



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Ordinary Council Meeting

16 August 2023

UNCONFIRMED

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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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1 DECLARATION OF OPENING

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

2 ACKNOWLEDGEMENT OF 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

3.1 ATTENDEES

Council:

Shire President

Deputy Shire President

Councillors

C R Antonio

M P Ryan

D J Galloway

R W Tinetti

A J Mencshelyi

J E G Williams

D A Hughes

L C Biglin

Staff:

Chief Executive Officer

Executive Manager Engineering Services

Executive Manager Development Services

Executive Manager Corporate Services

Manager Recreation and Youth Services

Governance Coordinator

Governance Officer

J B Whiteaker

P Devcic

C B Hunt

C J Young

D Emery

A C McCall

T P Van Beek

Gallery:

Public

G Budas

R Beavis

G Williams

3.2 APOLOGIES

Council:

Councillors

H J Appleton

3.3 APPROVED LEAVE OF ABSENCE

Cr M I Girak has been granted leave of absence from 28 July 2023 to 01 September 2023 (inclusive).

3.4 ABSENT

Nil.

4 DISCLOSURE OF INTERESTS

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

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

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

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

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

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Special Bush Fire Advisory Committee held on 25 July 2023	12.2	Cr J E G Williams	Impartiality	The nominated Deputy Chief Bush Fire Control Officers are known to Cr Williams.
Governance Policies	13.1.2	Mr J B Whiteaker	Financial	Mr Whiteaker is leaving the Shire of Northam and the gift policy may impact Mr Whiteaker.
RFT 03 of 2023 – Provision of Tree Management Services	13.2.1	Cr C R Antonio	Impartiality	One of the tender submission owners is well known to Cr Antonio.
		Cr D A Hughes	Impartiality	The owner of Tree Management Services is known to Cr Hughes.

			Cr R W Tinetti	Impartiality	The owner of the successful tender is well known to Cr Tinetti.
			Cr J E G Williams	Impartiality	The business owner of one of the tendering businesses is known to Cr Williams.
			Cr M P Ryan	Impartiality	The owner of the successful tender is well known to Cr Ryan.
Multiple Application	Dog	13.3.1	Cr R W Tinetti	Impartiality	Cr Tinetti's residence is one house away although on a different street.

5 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Visitations and Consultations	
20/07/2023	Wooroloo Prison Community Liaison Group Meeting
20/07/2023	Local Emergency Management Committee Meeting - Northam
24/07/2023	Minister for Housing Meeting - Perth
25/07/2023	Triple M Weekly Radio Interview
26/07/2023	Online Meeting – Wheatbelt Interagency Health & Wellbeing Plan
01/08/2023	Triple M Weekly Radio Interview
02/08/2023	Meeting with Neighborhood Care Group - Northam
05/08/2023	Lions Community Markets - Northam
07/08/2023	Triple M Weekly Radio Interview
11/08/2023	Avon Descent Bilya Festival and VIP function - Northam
12/08/2023	Avon Descent Official Start
12/08/2023	Toodyay Avon Descent International Food Festival
12/08/2023	Grass Valley Truck Muster for Cancer event
13/08/2023	Avon Descent Official Finish Awards and Ceremony - Bayswater
14/08/2023	Australian Bush Summit event - Perth
14/08/2023	Local Government Election Candidate Information Webinar
15/08/2023	Triple M Weekly Radio Interview
15/08/2023	Northam Chamber of Commerce and Shire of Northam Catchup
Upcoming Events	
18/08/2023	Northam RSL Vietnam Veterans Day memorial
22/08/2023	Triple M Weekly Radio Interview
23/08/2023	Briefing for World Women's Ballooning Championships - Northam
24/08/2023	Regional Capitals WA Meeting and events - Perth
25/08/2023	Avon-Midland Local Government Zone Meeting - Moora
29/08/2023	Triple M Weekly Radio Interview
29/08/2023	Dowerin Field Days Official Launch event - Perth
30/08/2023	Dowerin Machinery Field Days - Dowerin
02/09/2023	Lions Community Markets - Northam
02/09/2023	World Women's Rock Festival Official Opening - Northam
04/09/2023	World Women's Ballooning Championships to 08/09/2023 - Northam
06/09/2023	Online Meeting – Wheatbelt Interagency Health & Wellbeing Plan

06/09/2023	Star Gazing Official Opening - Northam
11/09/2023	AROC Governance Group Meeting - Northam
12/09/2023	Triple M Weekly Radio Interview
14/09/2023	Water Wise Awards - Perth
15/09/2023	Northam Residential College 2023 Awards Night
17/09/2023	Mayors and Presidents Forum - Perth
17/09/2023	Western Australian Local Government Association (WALGA) starts
18/09/2023	WALGA Annual conference and official opening
19/09/2023	Triple M Weekly Radio Interview
19/09/2023	WALGA Annual Conference Day final day

Operational Matters:

A continued reminder that if ratepayers have not already done so, there is the opportunity to register for e-rates. What this means is the ability to received rates in a convenient electronic form. If chosen, this assists the environment by generating less paper, less plastic, greenhouse gas emissions and landfill waste.

Events Calendar:

Following the success of the Avon Descent Street Parade and Bilya Festival, the Shire of Northam and the community was once again positively presented to the wider population.

The next major event is during September, when Northam Ballooning Events is hosting the World Women's Ballooning Championships. Credit to everyone involved in these championships. It is the first time they have been held in the Southern Hemisphere. In conjunction with the championships, the Shire of Northam is running several hot air balloon themed activities.

Strategic Matters:

I would like to express my thanks and gratitude to Mr Jason Whiteaker, who, after 10 years as the Chief Executive Officer of the Shire of Northam, has decided to take up a role as a CEO at another Local Government.

Jason has played a key role in many developments within the Shire of Northam over his term as CEO. There are many key achievements to celebrate and noting marked improvements in an organisational and community development perspective.

Thank you Jason for your support, vision, leadership and guidance over your term as CEO, particularly during my term on Council, and as President. Your passion for the community and ongoing commitment to attracting new developments to the Shire should not go underestimated. All the best in your future roles.

6 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

Name:

Genny Budas

Deputation:

On behalf of the Northam Army Camp Heritage Association Inc committee, I would like to say thank you to Jason Whiteaker, CEO of the Shire of Northam.

For your encouragement during a previous meeting here at the Shire, when you gave us your opinion that we should go ahead with the festival. It was a trial run just on \$5,000.00 from the Shire of Northam Community grant, which highlighted the strong enthusiasm in the community and the constant requests for future festivals from the performers and the public. It is our 3rd year and the vision on the WA bicentenary in 2029. All

performers are eager to return each year. Our success is growing. To new performers who want to join us, sadly we say sorry,- maybe next year if funds are available for a 2 day event. (even though we have extended the festival this year by 1 hour.)

According to Australian Bureau of Statics, Northam has 29 nationalities which we endeavour to include in our festivals.

Thank you to all the Shire of Northam Councillors who have a difficult job on deciding whom to allocate the funds to. Thank you for helping the NACHA committee with the grants over the last 3 years. Especially to Cr. Maria Girak for her support and guidance as our Shire of Northam Councillor representative. Thank you, Cr. Hayden Appleton, for your support, guidance and your acceptance of Maria's request who is away on holidays. Also thank you to Cr Rob Tinetti for his time and support. The committee is most appreciative to you.

We understand that some Councillors and staff maybe concerned as to whether we can perform without Melanie Jones. Good news Melanie is now a member of NACHA and will be the MC at the festival this year.

NACHA paid for Melanie's services through the Northam Chamber of Commerce and Industries from the grants last year.

The committee is grateful to Melanie for inviting us to the Chamber of Commerce and Industries meeting with Ian Kiely at the Dome where we

met Alex Coomb the local sound professional whom we invited to be the sound operator with his equipment at 2023 festival and years to come. No more volunteers trying to do a professional job and the stress that if the equipment will work.

Thank you to the Shire of Northam staff who helped the committee with the festival. Their friendliness, support and guidance has been greatly appreciated and valued.

This year the WA Tourism grant came with a list of things to do with dates attached. All politicians have been invited as directed by Tourism WA. Two of the other requirements are:

We have learned to do a risk analysis and get an extra Volunteers insurance for the volunteers.

We have upgraded our public liability insurance to \$20,000.00 this year.

We are working with our MP Mia Davies to bring Consuls to Northam this is to make sure that the right protocol is used with no embarrassing moments.

Yes we have one acceptance the Italian Consul is coming.

We are still working with Chamber of Commerce and Industries asking CEO Theresa Lee to contact Jonathon Garlett, Fresh Start – who have said yes, try to get the businesses interested to decorate their shop windows the week before the festival, whether they want to have a food stall at the festival and the media.

Good news Shire of Northam staff member Ian Kiely has sent the committee an email 2 weeks ago asking for an early meeting to discuss next year's festival. Great news.

Lastly, I want to thank the Northam Army Camp committee it is because of their hard work and dedication that the festival can go on, a committee that is not set in their ways but are willing to listen to others and adopt the ideas for a better festival. So if you have any ideas please send them in to me.

One (1) Member of the public gallery, Mrs G Budas, left the meeting at 5:42pm. .

Name:

Randle Beavis

Item Name (If applicable):

13.2.1 - RFT 03 of 2023 - Provision of Tree Management Services and
13.5.1 - Northam Motor Sport Festival

Good evening everyone,
For the benefit of those present who do not know me my name is Randle Beavis. I am the owner and director of Specialised Tree Service Pty Ltd.

Summary of Deputation:

STS celebrated its 25th year in business this year, We began street tree pruning works for the Town of Northam in the year 2000, we also began road verge works for the Shire of Northam the following year. We have, since amalgamation of the old Town and Shire in 2008 been the Shire of Northam's primary contractor for vegetation management until this year.

That's 23 years the Shire has chosen our company, we have worked together for a very very long time and I would like to sincerely Thank Shire

staff and council for showing faith in supporting a local business that started from scratch back in 1998. Our partnership has enabled multiple traineeships, permanent employment for employees and has also offered numerous opportunities for graduates of the Freshstart program, something I am passionate and very proud of. Lets continue the good work into the future.

Quickly changing hats the Northam Motor Sport Festival is a keystone event on the Shire of Northam's annual event calendar. As events co coordinator for the last 7 years I can say it's certainly had its challenges, the event itself is a great spectacle and is of historical significance and certainly needs to be continued. So once again I wish to Thank Council for their continuing support of the event, Shire staff both at Create 298 and particularly the depot staff who do a fantastic job supporting the event and its huge volunteer base. Lets continue the good work into the future.

Finally to Jason Whiteaker the outgoing CEO, Jason you've been a great supporter of numerous organisations throughout the Shire during your tenure. We've had many many conversations over time and have not always agreed on things however we have given great mutual respect to each other. You have been instrumental in the changing face of the Shire of Northam in a positive manner, I Thank you sincerely and wish You, Loellen and the teenagers all the very best for your collective futures. Cheers to ya mate.

9 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

10 CONFIRMATION OF MINUTES

**10.1 CONFIRMATION OF MINUTES FROM THE ORDINARY COUNCIL MEETING
HELD 19 JULY 2023**

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4830

Moved: Cr D A Hughes

Seconded: Cr A J Mencshelyi

That the minutes of the Ordinary Council meeting held on Wednesday, 19 July 2023 be confirmed as a true and correct record of that meeting.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

**10.2 CONFIRMATION OF MINUTES FROM THE SPECIAL COUNCIL MEETING HELD
ON 12 JULY 2023**

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4831

Moved: Cr M P Ryan

Seconded: Cr A J Mencshelyi

That the minutes of the Special Council meeting held on Wednesday, 12 July 2023 be confirmed as a true and correct record of that meeting.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

10.3 CONFIRMATION OF MINUTES FROM THE SPECIAL COUNCIL MEETING HELD ON 09 AUGUST 2023

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4832

Moved: Cr D A Hughes

Seconded: Cr M P Ryan

That the minutes of the Special Council meeting held on Wednesday, 09 August 2023 be confirmed as a true and correct record of that meeting.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

10.4 NOTES FROM THE COUNCIL FORUM MEETING HELD 09 AUGUST 2023

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4833

Moved: Cr A J Mencshelyi

Seconded: Cr R W Tinetti

That Council receive the notes from the Council Forum meeting held on Wednesday, 09 August 2023.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Notes

Council Forum Meeting

09 August 2023



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**Council Forum Meeting Notes
09 August 2023**

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 11 August 2023.



