected to be:

Purchase Value Threshold (exclusive of GST)	Procurement Requirement where no existing agreement/contract exists with the Shire	Evaluators
Up to \$2,000	All market approach will comply with the table below, including Open Public Tenders and Tendering Exemptions (refer 3.2)  Direct Procurement from suppliers requiring <b>one verbal or written quotation</b> . The preference is to procure from a Shire based Business if a suitable supplier can be sourced. The supplier must provide quality and value for money.	Sole internal evaluator
Over \$2,000 and up to \$10,000	A minimum of <b>one written quotation</b> from suppliers containing price, and details of the supply including basic specifications and warranty offerings. The preference is to procure from a Shire based Business if a suitable supplier can be sourced. The supplier must provide quality and value for money.	Sole internal evaluator
Over \$10,000 and up to \$50,000	A minimum of <b>two written quotations</b> from different suppliers containing price, and details of supply including basic specifications and warranty offerings. At least one written quote should be attained from a Local Business if a suitable supplier can be sourced. When assessing the quotes the Local Business would be preferred if it is in line with other preferred quotes, and the price is no more than 10% higher than the other preferred quotes, and in the case of construction (building) contracts up to 5%, in accordance section 24D of the Local Government (Functions and General) Regulations 1996.	Minimum of one internal evaluator
Over \$50,000 and up to \$250,000	Seek a minimum of <b>three written quotations</b> from different suppliers containing price, detailed specifications, timing, capacity and warranty offerings. At least one written quote should be attained from a Local Business if a suitable supplier can be sourced. Quotations are sought by the appropriate Department unless the project has high risk or high public profile. In these cases	Minimum of two internal evaluators



Purchase Value Threshold (exclusive of GST)	Procurement Requirement where no existing agreement/contract exists with the Shire	Evaluators
	<p>All market approach will comply with the table below, including Open Public Tenders and Tendering Exemptions (refer 3.2)</p> <p>assistance may be required from Procurement and Contracts staff. A desktop assessment of the quotes must be undertaken by two officers and documented on an evaluation scorecard. The scorecard will nominate the successful supplier and must be forwarded to the Coordinator/Manager/Director for review and approval by the person with delegated authority.</p> <p>When assessing the quotes the Local Business would be preferred if it is in line with other preferred quotes, and the price is no more than 10% higher than the other preferred quotes and in the case of construction (building) contracts up to 5%, in accordance section 24D of the Local Government (Functions and General) Regulations 1996.</p>	
Over \$250,000	<p>Shire Procurement and Contract staff must lead the procurement process. Procurement will work with the appropriate Department to determine the most appropriate market approach to deliver the best outcome.</p> <p>The preference is to procure from a Local Business if a suitable supplier responds to the tender.</p> <p>Local Content Weighting will be included, where appropriate, in accordance section 24D of the Local Government (Functions and General) Regulations 1996, in the tender assessment process. Local Businesses will receive preference when evaluating this criteria.</p>	<p>Minimum of three internal evaluators</p> <p>Over \$250,000 purchase value the Chief Executive Officer or Executive Manager must Chair the Evaluation Panel.</p>

Whenever it is not possible to meet the procurement requirements of the Shire, appropriate justification must be documented through records in accordance with the Shire's Recordkeeping Management Practice.

### 3.4 Waiver of Quotation

Where quotes are not practical, e.g. due to limited suppliers, the Chief Executive Officer or Executive Manager/Director may, at their discretion, waive the requirements to obtain quotes providing that written, justifiable reasons for



such waiver are provided by the responsible Officer and documented through records.

### 3.5 Inviting Tenders under the Tender Threshold

Where considered appropriate and beneficial, or to manage procurement risk, the Shire may consider publicly advertising Tenders in lieu of undertaking a Request for Quotation for purchases under the tender threshold (\$250,000). This decision should be made after considering the benefits of this approach in comparison with the costs, timeliness and compliance requirements.

If a decision is made to undertake a public Tender for contracts expected to be \$250,000 or less in value, the Shire's tendering procedures must be followed in full.

### 3.6 Standing Offer Agreement

This is an Agreement where a supplier(s) agrees to provide specified goods (which are considered commodities/services off the shelf (COTS) which are readily available from multiple suppliers and frequently purchased), at an agreed price fixed for a set period of time (usually for one year). Standing Offers are a commitment by suppliers to provide agreed products at the fixed price on receipt of a Shire Purchase Order. Standing offers do not commit the Shire to any minimum volume. A standing offer once accepted by the Shire is deemed to have met the quotation process.

Standing Offer is established by seeking quotations as per the Procurement Requirements table in section 3.3 "Purchasing Thresholds" of this policy, within the range of \$10,000 to \$250,000 (Exclusive of GST).

### 3.7 Sole Source of Supply

Where the procurement requirement is of a unique nature that can only be supplied from one supplier, the purchase is permitted without undertaking a tender or quotation process. This is only permitted in circumstances where the Shire is satisfied and can demonstrate that there is only one source of supply for those goods, services or works. The Shire must use its best endeavors to determine if the sole source of supply is genuine by exploring any alternative sources of supply.

From time to time, the Shire may publicly invite an expression of interest to effectively determine that one sole source of supply prevails in this situation.

### 3.8 Anti-Avoidance

The Shire shall not enter into two or more contracts, or create multiple purchase order transactions of a similar nature for the purpose of "splitting" the value of the purchase or contract to take the value of the purchase in



consideration below a particular purchasing threshold. Refer to Regulations 12(1) and 12(2).

### 3.9 Emergency Purchases

An emergency purchase is defined as an unanticipated and unbudgeted purchase, which is required in response to an emergency situation as provided for in the *Local Government Act 1995*. In such instances, quotes and tenders are not required to be obtained prior to the purchase being undertaken.

An emergency purchase does not relate to purchases not planned for due to time constraints. Every effort must be made to anticipate the Shire's procurement requirement in advance and to allow sufficient time to obtain quotes and tenders, whichever may apply.

## 4 State of Emergency Declaration

### 4.1 Sourcing

A formal tender process does not need to be undertaken when sourcing and securing essential goods and services when a state of emergency declaration is in force for local government and the goods or services must be required to address needs arising from, or impacts or consequences of, the hazard to which the emergency relates. Refer regulation 11(2) (aa).

### 4.2 Contract Extension

When a state of emergency declaration is in force a contract that is due to expire within the next three months can be renewed or extended at the discretion of the Shire, even though this option is not included in the original contract.

Limits on this apply: the original contract must have less than three months to expiry. The renewal or extension cannot be for more than twelve months. Refer regulation 11(2) (ja).

## 5. Records Management

Records relating to all procurement activities must be retained in compliance with the *State Records Act 2000 (WA)*, the Shire's Recordkeeping Management Practice and associated procurement procedures.

As a minimum a comprehensive register of all contracts is to be maintained, with all contract information, where the value required an Open Tender to be conducted in line with the Local Government Regulations threshold.



## 6. Sustainable Procurement and Corporate Social Responsibility

Sustainable Procurement and Corporate Social Responsibility (CSR) is defined as the procurement of goods and services that have less environmental and social impacts than competing goods and services.

The Shire is committed to sustainable procurement, and will ensure that sustainable and CSR considerations are balanced against value for money outcomes, in accordance with the Shire's sustainability objectives.

## 7. Buy Local Policy

### 7.1 Local Price Preference

A price preference will apply to suppliers who are based in, operate from or source goods or services from within the Shire in relation to all quotations/tenders invited by the Shire for the supply of goods, services and construction (building) services.

The Local price preference enables suppliers to be evaluated as if the proposed tender/quotation bid price were reduced in accordance with permitted price preferences as specified below in this policy.

This policy will operate in conjunction with the purchasing considerations and procedures as outlined in the Council's 'Purchasing Policy' when evaluating and awarding tender contracts.

### 7.2 Qualifying Criteria

#### 7.2.1 Local Supplier:

A supplier of goods or services who submits a tender/quotation is regarded as being a local tenderer if:

- i. the supplier has a physical business premises (in the form of an office, depot, shop, outlet, headquarters or other premises where goods or services are being supplied from), located within the Shire. This does not exclude suppliers whose registered business is located outside the Shire but undertake the business from premises located in the Shire;
- ii. a business having permanent staff that are based at the business premises located within the Shire;
- iii. management or delivery of the majority of the outcomes will be carried out from the business premises located in the shire; and

In order for the policy to apply, the supplier is required to provide to the Shire sufficient evidence which demonstrates compliance with the above criteria.



### 7.3 Local Price Preference Value

#### 7.3.1 Goods and Services:

The Shire of Northam will provide a local price preference to the maximum allowable amount specified in section 24D of the Local Government (Functions and General) Regulations 1996.

### 8. Contract Management

In accordance section 20 of the Local Government (Functions and General) Regulations 1996, if, after it has invited tenders for the supply of goods or services and chosen a successful tenderer but before it has entered into a contract for the supply of the goods or services required, the Shire may make a minor variations, in accordance section 20 of the Local Government (Functions and General) Regulations 1996 and Delegated Authority F04, in the goods or services required, it may, without again inviting tenders, enter into a contract with the chosen tenderer for the supply of the varied requirement subject to such variations in the tender as may be agreed with the tenderer.

Contracts are to be proactively managed during their lifecycle by the Shire Officer responsible for the delivery of the contracted goods, services or works, to ensure the Shire receives value for money and to enforce performance against the contract. Requirements are outlined in the Shire's Contract Management Practice.

Where a contract extension or variation is required the details must be updated in the Shires Contract Management system or database. The agreement must be signed by a person with appropriate delegation and authorisation.

### 9. Panels of Pre-Qualified Suppliers

#### 9.1 Establishing a Panel

- Panels may be established for one type of supply requirement, or a number of similar types of supply requirements under defined categories within the Panel.
- Panels may be established for a minimum of one (1) year and for a maximum of three (3) years as deemed appropriate by the Shire.
- Evaluation criteria must be determined and communicated in the invitation process by which applications will be assessed and accepted.
- Where a Panel is to be established, the Shire will appoint at least three (3) suppliers to the Panel (or each category under the Panel), on the basis of best value for money. Where less than three (3) suppliers are determined as offering value for money, either per category or the Panel, the Panel or category of the Panel is not to be established.

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Shire of Northam Policy Manual (Section I)  
Policy  
F4.2 Procurement Policy

- In each invitation to apply to become a pre-qualified supplier (through a state-wide notice and Shire official website), the Shire must state the number of suppliers it intends to pre-qualify onto the Panel, or to each category under the Panel.
- Should a Panel member leave the Panel during its operation, they may be replaced by the next ranked supplier as determined in the original value for money assessment to join the Panel of pre-qualified suppliers (should the supplier agree to do so), with this intention to be disclosed in the detailed information set out under Regulation 24AD(5)(d) and (e) when establishing the Panel.

#### 9.2 Distributing Work Amongst Panel Members

To satisfy Regulation 24AD(5) of the Regulations, when establishing a Panel of pre-qualified suppliers, the detailed information associated with each invitation to apply to join the Panel must either prescribe whether the Shire intends to:

- i. Obtain quotations from each pre-qualified supplier on the Panel with respect to all purchases; or
- ii. Purchase goods and services exclusively from any pre-qualified supplier appointed to that Panel, and under what circumstances (e.g. emergency purchases, etc).

Contracts under the Panel must not be formed with a pre-qualified supplier for an item of work beyond 12 months, which includes any options to extend the contract.

#### 9.3 Purchasing from the Panel

All purchases made under the Panel must be made in accordance with the method prescribed in the Invitation to Join a Panel of pre-qualified suppliers, and applied in a consistent fashion.

#### 9.4 Recordkeeping

Each quotation process, including the invitation to quote, communications with panel members, quotations received, evaluation of quotes and notification of award communications must all be captured on the Shire electronic records system. A separate file is to be maintained for each quotation process made under each Panel that captures all communications between the Shire and Panel members.

For the creation of a Panel, this includes:

- The procurement initiation document such as a procurement business case which justifies the need for a Panel to be created;

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Shire of Northam Policy Manual (Section I)  
Policy  
F.4.2 Procurement Policy

- Procurement planning and approval documentation which describes how the procurement is to be undertaken to create and manage the Panel;
- A copy of the invitation to apply to become a pre-qualified supplier documentation;
- Copy of public advertisement inviting applications;
- Copies of all applications received;
- Evaluation documentation, including clarifications sought;
- Negotiation documents such as negotiation plans and negotiation logs;
- Approval of award documentation;
- All correspondence to applicants notifying of the establishment and composition of the Panel such as award letters;
- Copies of framework agreements entered into with pre-qualified suppliers; and
- Records of orders issued under the Panel and any subsequent performance details of works undertaken.

The Shire is also to retain itemised records of each invitation to quote process, including quotations received from pre-qualified suppliers and contracts awarded to Panel members. A unique reference number shall be applied to all records relating to each quotation process, which is to also be quoted on each purchase order issued under the Panel contract.

Information on each Panel of pre-qualified suppliers, including scope of the Panel, details of pre-qualified suppliers under each Panel and term of the Panel must be maintained and made available for access by all officers across the Shire.

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Definitions

1.1 Shire Business

- Businesses registered in the Shire of Northam.
- Businesses that have premises in any of the Shire of Northam's localities.

1.2 Local Business

- Businesses registered in the Shire of Northam.
  - Businesses that have premises in any of the Shire of Northam's localities.
  - Businesses not registered in the Shire, but that have an economic impact on the Shire from using local sub-contractors, employing Shire residents or making significant material purchases from suppliers operating within the Shire of Northam.
-

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**7. URGENT BUSINESS APPROVED BY DECISION**

Nil.

**8. DATE OF NEXT MEETING**

The next Audit and Risk Management Committee meeting is proposed to be held on 25 November 2021 at 5:00pm.

**9. DECLARATION OF CLOSURE**

There being no further business, the Shire President, Cr Chris Antonio declared the meeting closed at 6:15pm.

"I certify that the Minutes of the Audit and Risk Management Committee held on 26 August 2021 have been confirmed as a true and correct record."

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

## 13. OFFICER REPORTS

### 13.1 CEO'S Office

#### 13.1.1 2021 Western Australian Local Government Convention (WALGA) & Annual General Meeting

<b>File Reference:</b>	1.6.5.5
<b>Reporting Officer:</b>	Jason Whiteaker - Chief Executive Officer
<b>Responsible Officer:</b>	Jason Whiteaker - Chief Executive Officer
<b>Officer Declaration of Interest:</b>	N/A
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	Nil

#### BRIEF

Report provided to enable Council to nominate voting delegates for the upcoming 2021 WA Local Government Association (WALGA) Annual General Meeting (AGM).

#### ATTACHMENTS

Nil.

#### A. BACKGROUND / DETAILS

All local governments are able to nominate two voting delegates and two proxy delegates. It is important to note that only nominated voting delegates or their proxy (if required) are able to vote.

In addition to the nominated voting delegates, all elected members are invited to attend the AGM, although registration is required.

#### B. CONSIDERATIONS

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

Theme Area 6: Governance & Leadership  
Outcome: The Elected Members of the Shire of Northam provide accountable, strong and effective community leadership.  
Objective: Be a valued member and leader in our regional context

**B.2 Financial / Resource Implications**

Registration is free.

**B.3 Legislative Compliance**

N/A

**B.4 Policy Implications**

N/A

**B.5 Stakeholder Engagement / Consultation**

N/A

**B.6 Risk Implications**

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	NOT APPLICABLE		
Health & Safety			
Reputation			
Service Interruption			
Compliance			
Property			
Environment			

**C. OFFICER'S COMMENT**

All elected members were consulted in relation to the AGM and potential items to be raised for debate. As a consequence Council does not have any specific items being presented.

The Shire President and the Deputy President have previously represented Council as voting delegates for the WALGA Annual General Meeting.

**RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.4295**

**Moved: Cr Della**

**Seconded: Cr Galloway**

**That Council:**

- 1. Nominates the Shire President and Deputy Shire President as voting delegates at the 2021 WA Local Government Association Annual General Meeting.**
- 2. Nominates Cr Mencshelyi and the Chief Executive Officer as Proxy voting delegates at the 2021 WA Local Government Association Annual General Meeting.**

**CARRIED 9/0**

## 13.2 ENGINEERING SERVICES

Nil.

## 13.3 DEVELOPMENT SERVICES

### 13.3.1 Proposed Main Roads Land Acquisition – Coates Gully Stage 2

<b>Address:</b>	Part Lot 61 Great Eastern Highway, Wundowie
<b>Owner:</b>	Shire of Northam
<b>Applicant:</b>	Main Roads WA
<b>File Reference:</b>	1.6.2.1
<b>Reporting Officer:</b>	Jacky Jurmann, Manager Planning & Environment
<b>Responsible Officer:</b>	Chadd Hunt, Executive Manager Development Services
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

#### BRIEF

Main Roads WA are proposing to acquire a portion of Lot 61 Great Eastern Highway, Wundowie as part of upgrading of the Great Eastern Highway, Wundowie, known as Coates Gully – Stage 2.

#### ATTACHMENTS

- Attachment 1: Land Dealing Plan  
Attachment 2: Site Plan  
Attachment 3: Main Roads Correspondence

#### A. BACKGROUND / DETAILS

Main Roads WA is finalising the design and associated approvals to upgrade the Coates Gully section of Great Eastern Highway between El Caballo and Bakers Hill.

Planned works on the Coates Gully section of the highway include:

- Three remaining priority Stage 1 bridge replacements (the first bridge was replaced in 2020);
- Realignment, widening and intersection improvements;
- New overtaking lanes; and
- Improvements to drainage and property accesses.

To support the project design requirements, Main Roads propose to acquire 2,106m<sup>2</sup> of land from Lot 61 as depicted in the plan (refer Attachment 2).

Works will proceed as construction funding is progressively allocated, noting that \$200 million was announced under the 2021 Federal Budget for Great Eastern Highway works, including towards Coates Gully.

The road widening dedication referral will be submitted to the Shire once all affected landowners are consulted.

## **B. CONSIDERATIONS**

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

Theme Area: Governance & Leadership

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

Objective: Decisions made by the Shire of Northam are communicated and the reasoning clearly articulated to residents and stakeholders;

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

Main Roads will cover the cost of all land acquisition costs including any replacement fencing requirements on the new land boundary.

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

The land is being acquired by negotiation under the powers contained in the *Land Administration Act 1997*.

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

There are no policy implications associated with this proposal.

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

There are no consultation requirements for the Shire associated with this proposal. Main Roads are consulting affected landowners.

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

<b>Risk Category</b>	<b>Description</b>	<b>Rating (likelihood x consequence)</b>	<b>Mitigation Action</b>
Financial	Under valuation of land by Main Roads	Insignificant (1) x Low (2) = Unlikely (2)	Ensure valuation process is correct.
Health & Safety	Nil	Nil	Nil
Reputation	Nil	Nil	Nil

Service Interruption	Nil	Nil	Nil
Compliance	Nil	Nil	Nil
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

### C. OFFICER'S COMMENT

Main Roads WA have obtained an independent valuation and is prepared to offer the Shire, without prejudice, the sum of \$1,650 plus GST if applicable, for the 2,106m<sup>2</sup> of land required to facilitate the road works. Refer to Attachment 3 for the break-up of the offer.

As indicated earlier in this Report, a land dedication will request will follow the conclusion of this process and a further report will be presented to Council.

#### RECOMMENDATION / COUNCIL DECISION

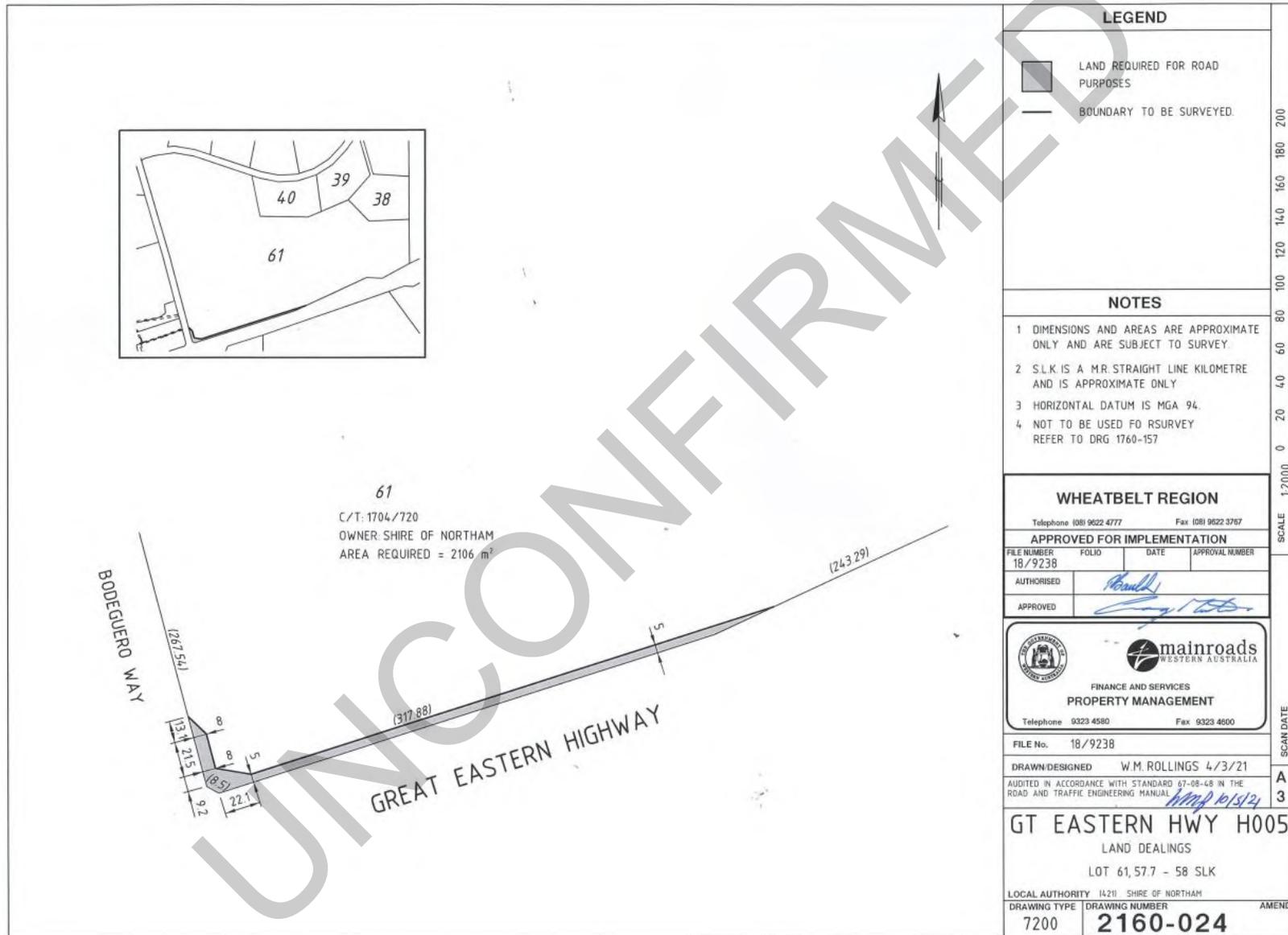
**Minute No: C.4296**

**Moved: Cr Tinetti**  
**Seconded: Cr Galloway**

**That Council accept Main Roads offer of \$1,650.00 for the acquisition of 2,160m<sup>2</sup> of land required from Lot 61 Great Eastern Highway, Wundowie, being a portion of the land comprised in Certificate of Title Volume 1704 Folio 720 subject to the reinstatement of any services and fencing of the affected portion of land.**

**CARRIED 8/1**

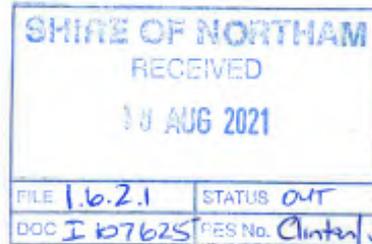
Attachment 1 - Land Dealing Plan



Attachment 2 – Site Plan



**Attachment 3 – Main Roads Correspondence**



Enquiries: Tracy Chalmers on 9323 4541  
Our Ref: 21/3934  
Your Ref:

5 August 2021

Ms Jacky Jurmann  
Manager Planning Services  
Shire of Northam  
PO Box 613  
NORTHAM WA 6401

“WITHOUT PREJUDICE”

Dear Ms Jurmann

**GREAT EASTERN HIGHWAY UPGRADE – COATES GULLY – STAGE 2  
PART LOT 61 GREAT EASTERN HIGHWAY, WUNDOWIE – C/T 1704/720**

I refer to our recent discussions regarding the land requirement from the above property, for the Great Eastern Highway Upgrade – Coates Gully – Stage 2 project.

In light of independent valuation advice obtained, Main Roads is prepared to offer you, on a without prejudice basis, the sum of One Thousand Six Hundred and Fifty Dollars (\$1,650), plus GST if applicable, for the 2106m<sup>2</sup> of land required from the above property, being part of the land contained in Certificate of Title Volume 1704 Folio 720, as shown on the attached copy of Main Roads Land Dealings Plan 2160-024. Below is a break-up of the offer:

Land	\$ 1,474
Rounded Total	\$ 1,500
Solatium 10%	\$ 150
<b>TOTAL</b>	<b>\$ 1,650</b>

Main Roads will be responsible for all costs associated with the transfer of the land, including the reinstatement of services and fencing along the new boundary.

This offer is made subject to management approval.

Should you wish to accept this offer, please confirm by signing and returning the duplicate of this letter. A reply paid envelope is enclosed for your convenience.

If you wish to discuss the offer further, please contact me on 9323 4541.

Yours sincerely



Tracy Chalmers  
A/LAND ACQUISITION OFFICER

Enc

*Spoke with Tracy 12/8 - process is for land acquisition to be sorted - then will seek resolution from Council to decide on the road*

21/3934

A/Land Acquisition Officer  
Property Management Branch  
Main Roads Western Australia  
PO Box 6202  
EAST PERTH WA 6892

We, Shire of Northam, hereby accept Main Roads' **offer** of One Thousand Six Hundred and Fifty Dollars (\$1,650) plus GST if applicable, for the 2106m<sup>2</sup> of land required from Lot 61 Great Eastern Highway, Wundowie, being a portion of the land comprised in Certificate of Title Volume 1704 Folio 720.

Signed by Shire of Northam  
ABN 42 826 617 380  
under section 127 of the Corporations  
Act:

) \_\_\_\_\_  
) Signature of Director  
) \_\_\_\_\_  
) Signature of Director / Secretary

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2021

### 13.3.2 Development Application – Proposed Production Expansion at Linley Valley Pork

<b>Address:</b>	Lot 8 (50) Linley Valley Road, Wundowie
<b>Owner:</b>	Debry Industries Pty Ltd (Craig Mostyn Group)
<b>Applicant:</b>	Capital House Australasia
<b>File Reference:</b>	P21058 / A536
<b>Reporting Officer:</b>	Jacky Jurmann, Manager Planning & Environment
<b>Responsible Officer:</b>	Chadd Hunt, Executive Manager Development Services
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

#### BRIEF

A development application has been submitted to obtain approval to expand the production capacity of the existing abattoir, known as Linley Valley Pork.

The value of works exceed the amount in the Shire's Delegation P03 and is therefore being referred to Council for determination.

#### ATTACHMENTS

- Attachment 1: Plans
- Attachment 2: Planning Report
- Attachment 3: Statutory Assessment

#### A. BACKGROUND / DETAILS

The subject property is currently used as an abattoir, commonly known as Linley Valley Pork, and it is proposed to expand the production from 14,000 units per week to 16,000 per week by September 2023 with a projected increase in staff from 441 to 505.

The proposed works to the existing premises will include:

- 3 x New Combined Freezer/Chillers
- 1 x New Combined Freezer/Chillers
- 1 x New Holding Freezer/Chiller (Packaged Product)
- 1 x Relocated Packaging Store / Carton Make Up
- 1 x New Truck Loading Dock
- 1 x Relocated Truck Loading Dock
- 2 x New Refrigerated Container Dock

- 1 x Extension to Boning Room
- 1 x New Boot and Tub Wash Area
- 1 x New Equipment Platform
- 2 x staff and visitor car parking areas (1 x 129 bays and 1 x 124 bays)

To cater for the expansion it is proposed to demolish the following four (4) existing buildings:

- Offices (Operations Manager, QA, Meat Inspectors (relocating to existing office space);
- Dry Goods and Carton Store (replaced by recently constructed Dry Goods Store);
- Maintenance, crib room, tools and change rooms (relocating to existing buildings); and
- Chemical shed (function moved to the new Dry Goods Store).

## **B. CONSIDERATIONS**

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

Theme Area: Governance & Leadership

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

Objective: Decisions made by the Shire of Northam are communicated and the reasoning clearly articulated to residents and stakeholders.

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

There are no financial / resource implications. The relevant application fee has been paid.

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

Refer to the Statutory Assessment (Attachment 3).

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

There are no policy implications associated with this proposal. Advertising was carried out in accordance with LPP20.

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

Advertising was carried out in accordance with Level 3 of LPP20 with the exception of the sign on site, which was not considered necessary due to the high profile nature of the site.

There were no submissions received in response to the landowner notification.

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

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Nil	Nil	Nil
Health & Safety	Nil	Nil	Nil
Reputation	Nil	Nil	Nil
Service Interruption	Nil		
Compliance	Conditions not met when required.	Minor (2) x Unlikely (2) = Low (4)	Monitor compliance with conditions.
Property	Nil	Nil	Nil
Environment	Nil	Nil	Nil

### C. OFFICER'S COMMENT

The Statutory Assessment identified a number of issues for consideration when determining this application to ensure that there were no amenity impacts as a result of the proposed expansion of the abattoir and associated activities.

The Planning Report and Annual Environmental Report submitted by the Applicant provides an adequate level of information to undertake an assessment of the potential impacts, such as ensuring that the existing wastewater management system has sufficient capacity to cater for the increase in production, and that additional on-site car parking was being intended to be provided to cater for staff increases.

One of the issues in the Applicant's Planning Report that was not considered to be addressed adequately following further assessment was the potential impacts on traffic flow and safety on Linley Valley Road as a result of the projected increase in truck movements.

Section 2 of the Planning Report provides details of the current and projected vehicle statistics for the site. Of particular concern were the stated numbers for truck movements (Single Unit and B Double). As a result traffic counters were installed before and after the site, which shows that an average of 8.5 B-doubles per day typically equating to 4 per day entering and exiting the site, which is 50% more than in the Planning Report.

The information from the traffic counts together with anecdotal evidence is sufficient to demonstrate the need and nexus to require a contribution towards the upgrade of Linley Valley Road in accordance with the provisions of State Planning Policy No. 6 – Development Contributions for Infrastructure. The contribution has been calculated to upgrade the entrances to a mix asphalt from Linley Valley Road into the site to cater for the additional truck movements and has been damaged by existing truck movements.

## RECOMMENDATION / COUNCIL DECISION

Minute No: C.4297

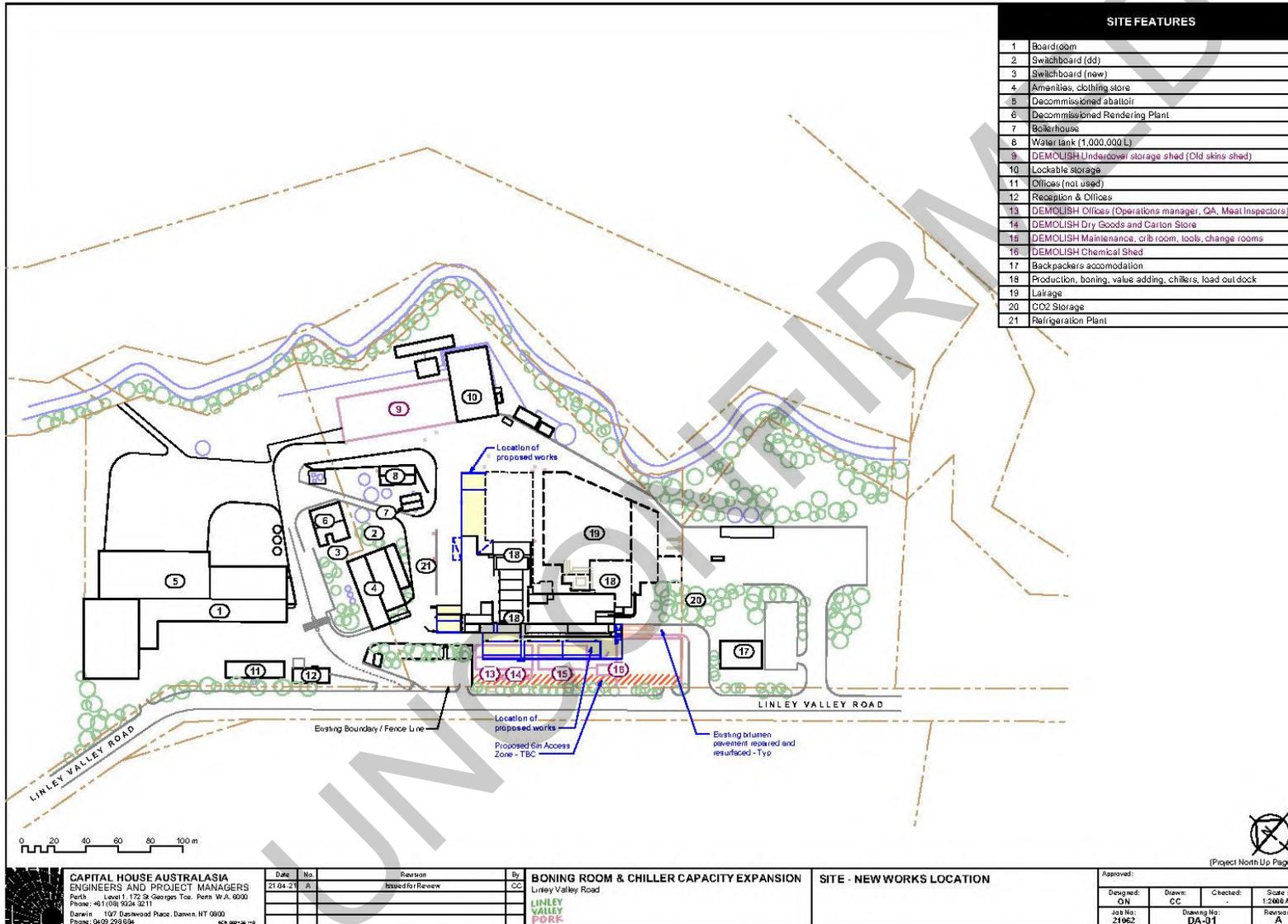
Moved: Cr Ryan  
Seconded: Cr Mencshelyi

That Council APPROVE the application (ref: P21058) to obtain development approval to carry out works to expand abattoir production at Lot 8 (No. 50) Linley Valley Road, Wundowie, subject to the following conditions:

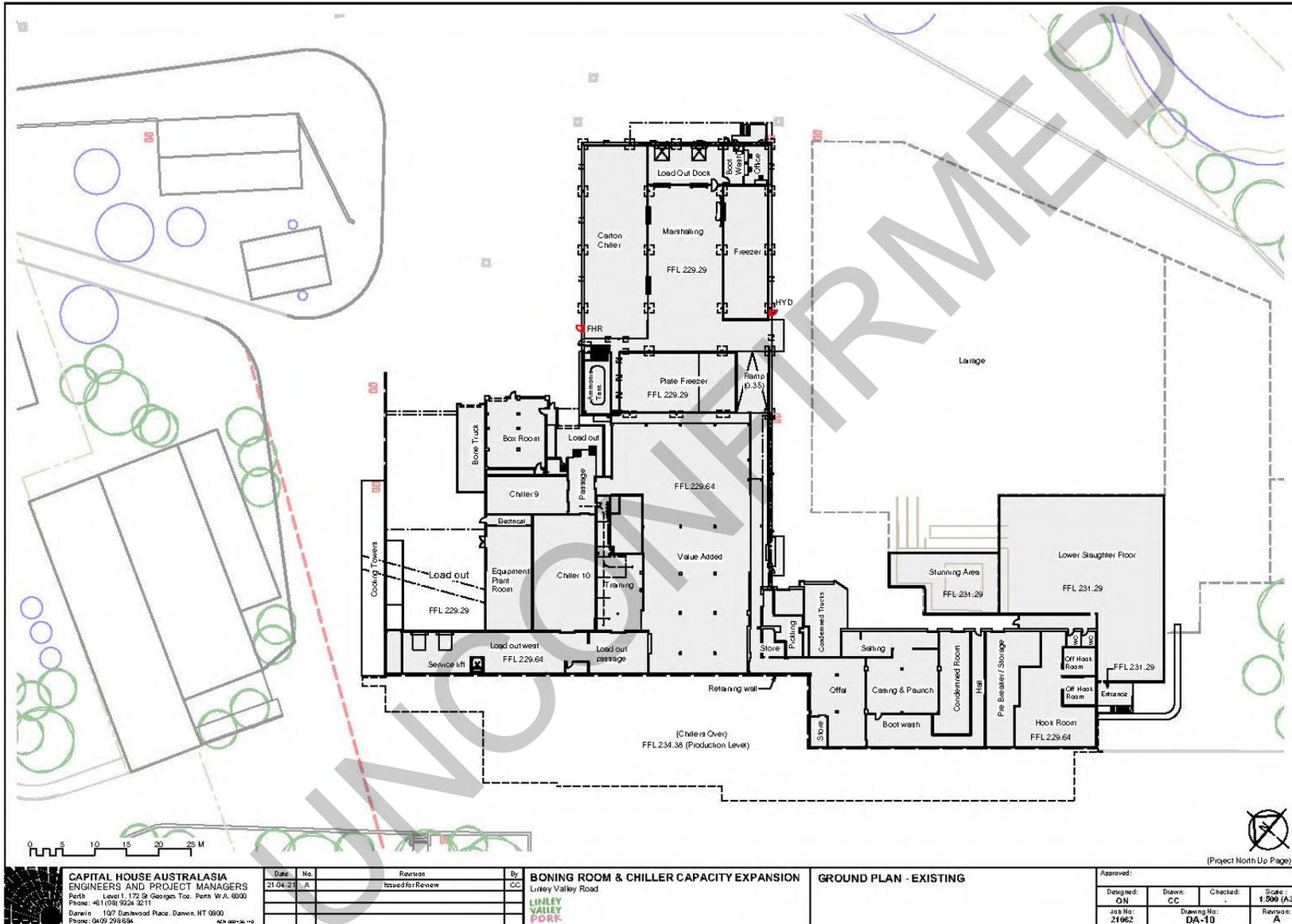
1. The development must substantially commence within two years from the date of determination.
2. The development must be completed in accordance with the details of the application as approved and any approved plans.
3. Existing trees with a diameter greater than 0.3m (diameter measured at 1.5m high) shall be retained unless specifically identified for removal on the approved plans.
4. Prior to the commencement of any works, detailed drainage plans, including calculations, shall be prepared by a suitably qualified person.
5. Prior to the commencement of any works, a Bushfire Attack Level Assessment and Management Plan shall be submitted to the local government.
6. Prior to occupation or use of the development, the approved stormwater management measures shall be implemented and thereafter maintained to the satisfaction of the local government.
7. Prior to occupation or use of the development, the recommendations contained in the approved Bushfire Management Plan shall be implemented to the satisfaction of the local government.
8. Prior to occupation or use of the development, a contribution of \$43,400 to the upgrade of Linley Valley Road shall be made to the local government.
9. Within 12 months from the date of occupation or use of the development, the car parking bays (universally accessible disabled bays), loading areas, vehicle access and circulation areas shown on the approved plans, shall be constructed, drained, and line marked and thereafter maintained to the satisfaction of the local government.