**JASON WHITEAKER
CHIEF EXECUTIVE OFFICER**

Received Notes

These notes were received at an Ordinary Meeting of Council held on 16 August 2023.

Signed:

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



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09 August 2023



1 DECLARATION OF OPENING

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2 ACKNOWLEDGEMENT OF COUNTRY

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

3 ATTENDANCE

3.1 ATTENDEES

Council:

Shire President
Deputy Shire President

Councillors

C R Antonio
M P Ryan (entered at
5:31pm)
D J Galloway
R W Tinetti
A J Mencshelyi
J E G Williams
D A Hughes
H J Appleton
L C Biglin

Staff:

Chief Executive Officer
Executive Manager Engineering Services
Executive Manager Development Services
Executive Manager Corporate Services
Manager Recreation & Youth Services

Governance Coordinator
Governance Officer

J Whiteaker
P Devcic
C B Hunt
C J Young
D Emery (entered at
5:42pm)
A C McCall
T P Van Beek

Gallery:

Public

S Hart
G Budas
J Mills
I Kujundzil
I Tumak
S Tumak

Council Forum Meeting Notes
09 August 2023



Cr M P Ryan entered the meeting at 5:31pm.

3.2 APOLOGIES

Nil.

3.3 APPROVED LEAVE OF ABSENCE

Cr M I Girak has been granted leave of absence from 28 July 2023 to 01 September 2023 (inclusive).

3.4 ABSENT

Nil.

4 DISCLOSURE OF INTERESTS

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Council Forum Meeting Notes
09 August 2023



5 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

6 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

Nil.

9 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

10 CONFIRMATION OF MINUTES

**10.1 CONFIRMATION OF MINUTES FROM THE ORDINARY COUNCIL MEETING
HELD 19 JULY 2023**

Nil.

**10.2 CONFIRMATION OF MINUTES FROM THE SPECIAL COUNCIL MEETING HELD
ON 12 JULY 2023**

Nil.

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10.3 CONFIRMATION OF MINUTES FROM THE SPECIAL COUNCIL MEETING HELD ON 09 AUGUST 2023

Nil.

10.4 NOTES FROM THE COUNCIL FORUM MEETING HELD 09 AUGUST 2023

Nil.

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

Nil.

12 REPORTS OF COMMITTEE MEETINGS

12.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD ON 20 JULY 2023

Nil.

12.2 SPECIAL BUSH FIRE ADVISORY COMMITTEE HELD ON 25 JULY 2023

Clarification was sought in relation to:

- Was the main purpose of this meeting only to appoint Bush Fire Control Officers to leadership positions?

The Chief Executive Officer confirmed this as correct.

13 OFFICER REPORTS

13.1 CEO'S OFFICE

13.1.1 SHIRE OF NORTHAM INDUSTRY ATTRACTION FUND

Clarification was sought in relation to:

- How many applications did we receive when the fund was available?

The Chief Executive Officer advised that we received approximately three registrations of interest but no formal applications. There were also six or seven contact points made.

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- One of the requirements was attracting 75 new employees. Should we have lowered that requirement?

The Chief Executive Officer noted that when the concept was developed, Council considered what scale would be required to achieve a net financial / economic benefit from its investment of \$1,000,000 e.g. from a rating perspective. The hurdles were made high purposefully to ensure Council was going to get that return. A number of potential entities contacted the Shire to discuss reducing the amount.

Mr J B Whiteaker declared a "Financial" interest in item 13.1.2 Governance Policies, as Mr Whiteaker is leaving the Shire of Northam and the gift policy may impact Mr Whiteaker.

13.1.2 GOVERNANCE POLICIES

- In the Condolences and Bereavement Policy section 1.1, it states that the Chief Executive Officer or relevant Executive Manager is to ensure one or all of the tasks are complete. Should this be changed to "one or more"?

The Chief Executive Officer agreed to the amendment.

13.1.3 WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA) - ANNUAL GENERAL MEETING

- It was confirmed that Cr A J Mencshelyi would also be attending the Annual General Meeting.

Mr D Emery entered the meeting at 5:42pm.

13.2 ENGINEERING SERVICES

Cr C R Antonio declared an "Impartiality" interest in item 13.2.1 RFT 03 of 2023 – Provision of Tree Management Services, as one of the tender submission owners is well known to Cr Antonio.

Cr D A Hughes declared an "Impartiality" interest in item 13.2.1 RFT 03 of 2023 – Provision of Tree Management Services, as the owner of Tree Management Services is known to Cr Hughes.

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Cr R W Tinetti declared an "Impartiality" interest in item 13.2.1 RFT 03 of 2023 – Provision of Tree Management Services, as the owner of the successful tender is well known to Cr Tinetti.

Cr J E G Williams declared an "Impartiality" interest in item 13.2.1 RFT 03 of 2023 – Provision of Tree Management Services, as the business owner of one of the tendering businesses is known to Cr Williams.

13.2.1 RFT 03 OF 2023 - PROVISION OF TREE MANAGEMENT SERVICES

- How much work would the contractor do for the awarded \$217,000? Would the work be continuous or just when needed?

The Executive Manager Engineering Services advised that there is a program of works that has been developed that they would need to complete as well as an expectation for works in an emergency.

- In the event that the contractor does not complete the full amount of work per annum would they still receive the full \$217,000?

The Executive Manager Engineering Services advised that the contractor will invoice according to the work completed.

13.2.2 RFT 05 OF 2023 - FOOTPATH & KERBING PROGRAM

- Are these jobs in keeping with the budget allocation?

The Executive Manager Corporate Services confirmed that this is correct.

13.2.3 VERGE POLICY

- Have the changes requested during the workshop been completed?

The Executive Manager Engineering Services confirmed this is correct.

- In section 1.3 of the policy it states that certain landscape treatments can be undertaken without obtaining Shire permission. Shouldn't this have limitations on the size of the shrub/area this relates to?

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The Executive Manager Engineering Services clarified that the intent was to make the policy less descriptive and removed the information that can be found in the relevant local laws.

- Can the Local Laws be referenced in the Policy to make this clearer?

The Executive Manager, Engineering Services confirmed that this will be added.

13.3 DEVELOPMENT SERVICES

Cr R W Tinetti declared an "Impartiality" interest in item 13.3.1 Multiple Dog Application, as Cr Tinetti's residence is one house away although on a different street.

13.3.1 MULTIPLE DOG APPLICATION

- Why is an assessment number listed instead of the applicant's address?

The Executive Manager Development Services advised this will be changed prior to the next meeting.

- Why is there only an arial photo provided with the report?

The Chief Executive Officer advised that we have photos however staff felt they did not add any value to the report. The photos will be provided to councillors prior to next meeting, however not included in the agenda.

- Why has there been a number of these brought before Council in recent months?

The Executive Manager Development Services advised that it is due to objections being submitted to the applications which precludes these being dealt with under delegated authority.

13.4 CORPORATE SERVICES

13.4.1 ACCOUNTS & STATEMENTS OF ACCOUNTS - 1 JULY 2023 TO 31 JULY 2023

- It was clarified that the Financial Statements for July 2023 will be provided to Council in the September meeting.



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- The Following queries were raised and responded to after the Council meeting.

Reference	Date	Details Reference	Question	Answer
EFT47833	6/07/2023	Clive Smith	Filming for Map collection - \$650, what is this for?	Part of BKB stage 2 upgrades.
EFT47853	6/07/2023	MWB Contracting T/As Brickmart	Renovate limestone wall , \$6612.20 - is this a permanent fix or will this be an ongoing issue with the water staining pitting the walls?	Semi-permanent/long term fix in conjunction with applying a bonding treatment and redirecting the reticulation to prevent staining/pitting.
EFT47854	6/07/2023	Nintex Pty Ltd	Annual Subscription, \$33,233.77. What type of program is this for?	Promapps - procedure database, document control, incident reporting and risk register.
EFT47882	10/07/2023	Brooklands Super Pty Ltd	Councillor Payments June 23 \$ 50.00. Is this correct?	Can confirm the correct amount of \$500. 00 was paid.
EFT47922	13/07/2023	Contra flow Pty Ltd	TMP for women rock festival \$990.00. What and when is this festival?	Has been renamed to Northam Festival of Ballooning (part of the Women's ballooning championships). To be held on 2/09/2023, it is for a traffic management plan.
EFT47930	13/07/2023	IT Vision Australia	Synergy Soft Utility Program. \$2,943.60. What is this?	Upgrade/refresh of the play account for operating system and conversion to the latest Synergy operating system.
EFT47956	13/07/2023	Regional Concrete	Prep work playground 1&2. \$10,923.00. Which playgrounds	Dr Dunlop and George Nuich Parks.
EFT47967	13/07/2023	Valley Heights Music Jeffrey Allen	Singing lessons BKB coaching. \$ 1,500.00. Who is this directed at or for?	Singing and language programme for members of the community.
EFT47975	20/07/2023	Australian Performance APRA	Music for Council – Rural \$1,743.31. What is this?	A licence is required to play music in public areas, fitness classes etc, it is an annual payment.
EFT47982	20/07/2023	Catalyse Pty Ltd	Cultyr Single use licence \$ 9,350.00. What is this?	Employee scorecard/survey



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EFT47940	13/07/2023	landmark Engineering	Vinyl graphics for four street bins - \$10,795.40 – Seems like a lot for 4 bins, are these normal ones?	Replacing with the same style of bin which includes custom vinyl wrap with the Northam history/Swan/ballooning information/pictures etc, includes the bin.
EFT48035	27/07/2023	Priscilla Moody	Made kangaroo and damper for event at ARC Infrastructure - \$900.00 – Was this a shire event at ARC?	Not a Shire Event. ARC event was held at the BKB which included catering. Catering costs were recovered in the event booking charges.

13.5 COMMUNITY SERVICES

13.5.1 NORTHAM MOTOR SPORT FESTIVAL

- In the letter from the Vintage Sport Car Club they are requesting that the amount we provide them is reviewed annually to align with CPI. Is this something that is considering?

The Chief Executive Officer advised that it has not been considered in the officers recommendation, however Council can put forward an amendment to include it or deal with this as part of the annual budget process.

- Are the roads that need treatment unknown at this stage?

The Chief Executive Officer advised that there are some sections that are known such as along Beavis Place and near the Grey Street / Fitzgerald Street intersection.

- Will the track be relocated to around Jubilee Oval in the future?

The Chief Executive Officer clarified that the Vintage Sports Car Club have advised that the drivers are not supportive of a relocation to this track.

- Why don't they like the idea of a new track?

The Chief Executive Officer advised that this was due to it not being conducive to the type of racing they do. They would essentially be moving from a complex track to a very basic track.

- Is the \$127,000 allocated to this for a staged approach?

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The Chief Executive Officer and the Executive Manager Corporate Services advised that it was initially budgeted as \$450,000 with \$200,000 from grants. The \$127,000 remaining has been budgeted and will not be staged.

- Why have they struggled to get competitors?

The Chief Executive Officer advised that the information that has been provided suggests that this is largely due to coming out of Covid. Another issue is the cost of living pressure, Motorsport is an expensive hobby, and it is becoming more difficult for people to afford.

Staff have been discussing possible adjustments to how we can run the event for future years. Council have previously struggled to activate the area inside the track and Officers have put forward a proposal to the Vintage Sport Car Club to make the car parks at Woolworths the pit area. This will result in all of the competitors congregating in the CBD, having an immediate activation benefit. Staff have also suggested the VCC could consider charging visitors to have the opportunity to enter the pits and interact with the cars and drivers. If this concept was supported, Council could then focus on activating the area where the pit area had previously been located, behind the Farmers Hotel and Bernard Park, which lend themselves to other activations.