CARRIED 9/0

Attachment 1 – Plans

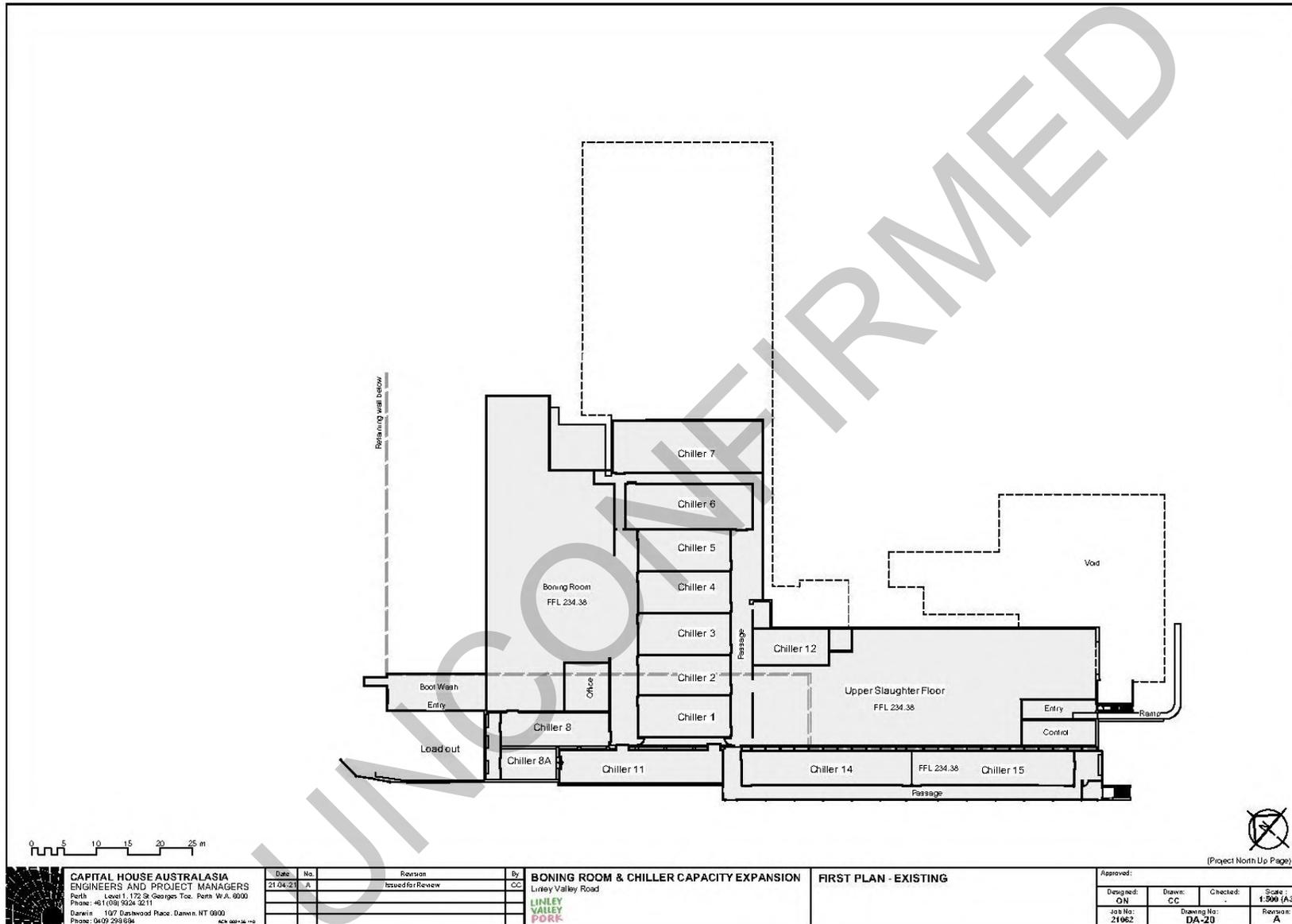


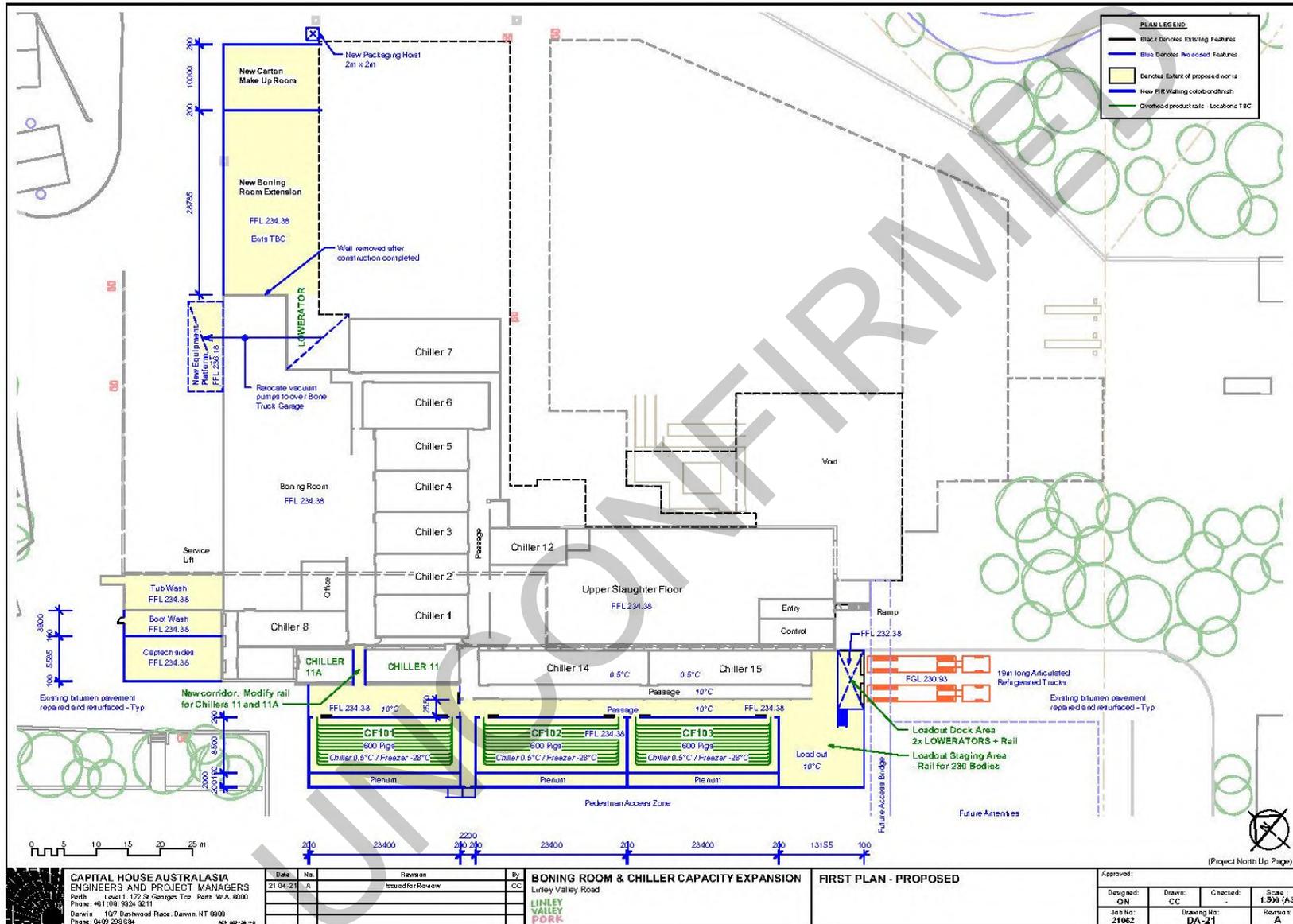
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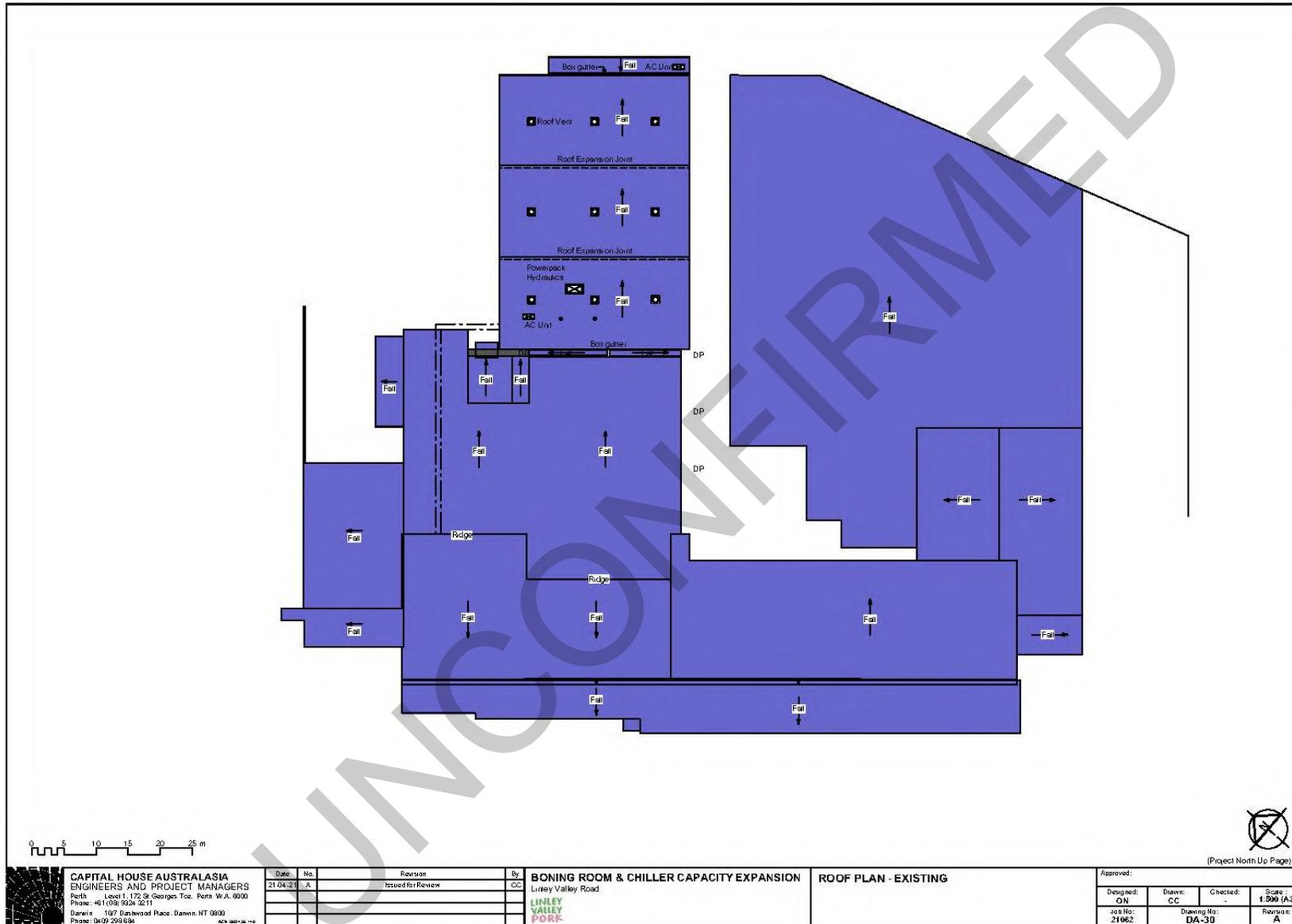
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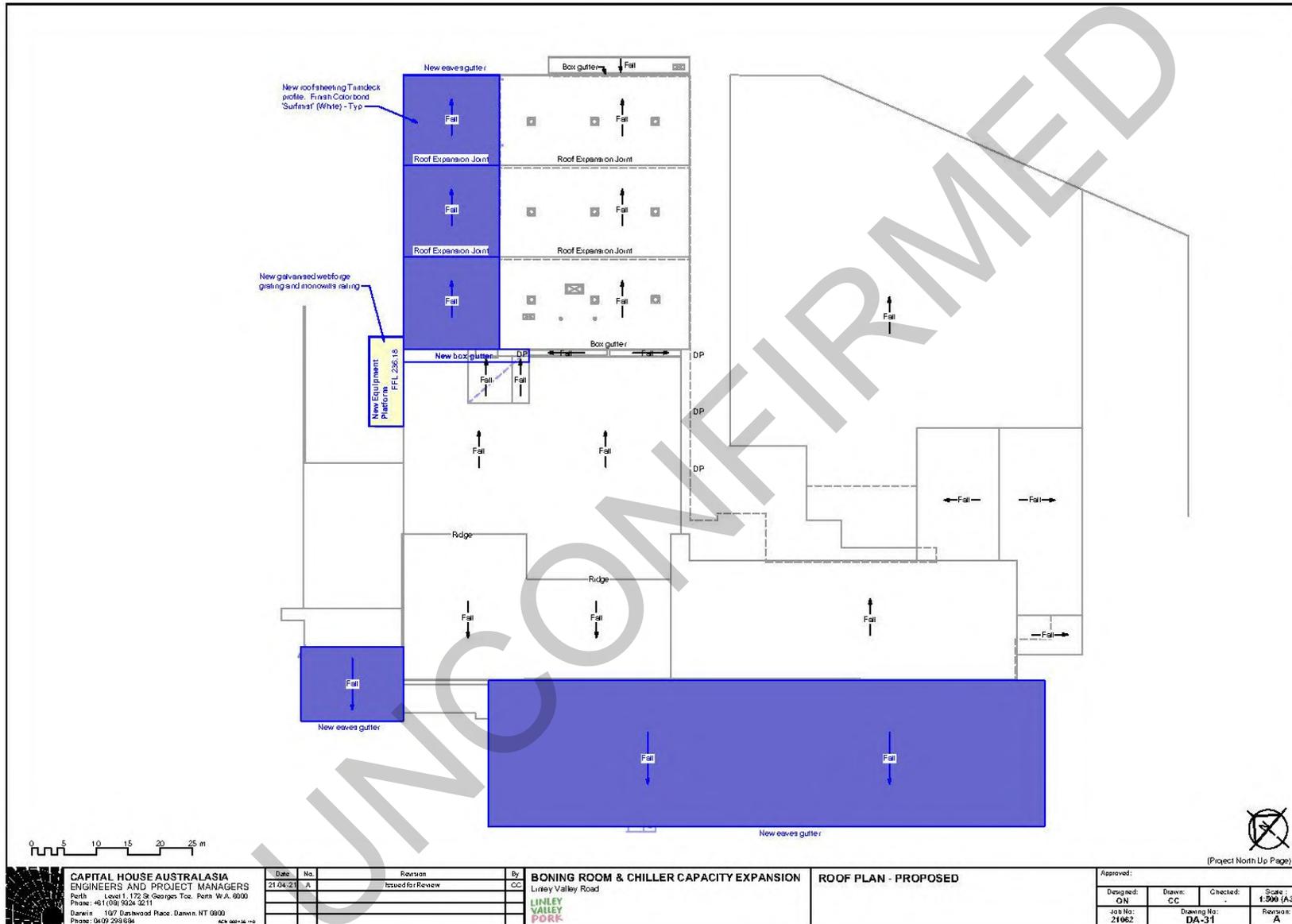


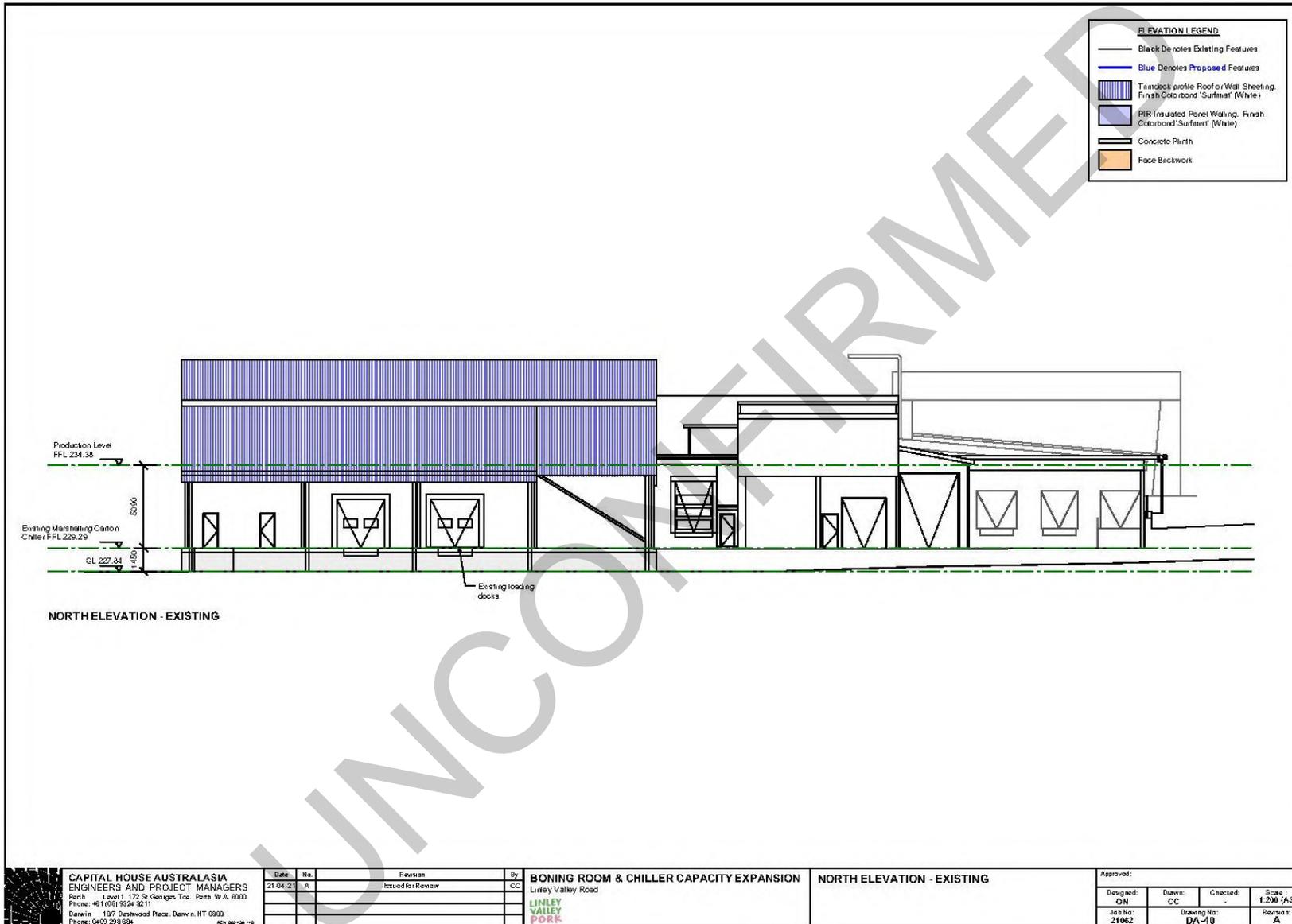


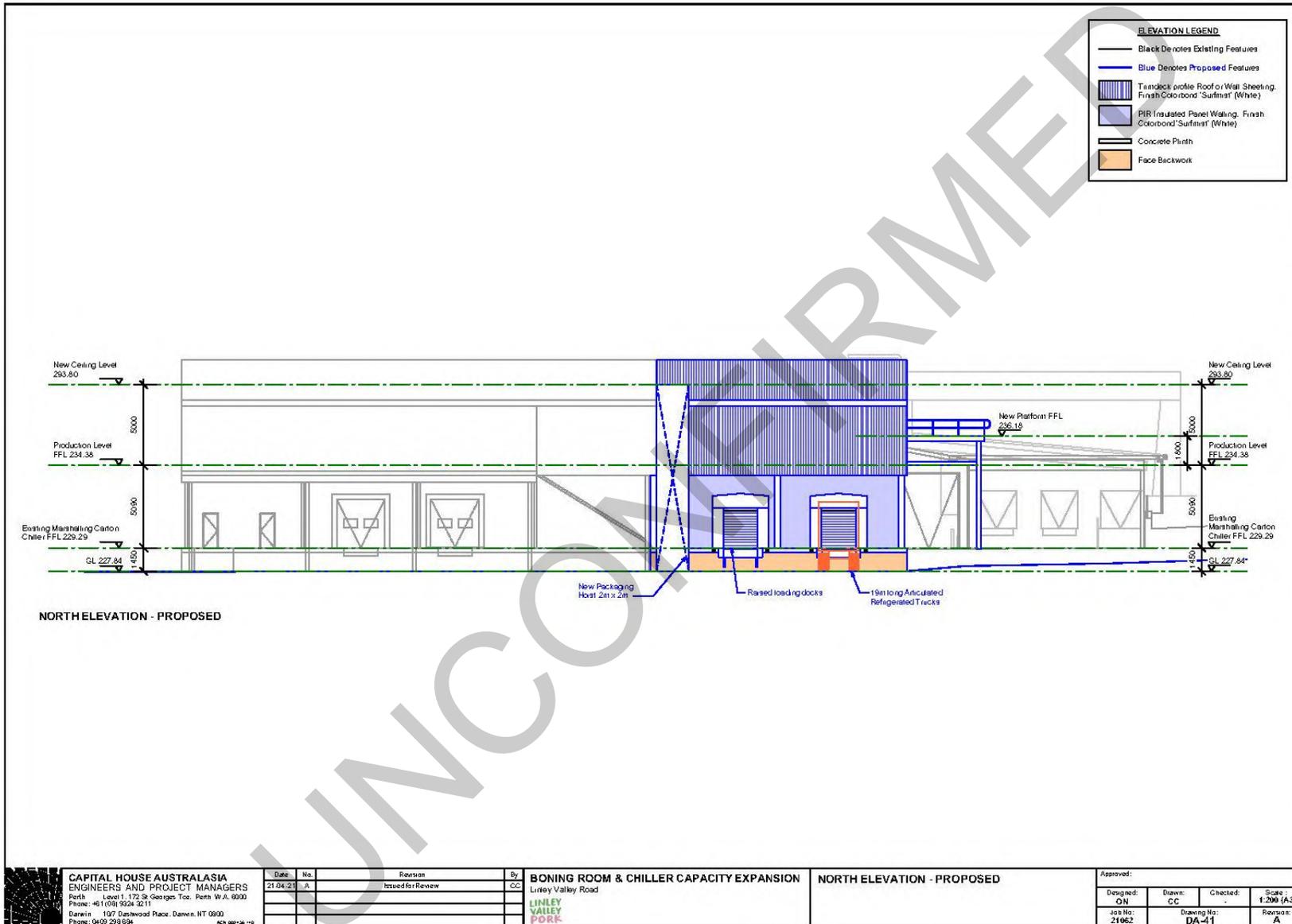
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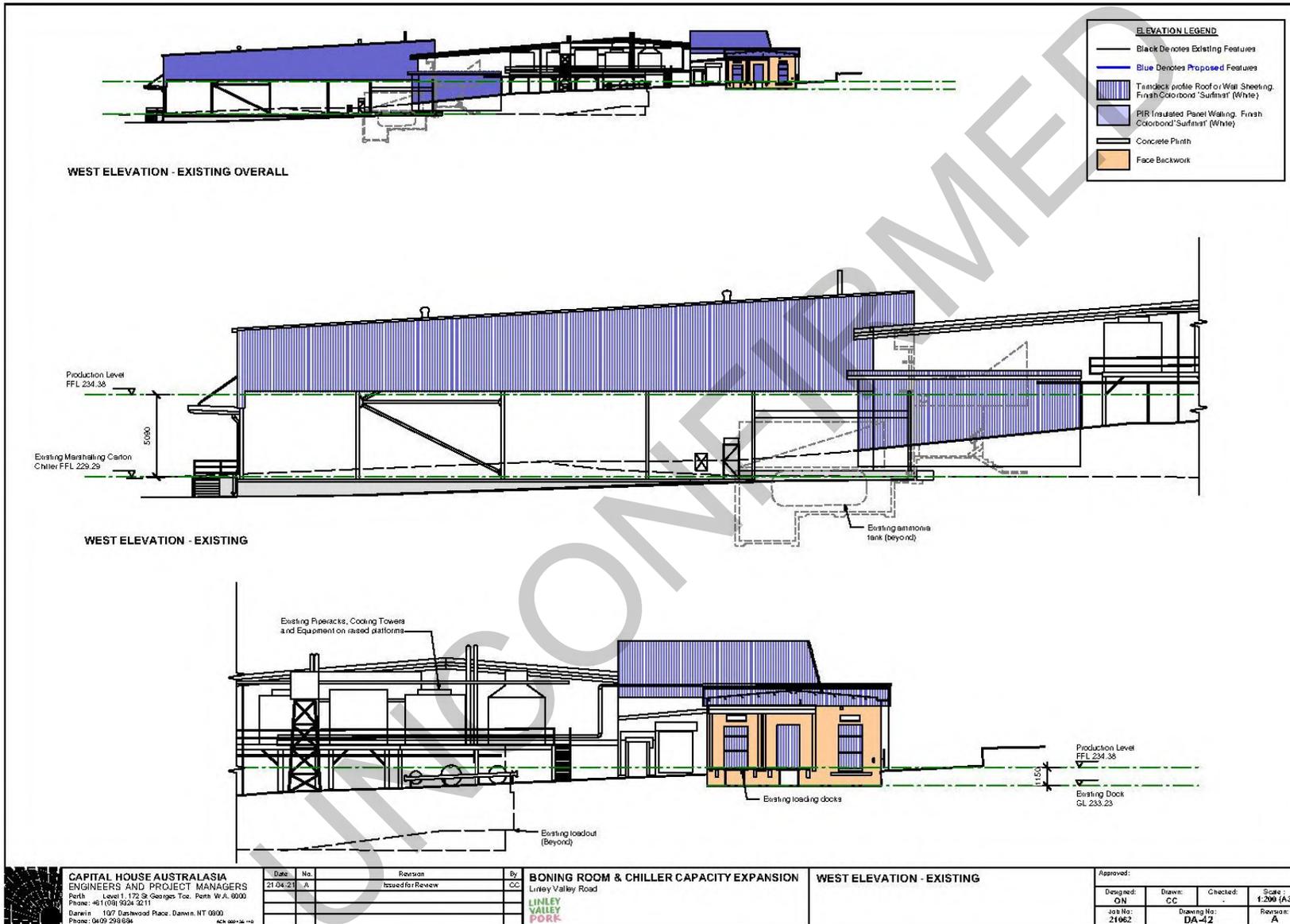


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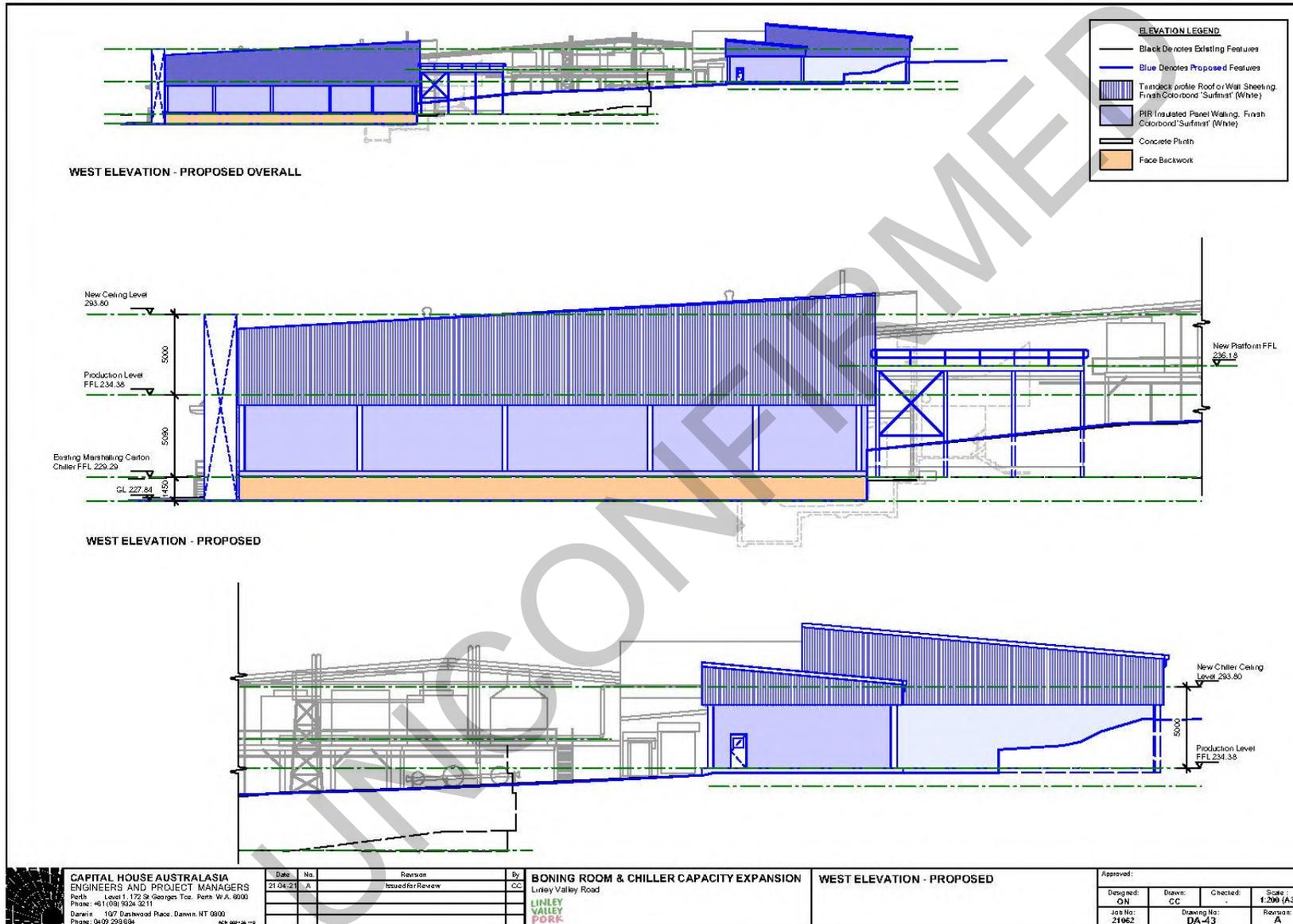


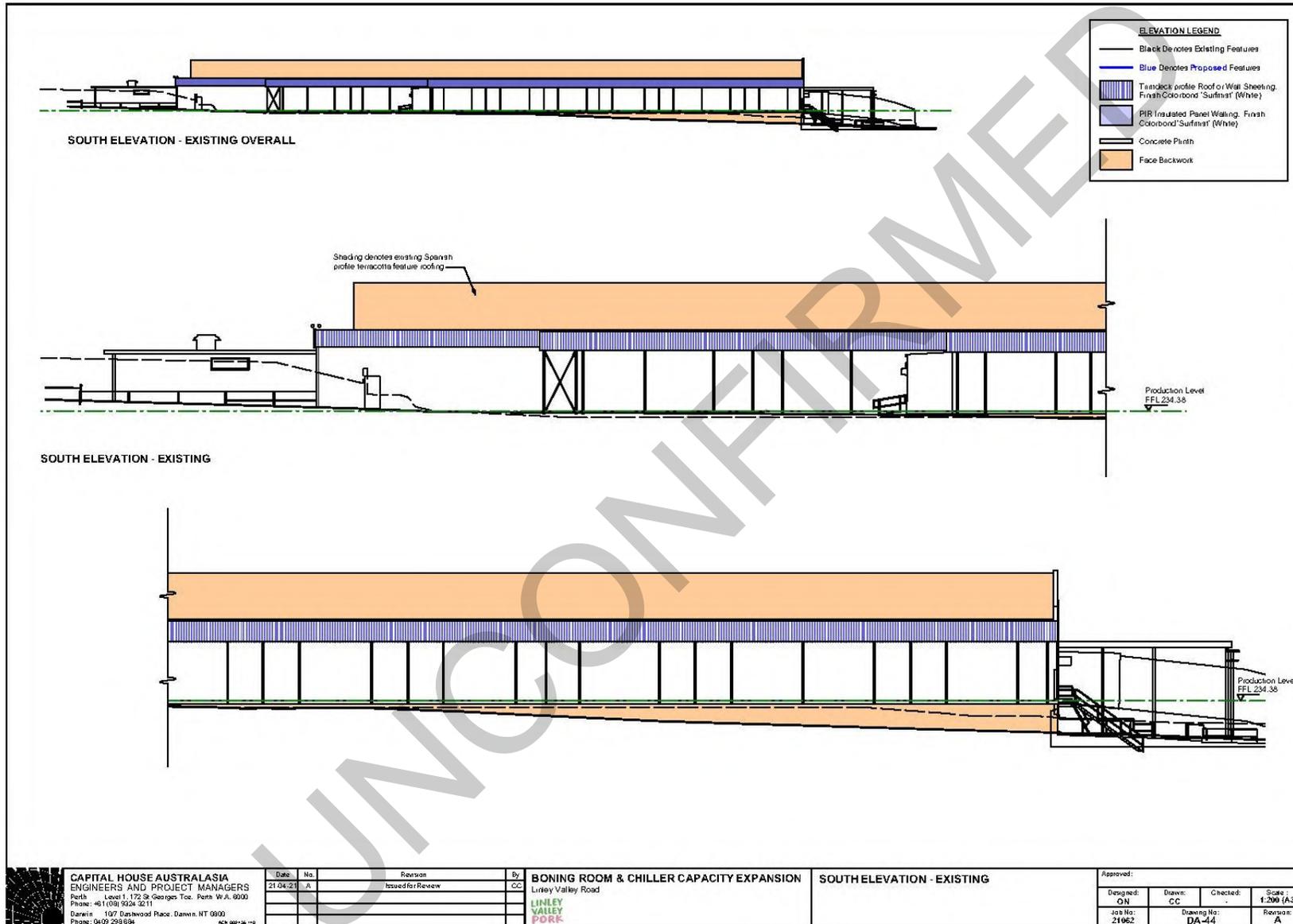




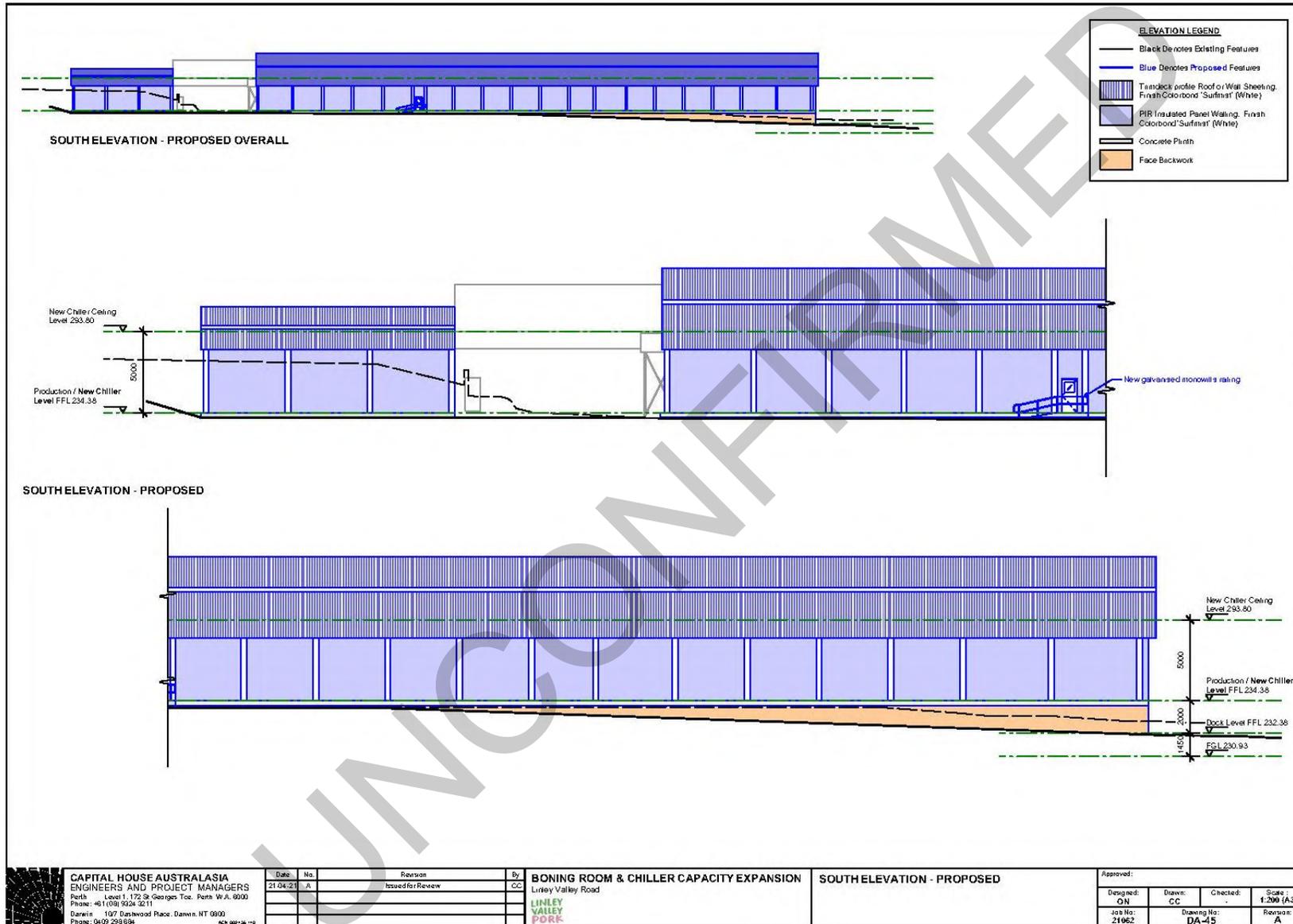


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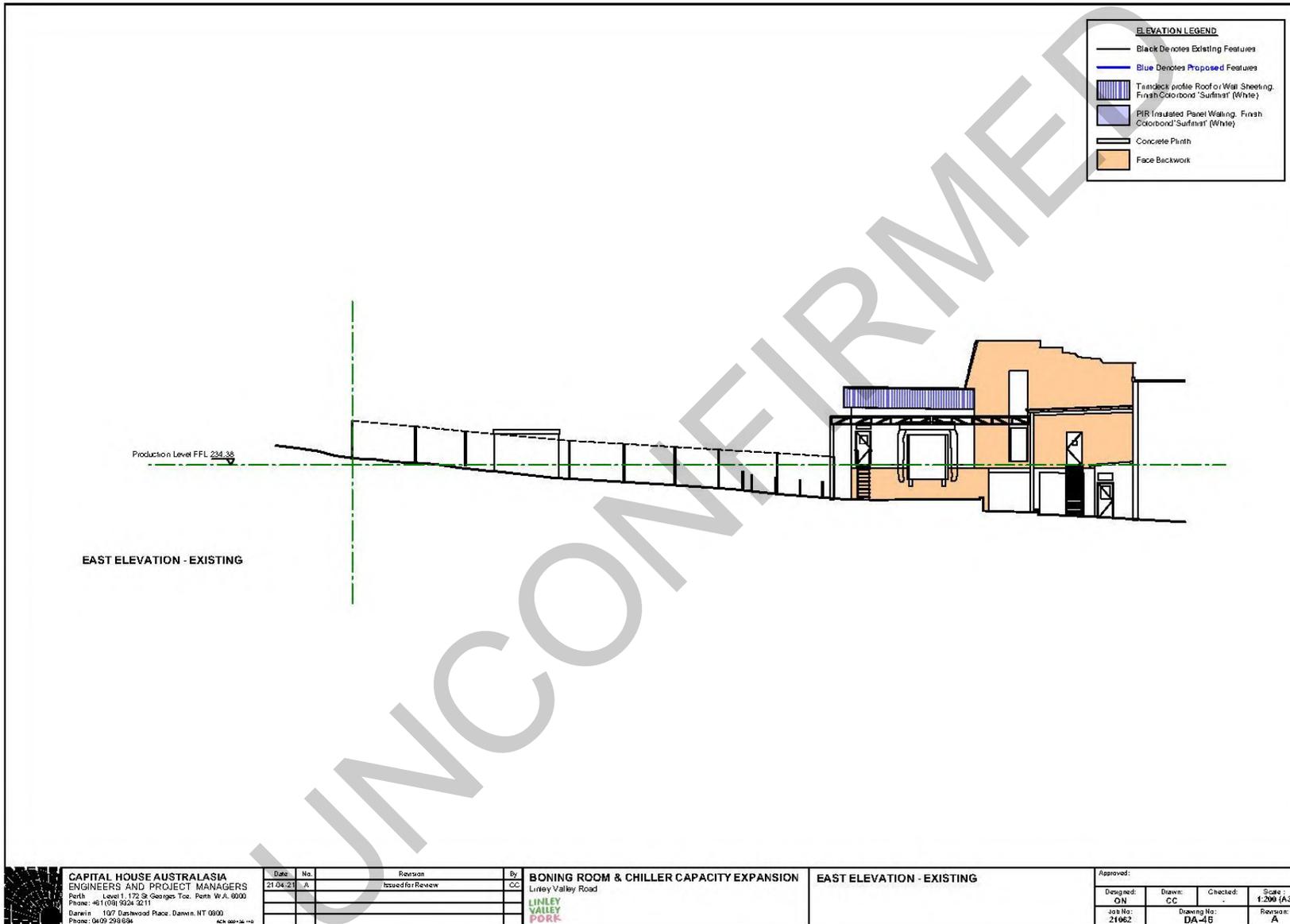


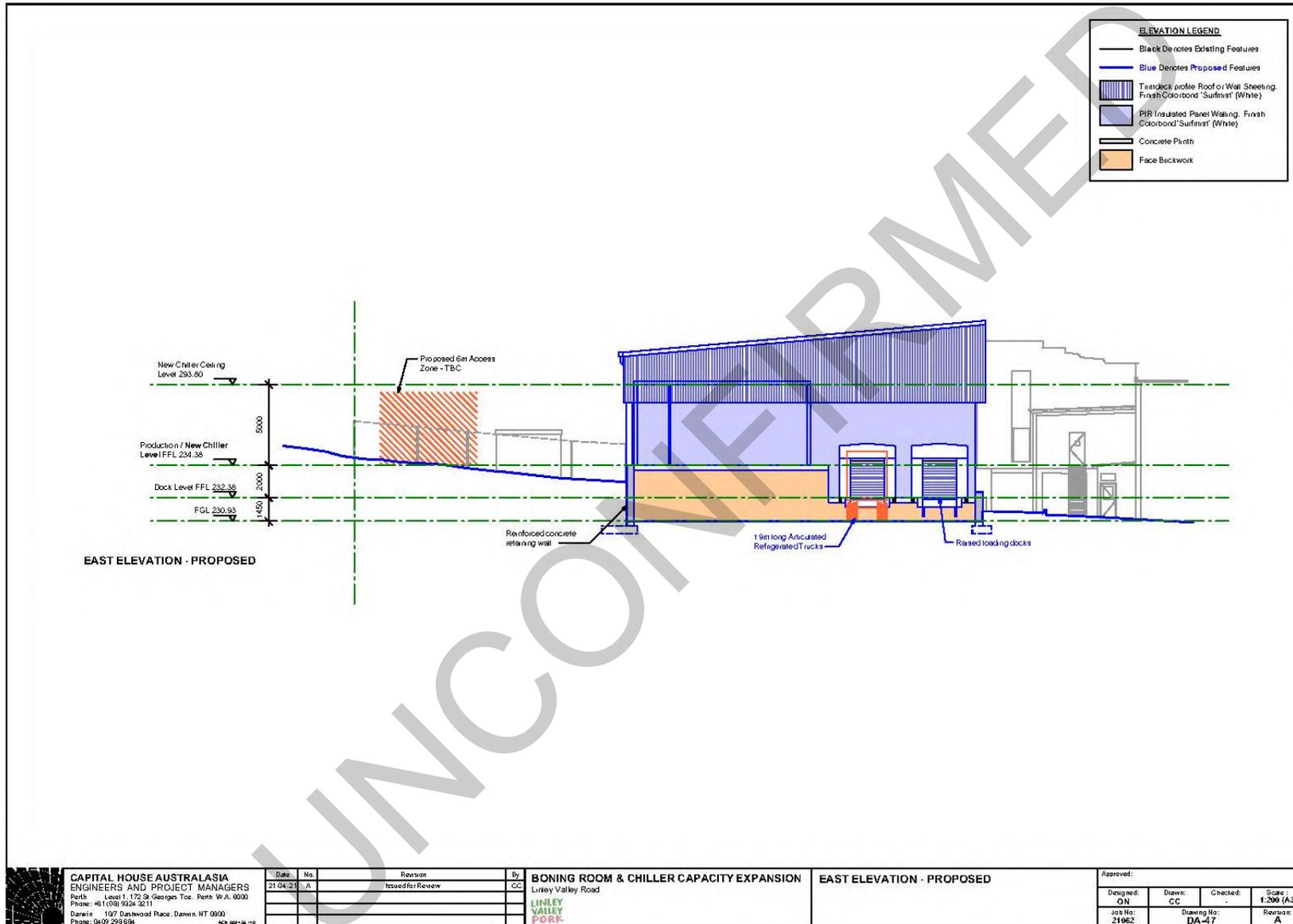


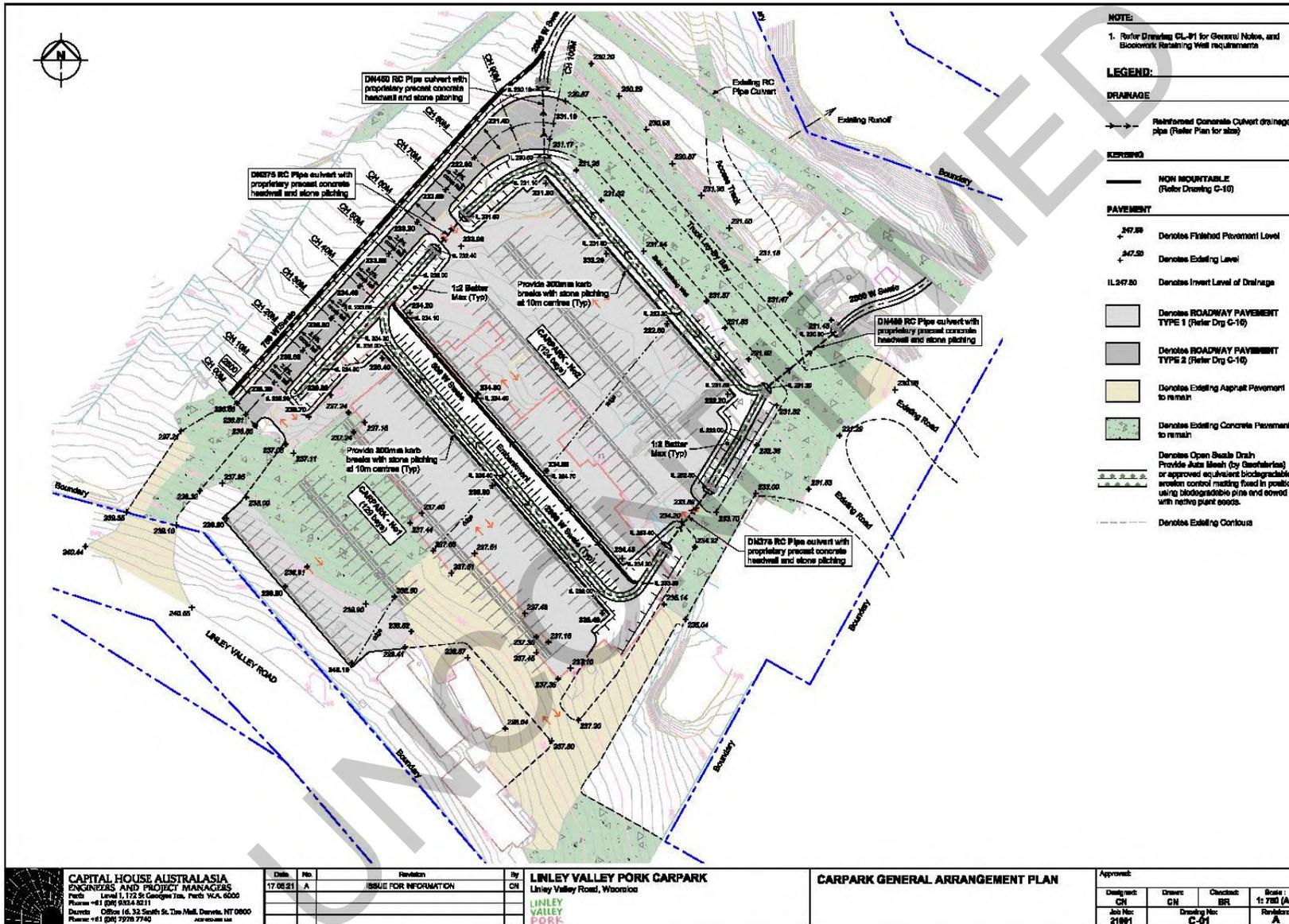
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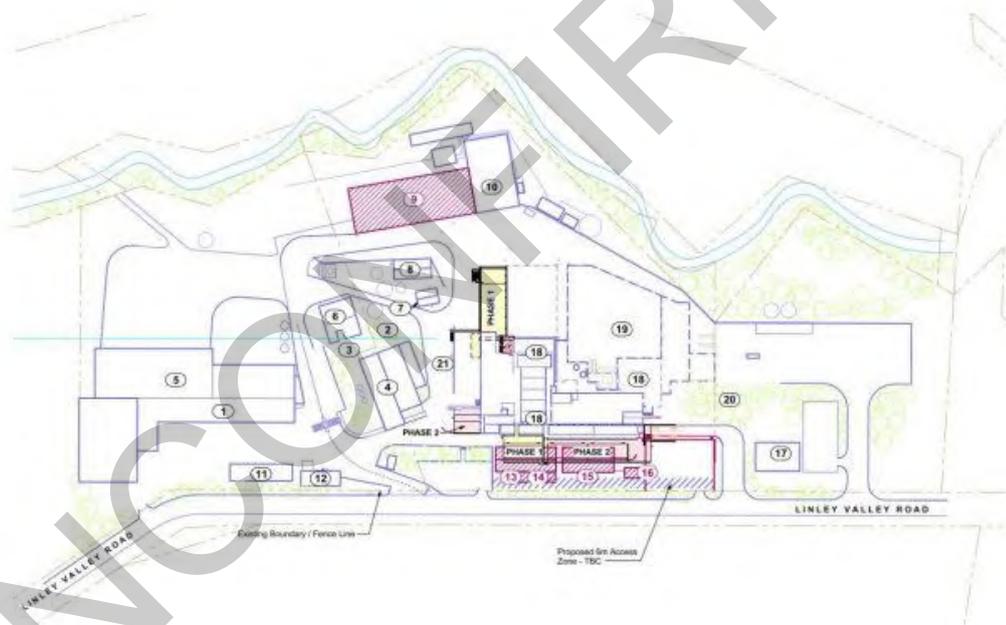


## Attachment 2 – Planning Report

### Planning Report

LVP Chiller / Freezer / Production Capacity Expansion  
for

Derby Industries Pty Ltd (Craig Mostyn Group)



DCC Capital Pty Ltd

CAPITAL HOUSE AUSTRALASIA GROUP OF COMPANIES

**CAPITAL ENGINEERING PTY LTD**  
ABN 73 009 436 140

**PERTH**  
Level 1, 172 St Georges Terrace (Cnr King St)  
Perth, WA 6000, Australia  
Tel: +61 (08) 9324 3211  
Email: mailbox@capitalhouse.com.au

**DARWIN**  
Office 16, 32 Smith Street, The Mall  
Darwin NT 0800, Australia  
Tel: +61 (0) 409 298 684  
Email: darwin@capitalhouse.com.au

Document Number: 21062-R-001

Revision	Description	By	Reviewed	Date
0	Issued for Use	ON	DC	29/6/2021
B	Issued for Client Review	ON	JK	1/6/2021
A	Issued for Internal Review	ON	GJ	25/5/2021

CAPITAL HOUSE AUSTRALASIA GROUP OF COMPANIES

## 1.0 Introduction

Derby Industries Pty Ltd (Craig Mostyn Group) is planning an expansion of its chiller, freezer and boning room capacity to meet market demand. The expansion is limited to its property at 50 Linley Valley Road, Wundowie:

Lot No.: 8

Location: 5485

Diagram: 43110

Certificate of Title: 2077

Folio: 744

An overview of the changes in amenity/facility is as follows:

Item	Quantity
New Combined Freezer/Chillers (600 Units)	3
New Combined Freezer/Chillers (300 Units)	1
New Holding Freezer/Chiller (Packaged Product)	1
Relocated Packaging Store / Carton Make Up	1
New Truck Loading Dock	1
Relocated Truck Loading Dock	1
New Refrigerated Container Dock	2
Extension to Boning Room	1
New Boot and Tub Wash Area	1
New Equipment Platform	1

Four (4) existing buildings will be demolished to make available sufficient area for the new facilities:

- Offices (Operations Manager, QA, Meat Inspectors (relocating to existing office space)
- Dry Goods and Carton Store (replaced by recently constructed Dry Goods Store)
- Maintenance, crib room, tools and change rooms (relocating to existing buildings)

---

21062 LVP Chiller / Freezer / Production Expansion Project – Planning Report

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- Chemical shed (function moved to the new Dry Goods Store)

Current and projected key operational parameters are provided below:

Item	Current	Projected
Site Staff	441	505
Production (units)	14,000	16,000

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## 2.0 Traffic Generation and Impacts

The following table provides details of current and projected vehicle statistics:

Type	Current	Projected
Light Vehicle Movements (in and out)	560/day	592/day
Light Vehicle Staff Parking	280 bays	312 bays
Acrod Bays	1 bay	1 bay
Executive Team Parking	4 bays	4 bays
Visitor Parking	1 bay	2 bays
Contractor Parking	6 bays	6 bays
Single Unit Truck Movements (in and out)	10/day	11/day
B Double Truck Movements (in and out)	2/day	3/day

### Parking

A decommissioned abattoir building at the Northern End of the site is in the process of demolition and removal from site (refer Figures 1 and 2). It is intended to convert the northern part of the site into additional parking area that will accommodate a further 250 car parking spaces. A preliminary schematic arrangement of the additional parking is provided in Figure 3. Approvals for development of this car parking area will be sought as a separate application once finalised.

Total staff parking requirements are split over two shifts. The additional parking will comfortably accommodate the full workforce and eliminate the requirement for roadside parking adjacent to Linley Valley Road, improving overall parking safety (refer Figure 4).

21062 LVP Chiller / Freezer / Production Expansion Project – Planning Report



Figure 1 Aerial Image - Decommissioned Building Area



Figure 2 Demolition in Progress



Figure 3 Concept Parking Arrangement - Under Development



Figure 4 Existing Roadside Parking

#### Traffic

The site adjoins Linley Valley Road, a Local Distributor with speed limit 60kph. The road is low volume, and no meaningful traffic impacts are anticipated as part of the development. Primary access to Linley Valley Road is via Great Eastern Highway. Access from the Westerly direction is via a dedicated 130m left hand slip road. Access from the Easterly direction is via a 70m right

turn lane. The existing turning provisions at the Great Eastern Highway / Linley Valley Road junction provide safe, controlled access for current and projected vehicle movements to/from the Site.



Figure 5 Great Eastern Highway / Linley Valley Road Junction

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### 3.0 Wastewater

Projected water usage over the term of the project is outlined in the below table

Total Water Consumption (kL/year)	Current	2022	2023
Low scenario	302,950	302,950	320,950
Base scenario	302,950	311,231	323,262
High Scenario	302,950	320,708	333,591

95% of water is currently scheme-sourced, with the remainder sourced from a fixed bore.

Waste water treatment pond locations are provided in the figure below.



Figure 6 Waste Water Treatment Ponds

The existing wastewater treatment ponds (as per the Figure above) can currently accommodate over 600,000kL of wastewater per year. The capacity is well in excess of the projected capacity under all foreseeable scenarios outlined in the table above. An Annual Environmental Report (360 Environmental) has been separately prepared and submitted.

#### 4.0 Waste Solids

Waste solids are currently managed by Talloman (a Craig Mostyn Group company), which uses low energy, zero waste processes to produce feed ingredients for related industries. These industries include pet food, aquaculture and agriculture feedstock.

Talloman can accommodate 100% of the additional waste solids generated by the development at its facility in Hazelmere, re-using these waste products to minimise landfill.



Figure 7 Talloman Location

## 5.0 Stormwater

The building and pavement development areas are fully confined to existing paved / building areas, hence:

- i. There is no additional stormwater catchment volume / area compared to the existing site arrangement
- ii. There is no disruption to existing overland natural stormwater flows in or around the site.

A feature survey has been undertaken for the whole of the site development area to establish contours and assist the engineering development of local stormwater design.



Figure 8 Site Survey Data Under Development

### Attachment 3 – Statutory Assessment (P21058)

An assessment of the applicable provisions of LPS6, including the Deemed Provisions and LPPs have been carried out as follows:

Clause	Provision	Proposal	Assessment
Shire of Northam Local Planning Scheme No. 6			
3.3	Zoning Table – Rural – Abattoir 'A'	Expansion of existing abattoir.	DA submitted and advertised.
3.5	<p>Additional Uses: A9 applies. Additional Use: Abattoir and associated commercial activities. Conditions:</p> <ol style="list-style-type: none"> <li>1. All development of the land shall be subject to an application for development approval.</li> <li>2. Other associated commercial activities may include skin and hide curing, processing facilities, waste water treatment ponds, offices, packaging facilities, storage, boning room, refrigeration room, holding area, lairage for sheep and cattle, wash down area, employee car parking and ancillary uses.</li> <li>3. Rendering facility and tannery are not permitted.</li> </ol>	Expansion of existing abattoir to increase production capacity as described in the Planning report and on the submitted plans.	<p>DA submitted as per condition 1. Proposed works are in accordance with condition 2. No rendering or tanning activities are proposed.</p>
4.5	Site and development standards: Rural zone – Setbacks: 25m front and 20m sides and rear.	Proposed works as indicated on the submitted plans.	Proposed works comply with setback requirements.

Clause	Provision	Proposal	Assessment
4.10	Building heights – maximum 9m or 2 storeys. Variations may be approved if: <ul style="list-style-type: none"> <li>a) Natural light and ventilation are not restricted;</li> <li>b) Will not intrude on privacy of surrounding properties;</li> <li>c) Will not diminish views or outlook from neighbouring properties; and</li> <li>d) Is sympathetic with the scale, townscape and character of the surrounding built environment.</li> </ul>	Maximum height proposed at 12.990m.	The variation of the maximum height can be supported due to the location of the buildings within the site and the nature of the existing use and facility. The variation of the height will not result in adverse impacts on any unrelated neighbouring properties.
4.12	Landscaping – plans may be required; planting prior to occupation; may be required on road verges as a condition.	Existing landscaping identified on site plan.	No additional landscaping deemed necessary. Existing landscaping to be maintained. Condition recommended.
4.13	Car parking – as per Table 3; comply with Australian Standards; 20 or more spaces to be landscaped.	Two new car parking areas are proposed providing in 253 on-site car parking spaces for staff and visitors to address current on-street parking issues.	Table 3 does not stipulate car parking requirements for the subject land use and therefore requirements are at the Shire's discretion. The proposed number of car parking spaces are considered adequate to cater for existing and proposed staff. Condition recommended to ensure on-site car parking is provided in a timely manner.

Clause	Provision	Proposal	Assessment
4.14	Traffic entrances – local government may refuse more than one vehicle entrance or exit to and from any lot, or may require entrances and exits to be placed in nominated positions to reduce traffic hazards.	No changes to existing traffic entrances or exits.	Noted.
4.16	Access for loading and unloading vehicles – provision is to be made for loading and unloading of vehicles; servicing vehicles to enter and exit in a forward direction.	New truck loading docks proposed as shown on site plan.	Provision for loading and unloading of trucks servicing the site is considered adequate.
4.19	Use of setback areas – acceptable for landscaping; car parking; and driveways.	Greater setback of buildings to Linley Valley Road as shown on site plan.	Setback areas are used for access and landscaping, which is considered acceptable.
4.29	Development in Rural zone – existing of more than 1 dwelling not basis for subdivision.	Expansion of existing abattoir.	Not applicable.
4.31	Amenity of non-residential development – shall have regard to external appearance, dimensions and proportions of buildings; materials used; effect of building or works on nearby properties; effect on landscape and environment; any other matter considered relevant.	Expansion of existing abattoir to increase production capacity as described in the Planning report and on the submitted plans.	The size and design of the proposed buildings are in context with the approved use of the site. No impacts on the environment or landscape have been identified in the assessment. Traffic generation has been considered in this assessment. Refer to clause 67(2)T for details.
Deemed Provisions – Clause 67(2) of Regulations			

Clause	Provision	Proposal	Assessment
A	Aims and provisions of LPS6	Expansion of existing abattoir.	Proposal is consistent with the aims and provisions of LPS6.
C	Any approved SPP		
	SPP2.5 Rural Planning – aims to support expansion of premises required for the production of food; provide a planning framework that considers rural land uses; and to avoid and minimise land use conflicts.	Expansion of existing abattoir resulting in an increase in production.	The site is identified in the Northam Local Planning Strategy and LPS6. The proposed expansion of the abattoir will enable an increase in production together with an improvement in on-site facilities. The assessment of the application has not identified any increase in potential land use conflicts. The application shows that the existing environmental and health measures are adequate to cater for the proposed expansion.
	SPP3.6 Infrastructure Contributions – enables contributions to be sought for upgrading, construction and widening of existing roads and laneways to accommodate additional traffic generated by a subdivision and/or development;	Expansion of the abattoir resulting in an increase in production, and associated vehicle movements.	As discussed in the traffic sections of this Report, the additional vehicle movements are likely to further result in impacts on the local road network. The assessment shows that there is sufficient need and nexus for a contribution to the upgrading of Linley Valley Road to be sought. Condition recommended.
	SPP3.7 Planning in Bushfire Prone Areas	Expansion of existing abattoir.	The proposed works are unlikely to increase the bushfire risk and can be conditionally approved, subject

Clause	Provision	Proposal	Assessment
			to the submission of a BAL assessment.
F	Any policy of the State – Government Sewerage Policy	Expansion of existing abattoir.	The current wastewater treatment system has sufficient capacity to cater for the proposed increase in production.
FA	Any local planning strategy – Northam LPS	Expansion of existing abattoir.	The LPS identifies the site as an abattoir. The proposed expansion is consistent with the aims and objectives of the Strategy.
G	Any local planning policy – LPP20 Advertising of Planning Proposals	Expansion of existing abattoir.	Advertising of the proposal was carried out in accordance with Level 3 of the LPP.
I	Report of review of LPS6	Expansion of existing abattoir.	The report of review does not impact the development proposal.
M	Compatibility of development with its setting – desired and future character; relationship to adjoining land, including height, bulk, scale, orientation and appearance.	Expansion of existing abattoir, including new freezer/chillers; packaging store; loading docks; and extension to the boning room.	The works are contained within the site and on the road frontage and are in context with the approved use of the site.  The height, bulk and scale are also in context with the approved use of the site and will not impact any adjoining properties.
N	Amenity of the locality – including environmental impacts; character of locality; social impacts.	Expansion of existing abattoir, including new freezer/chillers; packaging store; loading docks; and extension to the boning room.	The amenity of the locality will not be impacted by the works as shown in this assessment.

Clause	Provision	Proposal	Assessment
O	Likely effect on natural environment or water resources and means to protect or mitigate impacts.	Expansion of existing abattoir.	Environmental impacts identified requiring management relate to stormwater and wastewater management. The existing wastewater management system is sufficient to cater for the proposed expansion. No stormwater management details have been provided. Condition recommended to submit a stormwater management plan for approval.
P	Whether provision has been made for landscaping or whether any trees should be preserved.	Existing landscaping identified on site plan.	No additional landscaping deemed necessary. Existing landscaping to be maintained. Condition recommended.
Q	Suitability of land taking into account possible risks, such as bushfire.	Land is bushfire prone.	The proposed works are unlikely to increase the bushfire risk and can be conditionally approved, subject to the submission of a BAL assessment.
S	Adequacy of access and egress from the site and arrangements for loading, unloading, manoeuvring and parking.	No changes to existing traffic entrances or exits. New truck loading docks proposed as shown on site plan. Two new car parking areas are proposed providing 254 on-site spaces for staff and visitors, which	Existing access and egress considered satisfactory. Provision for loading and unloading of trucks servicing the site is considered adequate. Condition recommended to ensure on-site car parking is provided in a timely manner.

Clause	Provision	Proposal	Assessment
		will address current on-street parking issues.	
T	Amount of traffic likely to be generated, particularly in relation to capacity of local road system and any effects on traffic flow and safety.	Part 2 of the Planning Report outlines the projected increase in traffic movements as a result of the proposed development.	An assessment of the traffic figures in the Planning Report in relation to current movements indicates that the figures are significantly higher, and together with anecdotal evidence of impacts on the road condition, a condition has been recommended to require a contribution to the road upgrade.
U	Availability and adequacy of – public utility services; storage, management and collection of waste; access by older people and persons with a disability.	Existing services to be utilised, including the wastewater management system and solid waste contracts.	Existing systems are considered adequate. Access for disabled persons is to be provided in accordance with the relevant legislation. Details will be required with the building permit application.
W	History of the site	Expansion to the existing Linley Valley Pork abattoir.	The site is approved and has been historically used for the purposes of an abattoir.
X	Impact of development on the community notwithstanding impacts on individuals.	Expansion to the existing Linley Valley Pork abattoir.	The expansion and improvement of the facilities at the abattoir will have a positive impact on the community. The abattoir is an important facility for WA and a significant local employer.

Clause	Provision	Proposal	Assessment
Y	Any submissions received on the application	Expansion to the existing Linley Valley Pork abattoir.	No submissions were received regarding the development proposal.
ZA	Comments or submissions received from any authority consulted under clause 66.	Expansion to the existing Linley Valley Pork abattoir.	No comments or submissions were sought from any authority, such as Main Roads (Linley Valley Rd is a local road) and WA Health (Applicant is responsible for ensure construction meets their requirements).

UNCONFIRMED



## 13.4 CORPORATE SERVICES

### 13.4.1 Accounts & Statements of Accounts – August 2021

<b>Address:</b>	N/A
<b>Owner:</b>	N/A
<b>Applicant:</b>	N/A
<b>File Reference:</b>	2.1.3.4
<b>Reporting Officer:</b>	Kathy Scholz, Creditors Officer
<b>Responsible Officer:</b>	Colin Young, Executive Manager Corporate Service
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

#### BRIEF

For Council to receive the accounts for the period from 1 August 2021 to 31 August 2021.

#### ATTACHMENTS

Attachment 1: Accounts & Statements of Accounts – August 2021.  
Attachment 2: Declaration.

#### 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 Attachment 1. 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

Theme Area 6: Governance & Leadership.

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

## B.2 Financial / Resource Implications

Payments of accounts are in accordance with Council's 2021/22 Budget.

## 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

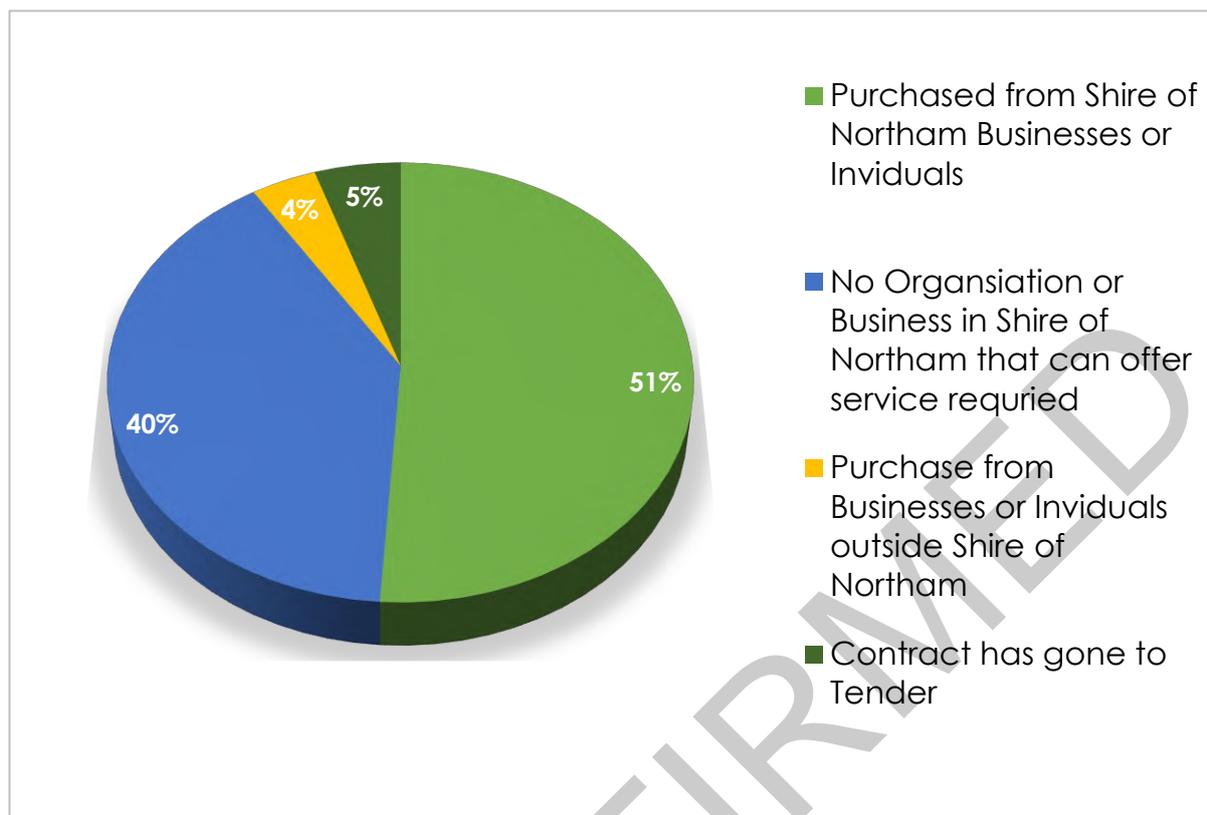
Not applicable.

## B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Figures not reflecting the true financial situation	Rare (2) x Medium (3) = Low (3)	There are processes in place to show compliance with relevant 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	Rare (2) x Medium (3) = Low (3)	There are processes in place to show compliance with relevant legislation
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

## C. OFFICER'S COMMENT

The matter of Council 'supporting local business' has been raised over a long period. To assist in providing a greater understanding of the purchasing patterns of the Shire of Northam, the following graph summarises the payments made locally for the month of August 2021;



#### RECOMMENDATION / COUNCIL DECISION

Minute No: C.4298

Moved: Cr Girak  
Seconded: Cr Ryan

That Council receive the payments for the period 1 August 2021 to 31 August 2021, as listed:

- Municipal Fund payment cheque numbers 35432 to 35438 Total \$48,650.97.
- Municipal Fund EFT40765 to EFT41067 Total \$2,042,447.90.
- Direct Debits Total \$77,232.35.
- Payroll Total \$449,812.85

**TOTAL: \$2,618,144.07**

Which have been made in accordance with the delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

**CARRIED 9/0**

### Attachment 1

Date: 01/09/2021  
Time: 4:06:31 PM

Shire of Northam

USER: Kristy Hopkins  
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
35432	11/08/2021	SHIRE OF NORTHAM	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF JULY 2021	1		206.50
INV T1080	06/08/2021	SHIRE OF NORTHAM	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF JULY 2021	1	190.00	
INV T1079	06/08/2021	SHIRE OF NORTHAM	PAYMENT FOR COLLECTION OF BCITF FEES ON BEHALF OF THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF JULY 2021	1	16.50	
35433	11/08/2021	WATER CORPORATION	9007909760 RECREATION CENTRE - 05/05/2021 TO 16/07/2021	1		5,487.13
INV 901264209/11/2020		WATER CORPORATION	GARDEN AT NIND ST NORTHAM	1	133.10	
INV 900790315/07/2021		WATER CORPORATION	9007903908 BILYA KOORT BOODJA - 07/05/2021 TO 13/07/2021		567.25	
INV 900790919/07/2021		WATER CORPORATION	9007909760 RECREATION CENTRE - 05/05/2021 TO 16/07/2021		3,038.39	
INV 901858723/07/2021		WATER CORPORATION	9018587875 VISITORS CENTRE - 01/07/2021 TO 30/06/2022		329.52	
INV 901059626/07/2021		WATER CORPORATION	9010596320 GEORGE NUICH PARK - 18/05/2021 TO 22/07/2021		130.44	
INV 900793827/07/2021		WATER CORPORATION	9007938967 STANDPIPE - BODEGUERO WAY - 26/05/2021 TO 25/07/2021		303.46	
INV 900792328/07/2021		WATER CORPORATION	9007923634 SWIMMING POOL - 55 MITCHELL AV NORTHAM LOT 17 - 13/05/2021 TO 22/07/2021		367.28	
INV 901256228/07/2021		WATER CORPORATION	9012562933 ROAD VERGE - MITCHELL AV NORTHAM LOT OPP LOT 527 - 13/05/2021 TO 22/07/2021		106.48	
INV 902149928/07/2021		WATER CORPORATION	9021499489 SWIMMING POOL - 55 MITCHELL AV NORTHAM LOT 17 - 13/05/2021 TO 22/07/2021		199.75	
INV 900792530/07/2021		WATER CORPORATION	9007925971 OLD QUARRY ROAD POUND - ANIMAL POUND AT OLD QUARRY RD NORTHAM LOT 469 RES 51213 - 14/05/2021 TO 23/07/2021		130.44	
INV 900792730/07/2021		WATER CORPORATION	9007927571 OLD QUARRY RD REFUSE SITE - RUBBISH DEPOT AT OLD QUARRY RD NORTHAM LOT 422 RES 26840 - 14/05/2021 TO 23/07/2021		74.54	
INV 900792630/07/2021		WATER CORPORATION	9007926034 SPORTS GROUND AT COLEBATCH ST NORTHAM LOT 29 RES 5503 - 14/05/2021 TO 23/07/2021		106.48	

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35434	13/08/2021	WATER CORPORATION	9007938748 STANDPIPE - LOCKYER RD - 28/05/2021 TO 01/08/2021	1		7,094.75
INV 901107015/07/2021		WATER CORPORATION	9011070427 RIVERSEDGE CAFE (SNACKBAR) - WASTE - 01/07/2021 TO 31/08/2021		234.63	
INV 902358619/07/2021		WATER CORPORATION	9023586906 NORTHAM AQUATIC FACILITY - 15/12/2020 TO 21/06/2021		1,008.57	
INV 902038323/07/2021		WATER CORPORATION	KILLARA JULY TRADE WASTE PERMIT JULY 2021.	1	329.52	
INV 900789203/08/2021		WATER CORPORATION	9007892057 BAKERS HILL FIRE STATION - 01/06/2021 TO 01/08/2021		10.65	
INV 900793803/08/2021		WATER CORPORATION	9007938748 STANDPIPE - LOCKYER RD - 28/05/2021 TO 01/08/2021		2,501.85	
INV 900794703/08/2021		WATER CORPORATION	9007947919 ANIMAL POUND - 31/05/2021 TO 01/08/2021		141.09	
INV 900789104/08/2021		WATER CORPORATION	9007891775 HOOPER PARK - 01/06/2021 TO 02/08/2021		106.48	
INV 900789104/08/2021		WATER CORPORATION	9007891839 STANDPIPE - KEANE ST - BAKERS HILL - 01/06/2021 TO 02/08/2021		619.40	
INV 900789204/08/2021		WATER CORPORATION	9007892559 BAKERS HILL REC CENTRE - 01/06/2021 TO 02/08/2021		495.57	
INV 900784006/08/2021		WATER CORPORATION	9007840214 STANDPIPE - KEANE ST - GRASS VALLEY - 04/06/2021 TO 04/08/2021		356.12	
INV 900784006/08/2021		WATER CORPORATION	9007840281 GRASS VALLEY HALL - 04/06/2021 TO 04/08/2021		1,145.55	
INV 900789211/08/2021		WATER CORPORATION	ST GEORGE ST BAKERS HILL - BAKERS HILL REC CENTRE 10 JUNE 2020 TO 10 AUG 2020.	1	145.32	
35435	20/08/2021	PETTY CASH	FLOAT FOR WUNDOWIE POOL SEASON 2021-2022	1		299.25
INV P/C BKB0/06/2021		PETTY CASH	PETTY CASH BKB MAY 21	1	99.25	
INV GP 16.8.16/08/2021		PETTY CASH	FLOAT FOR WUNDOWIE POOL SEASON 2021-2022	1	200.00	
35436	20/08/2021	SHIRE OF NORTHAM	12 MONTHS DEFECTS LIABILITY RETENTION FOR C 202021-09 REHABILITATION OF OLIVER AND WELLINGTON STREETS-WCP CIVIL- EXPIRY 23/7/2022	1		31,368.78
INV RETNOB0/06/2021		SHIRE OF NORTHAM	C 202021-13 NORTHAM YOUTH PRECINCT TOILET AMENITY - RETENTIONS HELD FOR 12 MONTHS DEFECT	1	4,380.01	

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INV 202144730/06/2021		SHIRE OF NORTHAM	CONTRACT C.202021-02- 12 MONTHS DEFECTS LIABILITY PERIOD RETENTION FOR WUNDOWIE CCTV NETWORK - EXPIRY 13 MAY 2022	1	5,297.97	
INV INV-28802/08/2021		SHIRE OF NORTHAM	12 MONTHS DEFECTS LIABILITY RETENTION FOR C.202021-25- NORTHAM AIRPORT RUNWAY LIGHTING PROJECT - AIRPORT ALLIANCE CONTRACTING - EXPIRY 1 JULY 2022	1	6,869.22	
INV 25430	05/08/2021	SHIRE OF NORTHAM	12 MONTHS DEFECTS LIABILITY RETENTION FOR C.202021-09 REHABILITATION OF OLIVER AND WELLINGTON STREETS-WCP CIVIL- EXPIRY 23/7/2022	1	14,821.58	
35437	20/08/2021	WATER CORPORATION	9007871918 WUNDOWIE OVAL - 14/06/2021 TO 11/08/2021	1		3,450.33
INV 900787213/08/2021		WATER CORPORATION	9007872259 ON CHARGE - KURJINGAL VILLAGE - UNIT 2 - 14/06/2021 TO 11/08/2021		263.84	
INV 900786913/08/2021		WATER CORPORATION	9007869148 WUNDOWIE TOWN HALL - 14/06/2021 TO 11/08/2021		399.40	
INV 900787113/08/2021		WATER CORPORATION	9007871897 RESERVE AT BANKSIA AV WUNDOWIE LOT 274 RES 24266 - 14/06/2021 TO 11/08/2021		221.30	
INV 900787113/08/2021		WATER CORPORATION	9007871918 WUNDOWIE OVAL - 14/06/2021 TO 11/08/2021		410.30	
INV 900787113/08/2021		WATER CORPORATION	9007871993 DEPOT - LESCHENAULTTA - 14/06/2021 TO 11/08/2021		26.62	
INV 900787213/08/2021		WATER CORPORATION	9007872232 KURJINGAL VILLAGE - SERVICE - 14/06/2021 TO 11/08/2021		44.36	
INV 900787213/08/2021		WATER CORPORATION	9007872240 ON CHARGE - KURJINGAL VILLAGE - UNIT 1 - 14/06/2021 TO 11/08/2021		256.53	
INV 900787213/08/2021		WATER CORPORATION	9007872267 ON CHARGE - KURJINGAL VILLAGE - UNIT 3 - 14/06/2021 TO 11/08/2021		259.27	
INV 900787213/08/2021		WATER CORPORATION	9007872275 ON CHARGE - KURJINGAL VILLAGE - UNIT 4 - 14/06/2021 TO 11/08/2021		262.02	
INV 900787213/08/2021		WATER CORPORATION	9007872283 ON CHARGE - KURJINGAL VILLAGE - UNIT 5 - 14/06/2021 TO 11/08/2021		265.67	
INV 900787213/08/2021		WATER CORPORATION	9007872291 ON CHARGE - KURJINGAL VILLAGE - UNIT 6 - 14/06/2021 TO 11/08/2021		255.62	
INV 900787213/08/2021		WATER CORPORATION	9007872304 ON CHARGE - KURJINGAL VILLAGE - UNIT 7 - 14/06/2021 TO 11/08/2021		256.53	
INV 900787213/08/2021		WATER CORPORATION	9007872312 ON CHARGE - KURJINGAL VILLAGE - UNIT 8 - 14/06/2021 TO 11/08/2021		262.01	

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INV 900786813/08/2021		WATER CORPORATION	9007868997 TOILETS AT 313L BANKSJA AV WUNDOWIE LOT 313 RES 27729 - 14/06/2021 TO 11/08/2021		135.13	
INV 900786913/08/2021		WATER CORPORATION	9007869105 KINDERGARTEN - BANKSJA AV - 14/06/2021 TO 11/08/2021		131.73	
35438	26/08/2021	WATER CORPORATION	9007918464 PERINA PARK - 13/05/2021 TO 22/07/2021	1		744.23
INV 900786913/08/2021		WATER CORPORATION	9007869121 WUNDOWIE LIBRARY - 14/06/2021 TO 11/08/2021		102.69	
INV 900791816/08/2021		WATER CORPORATION	9007918464 PERINA PARK - 13/05/2021 TO 22/07/2021		641.54	
EFT40765	03/08/2021	COMMISSIONER OF POLICE - WA POLICE REVENUE SECTION	RETURN OF SURPLUS GRANT FUNDS - GRAFCC291920. TAX INVOICE NO. 127083588	1		892.47
INV 127083522/06/2021		COMMISSIONER OF POLICE - WA POLICE REVENUE SECTION	RETURN OF SURPLUS GRANT FUNDS - GRAFCC291920. TAX INVOICE NO. 127083588	1	892.47	
EFT40766	03/08/2021	DARREN HUTCHENS	WUNDOWIE WATER TANK MURAL RETURN VISIT TO INSPECT DAMAGE TO MURAL	1		666.60
INV 1041	30/06/2021	DARREN HUTCHENS	WUNDOWIE WATER TANK MURAL RETURN VISIT TO INSPECT DAMAGE TO MURAL	1	666.60	
EFT40767	03/08/2021	JH COMPUTER SERVICES PTY LTD	SUPPORT PACK LABOUR HOURS JUNE	1		9,152.00
INV 000019904/06/2021		JH COMPUTER SERVICES PTY LTD	TREND WORRY FREE ADVANCED 12 MONTHS LICENSE	1	3,872.00	
INV 000019930/06/2021		JH COMPUTER SERVICES PTY LTD	SUPPORT PACK LABOUR HOURS JUNE	1	5,280.00	
EFT40768	03/08/2021	NORTHAM BETTA HOME LIVING	BILYA KOORT BOODJA. SUPPLY HAER DISHWASHER HDW15V2B2.	1		1,145.00
INV 200100207/05/2021		NORTHAM BETTA HOME LIVING	CRUCIAL BX500 240GB 2.5" SSD	1	450.00	
INV 200100222/06/2021		NORTHAM BETTA HOME LIVING	BILYA KOORT BOODJA. SUPPLY HAER DISHWASHER HDW15V2B2.	1	695.00	
EFT40769	03/08/2021	OASIS OUTDOOR STRUCTURES	C 202021-14 - 108 WELLINGTON STREET PUBLIC OPEN SPACE DEVELOPMENT (OLD ST JOHN'S AMBULANCE	1		13,537.61
INV INV-06030/06/2021		OASIS OUTDOOR STRUCTURES	C 202021-14 - 108 WELLINGTON STREET PUBLIC OPEN SPACE DEVELOPMENT (OLD ST JOHN'S AMBULANCE	1	6,859.82	

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INV INV-05930/06/2021		OASIS OUTDOOR STRUCTURES	CONSTRUCTION OF WUNDOWIE OVERNIGHT RECREATIONAL VEHICLE FACILITY AS PER CONTRACT C.202021-12 INCLUDING OPTIONS 1, 2 AND 3.	1	6,677.79	
EFT40770	03/08/2021	THE WORKWEAR GROUP	UNIFORM FOR NADEGE VINICOMBE	1		421.76
INV 132886524/06/2021		THE WORKWEAR GROUP	UNIFORM FOR NADEGE VINICOMBE	1	421.76	
EFT40771	03/08/2021	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES FOR DECEMBER 2020.	1		1,313.07
INV 0472-S306/12/2020		TOLL TRANSPORT PTY LTD	FREIGHT CHARGES FOR DECEMBER 2020.	1	1,313.07	
EFT40772	03/08/2021	TPG TELECOM	TPG FOR JUNE 2021.	1		281.07
INV 165893401/07/2021		TPG TELECOM	TPG FOR JUNE 2021.	1	281.07	
EFT40773	03/08/2021	CASI ENTERPRISES PTY LTD (BRISLOLA HOMES)	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1		3,000.00
INV T1321	30/07/2021	CASI ENTERPRISES PTY LTD (BRISLOLA HOMES)	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1	1,000.00	
INV T1322	30/07/2021	CASI ENTERPRISES PTY LTD (BRISLOLA HOMES)	REFUND FOR INFRASTRUCTURE BOND - NO DAMAGE - T1322	1	1,000.00	
INV T1323	30/07/2021	CASI ENTERPRISES PTY LTD (BRISLOLA HOMES)	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE - T1323	1	1,000.00	
EFT40774	04/08/2021	ALLMAKES AG	PN1904 - KUBOTA MOWER 200HR SERVICE AS QUOTED #8115	1		202.61
INV 24999	06/07/2021	ALLMAKES AG	PN1904 - KUBOTA MOWER 200HR SERVICE AS QUOTED #8115	1	202.61	
EFT40775	04/08/2021	AUSTRALIAN TRAINING MANAGEMENT	JOSEPH WILLIAMS USJ# EM4CLZADAS BASIC TRAFFIC MANAGEMENT COURSE 19TH TO 21ST JULY	1		575.00
INV 000198121/07/2021		AUSTRALIAN TRAINING MANAGEMENT	JOSEPH WILLIAMS USJ# EM4CLZADAS BASIC TRAFFIC MANAGEMENT COURSE 19TH TO 21ST JULY	1	575.00	
EFT40776	04/08/2021	AVON WASTE	2 X 3251 (240L) DOMESTIC RUBBISH ( TOWN) PER FORTNIGHT	1		37,885.52

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INV 44920	02/07/2021	AVON WASTE	RUBBISH COLLECTION FOR P/E 02/07/2021.	1	-35,257.74	
INV 44920	02/07/2021	AVON WASTE	RUBBISH COLLECTION FOR P/E 02/07/2021.	1	35,257.74	
INV 45206	16/07/2021	AVON WASTE	2 X 3251 (240L) DOMESTIC RUBBISH ( TOWN) PER FORTNIGHT	1	37,885.52	
EFT40777	04/08/2021	BOC LIMITED	OXYGEN RENTAL FEE	1		68.98
INV 402897229	07/2021	BOC LIMITED	OXYGEN RENTAL FEE	1	68.98	
EFT40778	04/08/2021	CADDS FASHIONS	WORK BOOT ALLOWANCE - DAVID GOLDSMITH	1		319.99
INV 21-000026	07/2021	CADDS FASHIONS	WORK BOOT ALLOWANCE - DAVID GOLDSMITH	1	169.99	
INV 21-000028	07/2021	CADDS FASHIONS	WORK SAFETY BOOTS - RUSSELL PUTRINO	1	150.00	
EFT40779	04/08/2021	CARAVAN INDUSTRY ASSOCIATION WESTERN AUSTRALIA	ASSOCIATE MEMBERSHIP 01/07/2021-30/06/2022	1		550.00
INV INV-12301	07/2021	CARAVAN INDUSTRY ASSOCIATION WESTERN AUSTRALIA	ASSOCIATE MEMBERSHIP 01/07/2021-30/06/2022	1	550.00	
EFT40780	04/08/2021	CHARLES SERVICE COMPANY	CLEANING OF SHIRE FACILITIES 21.6.21-18.7.21	1		7,643.94
INV 000340620	07/2021	CHARLES SERVICE COMPANY	CLEANING OF SHIRE FACILITIES 21.6.21-18.7.21	1	6,961.94	
INV 000341125	07/2021	CHARLES SERVICE COMPANY	CLEAN YOUTH PRECINCT TOILETS 1.7.21-25.7.21	1	682.00	
EFT40782	04/08/2021	COUNTRYWIDE GROUP	REPAIR CHAINSAW	1		69.00
INV ACC00030	07/2021	COUNTRYWIDE GROUP	REPAIR CHAINSAW	1	69.00	
EFT40783	04/08/2021	DAIMLER TRUCKS PERTH	PN1914 - FUSO MJTSJ CANTER TRUCK. FART NUMBER MK486111, MIRROR ASSY	1		132.52
INV 622843222	07/2021	DAIMLER TRUCKS PERTH	PN1914 - FUSO MJTSJ CANTER TRUCK. FART NUMBER MK486111, MIRROR ASSY	1	132.52	
EFT40784	04/08/2021	DANNY CHISHOLM	PRE EMPLOYMENT MEDICAL	1		132.00
INV 15108	26/07/2021	DANNY CHISHOLM	PRE EMPLOYMENT MEDICAL	1	132.00	
EFT40785	04/08/2021	E FIRE & SAFETY	TOWN HALL. REPLACE BATTERIES DUE TO NON CONFORMANCE AS PER QUOTE 107741.	1		101.75

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INV 547037	28/07/2021	E FIRE & SAFETY	TOWN HALL. REPLACE BATTERIES DUE TO NON CONFORMANCE AS PER QUOTE 107741.	1	101.75	
EFT40786	04/08/2021	EASTERN METROPOLITAN REGIONAL COUNCIL	LOTTERYWEST GRANT MANAGEMENT FEE (2021 AVON DESCENT FAMILY FUN DAYS)	1		5,500.00
INV EMRC419	07/2021	EASTERN METROPOLITAN REGIONAL COUNCIL	LOTTERYWEST GRANT MANAGEMENT FEE (2021 AVON DESCENT FAMILY FUN DAYS)	1	5,500.00	
EFT40787	04/08/2021	ELIZABETH STACK	NAIDOC DAY DSG DANCERS - PERFORMANCES	1		500.00
INV 10	27/07/2021	ELIZABETH STACK	NAIDOC DAY DSG DANCERS - PERFORMANCES	1	500.00	
EFT40788	04/08/2021	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	4 X NEW TYRES FOR PN1909 - N.4487. SUPPLY, FIT, BALANCE, WHEEL ALIGNMENT AND DISPOSAL OF OLD TYRES	1		1,456.15
INV 641213229	07/2021	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1705 - REPAIR TYRE TO ZTRAC MOWER	1	26.00	
INV 641213229	07/2021	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	4 X NEW TYRES FOR PN1909 - N.4487. SUPPLY, FIT, BALANCE, WHEEL ALIGNMENT AND DISPOSAL OF OLD TYRES	1	1,083.64	
INV 641213802	08/2021	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1509 - ISUZU TIPPER SUPPLY AND FIT TYRE 205-75 R17.5. MONDAY 02/08/2021	1	346.51	
EFT40789	04/08/2021	GRAFTON ELECTRICS	TOWN HALL. REPAIR POWER TO GAS WALL HEATERS AFTER ROOF LEAK LET WATER IN.	1		605.22
INV 7963	23/07/2021	GRAFTON ELECTRICS	TOWN HALL. REPAIR POWER TO GAS WALL HEATERS AFTER ROOF LEAK LET WATER IN.	1	605.22	
EFT40790	04/08/2021	GROVE WESLEY DESIGN ART	NAME BADGES X 2	1		33.44
INV 6536	25/05/2021	GROVE WESLEY DESIGN ART	NAME BADGES X 2	1	33.44	
EFT40791	04/08/2021	JB HI-FI GROUP PTY LTD	2 X 2C SHOW IT 80 PORTABLE PULL-UP PROJECTOR SCREEN	1		1,084.58
INV BD052321	07/2021	JB HI-FI GROUP PTY LTD	2 X 2C SHOW IT 80 PORTABLE PULL-UP PROJECTOR SCREEN	1	1,084.58	
EFT40792	04/08/2021	JEROME COLLARD	BOOKING NUMBER 4795 BOND REFUND FOR TOWN HALL USE	1		320.00
INV 12090	28/07/2021	JEROME COLLARD	BOOKING NUMBER 4795 BOND REFUND FOR TOWN HALL USE	1	320.00	

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EFT40793	04/08/2021	JOSEPH HAROLD WILLIAMS	PRE EMPLOYMENT MEDICAL AND POLICE CLEARANCE	1		292.30
INV JW120707/07/2021		JOSEPH HAROLD WILLIAMS	PRE EMPLOYMENT MEDICAL AND POLICE CLEARANCE	1	292.30	
EFT40794	04/08/2021	KENNY THOMAS WALTON	FIREWOOD SUPPLIED	1		60.00
INV 5	24/07/2021	KENNY THOMAS WALTON	FIREWOOD SUPPLIED	1	60.00	
EFT40795	04/08/2021	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO G 2021/7 12.6.21-9.7.21	1		1,171.26
INV 366825-27/07/2021		LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO G 2021/7 12.6.21-9.7.21	1	1,084.32	
INV 366872-28/07/2021		LANDGATE	RURAL UVS CHARGEABLE 1.5.21-9.7.21	1	86.94	
EFT40796	04/08/2021	MALINOWSKI HOLDINGS PTY LTD	RENT FOR 174 FITZGERALD ST NORTHAM (#VON MALL) 01/07/2021-31/07/2021	1		1,833.32
INV 000004523/06/2021		MALINOWSKI HOLDINGS PTY LTD	RENT FOR 174 FITZGERALD ST NORTHAM (#VON MALL) 01/07/2021-31/07/2021	1	916.66	
INV 000004727/07/2021		MALINOWSKI HOLDINGS PTY LTD	RENT FOR 174 FITZGERALD ST NORTHAM (#VON MALL) 01/08/2021-31/08/2021	1	916.66	
EFT40797	04/08/2021	MIDALJA STEEL	REPLACE SHEETS - CEMETERY SHED DUE TO GRAFFITI/VANDALISM	1		105.24
INV 633185223/07/2021		MIDALJA STEEL	REPLACE SHEETS - CEMETERY SHED DUE TO GRAFFITI/VANDALISM	1	90.11	
INV 633195126/07/2021		MIDALJA STEEL	REPLACE SHEETS - CEMETERY SHED DUE TO GRAFFITI/VANDALISM	1	15.13	
EFT40798	04/08/2021	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCATION SERVICES (CLEANING TOWN ROADS) 19.7.21 - 25.7.21	1		7,801.20
INV N2815	26/07/2021	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCATION SERVICES (CLEANING TOWN ROADS) 19.7.21 - 25.7.21	1	3,900.60	
INV N2814	26/07/2021	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCATION SERVICES (CLEANING TOWN ROADS) 12.7.21 - 18.7.21	1	3,900.60	
EFT40799	04/08/2021	NINTEX PTY LTD	NINTEX PROMAPP ANNUAL SUBSCRIPTION 21/22	1		29,865.00
INV INV35707/05/2021		NINTEX PTY LTD	NINTEX PROMAPP ANNUAL SUBSCRIPTION 21/22	1	29,865.00	