Staff have also considered possibly tying an event in on the Saturday of that weekend. The Hill Climb that is held on Saturday is not a spectator sport and we believe there is an opportunity to hold an event, e.g. an annual ballooning festival to launch the start of the balloon season. This concept will be explored in an events strategy which staff are currently working on.

- Is there an estimate available of how many people the Motorsport event attracts?

The Chief Executive Officer advised that the Vintage Sport Car Club is no different to the group that organise the Avon Descent. They will hold their competition every year and it is up to Council to decide how to leverage the event and activate a community event around the competition.

The Chief Executive Officer advised that an estimated economic impact assessment can be provided demonstrating the potential benefit to the Shire.

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- Can a revised lay out of the suggested track and pit stop be provided?

The Chief Executive Officer advised that this would be covered by point 3 in the officers recommendation where it requires the matter to be presented back to Council.

14 MATTERS BEHIND CLOSED DOORS

Nil.

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

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 6.02pm.

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

Nil.

12 REPORTS OF COMMITTEE MEETINGS

12.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE HELD ON 20 JULY 2023

Receipt of Minutes:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4834

Moved: Cr C R Antonio

That Council receive the minutes from the Local Emergency Management Committee meeting held on 20 July 2023.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

Adoption of Recommendations:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4835

Moved: Cr C R Antonio

That Council:

- 1. Confirm the minutes of the Local Emergency Management Committee Meeting held on 01 December 2022 as a true and correct record of that meeting.**
- 2. Confirm the minutes of the Local Emergency Management Committee Meeting held on 02 March 2023 as a true and correct record of that meeting.**
- 3. Note the contents of the agency reports and update contacts list as identified.**
- 4. Note the contents of the Community Emergency Services Manager**
- 5. report including the presentation from the Shire of Victoria Plains**
- 6. regarding a recent incident within their local government area.**
- 7. Approves a desk top scenario being undertaken relating to what was discussed during this meeting. (September 2023).**

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

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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.

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1 DECLARATION OF OPENING

The Presiding Member, Cr C R Antonio, declared the meeting open at 3:03pm.

2 ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, 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

3.1 ATTENDEES

Voting Committee Members:

Shire of Northam President	Chris Antonio
Shire of Northam Local Recovery Coordinator / Executive Manager Development Services	Chadd Hunt
Community Emergency Services Manager (Executive Officer)	Alex Espey
Dept. of Fire and Emergency Services	Drew Graham
Dept. of Communities – Emergency Services Unit	Jo Spadaccini
WA Police, Northam (Local Emergency Coordinator)	Ross Eastman
WA Police, Wundowie (Proxy)	Martin Glynn

Non-Voting Committee Members:

Dept. of Primary Industries & Regional Development	Jeff Russell
Main Roads WA - Wheatbelt	Gren Putland
Northam Bushfire Brigades (DCBFCO)	Kris Brown
Area Officer - DEFS Upper Wheatbelt	Ben Davies
Western Power	Chad Rose

Staff:

Governance Officer	Tamika Van Beek
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Guest:

Community Emergency Services Manager – Shire of Victoria Plains	Nic Parry
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3.2 APOLOGIES

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Voting Committee Members:

WA Police, Wundowie (Local Emergency Coordinator)

Aaron Honey

Non-Voting Committee Members:

Dept. of Communities - Housing
Northam Bushfire Brigades (CBFCO)
SEMC Secretariat
WA Country Health Service
Department of Communities
Dept. of Fire and Emergency Services
Dept. of Education
Salvation Army
Dept. of Education

Damian Cunnane
Chris Marris
Yvette Grigg
Marg Smith
Fiona Cossart
Matthew Reimer
Shannon Wasmann
Ben Day
Shane Wynne

Staff:

Chief Executive Officer

Jason Whiteaker

3.3 APPROVED LEAVE OF ABSENCE

Nil.

3.4 ABSENT

Voting Committee Members:

Northam Regional Hospital

Jennifer Lee

Non-Voting Committee Members:

Arc Infrastructure
Australian Defense Force
Australian Border Force
Dept. Parks and Wildlife – Perth Hills
Dept. Parks and Wildlife - Wheatbelt
Fire & Rescue – Northam
Fire & Rescue - Wundowie
Juniper (Aged Care)
Northam Airport
Northam State Emergency Services
Public Health Nurse
Red Cross
SERCO (Yongah Hill)
Silver Chain
St John Ambulance
Water Corporation

Clinton Lobb
David Wilson
Sharon Brown
Sonya Vlaar
Graeme Keals
TBC
Jeffery Roberts
Tony Carter
Errol Croft
TBC
Anne Foyer
Erin Fuery
Geoffrey Pitout
Dara Sagar
Matthew Guile
Stuart Burnett

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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.

Nil.

5 CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF MINUTES FROM THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 01 DECEMBER 2022

RECOMMENDATION / COMMITTEE DECISION

Minute No: LEMC.57

Moved: Martin Glynn

Seconded: Alex Espey

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That the minutes of the Local Emergency Management Committee Meeting held on 01 December 2022 be confirmed as a true and correct record of that meeting.

CARRIED 7/0

5.2 CONFIRMATION OF MINUTES FROM THE LOCAL EMERGENCY MANAGEMENT COMMITTEE MEETING HELD ON 02 MARCH 2023

RECOMMENDATION / COMMITTEE DECISION

Minute No: LEMC.58

Moved: Martin Glyn
Seconded: Alex Espey

That the minutes of the Local Emergency Management Committee Meeting held on 02 March 2023 be confirmed as a true and correct record of that meeting.

CARRIED 7/0

6 COMMITTEE REPORTS

6.1 Agency Reports and ISG Activations

File Reference:	5.1.2.1
Reporting Officer:	Alex Espey (Community Emergency Services Manager)
Responsible Officer:	Chadd Hunt (Executive Manager Development Services)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For the committee to receive reports from agencies and discuss any issues on any emergencies that occurred since the previous meeting held on 02 March 2023. Agencies listed may include – Shire of Northam Bush Fire Brigades, Northam State Emergency Services, Northam Police, Wundowie Police, Department of Fire and Emergency Services, Department of Communities and Northam Regional Hospital.

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ATTACHMENTS

1. Wheatbelt District Advisor Report April to June 2023 [6.1.1 - 3 pages]
2. DC Wheatbelt DESO May 2023 [6.1.2 - 2 pages]

A. BACKGROUND / DETAILS

Monthly reports provided, both in writing and verbally, by various agencies for discussion by the Committee.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Planet.

Outcome 5: A resilient community.

Objective 5.1: Build community resilience to cope with natural disasters and emergencies, including pandemics, storms, flooding and fire.

Priority Action: Nil.

B.2 Financial / Resource Implications

N/A

B.3 Legislative Compliance

N/A

B.4 Policy Implications

N/A

B.5 Stakeholder Engagement / Consultation

Committee provides and identifies stakeholder engagement and consultation requirements.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A

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

B.7 Natural Environment Considerations

N/A

C. OFFICER'S COMMENT

Committee to discuss any outcomes / recommendations from reports for inclusion in local emergency management arrangements

RECOMMENDATION / COMMITTEE DECISION

Minute No: LEMC.59

Moved: Ross Eastman

Seconded: Alex Espey

That the Committee note the contents of the agency reports and update contacts list as identified.

CARRIED 7/0

Agency Updates:

Department of Communities:

Ms J Spadaccini provided information and discussed the Local Welfare Plan (Confidential attachment provided separately with the agenda), noting that the intention is to table this document at the Local Emergency Management Committee meeting to be a supporting document for the LEMA.

Ms J Spadaccini also advised that they have been completing an audit all evacuation premises', this involves a 5 page document to list the building types and ratings that the Shire of Northam will need to complete and return by the end of October 2023. It was also noted that the Shire of Northam only has a premise listed for Northam itself and not in the surrounding areas, Executive Manager Development Services and Community Emergency Services Manager discussed that the Bakers Hill Recreation Centre and the Wundowie Town Hall may also be evacuation centres.

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Outcome: *The Executive Manager Development Services and the Community Emergency Services Manager will investigate and confirm if the Bakers Hill Recreation Centre and the Wundowie Town Hall are evacuation centres and if they are listed in the LEMA. The Shire of Northam will also complete and return the Auditing document and return it to the Department of Communities by the end of October 2023.*

WA Police:

Mr R Eastman requested an update to the Shire of Northam Airport Emergency Plan, LEMA and Contacts and Resources documents as last updates available to Mr Eastman are from 2016/2018.

The Shire of Northam discussed recent updates to the Local Emergency Management Committee Contacts and Resources list. The contacts list is currently being converted to a Smartsheet document that will be made available to all agencies involved in LEMC. This document will hold all relevant names, contact numbers and addresses for services/agencies to use in emergency situations. The Smartsheet will be set up with an automation that will send out an update request to agencies every 3 months (at least 1 month before a LEMC meeting), agencies will be asked to review their contact information and advise any changes that need to be made. Any agencies who have not provided an update will be raised at the following LEMC meeting. Staff are currently working to identify the best way to incorporate the lists of resources associated with each agency in the sheet.

Department of Fire and Emergency Services (DFES):

No updates to provide.

Department of Primary Industries and Regional Development:

Mr J Russell noted that a report will be sent through to agencies, this report will include information on 7 declared level 1 incidents involving plant and aquatic pests. Some of the information will be in regards to a Red Dwarf Honey Bee infestation, the Kimberly floods and the recent tropical cyclones.

Main Roads:

Mr G Putland noted that Main Roads is currently working on their annual re-write and review of incident management and procedures, which includes looking at how to improve communication with other agencies.

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Mr G Putland has advised that the staff in the Wheatbelt region of Main Roads have 42 Local Governments in their area and as such request that the Shire of Northam reach out and advise if an item on the Local Emergency Management Committee agenda is relevant to them and they will endeavor to make sure at least one person will be available to attend the meeting.

Western Power:

No updates to provide. Mr C Rose advised that he is new to his role at Western Power but will come to the next LEMC meeting prepared to provide an update.

Northam Bush Fire Brigades:

No updates to provide. Mr K Brown noted that we are currently in the quite time of the year, the brigades are currently working through updating any required training before the season starts again.

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Attachment 6.1.1



Wheatbelt District Advisor Report May June 2023

ANNUAL LEMC REPORT

In accordance with Sections 33 and 40 of the Emergency Management Act 2005, Local Emergency Management Committees (LEMC) are required to submit an annual report on activities undertaken by it during the financial year. In previous years, this reporting requirement was fulfilled by Local Government's participation in the Annual and Preparedness Report Capability survey.

This year with the finalisation of the State Risk Project and Capability Framework review, LEMC reporting requirements can be fulfilled by completing the LEMC Annual Report Survey.

Information gathered in this survey provides opportunity to highlight the important contributions made by Local Governments and LEMCs to emergency management in Western Australia.

The survey was forwarded to your Local Government this week. Please ensure it is returned to your District EM Advisor by no later than COB 30 June 2023.

REVIEWS

There are currently a number of major reviews occurring across the WA Emergency Management Sector.

- State Risk Project
- LEMC and DEMC review
- Review of "Guidelines for Preparing a Bushfire Risk Management Plan
- State Capability Framework Review
- SEMC Subcommittee Review and outcomes
- Emergency Services Bill 2022

Two reviews that will impact the LEMC are outlined below;

The Local Emergency Management Arrangements Review.

The consultation period has finished, and a draft Implementation plan has been finalized outlining 3 main objectives in phase 1.

- Objective 1: Reduce LG administrative burden and build LG knowledge and capability through the development of a suite of supporting resources made available through an appropriate digital platform.
- Objective 2. Identify and implement appropriate strategies to support integration, collaboration and resource sharing between LG and key stakeholders.