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EFT40800	04/08/2021	NORTHAM BETTA HOME LIVING	TECHBRANDS HUB USB TYPE-C 9IN1 W/HDMI+NET+2XUSB3+PD	1		99.00
INV 200100322	07/2021	NORTHAM BETTA HOME LIVING	TECHBRANDS HUB USB TYPE-C 9IN1 W/HDMI+NET+2XUSB3+PD	1	99.00	
EFT40801	04/08/2021	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS FOR 01/07/2021-30/06/2022	1		54.00
INV 000036526	07/2021	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS FOR 01/07/2021-30/06/2022	1	36.00	
INV 000036530	07/2021	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS FOR 01/07/2021-30/06/2022	1	18.00	
EFT40802	04/08/2021	NORTHAM FLORIST	GIFT BOX FOR JACKY JURMAN	1		100.00
INV 24650	27/07/2021	NORTHAM FLORIST	GIFT BOX FOR JACKY JURMAN	1	100.00	
EFT40803	04/08/2021	OASIS OUTDOOR STRUCTURES	ASPHALT REPLACEMENT WITH CONCRETE. SCOPE AREA	1		72,347.00
INV INV-06122	07/2021	OASIS OUTDOOR STRUCTURES	ASPHALT REPLACEMENT WITH CONCRETE. SCOPE AREA	1	67,991.00	
INV INV-06122	07/2021	OASIS OUTDOOR STRUCTURES	MINSON AVE RV PARKING DEVELOPMENT.	1	4,356.00	
EFT40804	04/08/2021	OXTER SERVICES	BURIAL FOR KYLE COLLARD, INTERNMENT OF ASSHES FOR KEVIN FRAZER AND GWENYTH THOMPSON	1		1,265.00
INV 24618	16/07/2021	OXTER SERVICES	BURIAL FOR KYLE COLLARD, INTERNMENT OF ASSHES FOR KEVIN FRAZER AND GWENYTH THOMPSON	1	1,265.00	
EFT40805	04/08/2021	PAIGE CRIDDLE	NATIONAL POLICE CLEARANCE	1		55.80
INV 267813126	07/2021	PAIGE CRIDDLE	NATIONAL POLICE CLEARANCE	1	55.80	
EFT40806	04/08/2021	PERTH SAFETY PRODUCTS PTY LTD	SERVICE SIGN	1		220.00
INV 000106913	07/2021	PERTH SAFETY PRODUCTS PTY LTD	SERVICE SIGN	1	220.00	
EFT40807	04/08/2021	PLANNING INSTITUTE AUSTRALIA	PLANNING OFFICER AD JUNE/JULY 2021	1		456.50
INV ED210701	07/2021	PLANNING INSTITUTE AUSTRALIA	PLANNING OFFICER AD JUNE/JULY 2021	1	456.50	
EFT40808	04/08/2021	PORTER EQUIPMENT PTY LTD	PN1006 - AMMANN ROLLER - SUPPLY AND DELIVER, 3 X LOCKS, 2 X HINGES AS QUOTED	1		229.68

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INV IN0148723/07/2021		PORTER EQUIPMENT PTY LTD	PN1006 - AMMANN ROLLER - SUPPLY AND DELIVER, 3 X LOCKS, 2 X HINGES AS QUOTED	1	229.68	
EFT40809	04/08/2021	RACWA HOLDINGS PTY LTD	RAC HORIZONS MAGAZINE HALF-PAGE AD	1		3,850.00
INV 800212630/04/2021		RACWA HOLDINGS PTY LTD	RAC HORIZONS MAGAZINE HALF-PAGE AD	1	3,850.00	
EFT40810	04/08/2021	RED DOT STORES	STREAMERS (BROWN AND GREEN)	1		126.97
INV 518870026/07/2021		RED DOT STORES	2 X CANVAS SINGLE THICK 60X75	1	39.98	
INV 518972027/07/2021		RED DOT STORES	STREAMERS (BROWN AND GREEN)	1	86.99	
EFT40811	04/08/2021	SIMON PAYNE T/A ROOF ACCESS WA	ADMIN BUILDING. ROOF SAFETY SYSTEM YEARLY INSPECTION.	1		2,860.00
INV 002107215/07/2021		SIMON PAYNE T/A ROOF ACCESS WA	ADMIN BUILDING. ROOF SAFETY SYSTEM YEARLY INSPECTION.	1	2,860.00	
EFT40813	04/08/2021	TELSTRA CORPORATION	TELSTRA CHARGES 1.7.21 - 31.7.21	1		3,273.04
INV 272600910/07/2021		TELSTRA CORPORATION	VFMS TRAILER AND SPRINKLER SYSTEMS	1	50.00	
INV 225839814/07/2021		TELSTRA CORPORATION	TELSTRA CHARGES 1.7.21 - 31.7.21	1	3,223.04	
EFT40814	04/08/2021	THE RIVERSIDE HOTEL	CATERING - COUNCIL FORUM MEETING 9/06/2021	1		400.00
INV 3174	30/07/2021	THE RIVERSIDE HOTEL	CATERING - COUNCIL FORUM MEETING 9/06/2021	1	400.00	
EFT40815	04/08/2021	TOURIST DESIGNS	STOCK VISITORS CENTRE	1		381.51
INV TD055125/06/2021		TOURIST DESIGNS	STOCK VISITORS CENTRE	1	381.51	
EFT40816	04/08/2021	LWA PUBLISHING -UNIVERSITY OF WESTERN AUSTRALIA	10 X BUSH TUCKER BOOKS	1		440.00
INV 024300122/07/2021		LWA PUBLISHING -UNIVERSITY OF WESTERN AUSTRALIA	10 X BUSH MEDICINE BOOKS 10 X BUSH TUCKER BOOKS 10 X BUSH MEDICINE BOOKS	1	440.00	
EFT40817	04/08/2021	VALLEY FORD	PN1915 - REGO N11206 - VIN: MPBUMFF60LX281173 - 30,000KM SERVICE	1		950.00
INV 141728223/07/2021		VALLEY FORD	PN1915 - REGO N11206 - VIN: MPBUMFF60LX281173 - 30,000KM SERVICE	1	585.00	

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INV 141731326	07/2021	VALLEY FORD	PN2016 - N.3333 - VIN:MNAUMA E80LW121757 - 15,000KM SERVICE	1	365.00	
EFT40818	04/08/2021	VERLINDENS ELECTRICAL SERVICE (WA)	RAILWAY MUSEUM. FAULT FIND AND RESTORE POWER.	1		274.89
INV 93493	29/07/2021	VERLINDENS ELECTRICAL SERVICE (WA)	RAILWAY MUSEUM. FAULT FIND AND RESTORE POWER.	1	274.89	
EFT40819	04/08/2021	WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY AS PER C.201920-09	1		1,320.00
INV 000034027	07/2021	WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY AS PER C.201920-09	1	1,320.00	
EFT40820	04/08/2021	WALLEY STACK INTERNATIONAL PTY LTD	2021 NORTHAM BILYA FESTIVAL: PHIL WALLEYSTACK & BAND	1		11,000.00
INV 210713-13	07/2021	WALLEY STACK INTERNATIONAL PTY LTD	2021 NORTHAM BILYA FESTIVAL: PHIL WALLEYSTACK & BAND	1	5,500.00	
INV 210726-26	07/2021	WALLEY STACK INTERNATIONAL PTY LTD	2021 NORTHAM BILYA FESTIVAL: STREET CONCERT STAGE & AV	1	5,500.00	
EFT40821	04/08/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	REBECCA JACKSON USI# M7FA3ZKR7F DEALING WITH DIFFICULT CUSTOMERS COURSE 21 JULY 2021	1		578.00
INV J30882029	07/2021	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	REBECCA JACKSON USI# M7FA3ZKR7F DEALING WITH DIFFICULT CUSTOMERS COURSE 21 JULY 2021	1	578.00	
EFT40822	04/08/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN INTEREST FOR P/E 30.6.21	1		21,276.73
INV CY 3.8.203	08/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN INTEREST FOR P/E 30.6.21	1	21,276.73	
EFT40823	09/08/2021	ABBOTTS FORGE	FIT FIXED PIVOTS ON TRAILER LOADING RAMPS	1		2,890.00
INV 000046131	05/2021	ABBOTTS FORGE	REPLACE HANDLES ON KERB FORMING TOOLS	1	220.00	
INV 000046110	06/2021	ABBOTTS FORGE	P242 - REPLACE TRAILER JOCKEY WHEEL	1	275.00	
INV 000047030	07/2021	ABBOTTS FORGE	FIT FIXED PIVOTS ON TRAILER LOADING RAMPS	1	2,395.00	
EFT40824	09/08/2021	ALLMAKES AG	VARIOUS CHAINSAWS AND FILE SYSTEMS	1		3,777.16
INV 25377	26/07/2021	ALLMAKES AG	VARIOUS CHAINSAWS AND FILE SYSTEMS	1	3,777.16	

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EFT40825	09/08/2021	APRIL LAWRENCE	BOND RETURN FOR TOWN HALL BOOKING 4802	1		500.00
INV 11951	04/08/2021	APRIL LAWRENCE	BOND RETURN FOR TOWN HALL BOOKING 4802	1	500.00	
EFT40826	09/08/2021	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	1		129.50
INV DEDUC03/08/2021		AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		129.50	
EFT40827	09/08/2021	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN WEEK ENDING 03/08/21	1		114,075.23
INV PAYG 20/07/2021		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN WEEK ENDING 20/07/21	1	53,684.31	
INV PAYG 03/08/2021		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN WEEK ENDING 03/08/21	1	60,390.92	
EFT40828	09/08/2021	AUTOPRO NORTHAM	150PSI ANALOG TYRE GUAGE	1		31.02
INV 934749	30/07/2021	AUTOPRO NORTHAM	150PSI ANALOG TYRE GUAGE	1	31.02	
EFT40829	09/08/2021	AVON VALLEY CONTRACTORS	BULK SAND FOR SES SAND BAGGING	1		178.50
INV 36166	23/07/2021	AVON VALLEY CONTRACTORS	BULK SAND FOR SES SAND BAGGING	1	178.50	
EFT40830	09/08/2021	BLACKWELL PLUMBING & GAS PTY LTD	YOUTH PRECINCT TOILETS. UNBLOCK SKATE PARK TOILETS	1		346.50
INV INV-24223/07/2021		BLACKWELL PLUMBING & GAS PTY LTD	YOUTH PRECINCT TOILETS. UNBLOCK SKATE PARK TOILETS	1	346.50	
EFT40831	09/08/2021	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF JULY 2021	1		4,511.91
INV T1080	06/08/2021	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF JULY 2021	1	4,511.91	
EFT40832	09/08/2021	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BCITF FEES COLLECTED FOR THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF JULY 2021	1		908.20
INV T1079	06/08/2021	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BCITF FEES COLLECTED FOR THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF JULY 2021	1	908.20	

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EFT40833	09/08/2021	BUNNINGS BUILDING SUPPLIES P/L	NORTHAM RV DAY SITE - STAKES AND EDGING FOR GARDENS	1		426.24
INV 2182/0019/07/2021		BUNNINGS BUILDING SUPPLIES P/L	RELECTIVE TAPE	1	16.86	
INV 2182/0023/07/2021		BUNNINGS BUILDING SUPPLIES P/L	SAMPLE POINT TAP FOR TROTTING CLUB	1	84.38	
INV 2182/0026/07/2021		BUNNINGS BUILDING SUPPLIES P/L	TROJAN BOLT CUTTER	1	132.86	
INV 2182/0029/07/2021		BUNNINGS BUILDING SUPPLIES P/L	NORTHAM RV DAY SITE - STAKES AND EDGING FOR GARDENS	1	159.75	
INV 2182/0033/08/2021		BUNNINGS BUILDING SUPPLIES P/L	RUST PROOF PAINT FOR AERATOR	1	32.39	
EFT40834	09/08/2021	COMBINED TYRES PTY LTD	2X TYRES TO REPLACE DAMAGED FRONT TYRES FOR THE INKPEN TPKOMATSU LOADER AS PER QUOTE, SUPPLIED AND FITTED AT THE INKPENROAD TIP.	1		10,627.54
INV INV-14105/07/2021		COMBINED TYRES PTY LTD	PN1620 - PLANT TRAILER, REPLACE TWO TYRES	1	951.50	
INV INV-14022/07/2021		COMBINED TYRES PTY LTD	2X TYRES TO REPLACE DAMAGED FRONT TYRES FOR THE INKPEN TPKOMATSU LOADER AS PER QUOTE, SUPPLIED AND FITTED AT THE INKPENROAD TIP.	1	6,776.00	
INV INV-14127/07/2021		COMBINED TYRES PTY LTD	PN1502 - BOMAG ROLLER TYRE REPAIR ON SITE AT HILL ROAD, BAKERS HILL	1	1,326.60	
INV INV-14128/07/2021		COMBINED TYRES PTY LTD	PN1809 - REPLACE TWO FRONT TYRES TO JCB BACKHOE	1	1,573.44	
EFT40835	09/08/2021	COUNTRY COPIERS NORTHAM	2 X ROLL 100GSM COATED PAPER 914MMX 50M	1		299.80
INV 44356	05/07/2021	COUNTRY COPIERS NORTHAM	2 X ROLL 100GSM COATED PAPER 914MMX 50M	1	207.40	
INV 44356	19/07/2021	COUNTRY COPIERS NORTHAM	STATIONERY PURCGASES FOR REC CENTRE	1	92.40	
EFT40836	09/08/2021	COUNTRYWIDE GROUP	HUSQUVANA RIDE ON MOWER REPAIRS	1		1,007.58
INV ACC00023/07/2021		COUNTRYWIDE GROUP	HUSQUVANA RIDE ON MOWER REPAIRS	1	140.54	
INV ACC00029/07/2021		COUNTRYWIDE GROUP	HUSQUVANA RIDE ON MOWER REPAIRS	1	161.45	
INV ACC00029/07/2021		COUNTRYWIDE GROUP	BRUSHCUTTER REPAIRS	1	59.99	
INV ACC00030/07/2021		COUNTRYWIDE GROUP	HUSQUVANA RIDE ON MOWER REPAIRS	1	645.60	
EFT40837	09/08/2021	E FIRE & SAFETY	KILLARA RESPJTE CARE. REPLACE 2 X BATTERIES DUE TO NON COMPLIANCE	1		2,985.40

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INV 547148	29/07/2021	E FIRE & SAFETY	MONTHLY ROUTINE MAINTENANCE CHARGES FOR THE TESTING OF THE FIRE DETECTION SYSTEM AT KILLARA 01/07/2021-06/30/2022	1	422.40	
INV 547242	30/07/2021	E FIRE & SAFETY	KILLARA RESPITE CARE. REPLACE 2 X BATTERIES DUE TO NON COMPLIANCE	1	1,347.50	
INV 547243	30/07/2021	E FIRE & SAFETY	REC CENTRE. REPLACE 4 X BATTERIES DUE TO NON CONFORMANCE	1	1,215.50	
EFT40838	09/08/2021	EASIFLEET	PAYROLL DEDUCTIONS	1		1,601.63
INV DEDUC03/08/2021		EASIFLEET	PAYROLL DEDUCTIONS		1,005.40	
INV DEDUC03/08/2021		EASIFLEET	PAYROLL DEDUCTIONS		596.23	
EFT40839	09/08/2021	EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	INDIVIDUAL REPORTS FOR NEW VOLUNTEER FIREFIGHTING MEMBERS 2020/2021	1		316.69
INV 149057530/06/2021		EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	INDIVIDUAL REPORTS FOR NEW VOLUNTEER FIREFIGHTING MEMBERS 2020/2021	1	316.69	
EFT40840	09/08/2021	FULTON HOGAN INDUSTRIES PTY LTD	12 TON COLD MIX - WINTER GRADE	1		4,232.80
INV 154322827/07/2021		FULTON HOGAN INDUSTRIES PTY LTD	12 TON COLD MIX - WINTER GRADE	1	2,758.80	
INV 154421829/07/2021		FULTON HOGAN INDUSTRIES PTY LTD	12 TON COLD MIX - WINTER GRADE	1	1,474.00	
EFT40841	09/08/2021	GLENN STUART BEVERIDGE	SAND BACK AND RESEAL BENCH SEATING NEAR UNIVERSAL CHANGEROOMS	1		7,628.00
INV 136	28/05/2021	GLENN STUART BEVERIDGE	KILLARA COTTAGE. URGENT REPAIR WALL FROM PATIENT FALL.	1	660.00	
INV 167	11/07/2021	GLENN STUART BEVERIDGE	WELCOME SIGNAGE X 7 CLACKLINE.	1	1,419.00	
INV 168	12/07/2021	GLENN STUART BEVERIDGE	OLD POST OFFICE WHEATBELT FAMILY PRACTICE. REPAIR REAR DOOR	1	451.00	
INV 172	01/08/2021	GLENN STUART BEVERIDGE		1	2,040.00	
INV 174	01/08/2021	GLENN STUART BEVERIDGE	SUSPENSION BRIDGE. REPLACE SECOND LOT OF SWOLEN BOARDS TO GET RID OF TRIP HAZARD.	1	638.00	
INV 171	01/08/2021	GLENN STUART BEVERIDGE	VISITORS CENTRE. INSTALL NEW SOAP DISPENSERS IN TOILETS X 4.	1	583.00	
INV 176	01/08/2021	GLENN STUART BEVERIDGE	RIVERS EDGE CAFE. REPAIR ROOF LEAK ABOVE HALLWAY.	1	341.00	

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INV 169	01/08/2021	GLENN STUART BEVERIDGE	NORTHAM POUND REPAIRS	1	440.00	
INV 173	01/08/2021	GLENN STUART BEVERIDGE	BILYA KOORT BOODJA. CHECK FOR ROOF LEAK	1	726.00	
INV 175	01/08/2021	GLENN STUART BEVERIDGE	LESSER HALL. SUPPLY AND INSTALL SOAP DISPENSERS	1	198.00	
INV 170	01/08/2021	GLENN STUART BEVERIDGE	VISITORS CENTRE. REPAIR HAND RAIL	1	132.00	
EFT40842	09/08/2021	GLYNN RYAN TRUE	INFRASTRUCTURE BOND REFUND - NO DAMAGE	1		1,000.00
INV T1430	06/08/2021	GLYNN RYAN TRUE	INFRASTRUCTURE BOND REFUND - NO DAMAGE	1	1,000.00	
EFT40843	09/08/2021	HERSEY'S SAFETY PTY LTD	ASSORTED ITEMS; GLOVE, HOSE CLAMPS	1		1,174.28
INV 445614	21/07/2021	HERSEY'S SAFETY PTY LTD	ASSORTED ITEMS; GLOVE, HOSE CLAMPS	1	849.78	
INV 45615	21/07/2021	HERSEY'S SAFETY PTY LTD	GLOVES	1	324.50	
EFT40844	09/08/2021	IAN MARKEY	NATIONAL POLICE CLEARANCE	1		57.60
INV 249784	12/07/2021	IAN MARKEY	NATIONAL POLICE CLEARANCE	1	57.60	
EFT40845	09/08/2021	JOANNA WRIGHT	2 X 1 HOUR WEAVING SESSIONS	1		500.00
INV 2	05/08/2021	JOANNA WRIGHT	2 X 1 HOUR WEAVING SESSIONS	1	500.00	
EFT40846	09/08/2021	KRYSTAL AMBER STONHAM	PRE EMPLOYMENT MEDICAL	1		132.00
INV 154635	03/08/2021	KRYSTAL AMBER STONHAM	PRE EMPLOYMENT MEDICAL	1	132.00	
EFT40847	09/08/2021	MARKETFORCE	PUBLIC NOTICE 13/07/2021 IN WEST AUSTRALIAN FOR SPECIAL COUNCIL MEETING	1		334.35
INV 37596	01/07/2021	MARKETFORCE	PUBLIC NOTICE IN THE WEST AUSTRALIAN ON 29/06/2021 FOR PROPOSED CLOSURE - COWAN STREET OFF SPENCERS BROOK ROAD, SPENCERS BROOK	1	-59.25	
INV 39797	27/07/2021	MARKETFORCE	PUBLIC NOTICE 13/07/2021 IN WEST AUSTRALIAN FOR SPECIAL COUNCIL MEETING	1	393.60	
EFT40848	09/08/2021	MORRIS PEST AND WEED CONTROL	SPRAYING AT VARIOUS PUBLIC SPACES.	1		4,503.20
INV INV-13129	07/2021	MORRIS PEST AND WEED CONTROL	SPRAYING AT VARIOUS PUBLIC SPACES.	1	4,503.20	

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EFT40849	09/08/2021	NEWGROUND WATER SERVICES PTY LTD	FILTER SERVICE AT WUNDOWIE	1		1,220.00
INV 100224724	06/2021	NEWGROUND WATER SERVICES PTY LTD	FILTER SERVICE AT WUNDOWIE	1	1,220.00	
EFT40850	09/08/2021	NORTHAM BETTA HOME LIVING	ARCHER VR300 MODEMS	1		598.60
INV 200100327	07/2021	NORTHAM BETTA HOME LIVING	ARCHER VR300 MODEMS	1	516.00	
INV 200100304	08/2021	NORTHAM BETTA HOME LIVING	KETTLE @ \$23.60 AND GRILL @ \$59	1	82.60	
EFT40852	09/08/2021	PETER EDWARD JOHN BROUGH	GRATUITY PAYMENT FOR 3-10YEARS CONTINUOUS SERVICE	1		200.00
INV CK 28.728	07/2021	PETER EDWARD JOHN BROUGH	GRATUITY PAYMENT FOR 3-10YEARS CONTINUOUS SERVICE	1	200.00	
EFT40853	09/08/2021	POOL AND PUMP SERVICE AND REPAIRS	PRE-SEASON SERVICE PLANT AND EQUIPMENT NORTHAM POOL COMPLETED INSPECTION/SERVICING AND CALIBRATION TO POOL FILTRATION SYSTEM LOCATED AT NORTHAM AQUATIC FACILITY AND PROVIDED REPORTS	1		660.00
INV 100253	12/07/2021	POOL AND PUMP SERVICE AND REPAIRS	PRE-SEASON SERVICE PLANT AND EQUIPMENT NORTHAM POOL COMPLETED INSPECTION/SERVICING AND CALIBRATION TO POOL FILTRATION SYSTEM LOCATED AT NORTHAM AQUATIC FACILITY AND PROVIDED REPORTS	1	660.00	
EFT40854	09/08/2021	SOUTHERN CROSS AUSTEREO PTY LTD	AROUND THE TOWNS INTERVIEWS - SHIRE PRESIDENT - 2021/22	1		198.00
INV 712132931	07/2021	SOUTHERN CROSS AUSTEREO PTY LTD	AROUND THE TOWNS INTERVIEWS - SHIRE PRESIDENT - 2021/22	1	198.00	
EFT40855	09/08/2021	SPECIALISED TREE SERVICE	STORM DAMAGE CLEAN UP WEEK ENDING 01/08/2021.	1		6,350.50
INV 62595	26/07/2021	SPECIALISED TREE SERVICE	WUNDOWIE DEAD VERGE TREE	1	735.00	
INV 3639	04/08/2021	SPECIALISED TREE SERVICE	BAKERS HILL BANNER CHANGE OVER	1	231.00	
INV 3638	04/08/2021	SPECIALISED TREE SERVICE	REDUCE LARGE LIMBS AND BRANCHES FROM 2 LARGE DEAD NATURALLY OCCURRING TREES WITHIN SHIRE'S ROAD RESERVE,	1	1,470.00	

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INV 3641	05/08/2021	SPECIALISED TREE SERVICE	STORM DAMAGE CLEAN UP WEEK ENDING 01/08/2021.	1	3,914.50	
EFT40856	09/08/2021	SYNERGY	357547520 BERNARD PK BBQ PUMP LIGHTS - 02/06/2021 TO 02/08/2021	1		7,001.25
INV 357549102	08/2021	SYNERGY	357549120 DEPOT - PEEL - 29/05/2021 TO 30/07/2021		1,673.31	
INV 153902502	08/2021	SYNERGY	153902510 OLD SHIRE DEPOT BUILDING - 29/05/2021 TO 30/07/2021		171.60	
INV 357705003	08/2021	SYNERGY	357705060 GREY ST AVON DESCENT - 02/06/2021 TO 02/08/2021		2,442.91	
INV 357547503	08/2021	SYNERGY	357547520 BERNARD PK BBQ PUMP LIGHTS - 02/06/2021 TO 02/08/2021		2,598.00	
INV 357703803	08/2021	SYNERGY	357703800 FLOOD PUMP - 02/06/2021 TO 02/08/2021		115.43	
EFT40857	09/08/2021	TELSTRA CORPORATION	TELSTRA BUSHFIRE BRIGADES	1		180.20
INV 272600810	07/2021	TELSTRA CORPORATION	TELSTRA BUSHFIRE BRIGADES	1	150.20	
INV 630530227	07/2021	TELSTRA CORPORATION	BAKERS HILL BFB	1	30.00	
EFT40858	09/08/2021	TOLL TRANSPORT PTY LTD	FREIGHT MARCH	1		105.35
INV 0484-S307	03/2021	TOLL TRANSPORT PTY LTD	FREIGHT MARCH	1	105.35	
EFT40859	09/08/2021	TREVOR EASTWELL	DRIVING FOR WUNDOWIE TO NORTHAM COMMUNITY BUS 8/7/21	1		100.00
INV 72	30/07/2021	TREVOR EASTWELL	DRIVING FOR WUNDOWIE TO NORTHAM COMMUNITY BUS 8/7/21	1	100.00	
EFT40860	09/08/2021	VINCELEC	QUELLINGTON HALL. REPLACE BLOWN LIGHTS AND INSTALL NEW LIGHT TO TOILET. ALL TO BE LED.	1		2,182.76
INV IV975	03/08/2021	VINCELEC	QUELLINGTON HALL. REPLACE BLOWN LIGHTS AND INSTALL NEW LIGHT TO TOILET. ALL TO BE LED.	1	2,182.76	
EFT40861	09/08/2021	WARCA INC	WARCA MEMBERSHIP 2021/22	1		16,500.00
INV 74	17/07/2021	WARCA INC	WARCA MEMBERSHIP 2021/22	1	16,500.00	
EFT40862	09/08/2021	WUNDOWIE PROGRESS ASSOCIATION	PROGREE AND COMMUNITY ASSOCIATION COVID RESPONSE ALLOCATION 2021	1		5,000.00

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INV IV0000020/06/2021		WUNDOWIE PROGRESS ASSOCIATION	2021 AUSTRALIA DAY CELEBRATIONS	1	1,980.00	
INV IV0000020/06/2021		WUNDOWIE PROGRESS ASSOCIATION	PROGREE AND COMMUNITY ASSOCIATION COVID RESPONSE ALLOCATION 2021	1	3,020.00	
EFT40863	10/08/2021	ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR JULY 2021	1		1,905.73
INV JULY 2031/07/2021		ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR JULY 2021	1	1,905.73	
EFT40864	10/08/2021	BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR JULY 2021	1		1,100.00
INV JULY 2031/07/2021		BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR JULY 2021	1	1,100.00	
EFT40865	10/08/2021	CARL PHILLIP DELLA	COUNCILLOR PAYMENTS FOR JULY 2021	1		1,905.73
INV JULY 2031/07/2021		CARL PHILLIP DELLA	COUNCILLOR PAYMENTS FOR JULY 2021	1	1,905.73	
EFT40866	10/08/2021	CHRISTOPHER RICHARD ANTONIO	COUNCILLOR PAYMENTS JULY 2021	1		5,409.36
INV JULY 2031/07/2021		CHRISTOPHER RICHARD ANTONIO	COUNCILLOR PAYMENTS JULY 2021	1	5,409.36	
EFT40867	10/08/2021	DAVID JAMES GALLOWAY	COUNCIL PAYMENTS FOR MONTH OF JULY 2021	1		2,074.45
INV JULY 2031/07/2021		DAVID JAMES GALLOWAY	COUNCIL PAYMENTS FOR MONTH OF JULY 2021	1	2,074.45	
EFT40868	10/08/2021	JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS JULY 2021	1		2,843.23
INV JULY 2031/07/2021		JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS JULY 2021	1	2,843.23	
EFT40869	10/08/2021	MARJA IRENE GIRAK	COUNCILLOR PAYMENTS FOR THE JULY 2021	1		1,905.73
INV JULY 2031/07/2021		MARJA IRENE GIRAK	COUNCILLOR PAYMENTS FOR THE JULY 2021	1	1,905.73	
EFT40870	10/08/2021	MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR JULY 2021	1		1,905.73
INV JULY 2031/07/2021		MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR JULY 2021	1	1,905.73	
EFT40871	10/08/2021	ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS JULY 2021	1		1,905.73
INV JULY 2031/07/2021		ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS JULY 2021	1	1,905.73	
EFT40872	10/08/2021	STEVEN BRUCE POLLARD	COUNCILLOR PAYMENTS JULY 2021	1		1,982.69

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INV JULY 2031/07/2021		STEVEN BRUCE POLLARD	COUNCILLOR PAYMENTS JULY 2021	1	1,982.69	
EFT40873	10/08/2021	TERRY MATTHEW LITTLE	COUNCILLOR PAYMENTS JULY 2021	1		2,129.21
INV JULY 2031/07/2021		TERRY MATTHEW LITTLE	COUNCILLOR PAYMENTS JULY 2021	1	2,129.21	
EFT40874	10/08/2021	SPECIALISED TREE SERVICE	WUNDOWIE TOWNSITE STREET TREES PRUNING AS PER C.201819-09	1		15,152.50
INV 3632	29/07/2021	SPECIALISED TREE SERVICE	WUNDOWIE TOWNSITE STREET TREES PRUNING AS PER C.201819-09	1	15,152.50	
EFT40875	10/08/2021	TELSTRA CORPORATION	VARIOUS MOBILE ACCOUNTS (MAIN) - JULY 2021	1		2,876.81
INV 272600810/07/2021		TELSTRA CORPORATION	VARIOUS MOBILE ACCOUNTS (MAIN) - JULY 2021	1	2,876.81	
EFT40876	11/08/2021	WHEATBELT STEEL	PARTIAL REFUND OF APPLICATION FEES - INCORRECT FEE CODE USED	1		119.06
INV CH 10.810/08/2021		WHEATBELT STEEL	PARTIAL REFUND OF APPLICATION FEES - INCORRECT FEE CODE USED	1	119.06	
EFT40877	11/08/2021	ABBOTTS FORGE	RELOCATE GOAL POSTS AT HENRY ST OVAL 06/08/2021	1		495.00
INV 000047309/08/2021		ABBOTTS FORGE	RELOCATE GOAL POSTS AT HENRY ST OVAL 06/08/2021	1	495.00	
EFT40878	11/08/2021	ALLMAKES AG	CUTTING WHEEL D-BA90	1		463.36
INV 24307	11/06/2021	ALLMAKES AG	FITTINGS TO SUIT WATER PUMP	1	26.09	
INV 24962	05/07/2021	ALLMAKES AG	PN1518 - NUTS, WASHERS AND HEX SET SCREW	1	5.87	
INV 25138	14/07/2021	ALLMAKES AG	CUTTING WHEEL D-BA90	1	431.40	
EFT40879	11/08/2021	AUSTRALIAN INSTITUTE OF BUILDING SURVEYORS	2021-2022 MEMBER RENEWAL - GORDON TESTER	1		800.00
INV 31168	01/07/2021	AUSTRALIAN INSTITUTE OF BUILDING SURVEYORS	2021-2022 MEMBER RENEWAL - GORDON TESTER	1	800.00	
EFT40880	11/08/2021	AVON VALLEY CONTRACTORS	PICK UP MULTI ROLLER FROM WUNDOWIE SHIRE DEPOT AND DROP OFF AT NORTHAM DEPOT BEFORE TUESDAY 01/06/2021	1		528.00

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INV 3841	05/08/2021	AVON VALLEY CONTRACTORS	PICK UP MULTI ROLLER FROM WUNDOWIE SHIRE DEPOT AND DROP OFF AT NORTHAM DEPOT BEFORE TUESDAY 01/06/2021	1	528.00	
EFT40881	11/08/2021	BINDI BINDI DREAMING	CATERING FOR VISITORS AT BKB ON 5/8/2021.	1		409.20
INV INV-14705/08/2021		BINDI BINDI DREAMING	CATERING FOR VISITORS AT BKB ON 5/8/2021.	1	409.20	
EFT40882	11/08/2021	BLACKWELL PLUMBING & GAS PTY LTD	TAP REPAIRS NORTHAM REC CENTRE	1		74.80
INV INV-24206/08/2021		BLACKWELL PLUMBING & GAS PTY LTD	TAP REPAIRS NORTHAM REC CENTRE	1	74.80	
EFT40883	11/08/2021	BUNNINGS BUILDING SUPPLIES P/L	BAILEY 1104MM 170KG ACCESS 4 ALUMINIUM LADDER WELD PLATFORM	1		3,390.06
INV 2182/0019/07/2021		BUNNINGS BUILDING SUPPLIES P/L	BRUTUS YELLOW SAFETY BOLLARD INCLUDING BASE & WHEELIE BIN X 2	1	246.55	
INV 2182/0030/07/2021		BUNNINGS BUILDING SUPPLIES P/L	RAKES, SHOVELS AND ZIP TIES FOR PARKS AND GARDENS	1	382.75	
INV 2182/9905/08/2021		BUNNINGS BUILDING SUPPLIES P/L	STAKES LATTICE MAKERS	1	390.15	
INV 2182/0005/08/2021		BUNNINGS BUILDING SUPPLIES P/L	POND LINER & FOOTPATH SPRAY	1	74.28	
INV 2182/9905/08/2021		BUNNINGS BUILDING SUPPLIES P/L	BAILEY 1104MM 170KG ACCESS 4 ALUMINIUM LADDER WELD PLATFORM	1	2,212.55	
INV 2182/0007/08/2021		BUNNINGS BUILDING SUPPLIES P/L	2 X SANDERS - DISC FOR SANDERS	1	83.78	
EFT40884	11/08/2021	BURGESS RAWSON (WA) PTY LTD	WATER & SEWERAGE RATES FOR DUMP POINT PEEL TCE FOR 1.5.21-31.8.21	1		59.71
INV 12229	19/07/2021	BURGESS RAWSON (WA) PTY LTD	WATER & SEWERAGE RATES FOR DUMP POINT PEEL TCE FOR 1.5.21-31.8.21	1	59.71	
EFT40885	11/08/2021	BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR JULY 21	1		592.07
INV 370415331/07/2021		BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR JULY 21	1	592.07	
EFT40886	11/08/2021	COMBINED TYRES PTY LTD	SUPPLY AND FITTED 1400 X 24 GRADER TYRES	1		2,459.60
INV INV-14302/08/2021		COMBINED TYRES PTY LTD	SUPPLY AND FITTED 1400 X 24 GRADER TYRES	1	2,459.60	

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EFT40887	11/08/2021	ELLENBROOK SHEDS PTY LTD T/AS SHED RITE	REFUND OF APPLICATION FEES - NO DEVELOPMENT APPROVAL REQUIRED	1		147.00
INV CH 9.8.209	09/08/2021	ELLENBROOK SHEDS PTY LTD T/AS SHED RITE	REFUND OF APPLICATION FEES - NO DEVELOPMENT APPROVAL REQUIRED	1	147.00	
EFT40888	11/08/2021	ENVIRONMENTAL HEALTH AUSTRALIA	ANNUAL SUBSCRIPTION OF FOODSAFTEY ONLINE TRAINING PROGRAM FOR 2021/22	1		550.00
INV 32102	12/07/2021	ENVIRONMENTAL HEALTH AUSTRALIA	ANNUAL SUBSCRIPTION OF FOODSAFTEY ONLINE TRAINING PROGRAM FOR 2021/22	1	550.00	
EFT40889	11/08/2021	FRANK DAVIS	ELDER TO PROVIDE STORYTELLING AROUND FIRE PIT.	1		500.00
INV 23	05/08/2021	FRANK DAVIS	ELDER TO PROVIDE STORYTELLING AROUND FIRE PIT.	1	500.00	
EFT40890	11/08/2021	GROVE WESLEY DESIGN ART	VARIOUS NAME BADGES	1		93.39
INV 6635	02/08/2021	GROVE WESLEY DESIGN ART	VARIOUS NAME BADGES	1	93.39	
EFT40891	11/08/2021	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES 2021/2022	1		2,790.52
INV MA202122	07/2021	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES 2021/2022	1	2,790.52	
EFT40892	11/08/2021	LUCY'S TEAROOMS	CATERING FOR CITIZENSHIP CEREMONY 25/06/2021	1		505.00
INV 2497	10/08/2021	LUCY'S TEAROOMS	CATERING FOR CITIZENSHIP CEREMONY 25/06/2021	1	285.00	
INV 2504	10/08/2021	LUCY'S TEAROOMS	MORNING TEA FOR STANDING UP MORNING TEA ON 13 JULY 2021	1	220.00	
EFT40893	11/08/2021	MADDISON WENN	BOND REFUND FOR TOWN HALL HIRE 4720.	1		100.00
INV 12246	08/06/2021	MADDISON WENN	BOND REFUND FOR TOWN HALL HIRE 4720.	1	100.00	
EFT40894	11/08/2021	MARKETFORCE	ADVERT IN THE WEST AUSTRALIAN ON 21/7/21 FOR THE DIFFERENTIAL RATES	1		1,951.56
INV 39799	27/07/2021	MARKETFORCE	ADVERT IN THE WEST AUSTRALIAN ON 21/7/21 FOR THE DIFFERENTIAL RATES	1	895.33	
INV 39800	27/07/2021	MARKETFORCE	ADVERT IN THE WEST AUSTRALIAN FOR THE AVON DESCENT ROAD CLOSURES	1	626.27	

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INV 39798	27/07/2021	MARKETFORCE	PUBLIC NOTICE IN THE WEST AUSTRALIAN ON 21/07/2021 - LYON STREET, MARKEY STREET, SPRINGFIELD ROAD - ROAD CLOSURE	1	429.96	
EFT40895	11/08/2021	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES IN REGARDS TO 4 HOVEA	1		6,345.84
INV 119753	30/06/2021	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES IN REGARDS TO 4 HOVEA	1	2,587.06	
INV 120065	30/07/2021	MCLEODS BARRISTERS & SOLICITORS	LEGAL SERVICES IN REGARDS TO 4 HOVEA	1	3,758.78	
EFT40896	11/08/2021	MIRACLE RECREATION EQUIPMENT	APEX PARK AMD RUSHTON PARK REPAIRS	1		2,854.50
INV 42524	09/08/2021	MIRACLE RECREATION EQUIPMENT	APEX PARK AMD RUSHTON PARK REPAIRS	1	2,854.50	
EFT40897	11/08/2021	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL - KIM HAMPTON	1		132.00
INV 154097	26/07/2021	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL - KIM HAMPTON	1	132.00	
EFT40898	11/08/2021	NUTRIEN AG SOULTIONS LIMITED	PVC FITTINGS FOR BERT HAWKE OVAL	1		182.60
INV 905059606/07/2021		NUTRIEN AG SOULTIONS LIMITED	REPLACE GAS BOTTLE FOR FORK LIFT	1	66.00	
INV 905144821/07/2021		NUTRIEN AG SOULTIONS LIMITED	PVC FITTINGS FOR BERT HAWKE OVAL	1	116.60	
EFT40899	11/08/2021	PATRICK EASTWOOD	REFUND FOR STANDPIPE CARD RETURN	1		50.00
INV 146069	28/07/2021	PATRICK EASTWOOD	REFUND FOR STANDPIPE CARD RETURN	1	50.00	
EFT40900	11/08/2021	PERTH SAFETY PRODUCTS PTY LTD	T1-10 STEEL BOX EDGED SIGN 'TRAFFIC HAZARD AHEAD'	1		990.00
INV 000106913/07/2021		PERTH SAFETY PRODUCTS PTY LTD	T1-10 STEEL BOX EDGED SIGN 'TRAFFIC HAZARD AHEAD'	1	990.00	
EFT40901	11/08/2021	PLANT FORCE INVESTMENTS P/L T/A PLANTRITE	NATIVE PLANTS FOR FORESHORE PLANTING BEDS	1		4,941.68
INV 000387029/07/2021		PLANT FORCE INVESTMENTS P/L T/A PLANTRITE	NATIVE PLANTS FOR FORESHORE PLANTING BEDS	1	4,941.68	
EFT40902	11/08/2021	RED DOT STORES	CANVAS NEEDED FOR ART WORKSHOP	1		114.95
INV 520017805/08/2021		RED DOT STORES	TABLE CLOTHS (PINK, PURPLE)	1	30.00	
INV 520516809/08/2021		RED DOT STORES	CANVAS NEEDED FOR ART WORKSHOP	1	84.95	

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EFT40903	11/08/2021	ROAD SPECIALIST AUSTRALIA PTY LTD	PN1201 - REPAIR CONVEYOR FLIGHTS	1		1,749.22
INV 6195	21/07/2021	ROAD SPECIALIST AUSTRALIA PTY LTD	PN1201 - REPAIR CONVEYOR FLIGHTS	1	1,749.22	
EFT40904	11/08/2021	ROOGENIC - ROO TEA PTY LTD	STOCK PURCHASES FOR BKB	1		1,665.86
INV WS-00006/08/2021		ROOGENIC - ROO TEA PTY LTD	STOCK PURCHASES FOR BKB	1	1,665.86	
EFT40905	11/08/2021	SIMON VANYAI (TAIKO ON)	2021 NORTHAM BILYA FESTIVAL (FRIDAY 13 AUGUST 2021): JAPANESE PERCUSSION GROUP FOR PARADE & BKB CENTRE GARDEN FESTIVITIES	1		1,700.00
INV 210802	29/06/2021	SIMON VANYAI (TAIKO ON)	2021 NORTHAM BILYA FESTIVAL (FRIDAY 13 AUGUST 2021): JAPANESE PERCUSSION GROUP FOR PARADE & BKB CENTRE GARDEN FESTIVITIES	1	1,700.00	
EFT40906	11/08/2021	SPECIALISED TREE SERVICE	STORM DAMAGE CLEAN UP WEEK ENDING 01/08/2021 - OLIVER RD BAKERS HILL	1		10,831.01
INV 3640	05/08/2021	SPECIALISED TREE SERVICE	STORM DAMAGE CLEAN UP WEEK ENDING 01/08/2021 - OLIVER RD BAKERS HILL	1	6,711.51	
INV 3648	09/08/2021	SPECIALISED TREE SERVICE	REAR OF MEMORIAL HALL FITZGERALD ST NORTHAM SAFELY CUT DOWN TO GROUND LEVEL	1	4,119.50	
EFT40907	11/08/2021	T/AS AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD	N10734 - 30,000KM SERVICE	1		433.37
INV 346088	10/08/2021	T/AS AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD	N10734 - 30,000KM SERVICE	1	433.37	
EFT40908	11/08/2021	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1		111.77
INV 0501-S304/07/2021		TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1	21.45	
INV 0504-S305/07/2021		TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1	38.01	
INV 0505-S301/08/2021		TOLL TRANSPORT PTY LTD	FREIGHT CHARGES	1	52.31	
EFT40909	11/08/2021	TPG TELECOM	TPG JULY 2021	1		336.78
INV 166995701/08/2021		TPG TELECOM	TPG JULY 2021	1	336.78	
EFT40910	11/08/2021	TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	100 TONNE 19MM MRD SPEC GRAVEL	1		3,223.05

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INV INV-18531/07/2021		TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	100 TONNE 19MM MRD SPEC GRAVEL	1	1,308.78	
INV INV-18531/07/2021		TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	100 TONNE 19MM MRD SPEC GRAVEL	1	1,914.27	
EFT40911	11/08/2021	WARRICKS NEWSAGENCY	STATIONARY ITEMS	1		478.75
INV 16529	21/07/2021	WARRICKS NEWSAGENCY	STATIONARY ITEMS	1	478.75	
EFT40912	11/08/2021	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN0005 WUNDOWIE GATOR TRAILER	1		462.50
INV INV-11612/07/2021		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN0005 WUNDOWIE GATOR TRAILER	1	245.00	
INV INV-12111/08/2021		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	ATTEND SITE, TEST AND REPAIR SOLAR PANEL FAULT ON TRAFFIC LIGHTS, TEST ALL OK	1	217.50	
EFT40913	11/08/2021	WHEATBELT NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY	1		13,472.70
INV 003012505/07/2021		WHEATBELT NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY	1	5,346.00	
INV 003012505/07/2021		WHEATBELT NATURAL RESOURCE MANAGEMENT	BURLONG PARK WINTER MAINTENANCE.	1	2,390.00	
INV 003012520/07/2021		WHEATBELT NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY	1	3,004.89	
INV 003012502/08/2021		WHEATBELT NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY	1	2,731.81	
EFT40914	12/08/2021	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN WEEK ENDING 27.04.2021.	1		60,688.97
INV CY 12.008/03/2021		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN INTERIM 08.03.2021.	1	484.00	
INV CY12.0819/03/2021		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN INTERIM 19.03.2021.	1	868.92	
INV CY12.0830/03/2021		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN WEEK ENDING 30.03.2021.	1	56,829.51	
INV CY12.0827/04/2021		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN WEEK ENDING 27.04.2021.	1	64,909.95	
INV CY12.0330/04/2021		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN INTERIM 30.04.2021.	1	536.00	
INV CY12.0825/05/2021		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY RUN WEEK ENDING 25.05.2021 - CREDIT - PAID TWICE IN ERROR.	1	-62,939.41	