¹
Wheatbelt EM Advisor Report May/June 2023

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Attachment 6.1.1



- Objective 3. Support continuous improvement and ongoing reform, through a review of Phase 1 outcomes to identify and progress further opportunities.

Timeframes: The draft Implementation plan is going to SEMC in August for approval. It is expected to take until June 2025 (at least) until the new LG EM Policy is written and the Pilot LEMA process has been tested.

Constraints: Lack of funding and the large number of other projects occurring simultaneously.

Key Message: If your LEMA is becoming due for review, continue the review as normal as it may be a few years before the current LEMA review process is finalised.

LEMC and DEMC Review

As a continuation of the SEMC Subcommittee review, the SEMC is undertaking a LEMC and DEMC review project. The project aims to;

- Establish clear roles and responsibilities, functions and governance for DEMCs and LEMCs in achieving the strategic objectives of the SEMC.
- Identify improvement opportunities to governance arrangements and capabilities to increase effective and efficient emergency management outcomes.
- Create a shared understanding of SEMC expectations of DEMC s and LEMCs within the emergency management sector.

The Consulting firm "Nexus Consulting" are current undertaking a series of focus group discussions. Further workshops will be held in the coming months and a report will be finalized by September 2023.

REMINDERS

SEMC Website

A reminder that the SEMC website has changed locations. It has been brought under the WA government banner and is now available under the **WA.gov.au** website at this link:
<https://www.wa.gov.au/organisation/state-emergency-management-committee>

New LEMC Handbook and useful tools

The DEMAs across the state have just finished developing a contemporary LEMC handbook to assist local governments in the management of their LEMCs and to assist them as they work to meet their legislative requirements. The guide has a few templates at the back which may also be useful, agenda templates and a Terms of Reference template.

The Handbook is currently out for consultation, you can download the draft document and submit your feedback here;
<https://dfes.mysocialpinpoint.com.au/localemergencymanagementcommitteehandbook>

Local Emergency Management Committee Minutes
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Attachment 6.1.1



Emergency Management Grants Programme for the next few years

Year	2023-24		2024-25	
Program	NDRR	AWARE	NDRR	AWARE
Round Open	24 April 2023	16 August 2023	25 April 2024	16 August 2024
Round Close	29 May 2023	20 September 2023	29 May 2024	20 September 2024
Assessment	3 July 2023	24 October 2023	3 July 2024	25 October 2024
Anticipated announcement	September 2023	January 2024	September 2024	January 2025

Yvette Grigg
District Emergency Management Advisor
Wheatbelt/Goldfields Esperance

15 May 2023.

Local Emergency Management Committee Minutes
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Attachment 6.1.2



District Emergency Services Officer – Wheatbelt Update: May 2023

In the event of an emergency please call the All Hazards - State On-Call Coordinator on **0418 943 853**, **this number is manned 24/7**. emergencyservices@communities.wa.gov.au. (Not for public distribution)
Meetings, exercise details or information request can be emailed to joanne.spadaccini@communities.wa.gov.au

Name Change

Our Directorate has been changed from the Emergency Services Unit to Emergency Relief and Support. Our responsibilities and contact details remain the same.

Ongoing updates of LG and community contacts in the Local Emergency Welfare Plan

Any changes to the contact numbers or details from those listed in the LEWP, can be advised to joanne.spadaccini@communities.wa.gov.au.

LG Activation Tubs

Communities will be following up with each LG, to ensure everyone has their activation/good to go tubs ready in the event of an activation. If you need further information Please let me know.

Training

Please advise if you would like training conducted for your local government staff, this will be an introduction to opening an evacuation centre, to cover the first couple of hours as Communities staff are on route. Happy to work with Shires to ensure little impacts to normal operations. Please e-mail joanne.spadaccini@communities.wa.gov.au to request training. Happy to discuss at any time.

Emergency Relief and Support – Operations Update – April 2023

• **TC Ilsa**

On 12 April 2023, Communities was activated as the support organisation providing emergency relief and support for Severe Tropical Cyclone Ilsa.

- Severe Tropical Cyclone Ilsa crossed the coast as a Category 5 system, around midnight on Thursday 13 April 2023, with an estimated intensity of 213 kmph.
- On Thursday 13 April, Communities opened four evacuation centres, which were closed on the 14 April 2023.
- In total, Communities accommodated 68 people in evacuation centres, and
- Supported 10 people to return to country.
- Communities will continue to respond to requests for assistance as required. This will be managed through Communities staff on the ground and the Disaster Response Hotline.

• **Kimberley Floods**

The Department of Communities (Communities) is providing emergency welfare services to residents impacted by the Kimberley Floods from January 2023.

As of 26 April 2023:

- 17 people are in Communities' supported commercial accommodation in Broome and Derby.
- 88 people are in Phase 1 Temporary Accommodation utilising Humanihuts in Fitzroy Crossing and Bungardi community, and in the Derby Hostel.
- Since the Disaster Response Hotline (DRH) opened on the 11 January 2023 until COB 24 April 2023, Communities has responded to a total of 1,792 calls.
- Communities has assisted 171 residents to apply for the Premier's Grant via the DRH and hubs in Broome, Derby and Fitzroy Crossing.

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Attachment 6.1.2

- **Strategic Opportunities**

- Review of the State Support Plan – Consultation feedback for the State Support Plan – Emergency Welfare has closed. Communities is currently reviewing feedback.
- Capability Audit – Communities has procured Nous Group to conduct an audit of Western Australia's emergency relief and support capability.
- Community Sector Capability – working with community support organisations to enhance the delivery and coordination of welfare services
- Disaster Information Support Coordination Centre (DISCC) Guidelines – being reviewed at request of WA Police
- People at Risk – developing a framework to promote a shared approach to preparedness, response and recovery for people at risk in emergencies
- Emergency Financial Assistance – review of the State Emergency Financial Assistance initiatives.

If you would like any further information, please call my mobile 0429 102 614 or email joanne.spadaccini@communities.wa.gov.au.

Jo Spadaccini
District Emergency Services Officer - Wheatbelt
Department of Communities - Emergency Services Unit

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6.2 Community Emergency Services Manager Report

File Reference:	5.1.2.1
Reporting Officer:	Alex Espey (Community Emergency Services Manager)
Responsible Officer:	Chadd Hunt (Executive Manager Development Services)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For the committee to receive the report from the Community Emergency Services Manager. In addition to the report a presentation is being made by the Shire of Victoria Plains regarding a real-life incident that occurred within their local government area which could also occur within the Shire of Northam. The intent of the presentation is to provide the Local Emergency Management Committee members with the opportunity to consider their ability to respond if similar incident(s) were to occur within the Shire of Northam with an intent to run a desk top exercise at the next Local Emergency Management Committee meeting.

ATTACHMENTS

1. CONFIDENTIAL REDACTED - LEMC POWERPOINT v 2 [6.2.1 - 28 pages]
2. LEMC Annual Reporting 2023 Survey [6.2.2 - 7 pages]

A. BACKGROUND / DETAILS

The CESM report includes a reminder regarding the need for confidentiality in dealing with certain matters being considered by the Local Emergency Management Committee.

In addition, the functioning of the current Local Emergency Management Committee, including membership, is suggested to be reviewed to ensure that the Committee is both functional and relevant to those attending.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Planet.

Outcome 5: A resilient community.

Local Emergency Management Committee Minutes
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Objective 5.1: Build community resilience to cope with natural disasters and emergencies, including pandemics, storms, flooding and fire.
Priority Action 5.1.2: Provide an annual emergency exercise for the Local Emergency Management Committee.

B.2 Financial / Resource Implications

N/A

B.3 Legislative Compliance

N/A

B.4 Policy Implications

N/A

B.5 Stakeholder Engagement / Consultation

The committee provides and identifies stakeholder engagement and consultation requirements.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

N/A

C. OFFICER'S COMMENT

Committee to discuss any outcomes / recommendations from reports for inclusion in local emergency management arrangements.

Shire of Northam – CESM Report

Code of Conduct for Councillors, Committee Members and Candidates.

At times the Local Emergency Management Committee (LEMC) will be involved in or have exposure to matters of a sensitive nature.

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Committee members are reminded of their obligations in relation to the Code of Conduct that applies to committee members.

Specifically

21. Disclosure of information

(1) In this clause —

closed meeting means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;

confidential document means a document marked by the CEO, or by a person authorised by the CEO, to clearly show that the information in the document is not to be disclosed;

Guest Speaker – Nic Parry

The Shire of Northam welcomes the Community Emergency Services Manager from the Shire of Victoria Plains, Nic Parry, as a guest presenter in relation to a recent incident within his Local Government area.

Refer to the confidential attachment.

Meeting Attendances

The Shire of Northam is committed to the ongoing development of the Local Emergency Management Committee. This commitment is predicated on high levels of engagement from both voting and non-voting members of the committee.

Consideration is being given to tracking attendance at future LEMC meetings to aide in the identification of compliance issues and implementation of practical but viable recommendations to council in relation to committee composition and engagement.

LEMC Annual Report 2023

The Shire of Northam have submitted their annual Local Emergency Management Committee report as attached.

National Ballooning Championship Emergency Response Briefing

A briefing session was held on the 12th of April 2023. Appreciation to the many members of the LEMC who attended this informative briefing.

This proved to be a well-managed and prepared event that took place in early May 2023 and concluded without incident.

Upcoming Events of Significance

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There are two events of significance scheduled in the short term. It is anticipated that similar briefing sessions will again be undertaken prior to the events taking place.

The events include

- Women's World Hot Air Ballooning Championship – 2nd September to 9th of September 2023.
- Avon Descent – 11th of August 2023.

Functioning and Purpose of LEMC

An update on the intent, purpose and functioning of the LEMC and the relationship to the Local Emergency Management Arrangements (LEMA) will be provide at this meeting.

In addition, further information will be provided with respect to potential changes to the structure and membership of the LEMC including reviewing the membership and governance model. Currently the LEMC is established as a formal committee of Council and hence is require to comply with the legislative requirements of Council. An option may be to make this an advisory committee/group to lessen the governance requirements and make the meetings more flexible.

RECOMMENDATION / COMMITTEE DECISION

Minute No: LEMC.60

**Moved: Alex Espey
Seconded: Martin Glynn**

That Council:

- 1. Note the contents of the Community Emergency Services Manager report including the presentation from the Shire of Victoria Plains regarding a recent incident within their local government area.**
- 2. Authorise a desk top scenario being undertaken relating to what was discussed during this meeting (September 2023).**

CARRIED 7/0

Local Emergency Management Committee Annual Reporting

2022-23 Annual LEMC Report Survey

In accordance with Sections 33 and 40 of the *Emergency Management Act 2005* (EM Act), Local Emergency Management Committees (LEMCs) are required to submit an annual report on activities undertaken by it during the financial year. In previous years, this reporting requirement was fulfilled by Local Governments' participation in the Annual and Preparedness Report Capability Survey.

This year, with the finalisation of the State Risk Project and the forthcoming revised State Emergency Management Capability Framework, LEMC reporting requirements can be fulfilled by completing the LEMC Annual Report Survey.

Information gathered in this survey provides opportunity to highlight the important contributions made by Local Governments and LEMCs to emergency management in Western Australia.

Please return this survey to your District Emergency Management Advisor by **COB 30 June**.

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Attachment 6.2.2

Q1. When was your **most recent** emergency that required a significant and coordinated response for each of these hazards:

	Month (e.g. 12)	Year (e.g. 2022)	How many months was the recovery response in operation (e.g. 9)
Air Crash	N/A within last 5 years		
Animal or plant, pests or diseases	N/A		
Biological Substance	N/A		
Chemical Substance (HAZMAT)			
Collapse (structure or landform)	N/A		
Cyclone	N/A		
Earthquake	N/A		
Electricity Supply Disruption	N/A		
Fire			
Flood	3	2021	Still ongoing (DRFAWA application pending)
Heatwave	N/A		
Hostile Act	N/A		
Human Epidemic	2	2022	3 months from an organisational perspective
Land Search	N/A		
Liquid Fuel Supply Disruption	N/A		
Marine Oil Pollution	N/A		
Marine Search	N/A		
Marine Transport Emergency	N/A		
Natural Gas Supply Disruption	N/A		
Nuclear Powered Warship	N/A		
Other Substance (HAZMAT)	N/A		
Radiological Substance (HAZMAT)	N/A		
Rail Crash	N/A		
Road Crash	N/A		
Space Re-entry Debris	N/A		
Storm	3	2021	Still ongoing (DRFAWA application pending)
Terrorist Act	N/A		
Tsunami	N/A		
Other (please describe)			

Q1a. Describe

Q2. Please list any emergencies that required the activation of an Incident Support Group during the **2022-2023 financial year**:

N/A

UNNCONFIRMED

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Attachment 6.2.2

Q3. What is the name of your LEMC?

Shire of Northam Local Emergency Management Committee

Q4. How many meetings of the LEMC have been held, or will be held, in the 2022-2023 financial year?

01 September 2022- Exercise.
01 December 2022
02 March 2023

Q5. Please provide your LEMC schedule for the 2023-2024 financial year:

	Day (e.g. 30)	Month (e.g. 11)	Year (e.g. 2022)
Meeting 1	20	July	2023
Meeting 2	5	October	2023
Meeting 3	1	February	2024*
Meeting 4	23	May	2024*
Meeting 5			
Meeting 6			

***To be tabled for committee approval.**

Q6. Is your LEMA available on your website? (if you have multiple LEMA are all available?)

- Yes
No

**Note: As required in Section 41(4) of the Emergency Management Act 2005*

Q6a. If your LEMA is under review, please indicate due date and any comments

Q7. Has a Local Recovery Coordinator been nominated?

- Yes
- No
- Unsure

**Note: As required in Section 41(4) of the Emergency Management Act 2005*

Q7a. Comment/Describe

Local Recovery Co-ordinator appointed – Executive Manager Development Services
Deputy Local Recovery Co-ordinator appointed – Executive Manager Corporate Services

Q8_ How many exercises does your organisation plan to hold during the 2022-2023 financial year?

1.

Q9_ Please provide details of the exercises that your organisation has held or is planning to hold during the 2022-2023 financial year:

	Day (e.g. 30)	Month (e.g. 11)	Year (e.g. 2022)	Hazard exercised	Exercise type (i.e. discussion, functional, field)	Exercise Name
Exercise 1	5	October	2023	HAZMAT	Desktop	Exercise ANFO
Exercise 2						
Exercise 3						
Exercise 4						
Exercise 5						
Exercise 6						
Exercise 7						
Exercise 8						

Q9a. If you have further comments about your organisation's planned exercises, please include here:

Presentation being held at the July LEMC.

Q10. Key achievements: list key achievements of the LEMC or Local Government with regards to emergency management prevention, preparedness, response or recovery over the last 12 months.

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8 URGENT BUSINESS APPROVED BY DECISION

Nil.

9 DATE OF NEXT MEETING

Upcoming meetings:

- 05 October 2023

10 DECLARATION OF CLOSURE

There being no further business, the Presiding Member, Cr C R Antonio, declared the meeting closed at 4:00pm.

"I certify that the Minutes of the Local Emergency Management Committee Meeting held on 20 July 2023 have been confirmed as a true and correct record."

_____ President

_____ Date

12.2 SPECIAL BUSH FIRE ADVISORY COMMITTEE HELD ON 25 JULY 2023

Cr J E G Williams declared an "Impartiality" interest in item 12.2 Special Bush Fire Advisory Committee held on 25 July 2023, as the nominated Deputy Chief Bush Fire Control Officers are known to Cr Williams.

Receipt of Minutes:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4836

Moved: Cr M P Ryan

Seconded: Cr A J Mencshelyi

That Council receive the minutes from the Special Bush Fire Advisory Committee meeting held on 25 July 2023.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

Adoption of Recommendations:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4837

Moved: Cr M P Ryan

Seconded: Cr J E G Williams

That Council:

- 1. Accept that the minutes of the Bush Fire Advisory Committee meeting held on 13 June 2023 are confirmed as a true and correct record of that meeting.**
- 2. In accordance with section 5.14. of the Local Government Act 1995 appoint Mr Rob Herzer to preside at the meeting whilst the Presiding Member, Mr Chris Marris is unable to perform the functions of the Presiding Member.**
- 3. Appoint the following Bush Fire Control Officers to the leadership positions for the 2023/24 fire season:**
 - a. Chief Bush Fire Control Officer – Christopher Marris**
- 4. Appoint the following Bush Fire Control Officers to the leadership positions for the 2023/24 fire season:**
 - a. Deputy Chief Bush Fire Control Officer 1 – Kristafer Brown**
 - b. Deputy Chief Bush Fire Control Officer 2 – Simon Peters**
 - c. Senior Bush Fire Control Officer – Blair Wilding**

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Bush Fire Advisory
Committee

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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.

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1 DECLARATION OF OPENING

The Presiding Member, Mr C Marris, declared the meeting open at 5:30pm.

2 ACKNOWLEDGEMENT OF COUNTRY

The Presiding Member, Mr C Marris, 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

3.1 ATTENDEES

Voting Committee:

Councillor - Shire of Northam	Maria Girak
Councillor - Shire of Northam	Dave Galloway
Chief Bush Fire Control Officer	Chris Marris
Deputy Chief Bush Fire Control Officer	Kristofer Brown
Inkpen Bush Fire Brigade	Nic Dewar
Clackline Muresk Bush Fire Brigade	Blair Wilding
Grass Valley Bush Fire Brigade	Mark Littlefair
Irishtown Bush Fire Brigade	Rob Herzer
Jennapullin Bush Fire Brigade	Aaron Smith
Southern Brook Bush Fire Brigade	Paul Antonio (entered meeting at 5:32pm)
Northam Central Bush Fire Brigade	Kim Hampton
Wundowie Volunteer Fire and Rescue Service	Jason Cacic
Northam Volunteer Fire and Rescue Service	Greg Montgomery
Bakers Hill Bush Fire Brigade	Carla Millar

Staff:

Executive Manager Development Services	Chadd Hunt
Governance Officer	Tamika Van Beek

3.2 APOLOGIES

Voting Committee:

Deputy Chief Bush Fire Control Officer	Simon Peters
Wundowie Bush Fire Brigade	Mathew Macqueen

Staff:

Chief Executive Officer	Jason Whiteaker
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**Bush Fire Advisory Committee Minutes
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Community Emergency Services Manager Alex Espey

3.3 APPROVED LEAVE OF ABSENCE

Nil.

3.4 ABSENT

Nil.

4 DISCLOSURE OF INTERESTS

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

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

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

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

As defined in 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.

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Item Name	Item No.	Name	Type of Interest	Nature of Interest
Appointment of Bush Fire Control Officer's to Leadership Positions 2023/24	6.1	Chris Marris	Financial	Mr Marris is nominated as the Chief Bush Fire Control Officer which receives an honorarium.
		Kristofer Brown	Financial	Mr Brown is nominated for a Deputy Chief Bush Fire Control Officer position which gets an honorarium.
		Blair Wilding	Impartiality	Mr Wilding is nominated in the position on Senior Fire Control Officer and is a voting member of the Bush Fire Advisory Committee for Clackline.

Mr Paul Antonio entered the meeting at 5:32pm.

5 CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF MINUTES FROM THE BUSH FIRE ADVISORY COMMITTEE MEETING HELD 13 JUNE 2023

RECOMMENDATION / COMMITTEE DECISION

Minute No: {resolution-number}

Moved: Blair Wilding

Seconded: Aaron Smith

That the minutes of the Bush Fire Advisory Committee Meeting held on 13 June 2023 be confirmed as a true and correct record of that meeting.

CARRIED 14/0

Discussion:

It was confirmed that the questions taken on notice at the June Bush Fire Advisory Committee meeting will be addressed at the next meeting in August 2023.

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6 OFFICER REPORTS

Chris Marris declared a "Financial" interest in agenda item 6.1 - Appointment of Bush Fire Control Officer's to Leadership Positions 2023/24, as Mr Marris is nominated at the Chief Bush Fire Control Officer, which receives an honorarium.

Kristofer Brown declared a "Financial" interest in agenda item 6.1 - Appointment of Bush Fire Control Officer's to Leadership Positions 2023/24, as Mr Brown is nominated for the Deputy Chief Bush Fire Control Officer Position, which receives an honorarium.

Blair Wilding declared an "Impartiality" interest in agenda item 6.1 - Appointment of Bush Fire Control Officer's to Leadership Positions 2023/24, as Mr Wilding is nominated for the position of Senior Bush Fire Control Officer and is a voting member of Bush Fire Advisory Committee.

6.1 Appointment of Bush Fire Control Officer's to Leadership Positions 2023/24

File Reference:	5.1.3.1
Reporting Officer:	Alex Espey (Community Emergency Services Manager)
Responsible Officer:	Chadd Hunt (Executive Manager Development Services)
Officer Declaration of Interest:	Nil.
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

Following the appointment of the Fire Control Officer's for the 2023/24 fire season on 21 June 2023, Council is required to appoint the following positions:

- 1 x Chief Bush Fire Control Officer (CBFCO),
- 2 x Deputy Chief Bush Fire Control Officer's (DCBFCO)
- 1 x Senior Bush Fire Control Officer (SBFCO).

ATTACHMENTS

1. RE FCO Leadership Roles [6.1.1 - 3 pages]

A. BACKGROUND / DETAILS

**Bush Fire Advisory Committee Minutes
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Following the 13 June 2023 BFAC meeting, nominations for appointment to the Shire of Northam Bush Fire Control Officer Leadership Team opened to suitably qualified individuals.

Leadership positions comprise of
1 x Chief Bush Fire Control Officer
1 x Deputy Chief Bush Fire Control Officer 1
1 x Deputy Chief Bush Fire Control Officer 2
1 x Senior Bush Fire Control Officer

Unopposed nominations have been received for the following individuals for the following respective positions.

Chief Bush Fire Control Officer	Christopher Marris
Deputy Chief Bush Fire Control Officer 1	Kristofer Brown
Deputy Chief Bush Fire Control Officer 2	Simon Peters
Senior Bush Fire Control Officer	Blair Wilding

All nominated individuals have previously held the positions they have been nominated for and meet the minimum criteria for appointment.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Planet.

Outcome 5: A resilient community.

Objective 5.1: Build community resilience to cope with natural disasters and emergencies, including pandemics, storms, flooding and fire.

Priority Action: Nil.

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Section 38 (1) Bush Fire Act 1954 which states as follows 38. Local government may appoint Bush fire control officer (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush fire Control Officer and the Deputy Chief Bush fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other Bush fire control officers appointed by it.

B.4 Policy Implications

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Section 5.1B of the Bush Fire Manual states the following –

5.1B Criteria of a Chief Bush Fire Control Officer

- Knowledge of managing a volunteer organisation.
- Knowledge of all Fire Response Plans in the Shire
- Working Knowledge of the Local Emergency Management Arrangements
- Knowledge of the Bush Fires Act 1954 and Bush Fires Regulations 1954
- Knowledge of the State Emergency Management Policy No 4.8 (Traffic Management During Emergencies)
- Ability to attend further fire and emergency management training.
- Effective Interpersonal Skills.
- Good Written and Verbal Communication Skills.
- Leadership Skills.
- Management Skills.
- Experience in managing operations.
- Ability to perform under stressful conditions.
- Current appointment as Fire Control Officer.
- Experienced in firefighting operations within the Shire.
- Currently holds all the preferred qualifications of the Fire Control Officer.
- Be a member of the DOAC, BFAC and LEMC

Section 5.1C of the Bush Fires manual states the following:

5.1C Qualifications of Chief Bush Fire Control Officer

Completion of the DFES training core modules and a minimum of 3 years as a BFCO and 5 years firefighting experience in the last 3 years preferably as an executive officer within a brigade of the Shire of Northam. Any persons newly appointed must hold the below training certifications prior to 31s October each year.