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EFT40915	13/08/2021	ABBOTTS FORGE	REPAIR BROKEN / CRACKED CHASSIS ON MOWER TRAILER , ADJUST UP BRAKES, REPLACE MISSING FRONT MUDGUARD	1		1,030.00
INV 000047221/07/2021		ABBOTTS FORGE	CLACKLINE TOILETS. REPAIR RAIL THAT HAS BEEN HIT AND WELDS BROKEN.	1	440.00	
INV 000047409/08/2021		ABBOTTS FORGE	REPAIR BROKEN / CRACKED CHASSIS ON MOWER TRAILER , ADJUST UP BRAKES, REPLACE MISSING FRONT MUDGUARD	1	590.00	
EFT40916	13/08/2021	BUNNINGS BUILDING SUPPLIES P/L	NO MORE NAILS FOR KILLARA	1		13.48
INV 2182/0026/07/2002		BUNNINGS BUILDING SUPPLIES P/L	NO MORE NAILS FOR KILLARA	1	13.48	
EFT40917	13/08/2021	CIVIC LEGAL	DEFENDING CLAIM - SHIRE OF NORTHAM & DONOVAN PAYNE	1		1,144.00
INV 508605	31/07/2021	CIVIC LEGAL	DEFENDING CLAIM - SHIRE OF NORTHAM & DONOVAN PAYNE	1	1,144.00	
EFT40918	13/08/2021	CLASSIC IT SUPPORT	CRUCIAL BX500 250GB SSD	1		700.00
INV 8853	14/07/2021	CLASSIC IT SUPPORT	CRUCIAL BX500 250GB SSD	1	700.00	
EFT40919	13/08/2021	CLEANAWAY DANIELS SERVICES PTY LTD	APEX PARK TOILETS SHARPS DISPOSALS	1		567.25
INV 199070031/07/2021		CLEANAWAY DANIELS SERVICES PTY LTD	BAKERS HILL TOILETS SHARPS DISPOSAL SERVICE JULY	1	103.14	
INV 199070331/07/2021		CLEANAWAY DANIELS SERVICES PTY LTD	WUNDOWIE PUBLIC TOILETS SHARPS DISPOSALS JULY	1	103.14	
INV 199070231/07/2021		CLEANAWAY DANIELS SERVICES PTY LTD	APEX PARK TOILETS SHARPS DISPOSALS	1	206.27	
INV 199070131/07/2021		CLEANAWAY DANIELS SERVICES PTY LTD	BERNARD PARK SHARPS DISPOSALS SERVICE JULY	1	154.70	
EFT40920	13/08/2021	DOWNER EDI WORKS PTY LTD	RELEASE OF 12 MONTH DEFECTS LIABILITY RETENTION FOR CONTRACT C.201920-13 - BITUMINOUS SPRAY SEAL WORKS FOR SPENCER BROOK ROAD.	1		2,180.20
INV T1299	12/08/2021	DOWNER EDI WORKS PTY LTD	RELEASE OF 12 MONTH DEFECTS LIABILITY RETENTION FOR CONTRACT C.201920-13 - BITUMINOUS SPRAY SEAL WORKS FOR SPENCER BROOK ROAD.	1	2,180.20	
EFT40921	13/08/2021	DRACO AIR PTY LTD	RIVERS EDGE CAFE. CALL OUT FOR AFTER HOURS COOL ROOM REPAIRS.	1		1,413.26

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INV 13993	10/08/2021	DRACO AIR PTY LTD	RIVERS EDGE CAFE. CALL OUT FOR AFTER HOURS COOL ROOM REPAIRS.	1	1,413.26	
EFT40922	13/08/2021	E FIRE & SAFETY	REC CENTRE. 6 MONTHLY FIRE EQUIPMENT SERVICING.	1		576.95
INV 547241	15/07/2021	E FIRE & SAFETY	TOWN HALL. REPLACE BATTERIES DUE TO NON CONFORMANCE	1	104.50	
INV 547178	30/07/2021	E FIRE & SAFETY	REC CENTRE. 6 MONTHLY FIRE EQUIPMENT SERVICING.	1	254.65	
INV 547201	30/07/2021	E FIRE & SAFETY	MONTHLY ROUTINE MAINTENANCE CHARGES FOR NORTHAM TOWN HALL JULY	1	162.80	
INV 547641	05/08/2021	E FIRE & SAFETY	AG SHOWGROUNDS, FIRE SERVICES CHECK.	1	55.00	
EFT40923	13/08/2021	ECOMIST SWAN	3 X SANITARY BIN YEARLY SERVICE FOR KILLARA 2021-2022	1		1,471.80
INV 000577215/07/2021		ECOMIST SWAN	3 X SANITARY BIN YEARLY SERVICE FOR KILLARA 2021-2022	1	1,471.80	
EFT40924	13/08/2021	JS TECHNOLOGY & DIGITAL PTY LTD	REPAIR TO COTTAGE IPAD	1		250.00
INV 9392	27/07/2021	JS TECHNOLOGY & DIGITAL PTY LTD	REPAIR TO COTTAGE IPAD	1	200.00	
INV 9424	30/07/2021	JS TECHNOLOGY & DIGITAL PTY LTD	IPHONE SCREEN PROTECTOR + CASE - RANGER 2	1	50.00	
EFT40925	13/08/2021	KLEENWEST DISTRIBUTORS	TOILET PAPER, NAPKINS, TOILET KLEEN & HAND TOWELS FOR KILLARA	1		160.71
INV 000592221/07/2021		KLEENWEST DISTRIBUTORS	TOILET PAPER, NAPKINS, TOILET KLEEN & HAND TOWELS FOR KILLARA	1	160.71	
EFT40926	13/08/2021	NORTHAM BETTA HOME LIVING	PANASONIC CAMERA BATTERY (NEIL TRAVERS)	1		109.00
INV 23932	25/06/2021	NORTHAM BETTA HOME LIVING	PANASONIC CAMERA BATTERY (NEIL TRAVERS)	1	60.00	
INV 23935	05/07/2021	NORTHAM BETTA HOME LIVING	CANON CAMERA - GENERIC BATTERY	1	49.00	
EFT40927	13/08/2021	OFFICEWORKS SUPERSTORES PTY LTD	KEJJI ON-EAR WIRED HEADPHONES WITH MICROPHONE	1		115.95
INV 188400230/07/2021		OFFICEWORKS SUPERSTORES PTY LTD	KEJJI ON-EAR WIRED HEADPHONES WITH MICROPHONE	1	115.95	
EFT40928	13/08/2021	PFD FOOD SERVICES PTY LTD	CANTEEN STOCK PURCHASED	1		2,092.00
INV KZ353006/08/2021		PFD FOOD SERVICES PTY LTD	CANTEEN STOCK PURCHASED	1	2,092.00	

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EFT40929	13/08/2021	PROGRAMME ELECTRICAL MAINTENANCE	FLUFFY DUCKS. REPAIR A/C UNIT, CLEAN FILTERS	1		110.00
INV 000059708	08/08/2021	PROGRAMME ELECTRICAL MAINTENANCE	FLUFFY DUCKS. REPAIR A/C UNIT, CLEAN FILTERS	1	110.00	
EFT40930	13/08/2021	SCENE SIGNS PTY LTD	CHEMICAL STORAGE SIGNS FOR CHEMICAL CUPBOARD AT KILLARA	1		64.90
INV 000165509	06/06/2021	SCENE SIGNS PTY LTD	CHEMICAL STORAGE SIGNS FOR CHEMICAL CUPBOARD AT KILLARA	1	64.90	
EFT40931	13/08/2021	SPORTSPOWER NORTHAM H & H JOUBERT	UNIFORMS	1		440.00
INV 210-000026	07/07/2021	SPORTSPOWER NORTHAM H & H JOUBERT	UNIFORMS	1	440.00	
EFT40932	13/08/2021	SYNERGY	168614990 STREETLIGHTING - 02/07/2021 TO 01/08/2021	1		34,756.45
INV 293110714	07/07/2021	SYNERGY	293110730 BILYA KOORT BOODJA - 09/06/2021 TO 13/07/2021		2,078.19	
INV 335820921	07/07/2021	SYNERGY	335820940 CREATE 298 - 16/06/2021 TO 20/07/2021		1,081.26	
INV 915241602	08/08/2021	SYNERGY	915241640 AUXILLARY LIGHTING - 02/07/2021 TO 02/08/2021		133.24	
INV 168614902	08/08/2021	SYNERGY	168614990 STREETLIGHTING - 02/07/2021 TO 01/08/2021		24,391.44	
INV 335596903	08/08/2021	SYNERGY	335596920 VISITORS CENTRE - 02/06/2021 TO 02/08/2021		1,326.55	
INV 935600103	08/08/2021	SYNERGY	935600140 VISITORS CENTRE - 02/06/2021 TO 02/08/2021		455.30	
INV 357704703	08/08/2021	SYNERGY	357704790 STAGE LIGHTS - SOUNDSHELL - MINSON AVE - 02/06/2021 TO 02/08/2021		783.28	
INV 357700003	08/08/2021	SYNERGY	357700020 KILLARA DAYCARE CENTRE - 01/06/2021 to 02/08/2021		1,084.88	
INV 357548104	08/08/2021	SYNERGY	357548130 MEMORIAL HALL - 04/06/2021 TO 03/08/2021		577.42	
INV 112769504	08/08/2021	SYNERGY	112769500 OLD NORTHAM FIRE STATION - 04/06/2021 TO 03/08/2021		271.66	
INV 157822504	08/08/2021	SYNERGY	157822560 IRISHTOWN BFB - 21/05/2021 TO 22/07/2021		173.82	
INV 361333404	08/08/2021	SYNERGY	361333420 AVON MALL - 04/06/2021 TO 03/08/2021		546.03	
INV 357703404	08/08/2021	SYNERGY	357703420 PURSLOWE PARK - 04/06/2021 TO 03/08/2021		115.08	
INV 357548705	08/08/2021	SYNERGY	357548700 TOWN HALL - 05/06/2021 TO 04/08/2021		1,073.94	

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INV 357705305/08/2021		SYNERGY	357705300 MORRELL PARK RETIC - 05/06/2021 TO 03/08/2021		141.93	
INV 236109805/08/2021		SYNERGY	236109800 RAP PARK - 05/06/2021 TO 03/08/2021		111.78	
INV 357548006/08/2021		SYNERGY	357548080 DOG POUND COLEBATCH RD - 21/05/2021 TO 22/07/2021		410.65	
EFT40933	13/08/2021	THE WORKWEAR GROUP	UNIFORM ORDER J MAHER	1		422.01
INV 132919325/06/2021		THE WORKWEAR GROUP	UNIFORM ORDER B BULL	1	149.53	
INV 132928225/06/2021		THE WORKWEAR GROUP	UNIFORM ORDER J MAHER	1	185.74	
INV 132920825/06/2021		THE WORKWEAR GROUP	UNIFORM ORDER G SINCLAIR	1	90.00	
INV 004767701/07/2021		THE WORKWEAR GROUP	CLOTHING LEE-ELLEN EDMONDS	1	-57.01	
INV 133343706/07/2021		THE WORKWEAR GROUP	WORKWEAR KRISTY HOPKINS	1	53.75	
EFT40934	13/08/2021	WHEATBELT OFFICE & BUSINESS MACHINES (WOBM)	COMPUTER PRODUCTS	1		306.60
INV 27905	10/08/2021	WHEATBELT OFFICE & BUSINESS MACHINES (WOBM)	COMPUTER PRODUCTS	1	306.60	
EFT40935	13/08/2021	WUNDOWIE AND DISTRICTS MENS SHED INC	WUNDOWIE FOOTBALL PAVILION. REPLACE HWS WITH INSTANTANEOUS GAS.	1		2,368.76
INV 00141	03/08/2021	WUNDOWIE AND DISTRICTS MENS SHED INC	WUNDOWIE FOOTBALL PAVILION. REPLACE HWS WITH INSTANTANEOUS GAS.	1	2,368.76	
EFT40936	16/08/2021	AUSTRALIA POST	POSTAGE JULY 21	1		486.09
INV 101079503/08/2021		AUSTRALIA POST	POSTAGE JULY 21	1	486.09	
EFT40937	16/08/2021	BUNNINGS BUILDING SUPPLIES P/L	REPLACEMENT LIGHT GLOBES, SPAKFILLA FOR WALL REPAIR	1		33.22
INV 2182/0021/06/2021		BUNNINGS BUILDING SUPPLIES P/L	REPLACEMENT LIGHT GLOBES, SPAKFILLA FOR WALL REPAIR	1	33.22	
EFT40938	16/08/2021	COUNTRY COPIERS NORTHAM	CANON IRA-DXC3730 DIGITAL COPIER	1		3,415.50
INV S09315	11/08/2021	COUNTRY COPIERS NORTHAM	CANON IRA-DXC3730 DIGITAL COPIER	1	3,415.50	
EFT40939	16/08/2021	DUN DIRECT PTY LTD	FUEL CHARGES FOR JULY 2021	1		19,355.51

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INV JULY 2031/07/2021		DUN DIRECT PTY LTD	FUEL CHARGES FOR JULY 2021	1	19,355.51	
EFT40940	16/08/2021	LANDGATE	MINING TENEMENTS CHARGEABLE SCHEDULE NO M2021/7 DATED 11.6.21 - 6.8.21	1		68.95
INV 111523102/08/2021		LANDGATE	OTHER DLJ INVOICES	1	27.20	
INV 367498-11/08/2021		LANDGATE	MINING TENEMENTS CHARGEABLE SCHEDULE NO M2021/7 DATED 11.6.21 - 6.8.21	1	41.75	
EFT40941	16/08/2021	OXTER SERVICES	BURIAL DATE: 30/07/2021 NEW GRAVE	1		1,067.00
INV 24665	30/07/2021	OXTER SERVICES	BURIAL DATE: 30/07/2021 NEW GRAVE	1	1,067.00	
EFT40942	16/08/2021	SHRED-X PTY LTD	EMPTYING OF SHREDDER BIN - ADMINISTRATION BUILDING JULY	1		71.65
INV 016592731/07/2021		SHRED-X PTY LTD	EMPTYING OF SHREDDER BIN - ADMINISTRATION BUILDING JULY	1	71.65	
EFT40943	16/08/2021	SPECIALISED TREE SERVICE	BAKERS HILL / CLACKLINE TOWNSITE STREET TREES PRUNING AS PER C.201819-09	1		3,657.50
INV 3643	06/08/2021	SPECIALISED TREE SERVICE	BAKERS HILL / CLACKLINE TOWNSITE STREET TREES PRUNING AS PER C.201819-09	1	3,657.50	
EFT40944	16/08/2021	SUSAN MAE CONNELL	REIMBURSEMENT OF MEALS AT OVERNIGHT ACCOM WHILE ATTENDING AIM CONTRACT LAW AND RISK COURSE	1		63.79
INV CY 13.813/08/2021		SUSAN MAE CONNELL	REIMBURSEMENT OF MEALS AT OVERNIGHT ACCOM WHILE ATTENDING AIM CONTRACT LAW AND RISK COURSE	1	63.79	
EFT40945	16/08/2021	THE WORKWEAR GROUP	M.LUNGVARY - SCRUB UNIFORM ORDER	1		584.57
INV 132919325/06/2021		THE WORKWEAR GROUP	M.LUNGVARY - SCRUB UNIFORM ORDER	1	199.59	
INV 132919325/06/2021		THE WORKWEAR GROUP	G.ESLER - SCRUB UNIFORM ORDER	1	156.28	
INV 132912325/06/2021		THE WORKWEAR GROUP	R.O'NEIL - SCRUB UNIFORM ORDER	1	66.28	
INV 132928225/06/2021		THE WORKWEAR GROUP	J.O'BRIEN - SCRUB UNIFORM ORDER	1	162.42	
EFT40946	16/08/2021	TPG TELECOM	TPG BILL JULY PERIOD	1		6,813.76

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INV 200005001/08/2021		TPG TELECOM	TPG BILL JULY PERIOD	1	6,813.76	
EFT40947	16/08/2021	VINCELEC	SERVICE CALL REPLACE FAULTY LIGHT IN KITCHEN COOL ROOM AT KILLARA DAY CENTRE	1		369.32
INV IV959	28/07/2021	VINCELEC	SERVICE CALL REPLACE FAULTY LIGHT IN KITCHEN COOL ROOM AT KILLARA DAY CENTRE	1	369.32	
EFT40948	16/08/2021	VIVIENNE RYDER	KANGAROO AND DAMPER CATERING	1		200.00
INV 1	05/08/2021	VIVIENNE RYDER	KANGAROO AND DAMPER CATERING	1	200.00	
EFT40949	16/08/2021	WARRICKS NEWSAGENCY	ADMIN - COPIES OF WEST AUSTRALIAN NEWSPAPER JULY PERIOD	1		51.90
INV SN000061/07/2021		WARRICKS NEWSAGENCY	ADMIN - COPIES OF WEST AUSTRALIAN NEWSPAPER JULY PERIOD	1	51.90	
EFT40950	16/08/2021	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL CHARGES FOR JULY 2021	1		870.33
INV JULY 2031/07/2021		WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL CHARGES FOR JULY 2021	1	870.33	
EFT40951	18/08/2021	ABBOTTS FORGE	PN1705 - ZTRACK MOWER REPAIRS	1		125.00
INV 000047612/08/2021		ABBOTTS FORGE	PN1705 - ZTRACK MOWER REPAIRS	1	125.00	
EFT40952	18/08/2021	ACCENT RUBBER STAMPS AND TROPHIES	NEW STAMP AS PER QUOTE J30-07	1		102.15
INV 000677204/08/2021		ACCENT RUBBER STAMPS AND TROPHIES	NEW STAMP AS PER QUOTE J30-07	1	102.15	
EFT40953	18/08/2021	ANDY'S PLUMBING SERVICE	SOUTHERN BROOK HALL TOILETS INSTALL GUTTERING, SUMP AND REPAIR PLASTIC SEPTIC LID TO KEEP WATER OUT.	1		5,307.50
INV A19087	12/08/2021	ANDY'S PLUMBING SERVICE	SOUTHERN BROOK HALL. PUMP OUT SEPTIC TANKS x 2	1	1,408.00	
INV A19065	12/08/2021	ANDY'S PLUMBING SERVICE	SOUTHERN BROOK HALL TOILETS. TIMER TAPS STAYS ON AND SOAP DISPENSER NEEDS REPAIRING/REPLACING.	1	676.50	
INV A19086	12/08/2021	ANDY'S PLUMBING SERVICE	SOUTHERN BROOK HALL TOILETS INSTALL GUTTERING, SUMP AND REPAIR PLASTIC SEPTIC LID TO KEEP WATER OUT.	1	2,145.00	

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INV A19088	12/08/2021	ANDY'S PLUMBING SERVICE	NORTHAM MENS SHED. REPLACE BURNT OUT SUMP PUMPS X 2 FOR STORM WATER.	1	1,078.00	
EFT40954	18/08/2021	ANNE LAWRENCE	NATIONAL POLICE CLEARANCE	1		44.90
INV 110721321	07/2021	ANNE LAWRENCE	NATIONAL POLICE CLEARANCE	1	44.90	
EFT40955	18/08/2021	AUTOPRO NORTHAM	VALVOLINE SUPER SUPER DIESEL 15/40	1		106.60
INV 932213	19/07/2001	AUTOPRO NORTHAM	2 X TRAILER PLUGS	1	47.34	
INV 937630	13/08/2021	AUTOPRO NORTHAM	VALVOLINE SUPER SUPER DIESEL 15/40	1	59.26	
EFT40956	18/08/2021	AVON VALLEY BAKERY	200 X CUPCAKES WITH BKB LOGO - FOR BKB 3RD BIRTHDAY	1		400.00
INV INV-06014	08/2021	AVON VALLEY BAKERY	200 X CUPCAKES WITH BKB LOGO - FOR BKB 3RD BIRTHDAY	1	400.00	
EFT40957	18/08/2021	BLACKWELL PLUMBING & GAS PTY LTD	BLOCKED TOILET (OUTSIDE FEMALE TOILET)	1		55.00
INV INV-24311	08/2021	BLACKWELL PLUMBING & GAS PTY LTD	BLOCKED TOILET (OUTSIDE FEMALE TOILET)	1	55.00	
EFT40958	18/08/2021	BUDGET CASH REGISTER CO	POWER SUPPLY FOR TILL RECIEPT PRINTER	1		137.00
INV 20358	11/08/2021	BUDGET CASH REGISTER CO	POWER SUPPLY FOR TILL RECIEPT PRINTER	1	137.00	
EFT40959	18/08/2021	BUNNINGS BUILDING SUPPLIES P/L	CHAIN 20MTR BUCKETCHAIN 20MTR	1		759.94
INV 2182/00	24/02/2021	BUNNINGS BUILDING SUPPLIES P/L	BUCKET1 X HAMMER	1	327.75	
INV 2182/00	21/05/2021	BUNNINGS BUILDING SUPPLIES P/L	SUPPLIES FOR DIDGERIDOO WORKSHOP	1	13.34	
INV 2182/00	30/06/2021	BUNNINGS BUILDING SUPPLIES P/L	HOSE REEL	1	257.52	
INV 2182/00	02/07/2021	BUNNINGS BUILDING SUPPLIES P/L	SAFETY FLAG ROPE	1	141.55	
INV 2182/00	13/08/2021	BUNNINGS BUILDING SUPPLIES P/L		1	19.78	
EFT40960	18/08/2021	CADDS FASHIONS	WORKBOOT ALLOWANCE - PHIL WHITE	1		150.00
INV 21-000014	08/2021	CADDS FASHIONS	WORKBOOT ALLOWANCE - PHIL WHITE	1	150.00	
EFT40961	18/08/2021	CENTRAL MOBILE MECHANICAL REPAIRS	PN1518 - FLAIL MOWER REPAIR	1		400.40

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INV 000036416/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1414 - FLATTOP TRAILER, ADJUST BRAKES	1	132.00	
INV 000036516/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1518 - FLAIL MOWER REPAIR	1	136.40	
INV 000036416/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1414 - FLATTOP TRAILER, ADJUST BRAKES	1	132.00	
EFT40962	18/08/2021	CHRISTOPHER GLENN GOFF	CLEANUP OF THE BROKEN ASBESTOS MIXED IN DIRT AND RUBBISH AT ROAD TRAIN ASSEMBLY	1		2,750.00
INV 210702	02/07/2021	CHRISTOPHER GLENN GOFF	CLEANUP OF THE BROKEN ASBESTOS MIXED IN DIRT AND RUBBISH AT ROAD TRAIN ASSEMBLY	1	2,200.00	
INV 200721	20/07/2021	CHRISTOPHER GLENN GOFF	CLEANUP OF THE BROKEN ASBESTOS MIXED IN DIRT AND RUBBISH AT ROAD TRAIN ASSEMBLY	1	550.00	
EFT40963	18/08/2021	GAIL MCMILLAN	REFUND ON DEVELOPMENT APPLICATION FEE P21090 ON R/N 146096	1		147.00
INV 146096	15/07/2021	GAIL MCMILLAN	REFUND ON DEVELOPMENT APPLICATION FEE P21090 ON R/N 146096	1	147.00	
EFT40964	18/08/2021	HAVE A GO -CONCEPT MEDIA	HAGN 350 MAY 2021 10CM x 3COL - WINTER IN THE WEST	1		864.28
INV 56311	04/06/2021	HAVE A GO -CONCEPT MEDIA	HAGN 350 MAY 2021 10CM x 3COL - WINTER IN THE WEST	1	432.14	
INV 56312	23/06/2021	HAVE A GO -CONCEPT MEDIA	HAGN 350 JULY 2021 10CM x 3COL - WINTER IN THE WEST	1	432.14	
EFT40965	18/08/2021	IXOM OPERATIONS PTY LTD	CLORINE MONTHLY SERVICE FEE FOR WWTP 2021/2022	1		522.75
INV 641177931/07/2021		IXOM OPERATIONS PTY LTD	CLORINE MONTHLY SERVICE FEE FOR NORTHAM AQUATIC FACILITY 2021/2022	1	174.25	
INV 641177931/07/2021		IXOM OPERATIONS PTY LTD	CLORINE MONTHLY SERVICE FEE FOR WWTP 2021/2022	1	348.50	
EFT40966	18/08/2021	JOANNA WRIGHT	BASKET WEAVING CLASS FOR BKB 3RD BIRTHDAY (14/08/2021)	1		500.00
INV 3	14/08/2021	JOANNA WRIGHT	BASKET WEAVING CLASS FOR BKB 3RD BIRTHDAY (14/08/2021)	1	500.00	
EFT40967	18/08/2021	METRO BEVERAGE CO PTY LTD	REFRESHMENTS REC CENTRE	1		1,256.13
INV 975196	04/08/2021	METRO BEVERAGE CO PTY LTD	REFRESHMENTS REC CENTRE	1	1,256.13	
EFT40968	18/08/2021	NATIVE OZ BUSHFOODS	NATIVE JAMS AND BUSH FOODS RESTOCK	1		1,497.50

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INV 1117	06/08/2021	NATIVE OZ BUSHFOODS	NATIVE JAMS AND BUSH FOODS RESTOCK	1	1,497.50	
EFT40969	18/08/2021	NORTHAM & DISTRICTS GLASS SERVICE	TOWN HALL. REPLACE BROKEN WINDOW TO FRONT OF HALL.	1		203.50
INV INV-02712/08/2021		NORTHAM & DISTRICTS GLASS SERVICE	TOWN HALL. REPLACE BROKEN WINDOW TO FRONT OF HALL.	1	203.50	
EFT40970	18/08/2021	NORTHAM BETTA HOME LIVING	WEB CAM - LIFECAM CINEMA L2	1		99.95
INV 200100317/08/2021		NORTHAM BETTA HOME LIVING	WEB CAM - LIFECAM CINEMA L2	1	99.95	
EFT40971	18/08/2021	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS FOR 01/07/2021-30/06/2022	1		36.00
INV 000036702/08/2021		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS FOR 01/07/2021-30/06/2022	1	36.00	
EFT40972	18/08/2021	NUTRIEN AG SOULTIONS LIMITED	PRO SAFETY GEAR LENS CLEANING WIPES LC100AF X 4 BOXES	1		110.70
INV 905286812/08/2021		NUTRIEN AG SOULTIONS LIMITED	PRO SAFETY GEAR LENS CLEANING WIPES LC100AF X 4 BOXES	1	110.70	
EFT40973	18/08/2021	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES FOR ACCOUNT 601148 - 185 FITZGERALD ST NORTHAM (POP UP SHOP)	1		361.06
INV 224211516/08/2021		PERTH ENERGY PTY LTD	ELECTRICITY CHARGES FOR ACCOUNT 601148 - 185 FITZGERALD ST NORTHAM (POP UP SHOP)	1	361.06	
EFT40974	18/08/2021	RED DOT STORES	STOCK FOR BKB	1		291.94
INV 521104613/08/2021		RED DOT STORES	STOCK FOR BKB	1	291.94	
EFT40975	18/08/2021	RIVERGUM VALLEY LAVENDER	STOCK ITEMS VISITOR CENTRE	1		552.50
INV 000003103/06/2021		RIVERGUM VALLEY LAVENDER	STOCK ITEMS VISITOR CENTRE	1	552.50	
EFT40976	18/08/2021	SOLARGAIN PV PTY LTD	VARIAITON V-01 TO CONTRACT C.201920-08 UPGRADE SOLAR SYSTEM TO NORTHAM RECREATION CENTRE TO ALLOW FOR NEW AQUATIC CENTRE AS PER PRICING SCHEDULE PROVIDED.	1		41,085.00

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INV 201756	22/06/2021	SOLARGAIN PV PTY LTD	VARIAITON V-01 TO CONTRACT C.201920-08 UPGRADE SOLAR SYSTEM TO NORTHAM RECREATION CENTRE TO ALLOW FOR NEW AQUATIC CENTRE AS PER PRICING SCHEDULE PROVIDED.	1	41,085.00	
EFT40977	18/08/2021	THE WORKWEAR GROUP	YVONNE RYDER UNIFORM	1		515.20
INV 133830929	07/2021	THE WORKWEAR GROUP	YVONNE RYDER UNIFORM	1	515.20	
EFT40978	18/08/2021	TREVOR EASTWELL	DRIVING WUNDOWIE TO NORTHAM COMMUNITY BUS AUGUST 2021	1		50.00
INV 73	12/08/2021	TREVOR EASTWELL	DRIVING WUNDOWIE TO NORTHAM COMMUNITY BUS AUGUST 2021	1	50.00	
EFT40979	18/08/2021	VINCELEC	GRASS VALLEY FIRE SHED. CHECK POWER TO ROLLER DOOR MOTOR AND TEST MOTOR.	1		150.00
INV IV986	10/08/2021	VINCELEC	GRASS VALLEY FIRE SHED. CHECK POWER TO ROLLER DOOR MOTOR AND TEST MOTOR.	1	150.00	
EFT40980	18/08/2021	WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY AS PER C.201920-09	1		1,320.00
INV 000034212	08/2021	WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY AS PER C.201920-09	1	1,320.00	
EFT40981	18/08/2021	WA DISTRIBUTORS PTY LTD T/AS ALWAYS FOODS	STOCK REC CENTRE	1		1,176.00
INV 656591	05/08/2021	WA DISTRIBUTORS PTY LTD T/AS ALWAYS FOODS	STOCK REC CENTRE	1	968.20	
INV 658485	12/08/2021	WA DISTRIBUTORS PTY LTD T/AS ALWAYS FOODS	STOCK REC CENTRE	1	301.30	
INV 659058	16/08/2021	WA DISTRIBUTORS PTY LTD T/AS ALWAYS FOODS	STOCK REC CENTRE	1	-93.50	
EFT40982	18/08/2021	WARRICKS NEWSAGENCY	LIBRARY - MAGIZINE SUBSCRIPTIONS 01/07/2021- 30/06/2022	1		283.04
INV SN00	0131/07/2021	WARRICKS NEWSAGENCY	LIBRARY - MAGIZINE SUBSCRIPTIONS 01/07/2021- 30/06/2022	1	214.20	
INV AUG A/	013/08/2021	WARRICKS NEWSAGENCY	LANYARDS FOR STAFF KEYS	1	49.68	
INV AUG A/	013/08/2021	WARRICKS NEWSAGENCY	DIARY COLLINS A5 FIN	1	19.16	

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EFT40983	20/08/2021	ABBOTTS FORGE	FABRICATE & PAINT IN HERITAGE RED, BANNER POLE AS PATTERN, AS PER QUOTE 00004329	1		1,450.00
INV 000043223	07/2021	ABBOTTS FORGE	FABRICATE & PAINT IN HERITAGE RED, BANNER POLE AS PATTERN, AS PER QUOTE 00004329	1	800.00	
INV 000047516	08/2021	ABBOTTS FORGE	REMOVE ROUNDABOUT 13/08/2021 AND REPLACE 16/08/2021 FOR STREET PARADE	1	650.00	
EFT40984	20/08/2021	AIRPORT ALLIANCE CONTRACTING	NORTHAM AIRPORT RUNWAY LIGHTING PROJECT AS PER CONTRACT C.202021-25	1		6,869.23
INV INV-28802	08/2021	AIRPORT ALLIANCE CONTRACTING	NORTHAM AIRPORT RUNWAY LIGHTING PROJECT AS PER CONTRACT C.202021-25	1	6,869.23	
EFT40985	20/08/2021	ALLMAKES AG	HARD HAT ADVANCE X-VENT	1		1,557.58
INV 25853	17/08/2021	ALLMAKES AG	HARD HAT ADVANCE X-VENT	1	1,557.58	
EFT40986	20/08/2021	ASTRO SYNTHETIC TURF	MANUFACTURE ASTRO TURF TOP CRICKET PITCH COVERS AND STEEL PALLET, SWL CERTIFIED AND AUST SAFETY STD FOR TRANSPORT HANDLING AND STORAGE AS PER QUOTE #21225	1		12,760.00
INV 000010602	08/2021	ASTRO SYNTHETIC TURF	MANUFACTURE ASTRO TURF TOP CRICKET PITCH COVERS AND STEEL PALLET, SWL CERTIFIED AND AUST SAFETY STD FOR TRANSPORT HANDLING AND STORAGE AS PER QUOTE #21225	1	12,760.00	
EFT40987	20/08/2021	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	1		129.50
INV DEDUC17	08/2021	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		129.50	
EFT40988	20/08/2021	AVON VALLEY CONTRACTORS	PICK UP MULTI ROLLER CNR BOBAKINE AND SMITH ROADS, DROP OFF AT HENRY ST OVAL BEFORE 09/08/2021 MIDDAY	1		352.00
INV 3845	13/08/2021	AVON VALLEY CONTRACTORS	PICK UP MULTI ROLLER CNR BOBAKINE AND SMITH ROADS, DROP OFF AT HENRY ST OVAL BEFORE 09/08/2021 MIDDAY	1	352.00	
EFT40989	20/08/2021	BOB COOPER OUTBACK SURVIVAL PTY LTD	BOB COOPER SURVIVAL KIT	1		343.50
INV 62867	04/08/2021	BOB COOPER OUTBACK SURVIVAL PTY LTD	BOB COOPER SURVIVAL KIT	1	343.50	

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EFT40990	20/08/2021	BOQ ASSET FINANCE & LEASING PTY LTD	MAY LEASE FEE FOR PHOTOCOPIER FOR CO WORKING SPACE/COMMUNITY DEVELOPMENT TEAM	1		291.12
INV 856184	30/07/2021	BOQ ASSET FINANCE & LEASING PTY LTD	MAY LEASE FEE FOR PHOTOCOPIER FOR CO WORKING SPACE/COMMUNITY DEVELOPMENT TEAM	1	145.56	
INV 862029	05/08/2021	BOQ ASSET FINANCE & LEASING PTY LTD	SEPTEMBER 2021 LEASE FEE FOR PHOTOCOPIER FOR CO WORKING SPACE / COMMUNITY DEVELOPMENT TEAM	1	145.56	
EFT40991	20/08/2021	BUNNINGS BUILDING SUPPLIES P/L	TRESSTLE TABLES	1		2,626.59
INV 2182/00001/02/2021		BUNNINGS BUILDING SUPPLIES P/L	PVC FITTINGS	1	28.69	
INV 2182/00001/02/2021		BUNNINGS BUILDING SUPPLIES P/L	100MT ROLL FLAGGING	1	33.00	
INV 2182/00019/05/2021		BUNNINGS BUILDING SUPPLIES P/L	SILICON ROOF & GUTTER PARFIX	1	66.51	
INV 2182/00020/05/2021		BUNNINGS BUILDING SUPPLIES P/L	4 X PAIRS STEEL CAP WELLINGTON BOOTS	1	95.53	
INV 2182/00021/05/2021		BUNNINGS BUILDING SUPPLIES P/L	TECH SCREWS 1 BOX	1	61.29	
INV 2182/00025/05/2021		BUNNINGS BUILDING SUPPLIES P/L	DOUBLE TAP FITTING	1	24.55	
INV 2182/00029/06/2021		BUNNINGS BUILDING SUPPLIES P/L	2 X FISKARS PRUNERS	1	40.00	
INV 2182/99029/06/2021		BUNNINGS BUILDING SUPPLIES P/L	1 X BOX PICK & REACHING TOOL	1	109.68	
INV 2182/9980/06/2021		BUNNINGS BUILDING SUPPLIES P/L	TRESSTLE TABLES	1	1,140.00	
INV 2182/00002/07/2021		BUNNINGS BUILDING SUPPLIES P/L	RETICULATION FITTINGS	1	73.18	
INV 2182/00005/07/2021		BUNNINGS BUILDING SUPPLIES P/L	MARKER PENS AND TAPE	1	36.34	
INV 2182/00006/07/2021		BUNNINGS BUILDING SUPPLIES P/L	PVC JOINERS FOR CRICKET WICKET	1	48.51	
INV 2182/00006/07/2021		BUNNINGS BUILDING SUPPLIES P/L	HOSE AND FITTINGS	1	107.38	
INV 2182/99810/08/2021		BUNNINGS BUILDING SUPPLIES P/L	1 X PALLET RAPID SET CONCRETE	1	443.40	
INV 2182/00011/08/2021		BUNNINGS BUILDING SUPPLIES P/L	2 X TEAK RND FJ LAM PANEL 600X18MM	1	98.00	
INV 2182/00011/08/2021		BUNNINGS BUILDING SUPPLIES P/L	LIGHT GLOBES SCREW DRIVER	1	34.18	
INV 2182/00012/08/2021		BUNNINGS BUILDING SUPPLIES P/L	FLAGGING 500MT ROLL	1	186.35	
EFT40992	20/08/2021	CADDS FASHIONS	Susette UNIFORM	1		199.60

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INV 21-000026/07/2021		CADDS FASHIONS	Susette UNIFORM	1	199.60	
EFT40993	20/08/2021	CENTRAL MOBILE MECHANICAL REPAIRS	PN1502 - BOMAG ROLLER CHECK WATER LEAK AND REPLACE CORE PLUGS IN ENGINE	1		6,737.28
INV 000036516/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1603 - SEWELL ROAD BROOM, BRAKE REPAIRS	1	264.00	
INV 000036516/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1509 - WUNDOWIE ISUZU TRUCK SERVICE 80,000KM. WEDNESDAY 28/07/2021	1	834.46	
INV 000036516/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1809 - JCB BACKHOE 500HR SERVICE	1	1,118.04	
INV 000036516/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN2017 - BOBCAT TRAILER, CHANGE BRAKE HITCH	1	331.10	
INV 000036416/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1502 - BOMAG ROLLER CHECK WATER LEAK AND REPLACE CORE PLUGS IN ENGINE	1	2,082.08	
INV 000036518/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1502 - BOMAG ROLLER SERVICE	1	577.50	
INV 000036518/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1502 - BOMAG ROLLER SERVICE	1	1,266.10	
INV 000036518/08/2021		CENTRAL MOBILE MECHANICAL REPAIRS	PN1810 - WATER TANKER, HOSE REEL & MUDGUARD REPAIRS	1	264.00	
EFT40994	20/08/2021	CHRISTOPHER GLENN GOFF	DEMOLITION AND SALVAGE OF BERNARD PARK PLAYGROUP.	1		21,890.00
INV 210805	05/08/2021	CHRISTOPHER GLENN GOFF	DEMOLITION AND SALVAGE OF BERNARD PARK PLAYGROUP.	1	21,890.00	
EFT40995	20/08/2021	CLARK EQUIPMENT	PN1910 - CLARK BOBCAT MIRROR, PART #1421015	1		60.06
INV 082323728/07/2021		CLARK EQUIPMENT	PN1910 - CLARK BOBCAT MIRROR, PART #1421015	1	60.06	
EFT40996	20/08/2021	COMBINED TYRES PTY LTD	PN1706 - JOHN DEERE GRADER. TYRE REPLACEMENT INCLUDING DISPOSAL	1		1,290.30
INV INV-14411/08/2021		COMBINED TYRES PTY LTD	PN1706 - JOHN DEERE GRADER. TYRE REPLACEMENT INCLUDING DISPOSAL	1	1,229.80	
INV INV-14618/08/2021		COMBINED TYRES PTY LTD	PN0916 - BOBCAT TYRE REPAIR. REPLACE VALVE & REPAIR LEAKING BEADS	1	60.50	
EFT40997	20/08/2021	COUNTRYWIDE GROUP	2 X POLESAW CHAINS	1		222.76
INV ACC00016/08/2021		COUNTRYWIDE GROUP	2 X POLESAW CHAINS	1	92.80	
INV ACC00017/08/2021		COUNTRYWIDE GROUP	CLUTCH DRUM SPROCKET FOR HUSQUYANA T435 CHAINSAW	1	40.46	

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INV ACC00017/08/2021		COUNTRYWIDE GROUP	WHIPPER SNIPPER HEAD AND CORD	1	89.50	
EFT40998	20/08/2021	CUTTING EDGES EQUIPMENT PARTS	GRADER BLADE HT CURV (RED) 1828 X 152 X 16 X 13H (5/8")	1		2,822.16
INV 330806606/08/2021		CUTTING EDGES EQUIPMENT PARTS	GRADER BLADE HT CURV (RED) 1828 X 152 X 16 X 13H (5/8")	1	2,822.16	
EFT40999	20/08/2021	EASIFLEET	PAYROLL DEDUCTIONS	1		1,601.63
INV DEDUC17/08/2021		EASIFLEET	PAYROLL DEDUCTIONS		1,005.40	
INV DEDUC17/08/2021		EASIFLEET	PAYROLL DEDUCTIONS		596.23	
EFT41000	20/08/2021	FULTON HOGAN INDUSTRIES PTY LTD	EZ STREET COLDMIX/POTHOLE FILL 20KG BAGS	1		1,795.20
INV 154956113/08/2021		FULTON HOGAN INDUSTRIES PTY LTD	EZ STREET COLDMIX/POTHOLE FILL 20KG BAGS	1	1,795.20	
EFT41001	20/08/2021	GROVE WESLEY DESIGN ART	NAME BADGE	1		128.26
INV 6644	31/07/2021	GROVE WESLEY DESIGN ART	NAME BADGE	1	27.94	
INV 6643	31/07/2021	GROVE WESLEY DESIGN ART	NAME BADGE	1	100.32	
EFT41002	20/08/2021	INTERACTIVE MINING SERVICES	2020/21 ANNUAL LEVEL 1 BRIDGE INSPECTIONS BRIDGE #0608	1		326.21
INV 420B	10/08/2021	INTERACTIVE MINING SERVICES	2020/21 ANNUAL LEVEL 1 BRIDGE INSPECTIONS BRIDGE #0608	1	326.21	
EFT41003	20/08/2021	J & A BUILDING PTY LTD	MACHINERY SHED 20M X 64M X 4.8M WALL HEIGHT AS PER CONTRACT C.202021-08.	1		20,903.85
INV 000031120/07/2021		J & A BUILDING PTY LTD	MACHINERY SHED 20M X 64M X 4.8M WALL HEIGHT AS PER CONTRACT C.202021-08.	1	20,903.85	
EFT41004	20/08/2021	JASON SIGNMAKERS	"RV/CARAVAN PARKING AREA ONLY" SIGN	1		151.67
INV 221323	03/08/2021	JASON SIGNMAKERS	"RV/CARAVAN PARKING AREA ONLY" SIGN	1	151.67	
EFT41005	20/08/2021	JH COMPUTER SERVICES PTY LTD	MICROSOFT SURFACE DOC2	1		836.00
INV 000019903/08/2021		JH COMPUTER SERVICES PTY LTD	MICROSOFT SURFACE DOC2	1	836.00	

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EFT41006	20/08/2021	LIGHT APPLICATION PTY LTD	DESIGN AND DELIVERY OF NORTHAM SUSPENSION BRIDGE ILLUMINATION PROJECT AS PER CONTRACT C.202021-22	1		82,654.00
INV 83886	20/07/2021	LIGHT APPLICATION PTY LTD	DESIGN AND DELIVERY OF NORTHAM SUSPENSION BRIDGE ILLUMINATION PROJECT AS PER CONTRACT C.202021-22	1	82,654.00	
EFT41007	20/08/2021	LLOYDS EARTHMOVING	2 x BUCKET WHITE WASHED SAND	1		45.00
INV INV-26313/08/2021		LLOYDS EARTHMOVING	2 x BUCKET WHITE WASHED SAND	1	45.00	
EFT41008	20/08/2021	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCATION SERVICES (CLEANING TOWN ROADS) 26.7.21 - 1.8.21	1		7,801.20
INV N2831	09/08/2021	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCATION SERVICES (CLEANING TOWN ROADS) 26.7.21 - 1.8.21	1	3,900.60	
INV N2832	09/08/2021	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCATION SERVICES (CLEANING TOWN ROADS) 2.8.21-8.8.21	1	3,900.60	
EFT41009	20/08/2021	MORRIS PEST AND WEED CONTROL	WHITE ANT TREATMENT TO TREE IN DR DUNLOP PARK, BEHIND 4 QUELQUELLING RD	1		230.00
INV INV-13412/08/2021		MORRIS PEST AND WEED CONTROL	WHITE ANT TREATMENT TO TREE IN DR DUNLOP PARK, BEHIND 4 QUELQUELLING RD	1	230.00	
EFT41010	20/08/2021	NAVMAN WIRELESS PTY LTD	SUBSCRIPTION SERVICE FEES ON NAVTRAC SYSTEM FOR DEPOT 15.8.21-14.9.21	1		1,311.59
INV 923193005/08/2021		NAVMAN WIRELESS PTY LTD	SUBSCRIPTION SERVICE FEES ON NAVTRAC SYSTEM FOR DEPOT 19 UNITS 5.8.21 -4.9.21	1	417.67	
INV 923225215/08/2021		NAVMAN WIRELESS PTY LTD	SUBSCRIPTION SERVICE FEES ON NAVTRAC SYSTEM FOR DEPOT 15.8.21-14.9.21	1	893.92	
EFT41011	20/08/2021	NORTHAM BETTA HOME LIVING	10M HDMI CABLE	1		238.80
INV 200100306/08/2021		NORTHAM BETTA HOME LIVING	10M HDMI CABLE	1	238.80	
EFT41012	20/08/2021	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL - PIERCE LLOYD	1		132.00
INV 156571	17/08/2021	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL - PIERCE LLOYD	1	132.00	
EFT41013	20/08/2021	NORTHAM LIQUOR BARONS	REFRESHMENTS FOR BBQ - MATT FYFFE	1		129.96
INV 1201-3222/07/2021		NORTHAM LIQUOR BARONS	REFRESHMENTS FOR BBQ - MATT FYFFE	1	129.96	

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EFT41014	20/08/2021	OASIS OUTDOOR STRUCTURES	VARIATION VO-02 AS PER CONTRACT C.202021-12 - WUNDOWIE OVERNIGHT RV SITE.	1		2,035.00
INV INV-06201/08/2021	20/08/2021	OASIS OUTDOOR STRUCTURES	VARIATION VO-02 AS PER CONTRACT C.202021-12 - WUNDOWIE OVERNIGHT RV SITE.	1	2,035.00	
EFT41015	20/08/2021	OXTER SERVICES	BURIAL DATE: 10/08/2021 REOPEN GRAVE OF CLARENCE HENRY BROWN FOR THE BURIAL OF JOY BROWN.	1		935.00
INV 24714	12/08/2021	OXTER SERVICES	BURIAL DATE: 10/08/2021 REOPEN GRAVE OF CLARENCE HENRY BROWN FOR THE BURIAL OF JOY BROWN.	1	935.00	
EFT41016	20/08/2021	PATRICIA SMITH ARTISTS REVOLUTION	ART WORKSHOP X 4 SESSIONS EVERY MONDAY	1		1,200.00
INV 3	18/08/2021	PATRICIA SMITH ARTISTS REVOLUTION	ART WORKSHOP X 4 SESSIONS EVERY MONDAY	1	1,200.00	
EFT41017	20/08/2021	PATTON'S PANEL & PAINT	REPAIRS TO PN1511 -N11164 AS PER QUOTE 2403	1		695.75
INV 2459	19/07/2021	PATTON'S PANEL & PAINT	REPAIRS TO PN1511 -N11164 AS PER QUOTE 2403	1	695.75	
EFT41018	20/08/2021	PERTH SAFETY PRODUCTS PTY LTD	ALUMINIUM SIGNS 'LIGHTS AUTOMATICALLY TURN OFF AT 10PM' AS PER QUOTE 00010728	1		209.00
INV 000107202/08/2021	20/08/2021	PERTH SAFETY PRODUCTS PTY LTD	ALUMINIUM SIGNS 'LIGHTS AUTOMATICALLY TURN OFF AT 10PM' AS PER QUOTE 00010728	1	209.00	
EFT41019	20/08/2021	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES JUNE JULY 2021	1		129.48
INV 399930	31/07/2021	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES JUNE JULY 2021	1	129.48	
EFT41020	20/08/2021	RETAIL DECISIONS (COLES)	COLES EXPENCES FOR JULY 2021	1		3,987.13
INV 169	31/07/2021	RETAIL DECISIONS (COLES)	COLES EXPENCES FOR JULY 2021	1	3,987.13	
EFT41021	20/08/2021	SPECIALISED TREE SERVICE	HAWKE AVE WUNDOWIE STORM DAMAGE CLEAN UP. SAFELY CUT UP & REMOVE ALL MATERIAL BOTH SIDES OF THE ROAD & IN PRIVATE PROPERTY FROM TREES LOCATED WITHIN SHIRES ROAD RESERVE THAT WERE TORN APART FROM THE JULY 26 STORM EVENT. PRUNE TO REMOVE BROKEN/TORN STUBBS FROM DAMAGED TREES.	1		11,690.25

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INV 3649	11/08/2021	SPECIALISED TREE SERVICE	APHYLLA RD BURLONG STORM DAMAGE FALLEN TREE, SAFELY CUT UP FALLEN CASUARINA TREE, CHIP ALL MATERIAL LEAVING A SMALL TRUNK SECTION CUT INTO BOBCAT SIZE PEICES THAT ARE TOO LARGE FOR THE CHIPPER.	1	490.00	
INV 3649	11/08/2021	SPECIALISED TREE SERVICE	MEENAAR NORTH ROAD AS PER QUOTE 934 SAFELY CUT UP FALLEN TREE AND CLEAN UP SITE AREA, ALL MATERIAL TO BE CHIPPED WITH LARGEST LOGS LEFT CUT INTO MANAGABLE SIZE FOR BOBCAT TO PICK UP, THESE WILL BE LEFT ON ROAD RESERVE OFF THE ROAD ALONG WITH THE ROOTBALL.	1	3,025.75	
INV 3658	13/08/2021	SPECIALISED TREE SERVICE	HAWKE AVE WUNDOWIE STORM DAMAGE CLEAN UP. SAFELY CUT UP & REMOVE ALL MATERIAL BOTH SIDES OF THE ROAD & IN PRIVATE PROPERTY FROM TREES LOCATED WITHIN SHIRES ROAD RESERVE THAT WERE TORN APART FROM THE JULY 26 STORM EVENT. PRUNE TO REMOVE BROKEN/TORN STUBBS FROM DAMAGED TREES.	1	4,180.00	
INV 3659	13/08/2021	SPECIALISED TREE SERVICE	MCMILLAN RD WUNDOWIE CUT UP AND REMOVE VERY LARGE MULTI TRUNK MARRI TREE FALLEN FROM SHIRE ROAD RESERVE INTO PRIVATE PROPERTY. AS PER QUOTE 926	1	2,194.50	
INV 3660	13/08/2021	SPECIALISED TREE SERVICE	REAR OF MEMORIAL HALL FITZGERALD ST NORTHAM SAFELY CUT TO THE GROUND 1 PINE TREE, REMOVE ALL MATERIAL FROM SITE AND GRIND DOWN 5 STUMPS 300MM BELOW THE SURFACE, ALL GRINDINGS WILL BE LEFT ON SITE BACKFILLING THE HOLES.	1	1,800.00	
EFT41022	20/08/2021	SPYKER TECHNOLOGIES PTY LTD	SUPPLY AND INSTALLATION OF WUNDOWIE CCTV NETWORK AS PER C.202021-02	1		6,745.56
INV 202147	30/06/2021	SPYKER TECHNOLOGIES PTY LTD	SUPPLY AND INSTALLATION OF WUNDOWIE CCTV NETWORK AS PER C.202021-02	1	5,297.97	
INV 212205311/08/2021		SPYKER TECHNOLOGIES PTY LTD	REPAIRS TO WUNDOWIE CCTV SYSTEM	1	1,447.59	
EFT41023	20/08/2021	STALLION BUILDING CO PTY LTD	SUPPLY AND CONSTRUCT OPERATIONS DEPOT ADMINISTRATION BUILDING AS PER CONTRACT C.202021-19. JULY PROGRESS CLAIM	1		318,140.39

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INV 1774	29/06/2021	STALLION BUILDING CO PTY LTD	CONTRACT C.202021-13 NORTHAM YOUTH PRECINCT TOILET AMENITY.	1	78,840.11	
INV RETNOB0	06/2021	STALLION BUILDING CO PTY LTD	CONTRACT C.202021-13 NORTHAM YOUTH PRECINCT TOILET AMENITY. 50% RETENTION RELEASE	1	4,380.01	
INV 1779	02/07/2021	STALLION BUILDING CO PTY LTD	SUPPLY AND CONSTRUCT OPERATIONS DEPOT ADMINISTRATION BUILDING AS PER CONTRACT C.202021-19 JUNE PROGRESS CLAIM	1	112,878.16	
INV 1789	31/07/2021	STALLION BUILDING CO PTY LTD	SUPPLY AND CONSTRUCT OPERATIONS DEPOT ADMINISTRATION BUILDING AS PER CONTRACT C.202021-19. JULY PROGRESS CLAIM	1	122,042.11	
EFT41024	20/08/2021	SYNERGY	361669310 RECREATION PRECINCT - 14/07/2021 to 10/08/2021	1		10,302.95
INV 357705110	08/2021	SYNERGY	357705110 RAILWAY MUSEUM - 11/06/2021 TO 05/08/2021		301.86	
INV 293110711	08/2021	SYNERGY	293110730 BILYA KOORT BOODJA - 14/07/2021 to 10/08/2021		1,451.37	
INV 361669311	08/2021	SYNERGY	361669310 RECREATION PRECINCT - 14/07/2021 to 10/08/2021		8,549.72	
EFT41025	20/08/2021	TELSTRA CORPORATION	TELSTRA CHARGES 10.8.21 - 9.9.21	1		3,050.66
INV 272600910	07/2021	TELSTRA CORPORATION	TELSTRA CHARGES 10.7.21 - 9.8.21	1	-231.37	
INV 272600910	08/2021	TELSTRA CORPORATION	TELSTRA CHARGES 10.8.21-9.9.21	1	50.00	
INV 272600810	08/2021	TELSTRA CORPORATION	TELSTRA CHARGES 10.8.21 - 9.9.21	1	2,889.34	
INV 272600910	08/2021	TELSTRA CORPORATION	TELSTRA CHARGES 10.8.21 - 9.9.21	1	342.69	
EFT41026	20/08/2021	WCP CIVIL PTY LTD	C.202121-09 VARIATION 3. SUPPLY AND INSTALL RED ASPHALT PATH FROM NEW RAMP TO BUNNINGS CROSSOVER. (INCLUDING REPLACEMENT OF EXISTING BROKEN/CRACKED PATH)	1		14,821.58
INV 25430	23/07/2021	WCP CIVIL PTY LTD	C.202121-09 VARIATION 3. SUPPLY AND INSTALL RED ASPHALT PATH FROM NEW RAMP TO BUNNINGS CROSSOVER. (INCLUDING REPLACEMENT OF EXISTING BROKEN/CRACKED PATH)	1	14,821.58	
EFT41027	20/08/2021	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1610 - DUALCAB HINO (CONSTRUCTION) - ATTEND SITE, TEST AND REPORT ON DPF FAULT. MORE ACTION REQUIRED	1		2,239.50

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INV INV-12116/07/2021		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1610 - DUALCAB HINO (CONSTRUCTION) - ATTEND SITE, TEST AND REPORT ON DPF FAULT. MORE ACTION REQUIRED	1	2,239.50	
EFT41028	25/08/2021	ALLMAKES AG	POLESAW -- HTA 85 - 30CM/12, ST 4857-200-0029	1		759.04
INV 24965	05/07/2021	ALLMAKES AG	POLESAW -- HTA 85 - 30CM/12, ST 4857-200-0029	1	759.04	
EFT41029	25/08/2021	ANDY'S PLUMBING SERVICE	WUNDOWIE PUBLIC TOILETS. REPLACE URJNAL CISTERN WITH AIR ACTIVATED BUTTON TYPE.	1		1,309.00
INV A19076	02/08/2021	ANDY'S PLUMBING SERVICE	WUNDOWIE PUBLIC TOILETS. REPLACE URJNAL CISTERN WITH AIR ACTIVATED BUTTON TYPE.	1	1,309.00	
EFT41030	25/08/2021	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	THREAD SEALER AND LUBE	1		81.52
INV 677802819/08/2021		APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	THREAD SEALER AND LUBE	1	81.52	
EFT41031	25/08/2021	AUSTRALIAN SAFETY ENGINEERS	SERVICE OF BA UNIT	1		201.92
INV 015193818/08/2021		AUSTRALIAN SAFETY ENGINEERS	SERVICE OF BA UNIT	1	201.92	
EFT41032	25/08/2021	BUNNINGS BUILDING SUPPLIES P/L	IMPACT DRILL	1		194.43
INV 2182/0017/08/2021		BUNNINGS BUILDING SUPPLIES P/L	RECIPROCAL SAW BLADES	1	43.98	
INV 2182/0020/08/2021		BUNNINGS BUILDING SUPPLIES P/L	IMPACT DRILL	1	99.00	
INV 2182/0021/08/2021		BUNNINGS BUILDING SUPPLIES P/L	NUTS AND BOLTS FOR MOWING SIGNS	1	29.60	
INV 2182/0023/08/2021		BUNNINGS BUILDING SUPPLIES P/L	AIR GUN BLOWER AND FITTINGS	1	21.85	
EFT41033	25/08/2021	COUNTRY COPIERS NORTHAM	TONER FOR ICC PRINTER NPG35 BLACK	1		608.00
INV S09322	12/08/2021	COUNTRY COPIERS NORTHAM	TONER FOR ICC PRINTER NPG35 BLACK	1	608.00	
EFT41034	25/08/2021	COUNTRYWIDE GROUP	BRAKE ASSEMBLY FOR CHAIN SAW	1		384.50
INV ACC00024/08/2021		COUNTRYWIDE GROUP	20LTR BAR OIL FOR CHAINSAW	1	119.00	
INV ACC00024/08/2021		COUNTRYWIDE GROUP	6 X 15LTR DRUMS CHLORJNE	1	115.50	

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INV ACC00025/08/2021		COUNTRYWIDE GROUP	BRAKE ASSEMBLY FOR CHAIN SAW	1	150.00	
EFT41035	25/08/2021	CTI SECURITY SERVICES PTY LTD	SECURITY ALARM MONITORING FOR VARIOUS BUILDINGS FROM 01.9.21 UNTIL 30.9.21	1		798.07
INV CINS31117/08/2021		CTI SECURITY SERVICES PTY LTD	SECURITY ALARM MONITORING FOR VARIOUS BUILDINGS FROM 01.9.21 UNTIL 30.9.21	1	798.07	
EFT41036	25/08/2021	DEBBIE HUGHES - PERTH FACE PAINTING COMPANY	FACEPAINTING - KATIE STEWART BOOK LAUNCH	1		132.00
INV 3353	02/08/2021	DEBBIE HUGHES - PERTH FACE PAINTING COMPANY	FACEPAINTING - KATIE STEWART BOOK LAUNCH	1	132.00	
EFT41038	25/08/2021	DMC CLEANING	CLEANING SHIRE OF NORTHAM FACILITIES	1		1,471.90
INV SON20522/08/2021		DMC CLEANING	CLEANING OF SHIRE FACILITIES	1	301.05	
INV SON20522/08/2021		DMC CLEANING	CLEANING SHIRE OF NORTHAM FACILITIES	1	665.93	
INV SON20522/08/2021		DMC CLEANING	CLEANING SHIRE OF NORTHAM FACILITIES	1	504.92	
EFT41039	25/08/2021	ECOMIST SWAN	KILLARA YEARLY INSECT CONTROL INVOICE # 56653	1		253.00
INV 000566515/03/2021		ECOMIST SWAN	KILLARA YEARLY INSECT CONTROL INVOICE # 56653	1	192.50	
INV 000573701/06/2021		ECOMIST SWAN	KILLARA SANITARY BIN REPLACEMENT INVOICE # 57377	1	60.50	
EFT41040	25/08/2021	FRANK DAVIS	PURCHASE OF DIDGERIDOOOS @ \$150 EACH X 7 DIDGERIDOOOS	1		4,050.00
INV 32	24/08/2021	FRANK DAVIS	LAST SESSION DIDGERIDOO WORKSHOP 21/08/2021	1	500.00	
INV 28	24/08/2021	FRANK DAVIS	DIDGERIDOO PROGRAM 24/07/2021	1	500.00	
INV 27	24/08/2021	FRANK DAVIS	DIDGERIDOO PROGRAM - 10/07/2021	1	500.00	
INV 26	24/08/2021	FRANK DAVIS	DIDGERIDOO PROGRAM 3/07/2021	1	500.00	
INV 33	24/08/2021	FRANK DAVIS	PURCHASE OF DIDGERIDOOOS @ \$150 EACH X 7 DIDGERIDOOOS	1	1,050.00	
INV 30	24/08/2021	FRANK DAVIS	DIDGERIDOO PROGRAM - 7/07/2021	1	500.00	
INV 29	24/08/2021	FRANK DAVIS	DIDGERIDOO PROGRAM 31/07/2021	1	500.00	

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EFT41041	25/08/2021	FRONTLINE FIRE & RESCUE EQUIPMENT	ANNUAL OPERATIONS EQUIPMENT TESTING & CERTIFICATION OF NORTHAM BFB FLEET	1		11,652.70
INV 71795	05/08/2021	FRONTLINE FIRE & RESCUE EQUIPMENT	ANNUAL HOSE TESTING @ CERTIFICATION.	1	724.90	
INV 71846	13/08/2021	FRONTLINE FIRE & RESCUE EQUIPMENT	FARATECH HOOLIGAN TOOL, 30", STANDARD CUTTING	1	10,927.80	
EFT41042	25/08/2021	GERARD MICHEL ANTOINE	ANNUAL OPERATIONS EQUIPMENT TESTING & CERTIFICATION OF NORTHAM BFB FLEET	1		200.00
INV A12668	25/08/2021	GERARD MICHEL ANTOINE	ANNUAL HOSE TESTING @ CERTIFICATION.		200.00	
EFT41043	25/08/2021	GLENN STUART BEVERIDGE	RATES CREDIT REFUND FOR ASSESSMENT A12668	1		7,860.00
INV 186	15/08/2021	GLENN STUART BEVERIDGE	RATES CREDIT REFUND FOR ASSESSMENT A12668		1,373.00	
INV 185	15/08/2021	GLENN STUART BEVERIDGE	REPAIR TO 4 FLAG POLES	1	611.00	
INV 182	15/08/2021	GLENN STUART BEVERIDGE	SUSPENSION BRIDGE. REPLACE SWOLEN AND BUCKLED BOARDS.	1	1,190.00	
INV 184	15/08/2021	GLENN STUART BEVERIDGE	RAILWAY MUSEUM. EASE 3 X DOORS AS SWOLLEN.	1	360.00	
INV 183	15/08/2021	GLENN STUART BEVERIDGE	REPAIR TO LEAK IN FIDDIES CHANGEROOM TOILETS	1	2,077.00	
INV 179	15/08/2021	GLENN STUART BEVERIDGE	BILYA KOORT BOODJA. SUPPLY AND INSTALL NEW LARGER WHEELS TO THE SANDWICH BOARD SIGN AT THE BKB, WHEELS WILL NEED TO HAVE BRAKES AS WELL.	1	965.00	
INV 180	15/08/2021	GLENN STUART BEVERIDGE	REPAIR TO 4 FLAG POLES	1	264.00	
INV 178	16/08/2021	GLENN STUART BEVERIDGE	SUSPENSION BRIDGE. INSTALL 2 X SIGN BRACKETS AND FLAT PLATE 500 X 200 AS PER SITE VISIT.	1	840.00	
INV 181	16/08/2021	GLENN STUART BEVERIDGE	BILYA KOORT BOODJA. INSTALL 2 X REFLECTIVE RINGS AROUND COLUMNS IN UNDERGROUND CARPARK.	1	180.00	
EFT41044	25/08/2021	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	AVON DESCENT START TOWER. INSTALL ANTI SLIP STAIR NOSINGS AS DISCUSSED.	1		33.48
INV 641216720	08/2021	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	OLD TOWN ADMIN. (Create 298)CHECK FOR LEAK NEAR WINDOW ON STAIRS	1	33.48	

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EFT41045	25/08/2021	GRAFTON ELECTRICS	BERNARD PARK PLAYGROUP. INSTALL NEW DISTRIBUTION BOARD AND HOOK UP POWER TO BERNARD PARK TOILETS AND LIGHT POLE ONCE BUILDING DEMOLISHED AS PER QUOTE 102.	1		4,807.00
INV 7884	18/08/2021	GRAFTON ELECTRICS	BERNARD PARK PLAYGROUP. INSTALL NEW DISTRIBUTION BOARD AND HOOK UP POWER TO BERNARD PARK TOILETS AND LIGHT POLE ONCE BUILDING DEMOLISHED AS PER QUOTE 102.	1	4,510.00	
INV 7989	24/08/2021	GRAFTON ELECTRICS	CALL OUT TO EXHAUST FANS IN TOILETS (STADIUM TOILETS) INVESTIGATE ISSUE IN ROOF	1	297.00	
EFT41046	25/08/2021	KLEENWEST DISTRIBUTORS	STOCK FOR THE REC CENTRE	1		300.58
INV 000596918/08/2021		KLEENWEST DISTRIBUTORS	STOCK FOR THE REC CENTRE	1	300.58	
EFT41047	25/08/2021	LEISURE INSTITUTE OF W A AQUATICS	LIWA AQUATICS MEMBERSHIP - 12 MONTH MEMBERSHIP 2021-2022	1		132.00
INV 3630	02/08/2021	LEISURE INSTITUTE OF W A AQUATICS	LIWA AQUATICS MEMBERSHIP - 12 MONTH MEMBERSHIP 2021-2022	1	132.00	
EFT41048	25/08/2021	METRO BEVERAGE CO PTY LTD	STOCK REC CENTRE	1		399.44
INV 975067	03/08/2021	METRO BEVERAGE CO PTY LTD	STOCK REC CENTRE	1	399.44	
EFT41049	25/08/2021	NORTHAM & DISTRICTS GLASS SERVICE	WUNDOWIE LIBRARY. REPLACE GLASS TO FRONT NOTICE BOARD WITH LOCK.	1		341.00
INV INV-03120/08/2021		NORTHAM & DISTRICTS GLASS SERVICE	WUNDOWIE LIBRARY. REPLACE GLASS TO FRONT NOTICE BOARD WITH LOCK.	1	341.00	
EFT41050	25/08/2021	NORTHAM AGRICULTURAL SOCIETY	THAT THE COMMUNITY GRANTS ASSESSMENT COMMITTEE APPROVE A GRANT TO THE NORTHAM AGRICULTURAL SOCIETY OF \$50.00 (EX GST) FOR NORTHAM AG SHOW	1		5,000.00
INV 1051	10/06/2021	NORTHAM AGRICULTURAL SOCIETY	THAT THE COMMUNITY GRANTS ASSESSMENT COMMITTEE APPROVE A GRANT TO THE NORTHAM AGRICULTURAL SOCIETY OF \$50.00 (EX GST) FOR NORTHAM AG SHOW	1	5,000.00	
EFT41051	25/08/2021	NORTHAM BETTA HOME LIVING	LOGITECH C505 WEB CAMERA	1		277.95

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INV 200100306/08/2021		NORTHAM BETTA HOME LIVING	TECHBRANDS LEAD HDMI	1	79.95	
INV 200100306/08/2021		NORTHAM BETTA HOME LIVING	LOGITECH C505 WEB CAMERA	1	198.00	
EFT41052	25/08/2021	NORTHAM FLORIST	FLOWERS FOR KELLE WALTERS JOONDALUP HEALTH CAMPUS	1		100.00
INV 24727	16/08/2021	NORTHAM FLORIST	FLOWERS FOR KELLE WALTERS JOONDALUP HEALTH CAMPUS	1	100.00	
EFT41053	25/08/2021	NORTHAM VETERINARY CENTRE	MEDICAL CARE FOR DOG	1		208.81
INV 87549	13/07/2021	NORTHAM VETERINARY CENTRE	MEDICAL CARE FOR DOG	1	208.81	
EFT41054	25/08/2021	OASIS OUTDOOR STRUCTURES	GRAND HOTEL VERGE RENEWAL ASPHALT 5M X 10M EXCAVATE ASPHALT AND DISPOSE OF.	1		6,600.00
INV INV-06122/07/2021		OASIS OUTDOOR STRUCTURES	GRAND HOTEL VERGE RENEWAL ASPHALT 5M X 10M EXCAVATE ASPHALT AND DISPOSE OF.	1	6,600.00	
EFT41055	25/08/2021	PLANNING INSTITUTE AUSTRALIA	PJA MEMBERSHIP - REGISTERED PLANNER, JACKY JURMANN	1		638.00
INV 127287	28/06/2021	PLANNING INSTITUTE AUSTRALIA	PJA MEMBERSHIP - REGISTERED PLANNER, JACKY JURMANN	1	638.00	
EFT41056	25/08/2021	RICHARD CHARLES BROOKS	RATES CREDIT REFUND FOR ASSESSMENT A2079	1		512.81
INV A2079	25/08/2021	RICHARD CHARLES BROOKS	RATES CREDIT REFUND FOR ASSESSMENT A2079		512.81	
EFT41057	25/08/2021	SABINE PODGORNÝ	REFUND OF STALL HOLDER PERMIT FEES - DEEMED NOT REQUIRED	1		63.00
INV 146590	10/08/2021	SABINE PODGORNÝ	REFUND OF STALL HOLDER PERMIT FEES - DEEMED NOT REQUIRED	1	63.00	
EFT41058	25/08/2021	SYNERGY	357549690 KILLARA DAYCARE CENTRE - 15/07/2021 TO 18/08/2021	1		5,557.38
INV 361669517/08/2021		SYNERGY	361669500 OXIDATION PONDS - 20/07/2021 TO 16/08/2021		1,029.81	
INV 335820918/08/2021		SYNERGY	335820940 CREATE 298 - 21/07/2021 TO 17/08/2021		707.06	
INV 361473919/08/2021		SYNERGY	361473960 OLD POOL - MITCHELL AVE - 15/07/2021 TO 18/08/2021		363.87	
INV 136537719/08/2021		SYNERGY	136537740 AIRPORT - 15/07/2021 TO 18/08/2021		1,453.89	

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INV 361670219/08/2021		SYNERGY	361670250 LIBRARY - 15/07/2021 TO 18/08/2021		541.75	
INV 357549619/08/2021		SYNERGY	357549690 KILLARA DAYCARE CENTRE - 15/07/2021 TO 18/08/2021		1,461.00	
EFT41059	25/08/2021	TELSTRA CORPORATION	TELSTRA BUSHFIRE BRIGADES 10.8.21 - 9.9.21	1		169.98
INV 272600810/08/2021		TELSTRA CORPORATION	TELSTRA BUSHFIRE BRIGADES 10.8.21 - 9.9.21	1	169.98	
EFT41060	25/08/2021	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES JULY 2020	1		626.95
INV 0454-S306/07/2020		TOLL TRANSPORT PTY LTD	FREIGHT CHARGES JULY 2020	1	626.95	
EFT41061	25/08/2021	WA CONTRACT RANGER SERVICES	CAT MANAGEMENT EXPENSES FOR JULY 2021	1		220.00
INV 000034203/08/2021		WA CONTRACT RANGER SERVICES	CAT MANAGEMENT EXPENSES FOR JULY 2021	1	220.00	
EFT41062	25/08/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN PAYMENT NO. 228 INTEREST PAYMENT	1		135,494.07
INV 228	03/08/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN PAYMENT NO. 228 INTEREST PAYMENT		135,494.07	
EFT41063	25/08/2021	WOLFCOM AUSTRALIA PTY LTD	WOLFCOM PROTECTIVE LOAD BEARING VEST Y XL	1		555.00
INV 4266	02/08/2021	WOLFCOM AUSTRALIA PTY LTD	WOLFCOM PROTECTIVE LOAD BEARING VEST Y XL	1	555.00	
EFT41064	26/08/2021	J & A BUILDING PTY LTD	SUPPLY AND CONSTRUCT NORTHAM SES SHED EXTENSION AS PER CONTRACT C.202021-30 EARTHWORKS AND TREE REMOVAL.	1		13,500.00
INV 000031120/07/2021		J & A BUILDING PTY LTD	SUPPLY AND CONSTRUCT NORTHAM SES SHED EXTENSION AS PER CONTRACT C.202021-30 EARTHWORKS AND TREE REMOVAL.	1	13,500.00	
EFT41065	27/08/2021	WUNDOWIE PROGRESS ASSOCIATION	2021 WUNDOWIE IRON FESTIVAL ALLOCATION	1		18,000.00
INV IV0000019/07/2021		WUNDOWIE PROGRESS ASSOCIATION	2021 WUNDOWIE IRON FESTIVAL ALLOCATION	1	18,000.00	
EFT41066	31/08/2021	LGJS - LOCAL GOVERNMENT INSURANCE SERVICES	SALARY CONTINUANCE ANNUAL INSURANCE PERMIUMS 2021/2022	1		9,565.40
INV 062-21101/07/2021		LGJS - LOCAL GOVERNMENT INSURANCE SERVICES	MARINE CARGO ANNUAL INSURANCE PERMIUMS 2021/2022	1	1,039.50	

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INV 062-21101/07/2021		LGJS - LOCAL GOVERNMENT INSURANCE SERVICES	SALARY CONTINUANCE ANNUAL INSURANCE PREMIUMS 2021/2022	1	8,525.90	
EFT41067	31/08/2021	LGJS WA	PROPERTY 1ST INSTALLMENT ANNUAL INSURANCE PREMIUMS 2021/2022	1		481,916.93
INV 100-14205/07/2021		LGJS WA	BUSHFIRES ANNUAL INSURANCE PREMIUMS 2021/2022	1	41,131.20	
INV 100-14205/07/2021		LGJS WA	CRIME & CYBER LIABILITY ANNUAL INSURANCE PREMIUMS 2021/2022	1	7,321.58	
INV 100-14205/07/2021		LGJS WA	TRAVEL ANNUAL INSURANCE PREMIUMS 2021/2022	1	825.00	
INV 100-14205/07/2021		LGJS WA	MANAGEMENT LIABILITY ANNUAL INSURANCE PREMIUMS 2021/2022	1	15,083.87	
INV 100-14205/07/2021		LGJS WA	MOTOR FLEET ANNUAL INSURANCE PREMIUMS 2021/2022	1	79,377.96	
INV 100-14205/07/2021		LGJS WA	PERSONAL ACCIDENT ANNUAL INSURANCE PREMIUMS 2021/2022	1	467.50	
INV 100-14306/07/2021		LGJS WA	LGJS WORKCARE - 1ST INSTALLMENT ANNUAL INSURANCE PREMIUMS 2021/2022	1	136,932.48	
INV 100-14306/07/2021		LGJS WA	PROFESSIONAL LIABILITY 1ST INSTALLMENT ANNUAL INSURANCE PREMIUMS 2021/2022	1	51,206.05	
INV 100-14307/07/2021		LGJS WA	PROPERTY 1ST INSTALLMENT ANNUAL INSURANCE PREMIUMS 2021/2022	1	160,795.88	
INV 100-14415/07/2021		LGJS WA	CONTRIBUTIONS CREDIT 1ST INSTALLMENT ANNUAL INSURANCE PREMIUMS 2021/2022	1	-11,224.59	
DD16740.1	03/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1		25,847.17
INV SUPER	03/08/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	22,134.66	
INV DEDUC03/08/2021		AWARE SUPER	PAYROLL DEDUCTIONS	1	2,307.29	
INV DEDUC03/08/2021		AWARE SUPER	PAYROLL DEDUCTIONS	1	88.11	
INV DEDUC03/08/2021		AWARE SUPER	PAYROLL DEDUCTIONS	1	31.00	
INV DEDUC03/08/2021		AWARE SUPER	PAYROLL DEDUCTIONS	1	25.00	
INV DEDUC03/08/2021		AWARE SUPER	PAYROLL DEDUCTIONS	1	950.00	
INV DEDUC03/08/2021		AWARE SUPER	PAYROLL DEDUCTIONS	1	85.39	
INV DEDUC03/08/2021		AWARE SUPER	PAYROLL DEDUCTIONS	1	83.11	

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INV DEDUC03/08/2021		AWARE SUPER	PAYROLL DEDUCTIONS	1	142.61	
DD16740.2	03/08/2021	PRIME SUPER	PAYROLL DEDUCTIONS	1		463.32
INV SUPER	03/08/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	336.96	
INV DEDUC03/08/2021		PRIME SUPER	PAYROLL DEDUCTIONS	1	126.36	
DD16740.3	03/08/2021	ONEPATH	SUPERANNUATION CONTRIBUTIONS	1		206.33
INV SUPER	03/08/2021	ONEPATH	SUPERANNUATION CONTRIBUTIONS	1	206.33	
DD16740.4	03/08/2021	MEDIA SUPER	PAYROLL DEDUCTIONS	1		1,334.34
INV SUPER	03/08/2021	MEDIA SUPER	CONTRIBUTIONS	1	1,015.70	
INV DEDUC03/08/2021		MEDIA SUPER	PAYROLL DEDUCTIONS	1	318.64	
DD16740.5	03/08/2021	UNISUPER	PAYROLL DEDUCTIONS	1		1,478.91
INV SUPER	03/08/2021	UNISUPER	CONTRIBUTIONS	1	428.30	
INV DEDUC03/08/2021		UNISUPER	PAYROLL DEDUCTIONS	1	160.61	
INV DEDUC03/08/2021		UNISUPER	PAYROLL DEDUCTIONS	1	890.00	
DD16740.6	03/08/2021	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		131.06
INV SUPER	03/08/2021	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	131.06	
DD16740.7	03/08/2021	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1		487.01
INV SUPER	03/08/2021	PLUM SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	365.26	
INV DEDUC03/08/2021		PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1	121.75	
DD16740.8	03/08/2021	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		697.36
INV SUPER	03/08/2021	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	697.36	
DD16740.9	03/08/2021	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		354.45

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER 03/08/2021	03/08/2021	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	354.45	
DD16787.1	11/08/2021	BANKWEST	JASON WHITEAKER MASTERCARD 23/06/2021 TO 22/07/2021	1		2,724.19
INV J METC 11/08/2021	11/08/2021	BANKWEST	JOANNE METCALF MASTERCARD 23/06/2021 TO 22/07/2021	1	971.20	
INV C YOUN 11/08/2021	11/08/2021	BANKWEST	COLIN YOUNG MASTERCARD 23/06/2021 TO 22/07/2021	1	1,572.09	
INV C HUNT 11/08/2021	11/08/2021	BANKWEST	CHADD HUNT MASTERCARD 23/06/2021 TO 22/07/2021	1	172.00	
INV J WHITE 11/08/2021	11/08/2021	BANKWEST	JASON WHITEAKER MASTERCARD 23/06/2021 TO 22/07/2021	1	8.90	
DD16817.1	17/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1		24,459.21
INV SUPER 17/08/2021	17/08/2021	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	20,805.77	
INV DEDUC 17/08/2021	17/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1	2,267.36	
INV DEDUC 17/08/2021	17/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1	91.20	
INV DEDUC 17/08/2021	17/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1	37.75	
INV DEDUC 17/08/2021	17/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1	25.00	
INV DEDUC 17/08/2021	17/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1	950.00	
INV DEDUC 17/08/2021	17/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1	85.39	
INV DEDUC 17/08/2021	17/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1	66.37	
INV DEDUC 17/08/2021	17/08/2021	AWARE SUPER	PAYROLL DEDUCTIONS	1	130.37	
DD16817.2	17/08/2021	PRIME SUPER	PAYROLL DEDUCTIONS	1		463.68
INV SUPER 17/08/2021	17/08/2021	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	337.22	
INV DEDUC 17/08/2021	17/08/2021	PRIME SUPER	PAYROLL DEDUCTIONS	1	126.46	
DD16817.3	17/08/2021	ONEPATH	SUPERANNUATION CONTRIBUTIONS	1		189.80
INV SUPER 17/08/2021	17/08/2021	ONEPATH	SUPERANNUATION CONTRIBUTIONS	1	189.80	
DD16817.4	17/08/2021	MEDIA SUPER	PAYROLL DEDUCTIONS	1		1,410.27

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INV SUPER	17/08/2021	MEDIA SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,091.63	
INV DEDUC	17/08/2021	MEDIA SUPER	PAYROLL DEDUCTIONS	1	318.64	
DD16817.5	17/08/2021	UNTSUPER	PAYROLL DEDUCTIONS	1		1,060.45
INV SUPER	17/08/2021	UNTSUPER	SUPERANNUATION CONTRIBUTIONS	1	436.69	
INV DEDUC	17/08/2021	UNTSUPER	PAYROLL DEDUCTIONS	1	163.76	
INV DEDUC	17/08/2021	UNTSUPER	PAYROLL DEDUCTIONS	1	460.00	
DD16817.6	17/08/2021	THE TRUSTEE FOR A E & DL WILLJAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		134.10
INV SUPER	17/08/2021	THE TRUSTEE FOR A E & DL WILLJAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	134.10	
DD16817.7	17/08/2021	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1		485.48
INV SUPER	17/08/2021	PLUM SUPERANNUATION FUND	CONTRIBUTIONS	1	364.11	
INV DEDUC	17/08/2021	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1	121.37	
DD16817.8	17/08/2021	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		618.33
INV SUPER	17/08/2021	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	618.33	
DD16817.9	17/08/2021	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		362.30
INV SUPER	17/08/2021	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	362.30	
DD16740.10	03/08/2021	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	1		129.46
INV SUPER	03/08/2021	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	1	129.46	
DD16740.11	03/08/2021	AUSTRALIAN CATHOLIC SUPPERANNUATION RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	1		63.91
INV SUPER	03/08/2021	AUSTRALIAN CATHOLIC SUPPERANNUATION RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	1	63.91	
DD16740.12	03/08/2021	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1		3,460.62
INV SUPER	03/08/2021	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	2,923.37	

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INV DEDUC03/08/2021		AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	400.00	
INV DEDUC03/08/2021		AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	137.25	
DD16740.13 03/08/2021		ING DIRECT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		93.83
INV SUPER 03/08/2021		ING DIRECT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	93.83	
DD16740.14 03/08/2021		QSUPER	SUPERANNUATION CONTRIBUTIONS	1		207.26
INV SUPER 03/08/2021		QSUPER	SUPERANNUATION CONTRIBUTIONS	1	207.26	
DD16740.15 03/08/2021		SUNCORP MASTER TRUST	SUPERANNUATION CONTRIBUTIONS	1		207.26
INV SUPER 03/08/2021		SUNCORP MASTER TRUST	SUPERANNUATION CONTRIBUTIONS	1	207.26	
DD16740.16 03/08/2021		ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1		207.27
INV SUPER 03/08/2021		ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1	207.27	
DD16740.17 03/08/2021		ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1		544.16
INV SUPER 03/08/2021		ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1	395.75	
INV DEDUC03/08/2021		ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1	148.41	
DD16740.18 03/08/2021		REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,347.92
INV DEDUC03/08/2021		REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	1	266.16	
INV SUPER 03/08/2021		REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,081.76	
DD16740.19 03/08/2021		IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		170.79
INV SUPER 03/08/2021		IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	170.79	
DD16740.20 03/08/2021		NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		292.61
INV SUPER 03/08/2021		NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	292.61	

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DD16740.21	03/08/2021	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1		230.99
INV SUPER	03/08/2021	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	230.99	
DD16740.22	03/08/2021	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1		206.33
INV SUPER	03/08/2021	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1	206.33	
DD16740.23	03/08/2021	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1		203.05
INV SUPER	03/08/2021	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1	203.05	
DD16817.10	17/08/2021	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	1		143.51
INV SUPER	17/08/2021	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	1	143.51	
DD16817.11	17/08/2021	AUSTRALIAN CATHOLIC SUPPERANNUATION RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	1		61.66
INV SUPER	17/08/2021	AUSTRALIAN CATHOLIC SUPPERANNUATION RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	1	61.66	
DD16817.12	17/08/2021	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1		3,431.05
INV SUPER	17/08/2021	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	2,901.83	
INV DEDUC	17/08/2021	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	400.00	
INV DEDUC	17/08/2021	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	129.22	
DD16817.13	17/08/2021	ING DIRECT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		93.83
INV SUPER	17/08/2021	ING DIRECT SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	93.83	
DD16817.14	17/08/2021	QSUPER	SUPERANNUATION CONTRIBUTIONS	1		214.40
INV SUPER	17/08/2021	QSUPER	SUPERANNUATION CONTRIBUTIONS	1	214.40	
DD16817.15	17/08/2021	SUNCORP MASTER TRUST	SUPERANNUATION CONTRIBUTIONS	1		207.26
INV SUPER	17/08/2021	SUNCORP MASTER TRUST	SUPERANNUATION CONTRIBUTIONS	1	207.26	
DD16817.16	17/08/2021	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1		207.27

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	17/08/2021	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1	207.27	
DD16817.17	17/08/2021	WEST STATE SUPER SCHEME	SUPERANNUATION CONTRIBUTIONS	1		57.73
INV SUPER	17/08/2021	WEST STATE SUPER SCHEME	SUPERANNUATION CONTRIBUTIONS	1	57.73	
DD16817.18	17/08/2021	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1		137.05
INV SUPER	17/08/2021	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1	99.67	
INV DEDUC	17/08/2021	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1	37.38	
DD16817.19	17/08/2021	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,292.02
INV DEDUC	17/08/2021	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	1	266.16	
INV SUPER	17/08/2021	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,025.86	
DD16817.20	17/08/2021	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		170.96
INV SUPER	17/08/2021	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	170.96	
DD16817.21	17/08/2021	NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		292.61
INV SUPER	17/08/2021	NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	292.61	
DD16817.22	17/08/2021	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1		230.99
INV SUPER	17/08/2021	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	230.99	
DD16817.23	17/08/2021	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1		206.49
INV SUPER	17/08/2021	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1	206.49	
DD16817.24	17/08/2021	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1		212.30
INV SUPER	17/08/2021	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1	212.30	

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Cheque/EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
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**REPORT TOTALS**

Bank Code	Bank Name	TOTAL
1	MUNI FUND	2,168,331.22
<b>TOTAL</b>		<b>2,168,331.22</b>

UNCONFIRMED



## Attachment 2

### Payment dates 1st August 2021 to 31st August 2021

- Municipal Fund payment cheque numbers 35432 to 35438 Total \$48,650.97.

Electronic Funds Transfer

- Municipal Fund EFT40765 to EFT41067 Total \$2,042,447.90.

Direct Debits Total \$77,232.35.

All have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

Month	Cheques 2021/2022	EFT Payments 2021/2022	Direct Debits 2021/2022	Payroll 2021/2022	Total Payments 2021/2022
July	\$ 74,373.09	\$ 1,422,562.64	\$ 77,599.91	\$ 436,064.10	\$ 2,010,599.74
August	\$ 48,650.97	\$ 2,042,447.90	\$ 77,232.35	\$ 449,812.85	\$ 2,618,144.07
September					\$ -
October					\$ -
November					\$ -
December					\$ -
January					\$ -
February					\$ -
March					\$ -
April					\$ -
May					\$ -
June					\$ -
<b>Total</b>	<b>\$123,024.06</b>	<b>\$3,465,010.54</b>	<b>\$154,832.26</b>	<b>\$885,876.95</b>	<b>\$4,628,743.81</b>

The following table presents all payments made for the month from Council credit cards paid by direct debit DD116787.1

Summary Credit Card Payments	\$	Total
<b>CEO</b>		
DOME NORTHAM - MEETING WITH STAN MALINOWSKI - LEASE DOCUMENTS	\$ 8.90	
		\$ 8.90
<b>Executive Manager of Community Services</b>		
DROP BOX - SUBSCRIPTION FEE	\$ 306.90	

<b>Summary Credit Card Payments</b>	<b>\$</b>	<b>Total</b>
BEST & LESS - BKB PROGRAM	\$ 130.00	
SURVEY MONKEY - SUBSCRIPTION	\$ 384.00	
EVERLASTINGS - LIBRARY MANAGER - SEND OF GIFT FOR KIM COLBOURNE	\$ 135.80	
DOME NORTHAM - STATE LIBRARY MEETING	\$ 14.50	
		<b>\$ 971.20</b>
<b>Executive Manager of Corporate Services</b>		
M.A.L AUTOMOTIVE - BUS VEHICLE INSPECTION	\$ 187.75	
M.A.L AUTOMOTIVE - BUS VEHICLE INSPECTION	\$ 187.75	
M.A.L AUTOMOTIVE - BUS VEHICLE INSPECTION	\$ 187.75	
AMAYSIM MOBILE - LIBRARY LIFT PHONE	\$ 10.00	
REGISTRY AUSTRALIA - BILYA KOORT BOODJA BUSINESS NAME	\$ 199.00	
ORACLE CORPORATION - DYN SUBSCRIPTION FOR CLORINE GAS ALARM AT NAF	\$ 73.42	
ADOBE SYSTEMS PTY LTD - MONTHLY FEES	\$ 213.99	
TARGET ONLINE - BAG BELTS FOR RECCENTRE	\$ 132.00	
HOTLES.COM - ACCOMMODATION FOR TRAINING - SUE CONNELL	\$ 149.60	
HOTLES.COM - ACCOMMODATION FOR TRAINING - KRISTY HOPKINS	\$ 144.00	
NOTHAM CAR WASH - CLEAN N9467 SUZUKI VITARA WAGON	\$ 20.20	
FOREIGN TRANSACTION FEE AND BANK FEES	\$ 66.63	
		<b>\$ 1,572.09</b>
<b>Executive Manager of Development Services</b>		
FACEBOOK - ADVERTISEMENT BOOST FOR VACANCY'S	\$ 172.00	
		<b>\$ 172.00</b>
<b>Total Credit Card Expenditure</b>		<b>\$ 2,724.19</b>

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering vouchers and electronic fund transfer payments as per above and totalling \$2,618,144.07 was submitted to the Ordinary Meeting of Council on Wednesday, 15 September 2021.

\_\_\_\_\_

CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering vouchers \$2,618,144.07 was submitted to each member of the Council on Wednesday, 15 September 2021, 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

UNCONFIRMED



### 13.4.2 Financial Statements for the period ending 31 July 2021 and 31 August 2021

<b>File Reference:</b>	2.1.3.4
<b>Reporting Officer:</b>	Zoe Macdonald, Accountant
<b>Responsible Officer:</b>	Colin Young, Executive Manager Corporate Services
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

#### BRIEF

For Council to receive the Financial Statements for the periods ending 31 July 2021 and August 2021.

#### ATTACHMENTS

Attachment 1: Financial Statements for the period ending 31 July 2021 and 31 August 2021.

#### 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 Statements of Financial Activity for the period ending 31 July 2021 and 31 August 2021 are included as Attachment 1 to this agenda and includes the following reports:

- Statement of Financial Activity
- Operating Statements
- Balance Sheet
- Acquisition of Assets
- Disposal of Assets
- Information on Borrowings
- Reserves
- 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. If Councillors wish to discuss the report contents or

any other matters relating to this, please contact Council finance staff prior to the meeting.