Completion of required courses are:

- AllMS Awareness
- Introduction to Fire Fighting
- Bush Fire Fighting
- Machine Supervision
- Structural Fire Fighting
- Advanced Bush Fire Fighting
- Crew Leader
- Ground Controller
- Sector Commander

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- AIIMS 4 2017
- Incident Controller Level 1

In addition, with respect to the Deputy Chief Bush Fire Control Officer position the manual states the following:

5.2B Criteria of a Deputy Chief Bush Fire Control Officer

- Knowledge of managing a volunteer organisation.
- Knowledge of all Fire Response Plans in the Shire
- Working knowledge of the Local Emergency Management Arrangements
- Knowledge of the Bush Fires Act 1954 and Bush Fires Regulations 1954
- Knowledge of the State Emergency Management Policy No 4.8 (Traffic Management During Emergencies)
- Ability to attend further fire and emergency management training.
- Effective Interpersonal Skills.
- Good written and verbal communication skills.
- Leadership skills. • Management skills.
- Experience in managing operations.
- Ability to perform under stressful conditions.
- Current appointment as Fire Control Officer.
- Experienced in firefighting operations within the Shire.
- Holds all of the preferred qualifications of the Fire Control Officer.
- Be a member of the DOAC, BFAC and LEMC

B.5 Stakeholder Engagement / Consultation

Nominated Bush Fire Control Officer's and Brigades have been involved in the nomination and voting process.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Person appointed may have unexpected financial costs	Low Risk (1) Low (1) x Rare(1)	Council has endorsed an honorarium for the Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer positions



**Bush Fire Advisory Committee Minutes
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Health & Safety	The health and safety of volunteer brigade members in an operational perspective	High Risk (10) Extreme (5) x Unlikely (2)	The use of two experienced Chief Bush Fire Control Officer's in major events
Reputation	Council must consider the all options to ensure the best outcome is delivered in line with community expectations.	High Risk (10) Extreme (5) x Unlikely (2)	Council has endorsed the minimum training standards for the position of Chief Bush Fire Control Officer. Additional training and mentoring to be provided to any applicant that doesn't meet the criteria.
Service Interruption	N/A	N/A	N/A
Compliance	Council may appoint a CBFCO as per the obligations under s38 Bush Fires Act 1954 Council must consider potential for legal ramifications based on decision to appoint.	Moderate (8) High (4) x Unlikely (2)	Staff have provided options for Council to consider. Council has endorsed the minimum training standards for the position of Chief Bush Fire Control Officer.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

Staff support the appointment of the nominated candidates for their respective nominated roles based on the following.

1. All candidates have previously held the positions for which they are again nominated.
2. All nominated candidates meet the prescribed minimum training and desired criteria required for appointment.

**Bush Fire Advisory Committee Minutes
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3. No objections have been received from BFAC representatives in relation to their nomination.
4. No objections have been received from Brigade memberships in relation to their nomination.
5. In recent years BFAC and Council have appointed two Deputy Chief Bush Fire Control Officers.

Chris Marris declared a "Financial" interest in agenda item 6.1 - Appointment of Bush Fire Control Officer's to Leadership Positions 2023/24, as Mr Marris is nominated at the Chief Bush Fire Control Officer, which receives an honorarium.

Mr Rob Herzer nominated himself to preside at the meeting whilst the Presiding Member, Mr Chris Marris is unable to perform the functions of the Presiding Member.

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.310

Moved: Chris Marris

Seconded: Nic Dewar

That Council, in accordance with section 5.14. of the Local Government Act 1995 appoint Mr Rob Herzer to preside at the meeting whilst the Presiding Member, Mr Chris Marris is unable to perform the functions of the Presiding Member.

CARRIED 14/0

The Presiding Member, Mr Chris Marris left the meeting at 5:38pm and Mr Rob Herzer took the Chair.

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.311

Moved: Nic Dewar

Seconded: Aaron Smith

That Council appoint the following Bush Fire Control Officers to the leadership positions for the 2023/24 fire season:

- 1. Chief Bush Fire Control Officer – Christopher Marris**

CARRIED 13/0

**Bush Fire Advisory Committee Minutes
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The Presiding Member, Mr Chris Marris returned to the meeting at 5:39pm and resumed the Chair.

Kristafer Brown declared a "Financial" interest in agenda item 6.1 - Appointment of Bush Fire Control Officer's to Leadership Positions 2023/24, as Mr Brown is nominated for the Deputy Chief Bush Fire Control Officer Position, which receives an honorarium.

The Deputy Chief Bush Fire Control Officer, Mr Kristafer Brown left the meeting at 5:39pm.

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.312

Moved: Carla Millar

Seconded: Nic Dewar

That Council appoint the following Bush Fire Control Officers to the leadership positions for the 2023/24 fire season:

- 1. Deputy Chief Bush Fire Control Officer 1 – Kristafer Brown**
- 2. Deputy Chief Bush Fire Control Officer 2 – Simon Peters**
- 3. Senior Bush Fire Control Officer – Blair Wilding**

CARRIED 13/0

The Deputy Chief Bush Fire Control Officer, Mr Kristafer Brown returned to the meeting at 5:40pm.

Bush Fire Advisory Committee Minutes
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Attachment 6.1.1

From: Chadd Hunt
Sent: Sat, 1 Jul 2023 01:21:55 +0000
To: Bushfire Advisory Committee; Bakers Hill Volunteer Bush Fire Brigade; Clackline BFB; Grassvalley BFB; Aaron Smith (heartrock.as@gmail.com); Northam Central BFB; Southernbrook BFB; Wundowie BFB; Irishtown BFB; Inkpen BFB; Brett Smith JVFBF (rmsmithandsons@bigpond.com); Lynton Smith (heartrock@bigpond.com); Trevor Smith JVFBF (belgrove@westnet.com.au); Aaron Smith (heartrock.as@gmail.com)
Cc: Northam VFRS; Wundowie VFRS (wundowievfrs@bigpond.com); Chris Marris; kris brown; Simon Peters (simonp@wn.com.au); wildings@westlink.net.au; Alex Espey
Subject: RE: FCO Leadership Roles

Good Morning Brigades

Please be advised that after further clarification the following nominations-

Christopher Marris – Nominated for Chief Bush Fire Control Officer
Simon Peters – Nominated for Deputy Chief Bush Fire Control Officer 2
Kristafer Brown – Nominated for Deputy Chief Bush Fire Control Officer 1
Blair Wilding – Nominated for Senior Bush Fire Control Officer

Regards,

Chadd Hunt
Executive Manager Development Services
Shire of Northam
e: emds@northam.wa.gov.au
p: (08) 9622 6135 | m: 0437 609 120 |
w: www.northam.wa.gov.au | www.bilyakoortboodja.com
395 Fitzgerald Street, PO Box 613, Northam WA 6401[Ballardong Boodja]

From: Bushfire Advisory Committee <BFAC@northam.wa.gov.au>
Sent: Wednesday, June 28, 2023 9:00 AM
To: Bakers Hill Volunteer Bush Fire Brigade <bhbvolunteerfirebrigade@gmail.com>; Clackline BFB <clacklinebfb@northam.wa.gov.au>; Grassvalley BFB <grassvalleybfb@northam.wa.gov.au>; Aaron Smith (heartrock.as@gmail.com) <heartrock.as@gmail.com>; Northam Central BFB <northamcentralbfb@northam.wa.gov.au>; Southernbrook BFB <southernbrookbfb@northam.wa.gov.au>; Wundowie BFB <wundowiebfb@northam.wa.gov.au>; Irishtown BFB <irishtownbfb@northam.wa.gov.au>; Inkpen BFB <inkpenbfb@northam.wa.gov.au>; Brett Smith JVFBF (rmsmithandsons@bigpond.com) <rsmithandsons@bigpond.com>; Lynton Smith (heartrock@bigpond.com) <heartrock@bigpond.com>; Trevor Smith JVFBF (belgrove@westnet.com.au) <belgrove@westnet.com.au>
Cc: Northam VFRS <northamvfrs@bigpond.com>; Wundowie VFRS (wundowievfrs@bigpond.com) <wundowievfrs@bigpond.com>; Chadd Hunt <emds@northam.wa.gov.au>
Subject: FCO Leadership Roles

Good Morning,

Bush Fire Advisory Committee Minutes
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Attachment 6.1.1

Congratulations to the successfully endorsed Fire Control Officers who have also nominated for consideration for appointment to a leadership position.

Nominations have been received from.

Christopher Marris – Nominated for Chief Bush Fire Control Officer
Simon Peters – Nominated for Deputy Chief Bush Fire Control Officer
Kristafer Brown – Nominated for Deputy Chief Bush Fire Control Officer
Blair Wilding – Nominated for Senior Bush Fire Control Officer

Brigades are requested to consider these nominations providing preferences and feedback to their BFAC representative.

Elections will be held at a special BFAC meeting being held on the 25th of July 2023.

For any questions or concerns, please respond in writing to bfac@northam.wa.gov.au

Kind Regards,

Alex.

Alex Espey

Community Emergency Services Manager – Northam

Department of Fire & Emergency Services | Goldfields/Midlands Region | Country Operations

Shire of Northam | 395 Fitzgerald St Northam | PO Box 613 Northam WA 6401

Tel: (08)9622 6100 | Mob: 0458 08 08 18 | Email: alex.espey@dfes.wa.gov.au | cesm@northam.wa.gov.au



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**Bush Fire Advisory Committee Minutes
25 July 2023**



7 URGENT BUSINESS APPROVED BY DECISION

Nil.

8 GENERAL BUSINESS

Nil.

9 DATE OF NEXT MEETING

Upcoming meetings:

- 29 August 2023 at 5:30pm
- 24 October 2023 at 5:30pm

10 DECLARATION OF CLOSURE

There being no further business, the Presiding Member, Mr Chris Marris, declared the meeting closed at 5:43pm.

"I certify that the Minutes of the Bush Fire Advisory Committee Meeting held on {meeting-date} have been confirmed as a true and correct record."

_____ Presiding Member

_____ Date

13 OFFICER REPORTS

13.1 CEO'S OFFICE

13.1.1 Shire of Northam Industry Attraction Fund

File Reference:	3.1.3.13
Reporting Officer:	Jason Whiteaker (Chief Executive Officer)
Responsible Officer:	Jason Whiteaker (Chief Executive Officer)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For Council to consider staff recommendation to discontinue Shire of Northam Industry Attraction Fund (IAF).

ATTACHMENTS

Nil

A. BACKGROUND / DETAILS

As part of the Shire of Northam response to the Covid-19 pandemic, a \$1,000,000 Industry Attraction Fund was established in July 2020. The purpose of the fund was to raise awareness of the Shire of Northam as a place to invest, attracting economically beneficial projects, whilst also providing a financial incentive to establish in the Shire.

At the time of developing the Industry Attraction Fund, the Shire looked at a range of other options, all developed with a long-term view of stimulating the economy within the Shire and supporting future growth. The other options considered at the July 2020 meeting were a housing attraction fund and a land development fund.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Prosperity.

Outcome 10: An attractive destination for investors, business and visitors; helping to grow the economy and local jobs.

Objective 10.1: Pursue economic growth, innovation and diversification.

Priority Action: Nil.

B.2 Financial / Resource Implications

As part of the 2023/24 budgeting process, Council did not include the \$1,000,000 IAF, however given this was planned to be debt funded, Council could resolve to continue with the initiative (by absolute majority) and make a budget amendment. This would have no impact on the 2023/24 annual budget, however, would impact future years budgets – limiting future debt capacity and adding interest and principal repayment costs. At the time of developing the IAF concept, financial modelling indicated that most future debt servicing costs, would be offset by rate revenue generated from an industry the scale of which Council was trying to attract. However, this modelling was undertaken at a time of historically low interest rates with borrowing costs increasing approximately five times, which has impacted the financial viability of the proposal.