### **Operating Expenditure**

1. Governance is under budget by \$428,184. This is primarily due to the following being under budget together with a higher administration recovery of \$83,032 (non- cash, budget timing).
  - Covid 19 \$210,487
  - Organisation software \$27,150
  - IT expense \$93,662
  - Consultancy \$14,832
2. General Purpose Funding is under budget by \$28,604 due to valuations and title searches being under projected costs of \$17,619. Legal costs recoverable are \$10,000 under budget.
3. Law Order and Public Safety is under budget projections for \$96,864. This predominantly relates to
  - Fire mitigation expenditure, \$81,808
  - Fire prevention expenditure \$5,770
  - SES ESL Operating expenses \$4,679
  - Water and standpipes \$7,633
  - Dog Pound Management \$2,250 (timing)
4. Community Amenities is under budget by \$144,515 due to
  - Refuse collection \$37,551 (timing)
  - Rubbish collection \$83,063(timing)
  - Consultants \$15,607
  - Town planning salaries \$11,961. The position of senior planner has now been filled.
5. Other property and services is over budget by \$147,297 due to
  - The timing of internal allocations public works overheads allocations \$48,104 (non-cash)
  - Plant allocation of \$29,711 (non-cash)
  - Plant operation parts and repairs \$8,579
  - Staff meetings of \$8,694
  - Supervision salaries of \$17,449.
  - Workers compensation \$16,267(reimbursable)
  - Admin allocation is over budget by \$10,913(non-cash)

### **Operating Income by Nature and Type**

6. Other Revenue is under budget by \$22,492 due to legal costs recoverable of \$10,000, fines and penalties of \$4,868 and containers rebate of \$5,332 (timing)

## Operating Expenditure by Nature and Type

7. Materials and contracts are under budget by 50% as disclosed in notes 1 to 5.
8. Other expenditure is over budget due to the under recovery of public works overheads (non cash)

## **B. CONSIDERATIONS**

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

Theme Area 6: Governance & Leadership.

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

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

The Financial Statements have been prepared in accordance with Council's 2020/21 Budget.

### **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**

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Figures not reflecting the true financial situation	Rare (2) x Medium (3) = Low (3)	There are processes in place to show compliance with relevant 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	Rare (2) x Medium (3) = Low (3)	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

## **C. OFFICER'S COMMENT**

Nil.

**RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.4299**

**Moved: Cr Ryan**

**Seconded: Cr Girak**

**That Council receives the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ending 31 July 2021 and 31 August 2021.**

**CARRIED 9/0**

**Attachment 1 - Financial Statements for the period ending 31 July 2021 and  
31 August 2021**



Shire of Northam

**SHIRE OF NORTHAM**

**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD ENDING 31 JULY 2021**

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SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 JULY 2021

	NOTE	21/22 Original Budget \$	Ytd Budget \$	21/22 Ytd Actual \$	Variances Actuals to Budget \$	Variances Actuals to Budget %
<b>Operating</b>						
<b>Revenues</b>						
Governance		35,070	1,218	107	(1,111)	(91.22%)
General Purpose Funding Other		1,910,139	12,416	8,897	(3,719)	(29.96%)
General Purpose Funding Rates		10,752,585	0	0	0	0.00%
Law, Order, Public Safety		1,532,340	34,866	69,862	34,996	100.37%
Health		61,000	3,073	1,007	(2,066)	(67.23%)
Education and Welfare		1,114,006	258,078	280,727	22,649	8.78%
Housing		62,277	5,189	1,000	(4,189)	(80.73%)
Community Amenities		3,285,488	19,472	124,975	105,503	541.82%
Recreation and Culture		2,773,593	26,634	13,902	(12,732)	(47.80%)
Transport		5,815,730	243,989	225,739	(18,250)	(7.48%)
Economic Services		813,857	33,976	34,028	52	0.15%
Other Property and Services		160,200	13,348	9,501	(3,847)	(28.82%)
<b>Total Operating Revenue</b>		<b>28,316,285</b>	<b>652,259</b>	<b>769,545</b>	<b>117,286</b>	<b>17.98%</b>
<b>Expenses</b>						
Governance		(2,391,572)	7,007	(70,240)	(77,247)	1102.42%
General Purpose Funding		(390,724)	(243,296)	(16,960)	226,336	93.03%
Law, Order, Public Safety		(2,035,556)	(173,645)	(74,364)	99,281	57.17%
Health		(364,574)	(31,255)	(21,921)	9,334	29.86%
Education and Welfare		(1,421,029)	(125,110)	(88,052)	37,058	29.62%
Housing		(71,622)	(6,082)	(1,180)	4,902	80.60%
Community Amenities		(3,941,991)	(131,673)	(114,550)	17,123	13.00%
Recreation & Culture		(5,095,394)	(366,438)	(163,382)	203,056	55.41%
Transport		(6,311,069)	(499,079)	(171,021)	328,058	65.73%
Economic Services		(2,882,816)	(219,245)	(130,165)	89,080	40.63%
Other Property and Services		(49,678)	(43,642)	(95,657)	(52,015)	(119.19%)
<b>Total Operating Expenses</b>		<b>(24,956,023)</b>	<b>(1,832,458)</b>	<b>(947,492)</b>	<b>884,966</b>	<b>48.29%</b>
<b>Removal of Non-Cash Items</b>						
(Profit)/Loss on Asset Disposals		(216,946)	959	0	(959)	
Movement in Employee Benefit Provisions		0	0	0	0	
Depreciation on Assets		4,927,719	410,629	0	(410,629)	
<b>Non Operating Items</b>						
Purchase Land and Buildings		(2,712,722)	(21,879)	(1,136)	20,743	
Purchase Plant and Equipment		(1,062,770)	(3,750)	0	3,750	
Purchase Furniture and Equipment		(32,000)	0	0	0	
Purchase Bush Fire Equipment		(490,000)	0	0	0	
Purchase Infrastructure Assets - Roads		(6,491,585)	(153,607)	0	153,607	
Purchase Infrastructure Assets - Bridges		(152,000)	0	0	0	
Purchase Infrastructure Assets - Footpaths		(307,320)	0	0	0	
Purchase Infrastructure Assets - Drainage		(1,626,378)	(77,068)	(7,405)	69,663	
Purchase Infrastructure Assets - Parks & Ovals		(2,538,598)	(260,000)	(72,803)	187,197	
Purchase Infrastructure Assets - Airfields		(185,431)	(15,452)	0	15,452	
Purchase Infrastructure Assets - Streetscape		(100,000)	(100,000)	0	100,000	
Purchase Infrastructure Assets - Other		(1,190,144)	0	0	0	
Proceeds from Disposal of Assets		984,500	0	0	0	
Repayment of Debentures		(357,209)	0	0	0	
Proceeds from New Debentures		1,500,000	0	0	0	
Self-Supporting Loan Principal Income		20,850	0	0	0	
Transfers to Restricted Assets (Reserves)		(2,491,317)	0	0	0	
Transfers from Restricted Asset (Reserves)		2,585,350	0	0	0	
ADD Net Current Assets July 1 B/Fwd		6,575,739	6,575,739	6,489,404	(86,335)	
LESS Net Current Assets Year to Date			5,175,372	8,557,207	3,381,835	
<b>Surplus/Deficit</b>		<b>0</b>	<b>0</b>	<b>(2,327,094)</b>	<b>(2,327,094)</b>	

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 JULY 2021

1. OPERATING STATEMENT

	Note	21/22 Budget \$	Ytd Budget	21/22 Ytd Actual \$	Variance Actuals to Budget \$	Variance Actual to Budget %
<b>OPERATING REVENUES</b>						
Rates		10,752,585	0	0	0	0%
Operating Grants Subsidies and Contributions		5,332,005	486,125	473,305	7,180	2%
Fees and Charges		4,317,737	83,817	197,747	113,930	136%
Interest Earnings		178,500	3,250	1,773	(1,477)	-45%
Other Revenue		1,215,813	76,425	96,720	20,295	27%
<b>TOTAL OPERATING REVENUE</b>		<b>21,796,640</b>	<b>629,617</b>	<b>769,545</b>	<b>139,928</b>	<b>22%</b>
<b>OPERATING EXPENSES</b>						
Employee Costs		(8,933,567)	(706,524)	(646,985)	59,539	8%
Materials and Contracts		(8,890,015)	(438,281)	(264,840)	173,441	40%
Utility Charges		(1,159,630)	(600)	(36,029)	(35,429)	-5905%
Depreciation of Non Current Assets		(4,927,719)	(410,629)	0	410,629	100%
Interest Expenses		(215,505)	(5,849)	0	5,849	100%
Insurance Expenses		(551,889)	(271,838)	0	271,838	100%
Other Expenditure		(159,336)	2,364	363	(2,001)	85%
<b>TOTAL OPERATING EXPENSE</b>		<b>(24,837,661)</b>	<b>(1,831,357)</b>	<b>(947,491)</b>	<b>883,866</b>	<b>-48%</b>
Non Operating Grants Subsidies and Contributions		6,184,337	22,500	0	(22,500)	100%
Profit on Asset Disposals		335,308	142	0	(142)	100%
Loss on Asset Disposals		(118,362)	(1,101)	0	1,101	100%
<b>RESULTING FROM OPERATIONS</b>		<b>3,360,262</b>	<b>(1,180,199)</b>	<b>(177,946)</b>	<b>(3,538,208)</b>	<b>300%</b>

**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 31 JULY 2021**

**2. BALANCE SHEET**

	21/22 YTD Actual \$	Estimated 20/21 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	8,395,138	8,872,241
Receivables	6,068,513	3,440,343
Inventories & Other Assets	0	626,280
<b>TOTAL CURRENT ASSETS</b>	<b>14,463,651</b>	<b>12,938,864</b>
<b>NON-CURRENT ASSETS</b>		
Receivables	591,380	428,969
Inventories	0	0
Land and Buildings	48,478,957	48,477,709
Property, Plant and Equipment	7,451,978	7,158,576
Infrastructure	168,189,347	170,708,690
Financial & Other Assets	222,408	324,820
<b>TOTAL NON-CURRENT ASSETS</b>	<b>224,934,070</b>	<b>227,098,764</b>
<b>TOTAL ASSETS</b>	<b>239,397,721</b>	<b>240,037,628</b>
<b>CURRENT LIABILITIES</b>		
Payables	2,199,214	2,722,391
Interest-bearing Liabilities	358,220	357,208
Provisions	1,156,373	1,156,374
<b>TOTAL CURRENT LIABILITIES</b>	<b>3,713,807</b>	<b>4,235,973</b>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	5,701,320	5,701,320
Provisions	179,629	179,629
Payables	159,546	159,546
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>6,040,495</b>	<b>6,040,495</b>
<b>TOTAL LIABILITIES</b>	<b>9,754,302</b>	<b>10,276,468</b>
<b>NET ASSETS</b>	<b>229,643,419</b>	<b>229,761,160</b>
<b>EQUITY</b>		
Retained Surplus	113,925,710	114,043,452
Reserves - Cash Backed	3,676,371	3,676,371
Reserves - Asset Revaluation	112,041,338	112,041,337
<b>TOTAL EQUITY</b>	<b>229,643,419</b>	<b>229,761,160</b>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 JULY 2021

3. ACQUISITION OF ASSETS	21/22 Original Budget \$	21/22 Ytd Actual \$
The following assets have been acquired during the period under review:		
<b>By Program</b>		
<b>Governance</b>		
	Note	
New Telephone System cfwd	32,000	0
<b>Law, Order &amp; Public Safety</b>		
CESM Vehicle PN1711	71,000	0
Brigade Appliance Wundowie 3.4	490,000	0
Clackline Kitchen unisex toilet & meeting room	112,055	0
Building Animal Control Stock Yards	18,000	0
LED Danger rating signs cfwd	19,725	0
CCTV grant stage 2(Wundowie)	27,508	0
<b>Education &amp; Welfare</b>		
		0
Upgrade Kitchen Memorial Hall cfwd	30,000	0
Structural Repairs Memorial Hall cfwd	20,000	0
<b>Housing</b>		
Kurringal Units Upgrade	20,000	0
<b>Community Amenities</b>		
Design of Recycling Station Inkpen	0	0
Old Quarry Drainage cfwd	35,000	0
Rehab Investigation Old Tip Site cfwd	35,000	0
Transfer Station Tip Shop cfwd	1,018,561	0
King Creek Drainage	19,990	0
Mobile Fire Fighting Unit	16,604	0
Area Drainage Upgrade/ Renewal	128,669	0
EMDS Vehicle PN1404	45,000	0
CBD Improvements	100,000	0
Apex Toilet floor covering upgrade	24,000	0
Bernard Park Floor covering upgrade	30,000	0

SHIRE OF NORTHAM  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 JULY 2021

3. ACQUISITION OF ASSETS (Continued)	Note	21/22 Original Budget \$	21/22 Ytd Actual \$
<b><u>By Program (Continued)</u></b>			
<b>Recreation &amp; Culture</b>			
Bakers Hill Pavillion, Structural Floor Cracking Repairs cfwd		20,000	0
Girl Guides Hall Upgrade Airconditioner		7,700	0
Grass Valley Hall Upgrade to Stainless Steel kitchen		20,000	0
Southern Brook Hall Flooring Repairs		7,500	0
Southern Brook Hall Brick Pointing and Mortar repairs		7,000	0
Northam Hall replace external door & paint 9 others		7,500	0
Northam Hall, Replace Gutters cfwd		12,885	0
Wundowie Pool Solar			0
Wundowie Pool Bowl Repainting cfwd		10,000	0
Turnstile Northam Pool		7,755	0
Northam Aquatic Facility, Power & Taps to Concourse cfwd		7,700	0
Northam Aquatic Facility cfwd		20,000	0
Upgrade switchboard Bert Hawke Pavillion		5,727	0
Repair missing mortar Bert Hawke Pavillion		2,500	0
Install CCTV Bert Hawke		13,000	0
Bert Hawke Pavillion Including kitchen cfwd		58,700	0
Bert Hawke Pavillion Ceiling cfwd		50,000	0
Rec Centre install timer taps		9,100	0
Hockey Pitch Lighting cfwd		68,000	0
Bert Hawke Development cfwd		56,000	0
POS Playground Improvements		120,000	0
Landscaping/demolition Old Pool site cfwd		510,000	0
Improvements Dr Dunlop Park cfwd		27,000	0
Northam Youth Space, Toilets & Parking cfwd		170,000	0
Beavis Place Realignment & Landscaping		567,120	0
Bridge Crossing Fixings C/fwd		10,000	0
RV Friendly Day Site Northam cfwd		224,918	72,803
RV Friendly Bakers Hill cfwd		95,000	0
RV Friendly Wundowie cfwd		19,240	0
Overnight Caravan Stay Dump point cfwd		20,000	0
Train Station (Peel/Minson/Duke) cfwd		80,000	0
Shade Structures Bernard Park cfwd		46,320	0
Shade Structures Bakers Hill cfwd		50,000	0
Upgrade Existing Playground Bakers Hill Recreation Centre		25,000	0
Track Enhancements Northam Motor Festival		250,000	0
Northam BMX Redevelopment		200,000	0
Library Upgrade replace Lift Door Closures		6,900	1,136
Old Girls School, drainage to rear		3,500	0
AVVVA - Roof Repairs		14,000	0
AVVVA - Repair and paint ceilings		4,800	0
AVVVA - External Painting		3,500	0
AVVVA - Canopy over side door		2,500	0
AVVVA - Vinyl to bathroom		1,070	0
Old Railway Station platform		120,000	0
Old Railway Station extra platform lights		2,500	0

SHIRE OF NORTHAM  
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 JULY 2021

3 ACQUISITION OF ASSETS (Continued)	Note	21/22 Original Budget	21/22 Ytd Actual
<b>Transport</b>			
Northam Depot Redesign cfwd		1,849,285	0
Solar Northam Depot		11,300	0
Gordon Street Slk 80-140 (left)		31,070	0
Wellington Street Slk 560-800		57,100	0
Bernard Park		48,550	0
East Street		85,600	0
Mudalla Road		17,083	0
Perina Way		67,917	0
Drainage - Rural Upgrade		234,448	0
Drainage - Rural Renewal		746,785	0
Jennapullin Road 1.3-2.05		221,635	0
Southern Brook Road Slk 19.33-20.36		382,800	0
Grass Valley South Road Slk 0-1.1		34,290	0
Dring Street Slk 0.16-0.18		45,120	0
Croke Avenue 0-0.66		54,231	0
Leeder Road Slk 0-1.92		60,300	0
Mokine Road Slk 0-1.92		92,882	0
Linley Valley Road Slk 0-0.81		142,642	0
Robinson Road SLK 0.02-0.75		220,327	0
Fitzgerald Street Slk 2-2.74		73,877	0
Wellington Street Slk 2.46-2.72		286,396	0
Capitalised Maintenance		97,700	0
Leschenaultia Road 0-350		25,314	0
Harvey Road 0-470		39,522	0
Oliver Street		22,000	0
Marky Street Slk 1-110 cfwd		53,360	0
Charles Street Slk 510-1070 cfwd		88,000	0
Kurringal Road Slk 0-550 cfwd		92,496	0
Springfield Road Slk 0-120 cfwd		42,841	0
Southern Brook Road Slk 16330-17300 cfwd		197,194	0
Henry Street Slk 0 - 190		143,686	0
Parker Street Slk 0-0.65		44,493	0
Cox Street Slk 0-0.23		130,691	0
Forward Street Slk 0-0.22		132,364	0
Clarke Street 0-1		135,075	0
BS Coates Road SLK 0-4.35		245,071	0
BS Spencers Brook Road SLK 0-23.63		1,413,692	0
BS Forrest Street Slk 0.21-1.03		203,640	0
BS Mitchell Avenue Slk 0.21-3.4		118,800	0
LRCI Werribee Road		120,125	0
LRCI Lyon Street		185,100	0
LRCI Gairdner & Wellington		246,406	0
DFRRA AGRN 962		1,099,515	0
Kerb Renewal		182,238	0
Culvert Renewal		234,238	7,405
Bridge Construction Composite Decking & Lights		152,000	0
PN1201 N008 Isuzu Flocon cfwd		160,000	0
PN1308 Toyota Hilux Workmate cfwd		28,000	0
Tandem Trailer cfwd		15,250	0
PN1707 Holden Captiva LY7 seats		35,000	0
PN1407 Mazda BT50 4x2 single cab diesel ute		40,000	0
PN1312 Fuso Canter wide cab manual 4 ton		80,000	0
PN0001 Tandem Trailer for Dynapac Roller		6,000	0
PN1009A 2 Way Pig Trailer		76,000	0
PN1515 Mitsubishi 2 Way Tipper Truck		241,000	0
PN1408 Peruzzo Panther 1800 deep tyne aereator		26,000	0
Jet Rodding traailer new drainage		85,000	0
Skid Steer Broom		9,000	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 JULY 2021

3. ACQUISITION OF ASSETS (Continued)	Note	21/22 Original Budget \$	21/22 Ytd Actual \$
<b><u>By Program (Continued)</u></b>			
<b>Transport</b>			
Upgrade Runway & Taxiway lighting cfwd		20,931	0
Lot Development		14,500	0
New toilet block		150,000	0
<b>Economic Services</b>			
Old Fire Station timber windows repair		10,500	0
Create 298 replace foyer lights		4,500	0
Water Pump Station Upgrade		145,520	0
Bakers Hill Water harvesting cfwd		75,000	0
Bakers Hill Water Project easement cfwd		25,000	0
BKB Building Phase 2 Interpretive incl fire pit		175,000	0
		<b>16,888,947</b>	<b>81,345</b>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 JULY 2021

3. ACQUISITION OF ASSETS (Continued)	Note	21/22 Original Budget \$	21/22 Ytd Actual \$
<b><u>By Class</u></b>			
Land Held for Resale		0	0
Land and Buildings		2,712,722	1,136
Plant and Equipment		1,062,770	0
Furniture and Equipment		32,000	0
Bush Fire Equipment		490,000	0
Playground Equipment		0	0
Infrastructure Assets - Roads		6,491,585	0
Infrastructure Assets - Footpaths		307,320	0
Infrastructure Assets - Bridges & Culverts		152,000	0
Infrastructure Assets - Drainage		1,626,378	7,405
Infrastructure Assets - Parks & Ovals		2,538,598	72,803
Infrastructure Assets - Airfields		185,431	0
Infrastructure Assets - Streetscape		100,000	0
Infrastructure Assets - Other		1,190,143	0
		<b>16,888,947</b>	<b>81,345</b>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 JULY 2021

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$
Law Order & Public Safety						0
CESM Vehicle PN1711	38,713		25,500		13,213	0
Community Amenities						
EMDS Vehicle PN1404	33,296		35,000		(1,704)	0
Recreation & Culture						
Sale of Land, Yilgam Ave	406,500		724,500		(318,000)	0
Transport						
PN1201 N008 Isuzu Flocon cfwd	75,226		25,000		50,226	0
PN1308 Toyota Hilux Workmate cfwd	10,000		8,000		2,000	0
Bobcat Trailer	5,500		1,000		4,500	0
PN1707 Holden Captiva 7 Seats	16,705		12,000		4,705	0
PN1407 Mazda BT 50 4x2 Single Cab diesel	13,000		12,500		500	0
PN1312 Fuso Canter 4T wide cab	33,673		30,000		3,673	0
PN1009A 2 Way Pig Trailer	30,673		8,000		22,673	0
PN1515 Mitsubishi 2 Way Tip Truck	69,396		85,000		(15,604)	0
Toro Procore deep tyne arerator	24,872		8,000		16,872	0
Economic Services						
Minson Avenue	10,000		10,000		0	0
	767,554	0	984,500	0	(216,946)	0

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$
Plant & Equipment						
CESM Vehicle PN1711	38713	0	25500	0	13213	0
EMDS Vehicle PN1404	33296	0	35000	0	-1704	0
PN1201 N008 Isuzu Flocon cfwd	75226	0	25000	0	50226	0
PN1308 Toyota Hilux Workmate cfwd	10000	0	8000	0	2000	0
Bobcat Trailer	5500	0	1000	0	4500	0
PN1707 Holden Captiva 7 Seats	16705	0	12000	0	4705	0
PN1407 Mazda BT 50 4x2 Single Cab diesel	13000	0	12500	0	500	0
PN1312 Fuso Canter 4T wide cab	33673	0	30000	0	3673	0
PN1009A 2 Way Pig Trailer	30673	0	8000	0	22673	0
PN1515 Mitsubishi 2 Way Tip Truck	69396	0	85000	0	-15604	0
Toro Procore deep tyne arerator	24872	0	8000	0	16872	0
Land						
Sale of Land, Yilgam Ave	406,500	0	724,500	0	(318,000)	0
Minson Avenue	10000	0	10000	0	0	0
	767,554	0	984,500	0	(216,946)	0

Summary	21/22 Budget \$	Ytd Actual \$
Profit on Asset Disposals	335,308	0
Loss on Asset Disposals	(118,362)	0
	216,946	0



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 JULY 2021

5 INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-21	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		21/22 Budget \$	21/22 Ytd Actual \$	21/22 Budget \$	21/22 Ytd Actual \$	21/22 Budget \$	21/22 Ytd Actual \$	21/22 Budget \$	21/22 Ytd Actual \$
<b>Recreation &amp; Culture</b>									
Loan 219A - Northam Bowling Club ** 3.18%	123,263	0	0	20,850	0	102,413	123,263	4,570	0
Loan 224 - Recreation Facilities 6.48%	719,786	0	0	53,127	0	666,659	719,786	50,660	0
Loan 227 - Youth Space 2.26%	408,781	0	0	47,170	0	361,611	408,781	11,698	0
Loan 228 - Swimming Pool 1.88%	4,217,782	0	0	192,595	0	4,025,187	4,217,782	107,129	0
COVID-19 Response 1.80%	0	1,500,000	0	0	0	1,500,000	0	0	0
<b>Economic Services</b>									
Loan 225 - Victoria Oval Purchase 6.48%	588,916	0	0	43,467	0	545,449	588,916	41,448	0
	6,058,528	1,500,000	0	357,209	0	7,201,319	6,058,528	215,505	0

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 JULY 2021**

	21/22 Budget				21/22 Ytd Actual					
	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total
<b>6. RESERVES - CASH BACKED</b>										
Employee Liability Reserve	875,513	3,877			879,390	875,513				875,513
Aged Accommodation Reserve					-	-				-
Housing Reserve					-	-				-
Office Equipment Reserve		1,329	100,000		101,329	-				-
Plant & Equipment Reserve	118,948	526	230,000	(230,000)	119,474	118,948				118,948
Road & Bridgeworks Reserve		886	200,000		200,886	-				-
Refuse Site Reserve	350,438	2,320	200,000	(26,487)	526,271	350,438				350,438
Regional Development Reserve					-	-				-
Speedway Reserve	150,242	665			150,907	150,242				150,242
Community Bus Replacement Reserve			100,000		100,000	-				-
Septage Pond Reserve	268,140	1,251	14,228		283,619	268,140				268,140
Killara Reserve	438,800	2,021	150,000	(132,564)	458,257	438,800				438,800
Stormwater Drainage Projects Reserve					-	-				-
Recreation and Community Facilities Reserve		1,410	139,812		141,222	-				-
Administration Office Reserve					-	-				-
Council Buildings & Amenities Reserve		2,657	278,478		281,135	-				-
River Management Reserve					-	-				-
Parking Facilities Construction Reserve			100,000		100,000	-				-
Art Collection Reserve					-	-				-
Reticulation Scheme Reserve		1,047	236,299		237,346	-				-
Revaluation Reserve	72,491	11		(70,000)	2,502	72,491				72,491
COVID-19 Reserve	1,401,799		724,500	(2,126,299)	-	1,401,799				1,401,799
<b>Total Cash Backed Reserves</b>	<b>3,676,371</b>	<b>18,000</b>	<b>2,473,317</b>	<b>(2,585,350)</b>	<b>3,582,338</b>	<b>3,676,371</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,676,371</b>

Total Interest & Transfers

2,491,317

All of the above reserve accounts are to be supported by money held in financial institutions.



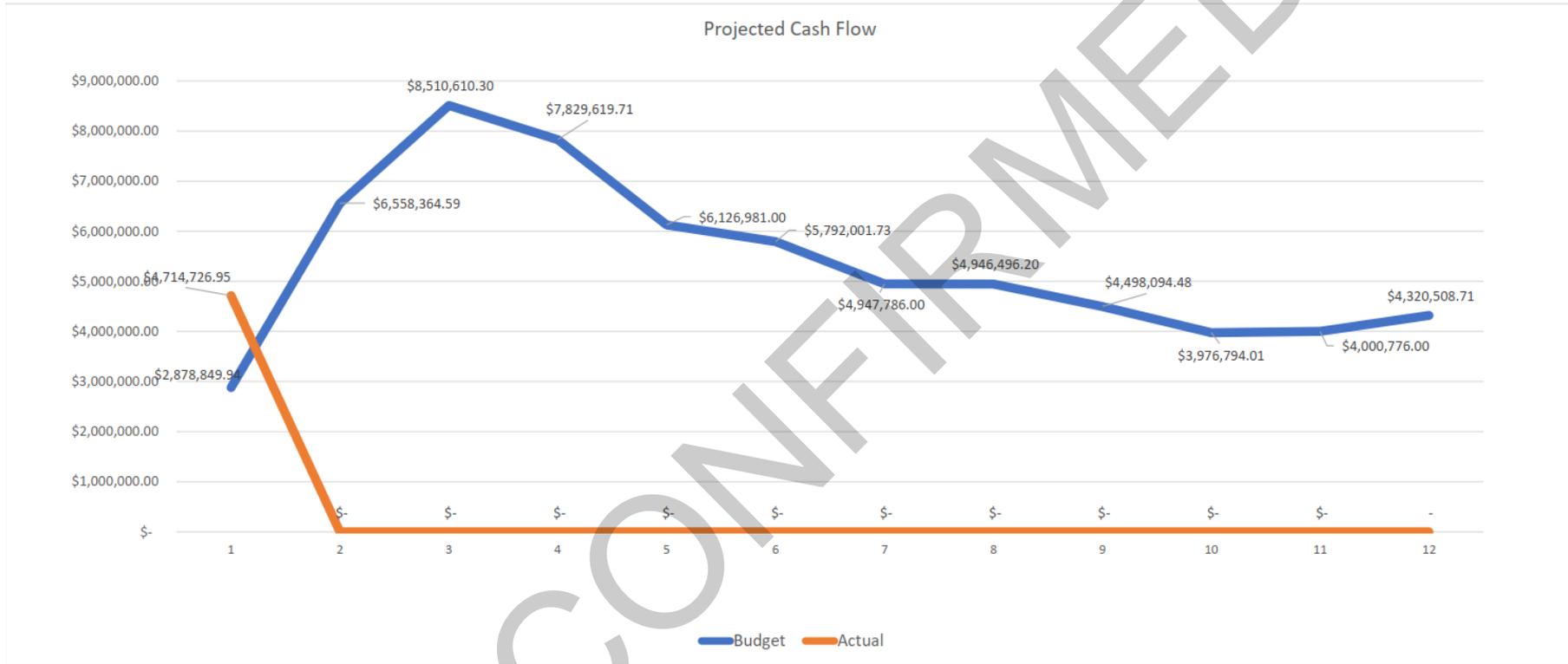
SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 JULY 2021

	21/22 Budget	21/22 Ytd Actual	Estimated 20/21 Financial Report
	\$	\$	\$
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	200,000	4,718,767	5,195,870
Cash - Restricted Reserves	3,582,338	3,676,371	3,676,371
Self Supporting Loan	20,850	20,850	20,850
Receivables	2,076,632	845,311	1,093,625
Rates - Current	0	2,377,424	2,493,261
Pensioners Rates Rebate	0	14,201	0
Provision for Doubtful Debts	0	(157,393)	(167,392)
Other financial Assets	0	2,362,689	20,850
Accrued Income/Prepayments	0	605,430	605,430
Inventories	1,000	0	0
	<u>5,880,820</u>	<u>14,463,650</u>	<u>12,938,864</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(3,439,652)	(859,597)	(835,300)
Rates Income in Advance	0	(429,437)	(361,162)
GST Payable	0	30,687	(92,843)
Accrued Salaries & Wages	0	(119,824)	(119,824)
Accrued Interest on Debentures	0	(64,100)	(64,100)
Payroll Creditors	0	0	0
Accrued Expenditure	0	(79,636)	(79,636)
Bond Liability		(626,624)	(579,213)
Withholding Tax Payable	0	0	0
Payg Payable	0	(50,681)	0
Loan Liability	(358,220)	(358,220)	(357,208)
Provision for Annual Leave	0	(546,101)	(546,101)
Provision for Long Service Leave	0	(610,273)	(610,273)
Other Payables	0	0	(590,313)
	<u>(3,797,872)</u>	<u>(3,713,806)</u>	<u>(4,235,973)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>2,082,948</b>	<b>10,749,845</b>	<b>8,702,891</b>
Less: Cash - Reserves - Restricted	(3,582,338)	(3,676,371)	(3,676,371)
Less: Loans receivable - clubs/institutions	0	0	(20,850)
Add: Current Loan Liability	370,000	358,220	358,220
Add: Leave Liability Reserve	879,390	875,513	875,514
Add: Budgeted Leave	250,000	250,000	250,000
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<b>0</b>	<b>8,557,207</b>	<b>6,489,404</b>

**SHIRE OF NORTHAM  
 CASH FLOW REPORT  
 FOR THE PERIOD ENDED 30 JULY 2021**





**SHIRE OF NORTHAM**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDING 31 AUGUST 2021**

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SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 AUGUST 2021

	NOTE	21/22 Original Budget \$	Ytd Budget \$	21/22 Ytd Actual \$	Variances Actuals to Budget \$	Variances Actuals to Budget %
<b>Operating</b>						
<b>Revenues</b>						
Governance		35,070	10,304	10,311	7	0.07%
General Purpose Funding Other		1,910,139	422,011	425,987	3,976	0.94%
General Purpose Funding Rates		10,752,585	10,701,470	10,676,737	(24,733)	(0.23%)
Law, Order, Public Safety		1,532,340	11,270	6,938	(4,332)	(38.44%)
Health		61,000	6,146	2,205	(3,941)	(64.12%)
Education and Welfare		1,114,006	265,788	280,727	14,939	5.62%
Housing		62,277	10,378	5,687	(4,691)	(45.20%)
Community Amenities		3,285,488	1,812,585	1,781,996	(30,589)	(1.69%)
Recreation and Culture		2,773,593	34,836	21,308	(13,528)	(38.83%)
Transport		5,815,730	251,787	250,077	(1,710)	(0.68%)
Economic Services		813,857	80,496	73,998	(6,498)	(8.07%)
Other Property and Services		160,200	54,275	49,488	(4,787)	(8.82%)
<b>Total Operating Revenue</b>		<b>28,316,285</b>	<b>13,661,346</b>	<b>13,585,458</b>	<b>(75,888)</b>	<b>(0.56%)</b>
<b>Expenses</b>						
Governance	1	(2,391,572)	(616,709)	(188,525)	428,184	69.43%
General Purpose Funding	2	(390,724)	(64,342)	(35,738)	28,604	44.46%
Law, Order, Public Safety	3	(2,035,556)	(334,783)	(237,919)	96,864	28.93%
Health		(364,574)	(58,996)	(48,079)	10,917	18.50%
Education and Welfare		(1,421,029)	(234,470)	(240,356)	(5,886)	(2.51%)
Housing		(71,622)	(11,792)	(10,746)	1,046	8.87%
Community Amenities	4	(3,941,991)	(439,328)	(294,813)	144,515	32.89%
Recreation & Culture		(5,095,394)	(720,790)	(658,971)	61,819	8.58%
Transport		(6,311,069)	(977,577)	(1,032,411)	(54,834)	(5.61%)
Economic Services		(2,882,816)	(432,748)	(415,671)	17,077	3.95%
Other Property and Services	5	(49,676)	(128,654)	(275,951)	(147,297)	(114.49%)
<b>Total Operating Expenses</b>		<b>(24,956,023)</b>	<b>(4,020,189)</b>	<b>(3,439,180)</b>	<b>581,009</b>	<b>14.45%</b>
<b>Removal of Non-Cash Items</b>						
(Profit)/Loss on Asset Disposals		(216,946)	1,918	0	(1,918)	
Movement in Employee Benefit Provisions		0	0	0	0	
Depreciation on Assets		4,927,719	821,258	831,323	10,065	
<b>Non Operating Items</b>						
Purchase Land and Buildings		(2,712,722)	(34,758)	(245,976)	(211,218)	
Purchase Plant and Equipment		(1,062,770)	(7,500)	0	7,500	
Purchase Furniture and Equipment		(32,000)	0	0	0	
Purchase Bush Fire Equipment		(490,000)	0	0	0	
Purchase Infrastructure Assets - Roads		(6,908,061)	(326,110)	(35,938)	290,172	
Purchase Infrastructure Assets - Bridges		(152,000)	0	0	0	
Purchase Infrastructure Assets - Footpaths		(307,320)	0	0	0	
Purchase Infrastructure Assets - Drainage		(1,209,902)	(87,508)	0	87,508	
Purchase Infrastructure Assets - Parks & Ovals		(2,538,598)	(270,000)	(76,797)	193,203	
Purchase Infrastructure Assets - Airfields		(185,431)	(30,904)	(12,490)	18,415	
Purchase Infrastructure Assets - Streetscape		(100,000)	(100,000)	(1,290)	98,710	
Purchase Infrastructure Assets - Other		(1,190,144)	0	(9,633)	(9,633)	
Proceeds from Disposal of Assets		984,500	0	0	0	
Repayment of Debentures		(357,209)	(95,847)	(95,847)	0	
Proceeds from New Debentures		1,500,000	0	0	0	
Self-Supporting Loan Principal Income		20,850	0	0	0	
Transfers to Restricted Assets (Reserves)		(2,491,317)	0	0	0	
Transfers from Restricted Asset (Reserves)		2,585,350	0	0	0	
ADD Net Current Assets July 1 B/Fwd		6,575,739	6,575,739	6,489,404	(86,335)	
LESS Net Current Assets Year to Date			16,087,445	19,909,230	3,821,785	
<b>Surplus/Deficit</b>		<b>0</b>	<b>0</b>	<b>(2,920,195)</b>	<b>(2,920,195)</b>	

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 AUGUST 2021

1. OPERATING STATEMENT

	Note	21/22 Budget \$	Ytd Budget	21/22 Ytd Actual \$	Variances Actuals to Budget \$	Variances Actual to Budget %
<b>OPERATING REVENUES</b>						
Rates		10,752,585	10,701,470	10,676,737	(24,733)	0%
Operating Grants Subsidies and Contributions		5,332,005	862,488	869,441	6,953	1%
Fees and Charges		4,317,737	1,957,053	1,913,935	(43,118)	-2%
Proceeds from Sale of Assets					0	
Service Charges					0	
Interest Earnings		178,500	8,916	16,702	7,786	87%
Other Revenue	6	1,215,813	130,835	108,343	(22,492)	-17%
<b>TOTAL OPERATING REVENUE</b>		<b>21,796,640</b>	<b>13,660,762</b>	<b>13,585,158</b>	<b>(75,604)</b>	<b>-1%</b>
<b>OPERATING EXPENSES</b>						
Employee Costs		(8,933,567)	(1,356,509)	(1,406,383)	(49,874)	-4%
Materials and Contracts	7	(8,890,015)	(1,392,006)	(705,158)	686,848	49%
Utility Charges		(1,159,630)	(101,262)	(116,704)	(15,442)	-15%
Depreciation of Non Current Assets		(4,927,719)	(821,258)	(831,323)	(10,065)	-1%
Interest Expenses		(215,505)	(5,849)	(5,924)	(75)	-1%
Insurance Expenses		(551,889)	(345,815)	(339,891)	5,924	2%
Other Expenditure	8	(159,336)	4,712	(33,797)	(38,509)	817%
<b>TOTAL OPERATING EXPENSE</b>		<b>(24,837,661)</b>	<b>(4,017,987)</b>	<b>(3,439,180)</b>	<b>578,807</b>	<b>-14%</b>
Non Operating Grants Subsidies and Contributions		6,184,337	300	300	0	0%
Profit on Asset Disposals		335,308	284	0	(284)	100%
Loss on Asset Disposals		(118,362)	(2,202)	0	2,202	100%
<b>RESULTING FROM OPERATIONS</b>		<b>3,360,262</b>	<b>9,641,157</b>	<b>10,146,278</b>	<b>6,786,016</b>	<b>70%</b>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 AUGUST 2021

2. BALANCE SHEET

	21/22 YTD Actual \$	Estimated 20/21 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	8,023,073	8,872,241
Receivables	18,371,690	3,440,343
Inventories & Other Assets	0	626,280
<b>TOTAL CURRENT ASSETS</b>	<b>26,394,763</b>	<b>12,938,864</b>
<b>NON-CURRENT ASSETS</b>		
Receivables	591,380	428,969
Inventories	0	0
Land and Buildings	48,580,077	48,477,709
Property, Plant and Equipment	7,315,403	7,158,576
Infrastructure	167,769,679	170,708,690
Financial & Other Assets	222,408	324,820
<b>TOTAL NON-CURRENT ASSETS</b>	<b>224,478,947</b>	<b>227,098,764</b>
<b>TOTAL ASSETS</b>	<b>250,873,710</b>	<b>240,037,628</b>
<b>CURRENT LIABILITIES</b>		
Payables	2,778,302	2,722,391
Interest-bearing Liabilities	262,373	357,208
Provisions	1,156,373	1,156,374
<b>TOTAL CURRENT LIABILITIES</b>	<b>4,197,048</b>	<b>4,235,973</b>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	5,701,320	5,701,320
Provisions	179,629	179,629
Payables	159,546	159,546
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>6,040,495</b>	<b>6,040,495</b>
<b>TOTAL LIABILITIES</b>	<b>10,237,543</b>	<b>10,276,468</b>
<b>NET ASSETS</b>	<b>240,636,167</b>	<b>229,761,160</b>
<b>EQUITY</b>		
Retained Surplus	124,918,458	114,043,452
Reserves - Cash Backed	3,676,371	3,676,371
Reserves - Asset Revaluation	112,041,338	112,041,337
<b>TOTAL EQUITY</b>	<b>240,636,167</b>	<b>229,761,160</b>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 AUGUST 2021

3. ACQUISITION OF ASSETS	21/22 Original Budget \$	21/22 Ytd Actual \$
The following assets have been acquired during the period under review:		
<b>By Program</b>		
<b>Governance</b>		
	Note	
New Telephone System cfwd	32,000	0
<b>Law, Order &amp; Public Safety</b>		
CESM Vehicle PN1711	71,000	0
Brigade Appliance Wundowie 3.4	490,000	0
Clackline Kitchen unisex toilet & meeting room	112,055	0
Building Animal Control Stock Yards	18,000	0
LED Danger rating signs cfwd	19,725	0
SES Shed Extension - Grant Funded additional	-	12,273
CCTV grant stage 2(Wundowie)	27,508	9,633
<b>Education &amp; Welfare</b>		
		0
Upgrade Kitchen Memorial Hall cfwd	30,000	0
Structural Repairs Memorial Hall cfwd	20,000	0
<b>Housing</b>		
Kurringal Units Upgrade	20,000	0
<b>Community Amenities</b>		
Design of Recycling Station Inkpen	0	0
Old Quarry Drainage cfwd	35,000	0
Rehab Investagation Old Tip Site cfwd	35,000	0
Transfer Station Tip Shop cfwd	1,018,561	0
King Creek Drainage	19,990	0
Mobile Fire Fighting Unit	16,604	0
Area Drainage Upgrade/ Renewal	128,669	0
EMDS Vehicle PN1404	45,000	0
CBD Improvements	100,000	1,290
Apex Toilet floor covering upgrade	24,000	0
Bernard Park Floor covering upgrade	30,000	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 AUGUST 2021

3. ACQUISITION OF ASSETS (Continued)	Note	21/22 Original Budget \$	21/22 Ytd Actual \$
<b><u>By Program (Continued)</u></b>			
<b>Recreation &amp; Culture</b>			
Bakers Hill Pavillion, Structural Floor Cracking Repairs cfwd		20,000	0
Girl Guides Hall Upgrade Airconditioner		7,700	0
Grass Valley Hall Upgrade to Stainless Steel kitchen		20,000	0
Southern Brook Hall Flooring Repairs		7,500	0
Southern Brook Hall Brick Pointing and Mortar repairs		7,000	0
Northam Hall replace external door & paint 9 others		7,500	0
Northam Hall, Replace Gutters cfwd		12,885	0
Wundowie Pool Solar			0
Wundowie Pool Bowl Repainting cfwd		10,000	0
Turnstile Northam Pool		7,755	0
Northam Aquatic Facility, Power & Taps to Concourse cfwd		7,700	0
Northam Aquatic Facility cfwd		20,000	0
Upgrade switchboard Bert Hawke Pavillion		5,727	0
Repair missing mortar Bert Hawke Pavillion		2,500	0
Install CCTV Bert Hawke		13,000	0
Bert Hawke Pavillion Including kitchen cfwd		58,700	0
Bert Hawke Pavillion Ceiling cfwd		50,000	0
Rec Centre install timer taps		9,100	0
Hockey Pitch Lighting cfwd		68,000	0
Bert Hawke Development cfwd		56,000	0
POS Playground Improvements		120,000	224
Landscaping/demolition Old Pool site cfwd		510,000	0
Improvements Dr Dunlop Park cfwd		27,000	0
Northam Youth Space, Toilets & Parking cfwd		170,000	0
Beavis Place Realignment & Landscaping		567,120	1,636
Bridge Crossing Fixings C/fwd		10,000	0
RV Friendly Day Site Northam cfwd		224,918	73,086
RV Friendly Bakers Hill cfwd		95,000	0
RV Friendly Wundowie cfwd		19,240	1,850
Overnight Caravan Stay Dump point cfwd		20,000	0
Train Station (Peel/Minson/Duke) cfwd		80,000	0
Shade Structures Bernard Park cfwd		46,320	0
Shade Structures Bakers Hill cfwd		50,000	0
Upgrade Existing Playground Bakers Hill Recreation Centre		25,000	0
Track Enhancements Northam Motor Festival		250,000	0
Northam BMX Redevelopment		200,000	0
Library Upgrade replace Lift Door Closures		6,900	1,136
Old Girls School, drainage to rear		3,500	0
AVVVA - Roof Repairs		14,000	0
AVVVA - Repair and paint ceilings		4,800	0
AVVVA - External Painting		3,500	0
AVVVA - Canopy over side door		2,500	0
AVVVA - Vinyl to bathroom		1,070	0
Old Railway Station platform		120,000	0
Old Railway Station extra platform lights		2,500	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 AUGUST 2021