B.3 Legislative Compliance

If Council wishes to continue with the IAF, this would require a budget amendment, which would require an absolute majority vote of Council.

B.4 Policy Implications

Not applicable.

B.5 Stakeholder Engagement / Consultation

Not applicable.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Increasing debt servicing costs result in additional pressure on future budgets of the Shire of Northam.	Likely (4) x Medium (3) = High (12)	Adopt Officer recommendation to discontinue IAF.
Health & Safety	Nil		
Reputation	Nil		
Service Interruption	Nil		
Compliance	Nil		
Property	Nil		
Environment	Nil		

B.7 Natural Environment Considerations

Not applicable.

C. OFFICER'S COMMENT

While the IAF has attracted strong interest with several applications, unfortunately no proposal was able to meet the established hurdles. While this is the case it is viewed that the IAF concept was successful in that it raised the profile of the Shire of Northam and brought a focus to opportunities within the Shire.

There are several learnings for the future, however from an economic development perspective, while \$1,000,000 is a significant amount of money for the Shire of Northam, it is not significant in the context of the scale of investment which was required to meet the 75-job hurdle (to achieve this the investment appears to be more than \$100,000,000). It is also becoming more apparent that the focus for the Shire of Northam in relation to industry attraction should be more around the following key elements in the future:

- Ensuring that appropriately zoned land is available at ranging sizes to accommodate a variety of potential opportunities.
- Infrastructure requirements are critical for industry, particularly around access to road, rail and utilities. The cost and timeliness of this availability is critical to attract industry, who are looking for affordable, well-located land that can be developed quickly.
- Housing remains a key business risk. To attract industry of any scale to the Shire of Northam, the issue of housing needs to be addressed. Council is working on a range of initiatives through its housing strategy and this should be the focus moving forward to ensure that if Industry is considering the Shire of Northam they can see that they will be able to source/attract/house workers.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4838

Moved: Cr M P Ryan

Seconded: Cr D A Hughes

That Council discontinue the Shire of Northam Industry Attraction Fund.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

Mr J B Whiteaker declared a “Financial” interest in item 13.1.2 Governance Policies, as Mr Whiteaker is leaving the Shire of Northam and the gift policy may impact Mr Whiteaker.

13.1.2 Governance Policies

File Reference:	2.3.1.2
Reporting Officer:	Alysha McCall (Governance Coordinator), Janice Byers (People & Culture Coordinator)
Responsible Officer:	Jason Whiteaker (Chief Executive Officer)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For Council to review/endorse the governance policies presented.

ATTACHMENTS

1. Code of Conduct Behaviour Complaints Management Policy [**13.1.2.1** - 9 pages]
2. Common Seal Policy [**13.1.2.2** - 5 pages]
3. Fraud Control Policy [**13.1.2.3** - 2 pages]
4. Condolences and Bereavement Policy [**13.1.2.4** - 3 pages]
5. G 1.14 Gratuity and Gifts [**13.1.2.5** - 2 pages]

A tracked changed version of the reviewed Gratuity and Gifts Policy has been provided to Council as a separate attachment to this agenda/minutes.

A. BACKGROUND / DETAILS

The following table details the policies to be proposed/reviewed and the proposed major changes being presented to Council for consideration.

Policy No.	Policy Title	Comment / Changes
To be confirmed once endorsed by Council	Code of Conduct Behaviour Complaints Policy	New policy to establish the procedure for dealing with complaints about alleged breaches of the behaviour requirements included in Division 3 of the Code of Conduct.

	Authorising Documents and Affixing the Common Seal Policy	New policy to provide guidance to staff with respect to affixing the common seal and executing documents on behalf of the Shire of Northam.
	Fraud and Corruption Control Policy	New policy to demonstrate the main principles for countering fraud and corruption.
	Condolences and Bereavement Policy	New policy to standardise condolences and bereavements provided by the Shire of Northam.
G 1.14	Gratuity and Gifts Policy	Amended policy. Changes relate to incorporating a section for 'other' gifts for key milestones in employees lives to enable this to be standardised across the organisation.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Performance.

Outcome 12: Excellence in organisational performance and customer service.

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

Priority Action: Nil.

Performance Area: Performance.

Outcome 12: Excellence in organisational performance and customer service.

Objective 12.2: Be an innovative and efficient organisation that provides outstanding customer services.

Priority Action: Nil.

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

- Local Government Act 1995, section 5.50, 9.49, 9.49A
- Local Government (Model Code of Conduct) Regulations
- Local Government (Administration) Regulations 1996
- Standing Orders Amendment Local Law 2018

B.4 Policy Implications

Various.

B.5 Stakeholder Engagement / Consultation

A workshop was held with Elected Members on 19 July 2023 and 2 August 2023.

The following items were discussed:

- Code of Conduct Behaviour Complaints Policy
 - Incorporating whistleblower protection. This has been included within the policy presented.
 - Utilising an independent mediator. This has been included within the policy presented.
 - Incorporating a timeframe to appoint an investigator/defining what is a reasonable period. This has been included within the policy presented.
- Authorising Documents and Affixing the Common Seal
 - The link between executing documents by delegated authority.
 - Minor adjustments being made to terminology (i.e. detailing officers position) which has been updated in the policy presented.
- Fraud and Corruption Control Policy
 - The link between this policy and the Fraud and Corruption Control Plan.
 - Aligning the scope with item 2 within the policy which has been updated in the policy presented.
- G 1.14 Gratuity, Gifts and Departing Employees Policy
 - Splitting the policy to cover elected members, bereavements and condolences which has been updated in the policies presented.

B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	N/A		
Reputation	Council not viewed as being transparent as a result of inadequate policies	Possible (3) x Minor (2) = Moderate (6)	Adopt policies as per recommendation. Publish policy manual on Council website
Service Interruption	N/A		

Compliance	Non-compliance with Local Government Act requirements	Possible (3) x Minor (2) = Moderate (6)	Adopt policies referenced in section B.3 of officer report
Property	N/A		
Environment	N/A		

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

Nil.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4839

Moved: Cr A J Mencshelyi

Seconded: Cr M P Ryan

That Council:

1. **Adopts the following polices as presented and authorises the Chief Executive Officer to make the necessary adjustments to the Shire of Northam Policy Manual:**
 - a. **Code of Conduct Behaviour Complaints Policy;**
 - b. **Authorising Documents and Affixing the Common Seal Policy;**
 - c. **Fraud and Corruption Control Policy;**
 - d. **G 1.14 Gratuity and Gifts Policy; and**
 - e. **Condolences and Bereavement Policy.**

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

GOVERNANCE

G 1.23 Code of Conduct Behaviour Complaints Management Policy

<i>Responsible Department</i>	Chief Executive Officer Office
<i>Resolution Number</i>	C.4839
<i>Resolution Date</i>	16/08/2023
<i>Next Scheduled Review</i>	2025
<i>Related Shire Documents</i>	G 1.4 Code of Conduct for Councillors, Committee Members and Candidates 4.2 Procurement Policy
<i>Related Legislation</i>	Local Government (Model Code of Conduct) Regulations Local Government (Administration) Regulations 1996 Standing Orders Amendment Local Law 2018

PURPOSE

To establish, in accordance with Clause 15(2) of the Local Government (Model Code of Conduct) Regulations 2021 and the Code of Conduct, the procedure for dealing with complaints about alleged breaches of the behaviour requirements included in Division 3 of the Code of Conduct.

This policy gives effect to the Shire's commitment to an effective, transparent, fair and accessible complaints handling process that supports high standards of behaviour of Council Members, Committee Members and Candidates.

SCOPE

This Policy applies to complaints made in accordance with Clause 11 of the Shire of Northam Code of Conduct for Councillors, Committee Members and Candidates.

This Policy applies to Council Members, Committee Members, Candidates, and any person who submits a complaint in accordance with this Policy.

Complaints that are deemed outside of the scope of this policy are:

- dissatisfaction with a Council or committee member's lawfully made decisions;
- dissatisfaction with a Council or Committee member's performance of his or her role;
- minor breaches under s. 5.105(1) of the Act;
- serious breaches under s. 5.114 of the Act;
- corruption allegations; or
- personal disagreements.

Complaints related to Division 4 - Rules of Conduct are dealt with by the Local Government Standards Panel. An overview of the complaint process and the complaint form can be found at the [Department of Local Government Sport and Cultural Industries](#). Any complaint for Division 4 should be on the appropriate form and sent to the Executive Manager Corporate Services as the Complaints Officer.

DEFINITIONS

Act means the Local Government Act 1995.

Authorised Person means the Shire President, or where the complainant is made by, or about the Shire President, the Deputy Shire President.

Breach means a breach of a behaviour requirement in Division 3 of the Code of Conduct.

Candidate an individual is considered a candidate when their nomination for election is accepted by a Returning Officer under s4.49 of the Act. The Code of Conduct applies to the candidate from that point. Any alleged breach may only be dealt with if the candidate is elected as a Council Member.

Code of Conduct means the Code of Conduct for Council Members, Committee Members and Candidates adopted by the Shire of Northam.

Complainant means a person complaining of a breach by a Council or Committee Member of the Shire or a candidate.

Complaint means a complaint made under clause 11(1) of the Code of Conduct.

Complaint Form means the 'Alleged Breach Complaints Form – Councillors, Committee Members & Candidates'.

Council Member means a person currently serving a term of office as a Council Member of the Council in accordance with the Act.

Council or Committee Meeting means a formal meeting of the Council or a Committee that is called and convened in accordance with the Act. It does not include informal meetings, workshops or briefings.

Finding means a finding made in accordance with Code of Conduct as to whether a Breach has or has not occurred.

Investigator means an independent party appointed by the Authorised Person in accordance with this Policy for the purpose of dealing with a Complaint.

Plan means a Plan prepared and implemented under the Code of Conduct to address the behaviour of the person to whom the Complaint relates, if a Finding has been made that a Breach has occurred.

Response Documents means the response provided by the Respondent to the Complaint and includes any supporting information or evidence that is supplied.

Respondent means the person to whom a complaint relates.

Shire means Shire of Northam.

POLICY

1. PRINCIPLES

1.1. Procedural Fairness

The principles of procedural fairness will apply when dealing with a Complaint. The Respondent will be afforded a reasonable opportunity to be heard prior to any findings being made; decisions are to be made in an objective and impartial manner with an absence of bias (or the perception of bias); and any findings made are to be based on proper and genuine consideration of the evidence.

1.2. Consistency

Each Complainant and Respondent will be dealt with according to their circumstances and each Complaint considered and determined on its merits. However, the Shire will ensure consistent decision making in relation to a Complaint, with similar circumstances resulting in similar decisions where appropriate.

1.3. Confidentiality

To protect both the Complainant and Respondent, the Shire will take all reasonable steps to maintain confidentiality when dealing with a Complaint. Information gained in the course of managing a Complaint is to be managed in a secure manner and must not be disclosed or used inappropriately.

1.4. Accessibility

Information on how to make a Complaint is available on the Shire's website, or alternatively from the Shire's Administration Building upon request.

2. MAKING A COMPLAINT

2.1. Any person may make a Complaint alleging that a Council Member, Committee Member or Candidate has behaved in a way that constitutes a breach of Division 3 of the Code of Conduct.

2.2. A Complaint must be made within one month after the alleged Breach.

- 2.3. A Complaint must be made by completing the Complaint Form in full and providing the completed forms to the Authorised Person.
- 2.4. A Complaint must be made in accordance with the Complaint Form and specify which requirement(s) of the Code of Conduct is alleged to have been breached. It must also include the name and contact details of the Complainant.
- 2.5. Where a Complaint Form omits required details, the Authorised Person will invite the Complainant to provide this information in order for the Complaint to be progressed.
- 2.6. The supporting information provided with the initial Complaint will be the only information considered during any assessment or investigation. The Authorised Person may seek clarification but will not seek or accept any additional supporting information.
- 2.7. A Complaint in relation to a Candidate must be made in accordance with the above process but cannot be dealt with unless the Candidate is subsequently elected as a Council Member.