3 ACQUISITION OF ASSETS (Continued)	Note	21/22 Original Budget	21/22 Ytd Actual
<b>Transport</b>			
Northam Depot Redesign cfwd		1,849,285	232,567
Solar Northam Depot		11,300	0
Gordon Street Silk 80-140 (left)		31,070	0
Wellington Street Silk 560-800		57,100	0
Bernard Park		48,550	0
East Street		85,600	0
Mudalla Road		17,083	0
Perina Way		67,917	0
Drainage - Rural Upgrade		234,448	0
Drainage - Rural Renewal		746,785	0
Jennapullin Road 1.3-2.05		221,635	0
Southern Brook Road Silk 19.33-20.36		382,800	0
Grass Valley South Road Silk 0-1.1		34,290	0
Dring Street Silk 0.16-0.18		45,120	0
Croke Avenue 0-0.66		54,231	0
Leeder Road Silk 0-1.92		60,300	0
Mokine Road Silk 0-1.92		92,882	0
Linley Valley Road Silk 0-0.81		142,642	0
Robinson Road SLK 0.02-0.75		220,327	0
Fitzgerald Street Silk 2-2.74		73,877	0
Wellington Street Silk 2.46-2.72		286,396	7,600
Capitalised Maintenance		97,700	0
Leschenaultia Road 0-350		25,314	0
Harvey Road 0-470		39,522	0
Oliver Street		22,000	19,349
Marky Street Silk 1-110 cfwd		53,360	0
Charles Street Silk 510-1070 cfwd		88,000	0
Kurringal Road Silk 0-550 cfwd		92,496	0
Springfield Road Silk 0-120 cfwd		42,841	0
Southern Brook Road Silk 16330-17300 cfwd		197,194	0
Henry Street Silk 0 - 190		143,686	0
Parker Street Silk 0-0.65		44,493	0
Cox Street Silk 0-0.23		130,691	0
Forward Street Silk 0-0.22		132,364	0
Clarke Street 0-1		135,075	0
BS Coates Road SLK 0-4.35		245,071	0
BS Spencers Brook Road SLK 0-23.63		1,413,692	0
BS Forrest Street Silk 0.21-1.03		203,640	0
BS Mitchell Avenue Silk 0.21-3.4		118,800	0
LRCI Werribee Road		120,125	0
LRCI Lyon Street		185,100	0
LRCI Gairdner & Wellington		246,406	0
DFRRA AGRN 962		1,099,515	0
Kerb Renewal		182,238	0
Culvert Renewal		234,238	8,989
Bridge Construction Composite Decking & Lights		152,000	75,140
PN1201 N008 Isuzu Flocon cfwd		160,000	0
PN1308 Toyota Hilux Workmate cfwd		28,000	0
Tandem Trailer cfwd		15,250	0
PN1707 Holden Captiva LY7 seats		35,000	0
PN1407 Mazda BT50 4x2 single cab diesel ute		40,000	0
PN1312 Fuso Canter wide cab manual 4 ton		80,000	0
PN0001 Tandem Trailer for Dynapac Roller		6,000	0
PN1009A 2 Way Pig Trailer		76,000	0
PN1515 Mitsubishi 2 Way Tipper Truck		241,000	0
PN1406 Peruzzo Panther 1800 deep tyne aereator		26,000	0
Jet Rodding traailer new drainage		85,000	0
Skid Steer Broom		9,000	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 AUGUST 2021

3. ACQUISITION OF ASSETS (Continued)	Note	21/22 Original Budget \$	21/22 Ytd Actual \$
<b><u>By Program (Continued)</u></b>			
<b>Transport</b>			
Upgrade Runway & Taxiway lighting cfwd		20,931	12,490
Lot Development		14,500	0
New toilet block		150,000	0
<b>Economic Services</b>			
Old Fire Station timber windows repair		10,500	0
Create 298 replace foyer lights		4,500	0
Water Pump Station Upgrade		145,520	0
Bakers Hill Water harvesting cfwd		75,000	0
Bakers Hill Water Project easement cfwd		25,000	0
BKB Building Phase 2 Interpretive incl fire pit		175,000	0
		<u>16,888,947</u>	<u>457,263</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 AUGUST 2021

3. ACQUISITION OF ASSETS (Continued)	Note	21/22 Original Budget \$	21/22 Ytd Actual \$
<b><u>By Class</u></b>			
Land Held for Resale		0	0
Land and Buildings		2,712,722	245,976
Plant and Equipment		1,062,770	0
Furniture and Equipment		32,000	0
Bush Fire Equipment		490,000	0
Playground Equipment		0	0
Infrastructure Assets - Roads		6,908,061	35,938
Infrastructure Assets - Footpaths		307,320	0
Infrastructure Assets - Bridges & Culverts		152,000	75,140
Infrastructure Assets - Drainage		1,209,902	0
Infrastructure Assets - Parks & Ovals		2,538,598	76,797
Infrastructure Assets - Airfields		185,431	12,490
Infrastructure Assets - Streetscape		100,000	1,290
Infrastructure Assets - Other		1,190,143	9,633
		<u>16,888,947</u>	<u>457,263</u>



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDING 31 AUGUST 2021

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$
<b>Law Order &amp; Public Safety</b>						0
CESM Vehicle PN1711	38,713		25,500		13,213	0
<b>Community Amenities</b>						
EMDS Vehicle PN1404	33,298		35,000		(1,704)	0
<b>Recreation &amp; Culture</b>						
Sale of Land, Yilgarn Ave	408,500		724,500		(318,000)	0
<b>Transport</b>						
PN1201 N008 Isuzu Flocon cfwd	75,228		25,000		50,228	0
PN1308 Toyota Hilux Workmate cfwd	10,000		8,000		2,000	0
Bobcat Trailer	5,500		1,000		4,500	0
PN1707 Holden Captiva 7 Seats	16,705		12,000		4,705	0
PN1407 Mazda BT 50 4x2 Single Cab diesel	13,000		12,500		500	0
PN1312 Fuso Canter 4T wide cab	33,673		30,000		3,673	0
PN1009A 2 Way Pig Trailer	30,673		8,000		22,673	0
PN1515 Mitsubishi 2 Way Tip Truck	89,396		85,000		(15,604)	0
Toro Procure deep tyne arerator	24,872		8,000		16,872	0
<b>Economic Services</b>						0
Minson Avenue	10,000		10,000		0	0
	787,554	0	984,500	0	(216,946)	0

<u>By Class</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$
<b>Plant &amp; Equipment</b>						
CESM Vehicle PN1711	38713	0	25500	0	13213	0
EMDS Vehicle PN1404	33298	0	35000	0	-1704	0
PN1201 N008 Isuzu Flocon cfwd	75228	0	25000	0	50228	0
PN1308 Toyota Hilux Workmate cfwd	10000	0	8000	0	2000	0
Bobcat Trailer	5500	0	1000	0	4500	0
PN1707 Holden Captiva 7 Seats	16705	0	12000	0	4705	0
PN1407 Mazda BT 50 4x2 Single Cab diesel	13000	0	12500	0	500	0
PN1312 Fuso Canter 4T wide cab	33673	0	30000	0	3673	0
PN1009A 2 Way Pig Trailer	30673	0	8000	0	22673	0
PN1515 Mitsubishi 2 Way Tip Truck	89396	0	85000	0	-15604	0
Toro Procure deep tyne arerator	24872	0	8000	0	16872	0
<b>Land</b>						
Sale of Land, Yilgarn Ave	408,500	0	724,500	0	(318,000)	0
Minson Avenue	10000	0	10000	0	0	0
	787,554	0	984,500	0	(216,946)	0

Summary

Profit on Asset Disposals  
Loss on Asset Disposals

21/22 Budget \$	Ytd Actual \$
335,308	0
(118,362)	0
216,946	0



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 AUGUST 2021

5 INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-21	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		21/22 Budget \$	21/22 Ytd Actual \$	21/22 Budget \$	21/22 Ytd Actual \$	21/22 Budget \$	21/22 Ytd Actual \$	21/22 Budget \$	21/22 Ytd Actual \$
<b>Recreation &amp; Culture</b>									
Loan 219A - Northam Bowling Club ** 3.18%	123,263	0	0	20,850	0	102,413	123,263	4,570	459
Loan 224 - Recreation Facilities 6.48%	719,786	0	0	53,127	0	666,659	719,786	50,660	2,527
Loan 227 - Youth Space 2.26%	408,781	0	0	47,170	0	361,611	408,781	11,698	1,473
Loan 228 - Swimming Pool 1.88%	4,217,782	0	0	192,595	95,847	4,025,187	4,121,935	107,129	54,397
COVID-19 Response 1.80%	0	1,500,000	0	0	0	1,500,000	0	0	0
<b>Economic Services</b>									
Loan 225 - Victoria Oval Purchase 6.48%	588,916	0	0	43,467	0	545,449	588,916	41,448	2,068
	6,058,528	1,500,000	0	357,209	95,847	7,201,319	5,962,681	215,505	60,924

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 AUGUST 2021**

	21/22 Budget				21/22 Ytd Actual					
	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total
<b>6. RESERVES - CASH BACKED</b>										
Employee Liability Reserve	875,513	3,877			879,390	875,513				875,513
Aged Accomodation Reserve					-	-				-
Housing Reserve					-	-				-
Office Equipment Reserve		1,329	100,000		101,329	-				-
Plant & Equipment Reserve	118,948	526	230,000	(230,000)	119,474	118,948				118,948
Road & Bridgeworks Reserve		886	200,000		200,886	-				-
Refuse Site Reserve	350,438	2,320	200,000	(26,487)	526,271	350,438				350,438
Regional Development Reserve					-	-				-
Speedway Reserve	150,242	665			150,907	150,242				150,242
Community Bus Replacement Reserve			100,000		100,000	-				-
Septage Pond Reserve	268,140	1,251	14,228		283,619	268,140				268,140
Killara Reserve	438,800	2,021	150,000	(132,564)	458,257	438,800				438,800
Stormwater Drainage Projects Reserve					-	-				-
Recreation and Community Facilities Reserve		1,410	139,812		141,222	-				-
Administration Office Reserve					-	-				-
Council Buildings & Amenities Reserve		2,657	278,478		281,135	-				-
River Management Reserve					-	-				-
Parking Facilities Construction Reserve			100,000		100,000	-				-
Art Collection Reserve					-	-				-
Reticulation Scheme Reserve		1,047	236,299		237,346	-				-
Revaluation Reserve	72,491	11		(70,000)	2,502	72,491				72,491
COVID-19 Reserve	1,401,799		724,500	(2,126,299)	-	1,401,799				1,401,799
<b>Total Cash Backed Reserves</b>	<b>3,676,371</b>	<b>18,000</b>	<b>2,473,317</b>	<b>(2,585,350)</b>	<b>3,582,338</b>	<b>3,676,371</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,676,371</b>
<b>Total Interest &amp; Transfers</b>				<b>2,491,317</b>						

All of the above reserve accounts are to be supported by money held in financial institutions.



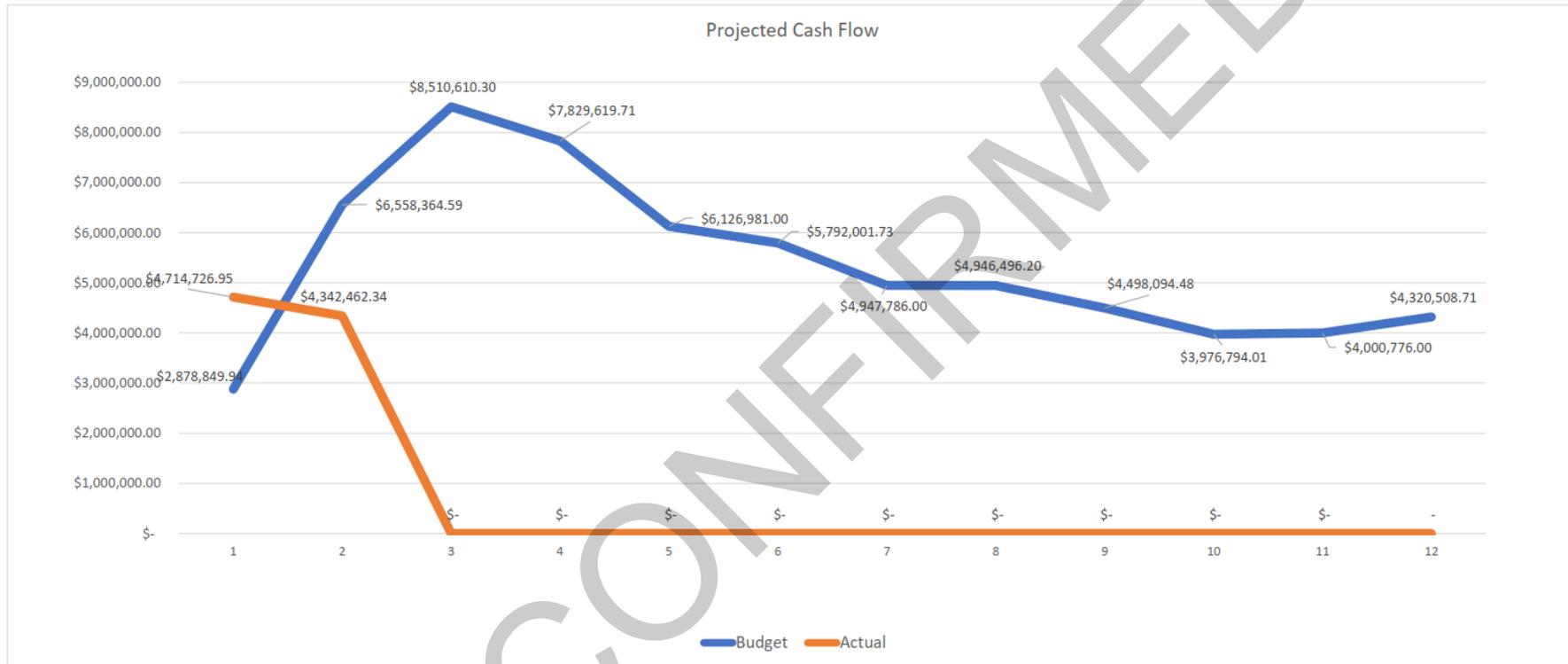
SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 AUGUST 2021

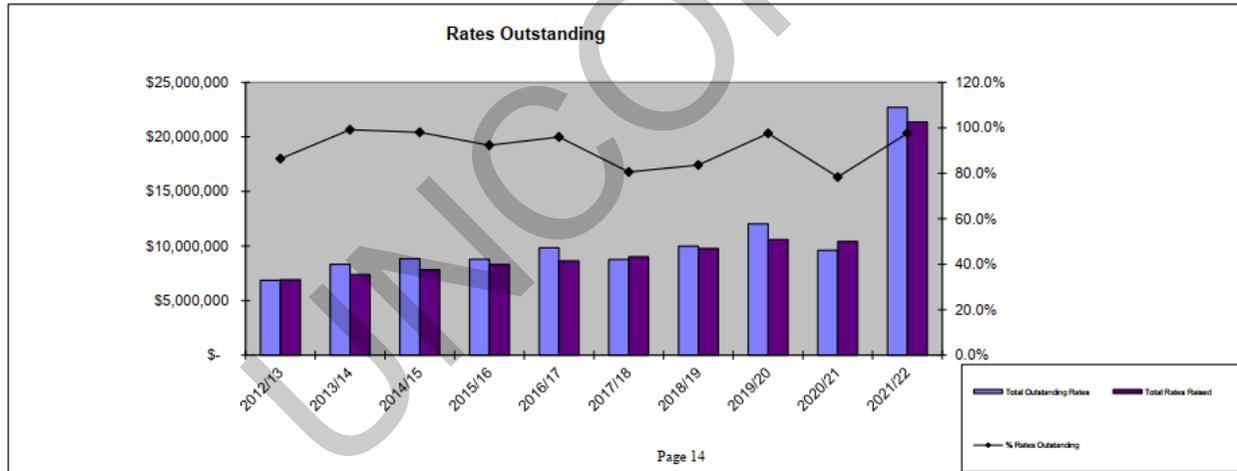
	21/22 Budget	21/22 Ytd Actual	Estimated 20/21 Financial Report
	\$	\$	\$
<b>7. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	200,000	4,346,702	5,195,870
Cash - Restricted Reserves	3,582,338	3,676,371	3,676,371
Self Supporting Loan	20,850	20,850	20,850
Receivables	2,076,632	605,807	1,093,625
Rates - Current	0	14,775,178	2,493,261
Pensioners Rates Rebate	0	28,145	0
Provision for Doubtful Debts	0	(157,393)	(167,392)
Other financial Assets	0	2,493,674	20,850
Accrued Income/Prepayments	0	605,430	605,430
Inventories	1,000	0	0
	<u>5,880,820</u>	<u>26,394,764</u>	<u>12,938,864</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(3,439,652)	(1,764,426)	(835,300)
Rates Income in Advance	0	(71,623)	(361,162)
GST Payable	0	(42,691)	(92,843)
Accrued Salaries & Wages	0	(119,824)	(119,824)
Accrued Interest on Debentures	0	(64,100)	(64,100)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	(79,636)
Bond Liability	0	(665,354)	(579,213)
Withholding Tax Payable	0	0	0
Payg Payable	0	(50,285)	0
Loan Liability	(358,220)	(262,373)	(357,208)
Provision for Annual Leave	0	(546,101)	(546,101)
Provision for Long Service Leave	0	(610,273)	(610,273)
Other Payables	0	0	(590,313)
	<u>(3,797,872)</u>	<u>(4,197,050)</u>	<u>(4,235,973)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>2,082,948</b>	<b>22,197,714</b>	<b>8,702,891</b>
Less: Cash - Reserves - Restricted	(3,582,338)	(3,676,371)	(3,676,371)
Less: Loans receivable - clubs/institutions	0	0	(20,850)
Add: Current Loan Liability	370,000	262,373	358,220
Add: Leave Liability Reserve	879,390	875,513	875,514
Add: Budgeted Leave	250,000	250,000	250,000
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<b>0</b>	<b>19,909,230</b>	<b>6,489,404</b>

**SHIRE OF NORTHAM  
 CASH FLOW REPORT  
 FOR THE PERIOD ENDED 30 AUGUST 2021**



**SHIRE OF NORTHAM  
 RATING REPORT  
 FOR THE PERIOD ENDED 31 AUGUST 2021**

	<u>2012/13</u>	<u>2013/14</u>	<u>2014/15</u>	<u>2015/16</u>	<u>2016/17</u>	<u>2017/18</u>	<u>2018/19</u>	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>
<b>Key Rating Dates</b>										
<i>RATES ISSUED</i>	5/08/2012	4/09/2013	14/08/14	14/08/15	19/08/2016	1/08/2017	15/08/2018	4/09/2019	7/08/2020	25/08/2021
<i>RATES DUE</i>	24/09/2012	23/10/2013	8/10/2014	25/09/2015	30/09/2016	14/09/2017	19/09/2018	9/10/2019	11/09/2020	29/09/2021
<i>2nd INSTALMENT DUE</i>	16/11/2012	23/12/2013	8/12/2014	25/11/2015	30/11/2016	14/11/2017	19/11/2018	9/12/2019	11/11/2020	29/11/2021
<i>3rd INSTALMENT DUE</i>	29/01/2013	24/02/2014	9/02/2015	25/01/2016	30/01/2017	15/01/2018	21/01/2018	10/02/2020	11/01/2021	31/01/2022
<i>4th INSTALMENT DUE</i>	29/03/2013	24/04/2014	9/04/2015	28/03/2016	30/03/2017	15/03/2018	21/03/2018	14/04/2020	11/03/2021	31/03/2022
<i>Outstanding 1st July</i>	\$562,531	\$568,647	\$716,120	\$873,686	\$1,116,220	\$1,483,688	\$1,535,793	\$1,737,187	\$1,842,862	\$1,911,223
<i>Rates Levied</i>	\$7,312,029	\$7,758,147	\$8,222,616	\$8,552,189	\$8,931,257	\$9,564,551	\$9,925,046	\$10,342,585	\$10,381,252	\$10,676,737
<i>Interest, Ex gratia, interim and back rates less writeoffs</i>	\$68,857	\$73,630	\$80,154	\$83,173	\$208,077	-\$155,280	\$474,784	\$251,025	\$29,990	\$10,680,329
<b>Rates paid by month</b>										
1 July	38,805	47,443	62,554	29,105	43,333	60,002	94,638	87,543	307,979	94,808
2 August	1,043,163	23,961	119,840	700,198	367,776	2,054,983	1,856,869	213,195	2,343,849	462,892
3 September										
4 October										
5 November										
6 December										
7 January										
8 February										
9 March										
10 April										
11 May										
12 June										
Total YTD	1,081,968	71,404	182,394	729,304	411,109	2,114,985	1,951,507	300,738	2,651,829	557,700
<b>% Ytd Rates Outstanding</b>	<b>86.4%</b>	<b>99.2%</b>	<b>98.0%</b>	<b>92.3%</b>	<b>96.0%</b>	<b>80.6%</b>	<b>83.6%</b>	<b>97.6%</b>	<b>78.4%</b>	<b>97.6%</b>
Ytd Outstanding	6,864,450	8,329,020	8,836,495	8,779,743	9,844,446	8,777,974	9,984,117	12,030,059	9,602,275	22,710,589



### 13.4.3 Gas Tank - Ballooning

<b>File Reference:</b>	A15595
<b>Reporting Officer:</b>	Cheryl Greenough, Governance/Administration Coordinator
<b>Responsible Officer:</b>	Colin Young, Executive Manager Corporate Services
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

#### BRIEF

For Council to consider leasing a portion of Hangar Site 19 to Northam Balloon Events (Inc.) which is a not for profit organisation set up to facilitate ballooning events in Northam; for the purposes of providing gas for ballooning companies and events including the national Ballooning Championships next year to be held in early May 2022.

The group comprises representatives from the Shire of Northam, the Aero Club, Australian Ballooning Federation, WA Balloon and Airship Club Representative, Commercial Ballooning and Community Representatives

#### ATTACHMENTS

Attachment 1: Nil

#### A. BACKGROUND / DETAILS

For several years Dunnings have supplied gas for the ballooning companies, however this service has recently ceased and there will no longer be a supply of gas at the service station in Northam and a new location needs to be sourced.

#### B. CONSIDERATIONS

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

Theme Area 5: Infrastructure and Service Delivery

Outcome 5.3: To have safe, well-maintained community infrastructure and services to a standard expected of a Regional Centre.

Objective: Build on community service delivery models to ensure services are continuously improved and modernised to meet community needs.

Improve and encourage utilisation of existing airport facilities and associated air services.

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

\$800 preparation of lease agreement

## **B.3 Legislative Compliance**

### *3.58. Disposing of property*

- (1) *In this section —*
  - dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;
  - property** includes the whole or any part of the interest of a local government in property, but does not include money.
- (2) *Except as stated in this section, a local government can only dispose of property to —*
  - (a) *the highest bidder at public auction; or*
  - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
  - (a) *it gives local public notice of the proposed disposition —*
    - (i) *describing the property concerned; and*
    - (ii) *giving details of the proposed disposition; and*
    - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*
  - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
  - (a) *the names of all other parties concerned; and*
  - (b) *the consideration to be received by the local government for the disposition; and*
  - (c) *the market value of the disposition —*
    - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
    - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*
- (5) *This section does not apply to —*

- (a) a disposition of an interest in land under the Land Administration Act 1997 section 189 or 190; or
- (b) a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59; or
- (c) anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or
- (d) any other disposition that is excluded by regulations from the application of this section.

### 3.59. Commercial enterprises by local governments

(1) In this section —

**acquire** has a meaning that accords with the meaning of dispose;  
**dispose** includes to sell, lease, or otherwise dispose of, whether absolutely or not;

**land transaction** means an agreement, or several agreements for a common purpose, under which a local government is to —

- (a) acquire or dispose of an interest in land; or
- (b) develop land;

## B.4 Policy Implications

A 8.5 (2.1 & 2.2) Management of Council Property Leases.

## B.5 Stakeholder Engagement / Consultation

Nil.

## B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Potential loss of Tourist money	Almost Certain (5) Medium (3) = High (15)	Agree to officers recommendation
Health & Safety	Nil		
Reputation	The Shire may be held responsible for events not going ahead	Likely (4) Medium (3) = High (12)	Ensure the Airport has a gas supply outlet.
Service Interruption	Balloons will not be able to fly	Likely (4) Medium (3) = High (12)	Agree to officers recommendation
Compliance			
Property	Nil		
Environment	Nil		

## C. OFFICER'S COMMENT

The Northam Airport has been of strategic importance to Northam for the last 50 years by providing events which encourage tourism. These events include monthly flying competitions, learn to fly, touch and go competitions and ballooning events.

Northam has also been successful in hosting the Ballooning Championships over the years with the latest being the successful bid for the women's world class Ballooning Championships which was to be held in 2021 but due to COVID is now set for 2023. A facility at the airport for re-gassing the balloons is considered essential for these events to go ahead.

It is important to the community for the Shire to provide further resources to assist tourism and to maintain a sporting lifestyle. Whilst not everyone takes advantage of the airport and the activities offered, having gas available for incoming hot air balloons provides an incentive for the owners to spend time and money in Northam.

Northam Balloon Events (Inc.) requested the Shire provide a peppercorn lease to Northam Balloon Events (Inc.) to facilitate the management of the re-gassing facility without having to comply with the Council Policy A8.5 (2.1) for community leases, which relates to the requirement for the Shire to levee an annual fee equal to the insurance and (2.2) the Lessee to pay for the preparation of the lease.

As Northam will receive worldwide publicity regarding the Ballooning Championships which in turn will increase tourism, it is recommended that a peppercorn lease is provided and items 2.1 and 2.2 of Policy A8.5 not be applied.

#### **RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.4300**

**Moved: Cr Ryan**

**Seconded: Cr Mencshelyi**

**That Council**

- 1. agree to provide a peppercorn lease to Northam Balloon Events (Inc.) for a portion of Hangar Site 19 at the Northam Airport ending 30 June 2030 in line with all other Airport leases.**
- 2. authorise the CEO not to apply the requirements of the Community Leases Policy A8.5 2.1 and 2.2 and as a consequence the Shire will pay the cost of the lease preparation.**
- 3. authorise the CEO and the President to sign and use the common seal on the lease.**

**CARRIED 9/0**

## 13.5 COMMUNITY SERVICES

Cr C R Antonio declared an "Impartiality" interest in item 13.5.1 - Progress & Community Associations 2021/2022 Budget Allocation as he is a member of several of the committees.

Cr J E G Williams declared an "Impartiality" interest in item 13.5.1 - Progress & Community Associations 2021/2022 Budget Allocation as she is the unpaid Secretary of the Progress Association.

Cr D Galloway declared an "Impartiality" interest in item 13.5.1 - Progress & Community Associations 2021/2022 Budget Allocation as he is President of the Wundowie Progress Association.

### 13.5.1 Progress & Community Associations 2021/2022 Budget Allocation

<b>File Reference:</b>	8.2.5.30
<b>Reporting Officer:</b>	Jaime Hawkins, Community Development Officer
<b>Responsible Officer:</b>	Jo Metcalf, Executive Manager Community Services
<b>Officer Declaration of Interest:</b>	Nil
<b>Voting Requirement:</b>	Simple Majority
<b>Press release to be issued:</b>	No

#### BRIEF

The purpose of this report is to provide Council with the information to make a determination on the annual budget allocations to be provided to Shire of Northam Progress & Associations for the 2021/2022 financial year.

#### ATTACHMENTS

Attachment 1: Application Assessment Report.

#### A. BACKGROUND / DETAILS

At the ordinary Council Meeting held 5 May 2021 Council adopted changes to the Policy C 3.1 Community Grants Scheme. One of the amendments to this policy was that progress & community associations are now required to submit a budget request form outlining their requirements for Council funding to deliver significant community events, projects or programs throughout the year. The final allocation is to then be determined by Council or the Community Grants Assessment Committee. The purpose of the budget request is to ensure Council funds are being used strategically, for the greatest

community need and improved community outcomes. Progress and community associations will not receive any other annual allocations, with the exception of Wundowie Progress Association who receive an event allocation for the Wundowie Iron Festival.

Progress and community associations were contacted via email on the 15 July 2021 informing them of the changes and advising them to start considering the projects they may wish to make a funding request for. The official forms were emailed on 4 August 2021 with notification of the deadline of 27 August 2021 to return the completed forms.

A total of \$40,000 has been allocated in the 2021/2022 Council Budget to be divided among the associations based upon their requests. Eligible progress and community organisations submitted requests for support totalling \$46,154. \$9,000 has been removed as provision has already been made for one for the projects in the Council Budget, resulting in all requests being able to be supported in full.

The Clackline and Southern Brook Progress Associations chose not to submit a Budget Request this year.

## **B. CONSIDERATIONS**

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

Theme Area 2: Community Well Being

Outcome 2.1: People in the Shire of Northam feel that their community is caring and inclusive.

- Support is provided to encourage a strong culture of volunteering.
- Improved facilities and activities for youth are available within the Shire.

Outcome 2.2: There are a variety of recreation and leisure activities available for all ages, across the Shire of Northam.

- Facilitate the provision of varied cultural and artistic activities.
- Provide a range of quality activities for specific demographics, including seniors and youth.
- A range of outdoor leisure activities available throughout the Shire of Northam.

Theme Area 3: Safety and Security

Outcome 3.1: Shire of Northam residents are able to pursue the fullest life possible without fear of or hindrance from crime and disorder.

- Work with key stakeholders and community groups to plan and implement community safety and crime prevention initiatives.

Theme Area 4: Environment & Heritage

Outcome 4.2: The Shire of Northam honours, and is recognised for, its unique heritage and cultural identity.

- The Shire of Northam is a destination for heritage tourism and heritage buildings are easily located and interpreted.
- The Shire of Northam's heritage buildings and locations are well maintained.
- The Shire of Northam recognises its multi-cultural community and supports its inclusion.

Theme Area 6: Governance & Leadership.

Outcome 6.1: The Shire of Northam is recognised as a desirable place to live and residents are proud to live here.

- Foster a sense of community.

**B.2 Financial / Resource Implications**

An amount of \$40,000 has been allocated for Progress and Community Associations in the Annual Budget 2021/2022.

The officers are recommending that Council allocates \$37,654 as per the table below.

	<b>Amount Requested</b>	<b>Amount Recommended</b>
<b>Bakers Hill Progress &amp; Recreation Association</b>		
Bakers Hill Community Fair	\$3,980	\$3,980
Australia Day Breakfast	\$1,080	\$1,080
Retaining Wall	Not specified	Place on hold
<b>Spencers Brook Progress Association</b>		
Rainwater Tank	\$3,000	\$3,000
Solar panel for Spencers Brook Fire Shed	\$1,000	\$1,000
Table & Seating for Rest Area	\$500	\$1,000 (as cost is underestimated)
<b>Grass Valley Progress Association</b>		
Grass Valley Hall Centenary Celebrations	\$2,200	\$2,200
<b>Quellington Progress &amp; Sporting Association</b>		
Social Community Events	\$1,000	\$1,000

Replacement of stolen community items & prevention of future theft	\$1,894	\$1,894
Playground safety sand	\$2,500	\$2,500
<b>Wundowie Progress Association</b>		
Electronic Display Board – Fire Hazards Sign	\$15,000	\$15,000
RV Area Enhancement	\$9,000	Provision already in annual budget
Australia Day Evening	\$5,000	\$5,000

### B.3 Legislative Compliance

N/A

### B.4 Policy Implications

Policy C3.1 Community Grants Scheme, Section 1.1 guides the annual allocation process for progress and community associations.

### B.5 Stakeholder Engagement / Consultation

Progress and community associations were informed via email of the allocation process and timeframes. A series of Community Grant Workshops were held in Northam, Bakers Hill and Wundowie. Some of these workshops were attended by Progress Association members with the budget allocation process being discussed.

### B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Significant costs associated with requests received from the associations.	Insignificant (1) x Unlikely (2) = Low (2)	The allocation is accounted for in the Annual Budget 2021/22
Health & Safety	N/A	N/A	N/A
Reputation	Inequity and/or disagreement from community over dispersal of funds.	Minor (2) x Unlikely (2) = Low (4)	Allocation assessed against Policy C3.1 Community Grants Scheme, Section 1.1
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	Works completed by associations to Shire owned facilities not compliant.	Minor (2) x Unlikely (2) = Low (4)	Associations to be advised of building/compliance requirements prior to

			commencement of works.
Environment	N/A	N/A	N/A

### C. OFFICER'S COMMENT

The requests submitted by progress and community associations total \$46,154. \$9,000 has been removed from the submission of the Wundowie Progress Association as provisions have already been made in the Council Budget for further enhancements of the Wundowie RV area, resulting in all requests being able to be supported in full.

An additional \$500 above the requested amount is recommended to support the Spencers Brook Progress Association to install a table & chair setting at the rest stop, as it is believed project costs have been underestimated.

The Bakers Hill Progress & Recreation Association identified a retaining wall for the Recreation Centre rose garden as a priority, but no costing where provided. Therefore this project cannot be supported at this time through the Progress and Community Association Annual Allocation, however they will be eligible to apply for a Quick Response Grant once they have obtained all necessary quotes.

A summary of the requests can be found in the Assessment Schedule at Attachment 1.

#### RECOMMENDATION / COUNCIL DECISION

Minute No: C.4301

Moved: Cr Ryan  
Seconded: Cr Girak

That Council;

1. Supports the following applications for funding, through the Progress and Community Association 2021/2022 annual budget provision;
  - a) \$3,980 (excluding GST) through the Progress and Community Association Annual Allocation to the Bakers Hill Progress & Recreation Association for the purpose of the Bakers Hill Community Fair.
  - b) \$1,080 (excluding GST) through the Progress and Community Association Annual Allocation to the Bakers Hill Progress & Recreation Association for the purpose of the Bakers Hill Australia Day Breakfast.
  - c) \$3,000 (excluding GST) through the Progress and Community Association Annual Allocation to the Spencers Brook Progress Association for the purpose of Rainwater Tank for the Spencers Brook

Fire Shed, subject to final approval being given by Executive Manager Engineering Services.

- d) \$1,000 (excluding GST) through the Progress and Community Association Annual Allocation to the Spencers Brook Progress Association for the purpose of Solar Panel for the Spencers Brook Fire Shed.
- e) \$1,000 (excluding GST) through the Progress and Community Association Annual Allocation to the Spencers Brook Progress Association for the purpose of Table & Seating for the Bus Stop Rest Area, subject to final approval of product and installation being given by Executive Manager Engineering Services.
- f) \$2,200 (excluding GST) through the Progress and Community Association Annual Allocation to the Grass Valley Progress Association for the purpose of Grass Valley Hall Centenary Celebrations.
- g) \$1,000 (excluding GST) through the Progress and Community Association Annual Allocation to the Quellington Progress & Sporting Association for the purpose of Quarterly Social Events.
- h) \$1,894 (excluding GST) through the Progress and Community Association Annual Allocation to the Quellington Progress & Sporting Association for the purpose of Replacement of Stolen Community Items & Prevention of Future Theft.
- i) \$2,500 (excluding GST) through the Progress and Community Association Annual Allocation to the Quellington Progress & Sporting Association for the purpose of Playground Safety Sand, subject to safety sand being purchased from a Shire of Northam based business.
- j) \$15,000 (excluding GST) through the Progress and Community Association Annual Allocation to the Wundowie Progress Association for the purpose of an Electronic Fire Hazard Sign, subject to the sign not being installed and commissioned until the new Australian Standards have been released.
- k) \$5,000 (excluding GST) through the Progress and Community Association Annual Allocation to the Wundowie Progress Association for the purpose of Australia Day Evening.

2. DOES NOT support the following applications for funding, through the Progress and Community Associations 2021/2022 annual budget provision;

- a) Bakers Hill Progress & Recreation Association Retaining Wall at Rose Garden.
- b) Wundowie Progress Association RV Area Enhancements. Noting that budget provision has already been made for these projects in the 2021/2022 Annual Budget.

CARRIED 9/0

### Attachment 1

BAKERS HILL PROGRESS & RECREATION ASSOCIATION				
PROJECT TITLE	PROJECT DESCRIPTION	TOTAL BUDGET	SON REQUEST	RECOMMENDED ALLOCATION
Bakers Hill Community Fair	An annual event run by the progress association. The event is community based, endeavouring to engage local sporting and community groups. The fair will comprise of markets, amusement rides, novelty games, and a vintage/classic car show. Carols by candlelight will be performed by the Bakers Hill Primary School Choir. Additional funding is requested from the Shire this year to enable the progress association to hire stage equipment and provide live entertainment. The event will be promoted throughout the Shire of Northam, not just Bakers Hill residents.	\$ 11,480.00	\$ 3,980.00	\$ 3,980.00
<b>OFFICER COMMENT</b> Note Carols on Fitzgerald is scheduled for the evening before this event- events are similar. \$5,000 has been carried over from previous years allocation.				
Australia Day Breakfast	An annual free event organised and run by the progress association. The breakfast runs from 8am - 10.30am at the Bakers Hill Recreation Centre & oval. Shire funding is to be used for the purchase of food & refreshments. There is also a quiz, where prizes are sourced from local businesses.	\$ 2,760.00	\$ 1,080.00	\$ 1,080.00
<b>OFFICER COMMENT</b> This event was previously supported through the Australia Day events budget.				
Retaining Wall at Rose Garden	Current gravel rock retaining wall is not acceptable because it limits the retention of water & nutrients to the roses. The roses are of historical significance as they were originally planted at Hoopers Park to mark the centenary of Bakers Hill Primary School & then transplanted to the current location at the Recreation Centre. The current wall is also a safety hazard as people use it to climb up to the entrance of the Rec Centre and it is easy to slip.			
<b>OFFICER COMMENT</b> The Progress Association were unable to source quotes prior to the submission, therefore it is difficult to allocate funding to this project. Assess if funds remain following other allocation requests.				

SPENCERS BROOK PROGRESS ASSOCIATION				
Rainwater tank	Rainwater tank for the Spencers Brook fire shed	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
<b>OFFICER COMMENT</b> This project was awarded funding for 2020/21, however was not processed on account of condition that plans had to be approved by the Manager Engineering Services. These plans were not submitted 20/21, but have now been received.				
Solar panel for Fire Shed	Solar panel to trickle feed battery in fire fighting vehicle.	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00
Table & Seating for Rest Stop	To install a table and seating at the rest area at the bus stop so people can stop for a break & have morning/afternoon tea and lunch in comfort.	\$ 600.00	\$ 500.00	\$ 1,000.00
<b>OFFICERS COMMENT</b> Question the quality of table & seating to be obtained & installed for \$700. No quotes provided. Award increased funding based on recent similar projects & add condition that it gets approved by engineering team first.				
QUELLINGTON PROGRESS & SPORTING ASSOCIATION				
Quarterly Social Outings	BBQ, sports & social drinks timed to coincide with committee meetings & other project busy bees to provide a social outlet for local farming families. Shire funds to be used for the purchase of food & non-alcoholic beverages.	\$ 1,400.00	\$ 1,000.00	\$ 1,000.00
<b>OFFICERS COMMENT</b> Approve				
Replacement of Stolen Items	A Ryobi 3600W Generator & JBL Party Box 100 Sound System were stolen from the Quellington Hall. These items were owned by the community group & required for running social events at the hall. Purchase of steel box that can be bolted to the concrete to prevent future theft & an insurance policy to cover loss of belongings up to \$5,000.	\$ 2,044.00	\$ 1,894.00	\$ 1,894.00
<b>OFFICERS COMMENT</b> Approve				
Safety Sand for Playground	To complete the recent community project of installing a playground, 36m3 is required as per the safety auditors specifications.	\$ 3,500.00	\$ 2,500.00	\$ 2,500.00
<b>OFFICERS COMMENT</b> As this is a safety issue/requirement it is recommended the project is supported. Most competitive quote obtained was from a York based business. Add condition to obtain the sand from a Shire of Northam based business.				
WUNDOWIE PROGRESS ASSOCIATION				
Electronic Fire Hazard Sign	To install an electronic fire hazard sign (same as the ones installed in the Shire of Mundaring). It is felt that this will ensure the	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00 With condition that the sign is not installed and

	community understands what the fire danger is during summer.			commissioned until the new Australian Standard has been released.
<b>OFFICER COMMENT</b>				
Advice received from the CESM is that a new national standard in the fire danger ratings is soon to be released. If the signage is purchased and installed prior to this the signs will then become obsolete.				
RV Area Enhancements	To install solar lights and enclose 3 sides of the BBQ area & create firepit area. It is felt that this will enhance the area. The lighting is required for safety reason.	\$ 9,000.00	\$ 9,000.00	\$ - Provision already in annual budget
<b>OFFICER COMMENT</b>				
\$10k of unallocated funds remain in the Council budget for the Wundowie RV Site.				
Australia Day Evening	The annual Australia Day evening in Wundowie is very popular and brings the community together	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
<b>OFFICERS COMMENT</b>				
Approve				
<b>GRASS VALLEY PROGRESS ASSOCIATION</b>				
Grass Valley Hall Centenary/Hay Cutters Ball	GV historically held a Hay Cutters Ball in the GV Hall every year to mark the beginning of the hay season. For many local musicians the ball was their first chance at playing to a wider audience. As this year the GV Hall celebrates 100 years of age we pay homage to the Hall and the local musicians who have played there over many years.	\$ 6,290.00	\$ 2,200.00	\$ 2,200.00

## 14. MATTERS BEHIND CLOSED DOORS

### RECOMMENDATION / COUNCIL DECISION

Minute No: C.4302

Moved: Cr Ryan

Seconded: Cr Mencshelyi

That Council, in accordance with section 11.1(i) of the Shire of Northam Standing Orders Local Law 2018 and Section 5.23 (2) (a) and (c) of the Local Government Act 1995, meet behind closed doors to consider agenda item:

- 14.1 – Sale of Lot 200 Minson Ave, Northam as it deals with a matter relating to a contract which may be entered into.
- 14.2 - Lease of 174 Fitzgerald Street, Northam – Village Green as it deals with a matter where a contract which may be entered into.
- 14.3 – Chief Executive Officer Review Committee Meeting held on 26 August 2021 as it relates to a matter affecting an employee.

**CARRIED 9/0**

The Gallery and Cr Tinetti left the meeting at 6:00pm.

*Cr R W Tinetti declared a "Financial" interest in item 14.1 - Sale of Lot 200 Minson Ave Northam as he is wishing to purchase the property.*

*Cr M P Ryan, Cr J E G Williams, Cr C P Della, Cr T M Little, Cr M I Girak, Cr A J Mencshelyi, Cr D Galloway and Cr C R Antonio declared an "Impartiality" interest in item 14.1 1 - Sale of Lot 200 Minson Ave Northam as Cr Tinetti is known to them.*

### 14.1 SALE OF LOT 200 MINSON AVE, NORTHAM

#### RECOMMENDATION

That Council do not revise the purchase price of Lot 200 Minson Avenue Northam from \$10,000 to \$1,000.00 and keep it at the market valuation of \$10,000 as provided 9 December 2020.

Additional correspondence was received from the proponent amending the offer to \$5,000.

**RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.4303**

**Moved: Cr Little**  
**Seconded: Cr Ryan**

**That Council do not revise the purchase price of Lot 200 Minson Avenue Northam from \$10,000 to \$5,000.00 and keep it at the market valuation of \$10,000 as provided 9 December 2020.**

**CARRIED 6/2**

Debate was held around the motion. Cr Little and Cr Ryan spoke for the motion. Cr Williams spoke against the motion. Cr Little used his right of reply to close the debate.

Cr Tinetti returned to the meeting at 6:13pm.

**14.2 LEASE OF 174 FITZGERALD STREET, NORTHAM – VILLAGE GREEN**

**RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.4304**

**Moved: Cr Della**  
**Seconded: Cr Ryan**

**Decision withheld from public record until negotiations are finalised.**

**CARRIED 9/0**

The staff left the meeting at 6:13pm.

*Cr J B Whiteaker declared a "Financial" interest in item 14.3 – Chief Executive Officer Review Committee Meeting held on 26 August 2021 as the review relates to his position.*

**14.3 CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE MEETING HELD ON 26 AUGUST 2021**

Note: There will be further discussion at the Council meeting after follow up discussions between the consultant and the CEO

**Receipt of Minutes:**

**RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.4305**

**Moved: Cr Antonio**

**Seconded: Cr**

**That Council receive the minutes from the Chief Executive Officer Review Committee meeting held on 26 August 2021.**

**CARRIED 9/0**

**Adoption of Recommendations:**

**RECOMMENDATION**

**That Council:**

- 1. Endorses the CEO undertake the AICD professional development course as previously discussed.**
- 2. Approves an increase of 2% (of base salary) to the CEO's Total Remuneration Package, effective 2<sup>nd</sup> September 2021**
- 3. Approves the CEO's Performance Criteria for the 2021-2022 period, as attached.**

**MOTION / COUNCIL DECISION**

**Minute No: C.4306**

**Moved: Cr Antonio**

**Seconded: Cr Williams**

**That Council:**

- 1. Endorses the CEO undertake the AICD professional development course as previously discussed.**
- 2. Approves an increase of 1.75% (of base salary) to the CEO's Total Remuneration Package, effective 2<sup>nd</sup> September 2021**
- 3. Approves the CEO's Performance Criteria for the 2021-2022 period, as attached.**

**CARRIED 9/0**

Reason for Change to Committee Recommendation

The Council formed the view that the increase should be decreased to 1.75% based on the request from the CEO after the committee meeting.

**RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.4307**

**Moved: Cr Williams**

**Seconded: Cr Mencshelyi**

**That Council move out from behind closed doors.**

**CARRIED 9/0**

The staff and gallery returned to the meeting at 6:18pm.

**15. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Agenda item 15.1 – Wundowie Bush Fire Brigade was brought forward at agenda item 11 – Items brought forward for the convenience of those in the public gallery.

**16. URGENT BUSINESS APPROVED BY DECISION**

Nil.

**17. DECLARATION OF CLOSURE**

There being no further business, the Shire President Cr C R Antonio declared the meeting closed at 6:18pm.

"I certify that the Minutes of the Ordinary Meeting of Council held on Wednesday, 15 September 2021 have been confirmed as a true and correct record."

\_\_\_\_\_ President

\_\_\_\_\_ Date