3. WITHDRAWING A COMPLAINT

- 3.1. A Complainant may withdraw their Complaint, in writing, at any time before a Finding has been made in relation to the Complaint.
- 3.2. A Complainant may withdraw a Complaint by advising the Authorised Person, in writing, that they wish to do so.
- 3.3. After receiving a withdrawal of the Complaint, the Authorised Person will take all necessary steps to terminate the process commenced under this Policy.

4. RESPONDING TO A COMPLAINT

- 4.1. Within 14 days after receiving a Candidate Complaint, the Authorised Person will provide written notice:
 - 4.1.1. To the Complainant confirming receipt and advising of the procedure for complaints; and
 - 4.1.2. To the Respondent, including a summary of the complaint and advising of the procedure for complaints.
- 4.2. Within 14 days of receiving a Complaint, the Authorised Person will contact the:
 - 4.2.1. Complainant:
 - 4.2.1.1. confirming receipt of the Complaint.

- 4.2.1.2. outlining the process that will be followed and possible outcomes.
- 4.2.1.3. explaining the application of confidentiality to the complaint.
- 4.2.1.4. including a copy of this Policy; and
- 4.2.1.5. if necessary, seeking clarification.
- 4.2.2. Respondent:
 - 4.2.2.1. advising that a Complaint has been made and include a copy of the Complaint and supporting documents.
 - 4.2.2.2. outlining the process that will be followed and the possible outcomes.
- 4.2.3. Complaints will normally be dealt with in the order in which they are received.
 - 4.2.3.1. If more than one Complaint is received that relates to the same alleged behaviour, the Complaints may be progressed concurrently where appropriate.

5. MEDIATION

- 5.1. It is recognised that mediation may support both parties to a Complaint to reach a mutually satisfactory outcome that resolves the issues giving rise to the complaint and the Authorised Person will, as the first course of action upon receiving a complaint, offer and encourage the Complainant and the respondent to participate in Mediation.
- 5.2. If both parties agree to participate in Mediation, the formal process will be paused.
- 5.3. The Authorised Person is to appoint a suitably qualified and experienced mediator, with administrative assistance provided by the Chief Executive Officer,
- 5.4. The objective of Mediation will be to reach a resolution. For example, an offer, by the person to whom the Complaint relates, to issue a voluntary apology in response to a Complaint, even in the absence of a request from the complainant, qualifies for consideration as mediation and resolution.
- 5.5. If Mediation is commenced, both the Complainant and Respondent may decline to proceed with the process at any time. The process may also be terminated on the advice of the Mediator.
- 5.6. Successful mediation outcomes will be reported to council through the Audit and Risk Management Committee via anonymous information report.
- 5.7. If Mediation is terminated or does not achieve a resolution that results in the withdrawal or agreed closure of the Complaint, the Authorised Person will resume the formal process required under this Policy.

6. ASSESSMENT OF THE COMPLAINT

- 6.1. The Respondent is to be provided with a reasonable opportunity to be heard before any opinions or recommendations are formed.
- 6.2. If the behaviour that is the subject of the Complaint is alleged to have occurred at a Council or Committee Meeting, the Authorised Person will determine whether or not to dismiss the Complaint.
- 6.3. If a Complaint is dismissed, the Complainant and the Respondent will be given written notice of the decision and the reasons for the decision in accordance with the Code of Conduct. This concludes the process in relation to the Complaint.
- 6.4. If the Complaint is not dismissed, the Authorised Person or Investigator (as appropriate) will consider the Complaint and make a Finding as to whether the alleged Breach that is the subject of the Complaint has or has not occurred.
- 6.5. If it is determined that the alleged Breach did not occur, the Complainant and the Respondent will be given written notice of the Finding and the reasons for the Finding. This concludes the process for the Complaint.
- 6.6. If it is determined that the alleged breach did occur, the Authorised Person or Investigator (as appropriate) will decide whether to recommend further action and / or to prepare a plan to address the behaviour.
- 6.7. If the Authorised Person or Investigator (as appropriate) decides to take no further action, the Complainant and the Respondent will be given written notice of this decision and the reasons for the Finding. This concludes the process for the Complaint.
- 6.8. If the Authorised Person or Investigator (as appropriate) decides to prepare a Plan, the Respondent is to be consulted and any submissions made by the Respondent are to be considered before preparing and implementing a plan.

7. COMPLYING WITH PLAN REQUIREMENTS

- 7.1. The Authorised Person will monitor the actions in timeframes set out in a Plan.
- 7.2. Failure to comply with a requirement included in a Plan is a minor breach under section 5.105(1) of the Act and the Code of Conduct.
- 7.3. The Authorised Person must provide a report advising Council of any failure to comply with a requirement included in a Plan.

8. PUBLICATION OF FINDINGS

- 8.1. Within 14 days of a decision by the Investigator determining the outcome of a complaint, the Authorised Person must:
- 8.1.1. give the complainant and the respondent –
 - 8.1.1.1. a copy of the finding; and
 - 8.1.1.2. a copy of Authorised Person or Investigator (as appropriate) reports, minus any attachments
 - 8.1.2. publish the Authorised Person or Investigator (as appropriate) report minus all attachments on the Shire's website.
 - 8.1.3. complete any further action required by Council.

9. DECISION MAKING

9.1. Finding

- 9.1.1. A Finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- 9.1.2. This may involve first considering whether the behaviour occurred, on the balance of probabilities, and then whether that behaviour constituted a breach of a requirement of the Code of Conduct.

9.2. Action

- 9.2.1. In deciding whether to take no further action, or prepare and implement a Plan, the following is to be considered:
 - 9.2.1.1. the nature and seriousness of the breach(es).
 - 9.2.1.2. the Respondent's submission in relation to the contravention.
 - 9.2.1.3. whether the Respondent has breached the Code of Conduct knowingly or carelessly.
 - 9.2.1.4. whether the Respondent has breached the Code of Conduct on previous occasions.
 - 9.2.1.5. likelihood or not of the Respondent committing further breaches of the Code of Conduct.
 - 9.2.1.6. personal circumstances at the time of conduct.
 - 9.2.1.7. need to protect the public through general deterrence and maintain public confidence in Local Government; and
 - 9.2.1.8. any other matters which may be regarded as contributing to or the conduct or mitigating its seriousness.

10. PLAN REQUIREMENTS

- 10.1. A proposed plan may include requirements for the Respondent to do one or more of the following:
 - 10.1.1. engage in mediation.
 - 10.1.2. undertake counselling.
 - 10.1.3. undertake training; and/or
 - 10.1.4. take other action considered appropriate (e.g., an apology).

10.2. The Proposed Plan may also outline:

- 10.2.1. the actions to be taken to address the behaviour(s).
- 10.2.2. who will be responsible for those actions.
- 10.2.3. any assistance the Local Government will provide to achieve the intent of the Plan; and/or
- 10.2.4. a reasonable timeframe for the Plan action(s) to be addressed by the Respondent.

11. ROLES

11.1. Authorised Persons

11.1.1. In accordance with clause 11(3) of the Code:

- 11.1.1.1. the Shire President is authorised to receive complaints and withdrawal of complaints under the Code; or
- 11.1.1.2. where the complainant is made by, or about the Shire President, the Deputy Shire President is authorised to receive complaints and withdrawal of complaints under the Code.

11.1.2. The authority of the Authorised Person includes the power to:

- 11.1.2.1. Accept complaints and withdrawal of complaints.
- 11.1.2.2. Dismiss a Complaint in accordance with the Code of Conduct,
- 11.1.2.3. Make a Finding as to whether an alleged Complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than it did not occur.
- 11.1.2.4. Where a Finding is made that a breach has occurred, determine:
 - 11.1.2.4.1. To take no further action where appropriate; or
 - 11.1.2.4.2. Prepare and implement a plan to address the behaviour of the person to whom the Complaint relates.

11.1.3. The Authorised Person must report to council:

- 11.1.3.1. Successfully mediated, resolved and withdrawn complaints – to be presented in an information report through the Audit and Risk Management Committee.
- 11.1.3.2. Complaint findings and actions prescribed – to be presented in an information report through the Audit and Risk Management Committee.
- 11.1.3.3. All complaint findings made by an Investigator for final determination.

11.1.4. Where the Authorised Person appoints a suitably qualified and experienced Investigator, with administrative assistance provided by the Chief Executive Officer, they will endeavour to do so within a reasonable period and in accordance with Council's Procurement Policy.

11.2. Investigator

11.2.1. The Investigator is an impartial third party, who may be appointed by the Authorised Person where:

11.2.1.1. the Complaint is sufficiently serious or complex in nature such that it warrants the appointment of an independent party to undertake an investigation; or

11.2.1.2. the Complaint is not considered serious or complex in nature, however a conflict of interest (or the perception of a conflict of interest) preclude the Authorised Person from making a determination in relation to the complaint; and

11.2.1.3. mediation is either not appropriate given the nature of the complaint, is not agreed to by both parties, is terminated or does not achieve an agreed outcome.

11.2.2. Where a Complaint is referred to an Investigator, the Authorised Person is to provide to the Investigator the Complaint, any supporting documents, and appropriate response documents.

11.2.3. In undertaking their functions, the Investigator will apply the Principles of this Policy.

11.2.4. The Investigator will:

11.2.4.1. Seek any clarification through the Authorised Person.

11.2.4.2. Make a finding as to whether an alleged Complaint has or has not occurred, based upon evidence from which it may be concluded that it is more likely that the breach occurred than it did not occur.

11.2.4.3. Where a finding is made that a breach has occurred,

11.2.4.3.1. recommend that no further action, taken; or

11.2.4.3.2. recommend a plan to address the circumstances of or the behaviour of the person to whom the Complaint relates.

11.2.5. The details of all complaints dealt with by the Investigator will be reported direct to council for final determination.



GOVERNANCE

G 1.24 Authorising Document and Affixing the Common Seal Policy

<i>Responsible Department</i>	Chief Executive Officer Office
<i>Resolution Number</i>	C.4839
<i>Resolution Date</i>	16/08/2023
<i>Next Scheduled Review</i>	2025
<i>Related Shire Documents</i>	Delegated Authority Register
<i>Related Legislation</i>	Local Government Act 1995, section 9.49 and 9.49A

OBJECTIVE

To establish protocols for authorisation of documents and the affixing of the Common Seal, according to the requirements of sections 9.49 and 9.49A of the *Local Government Act 1995*.

This policy provides guidance on the appropriate method of execution for the Shire's documents and ensures that the Shire's common seal is applied and documents executed in accordance with the provisions of the Local Government Act 1995 (the Act).

According to the Act, s9.49A, a document is duly executed by a local government if the common seal is affixed to it or it is signed by an officer authorised to do so.

Under section 9.49A(3) of the Act, the common seal is to be affixed to a document in the presence of the President and the CEO, each of whom is to sign the document to attest that the common seal was so affixed.

SCOPE

This policy applies to all Shire of Northam officers who have been authorised through the provisions of this policy to execute documents on behalf of Council.

Executing documents through the use of the common seal or by signing a document does not constitute the decision to undertake a particular course of action. A Council resolution or a decision under delegated authority is required prior to executing documents pertaining to those decisions.

In the case of:



1. Legislation;
2. The formal requirements of a Commonwealth or State department, authority or agency (as described in a policy or procedure, etc); or
3. A Council decision;

expressly specifying a particular way in which a document is to be executed, that course of action is to take precedence over this policy.

Should ambiguity arise over what category might apply to a document i.e. two categories may have relevance to a document, then the higher category is to take precedence unless the decision has been made under delegated authority in which case it is a Category 2 document and can be executed by the officer exercising the delegated authority.

POLICY

1. CATEGORY 1 DOCUMENTS

Category 1 documents require a specific resolution of Council to sell, lease or enter into an agreement etc. as well as an authority to affix the seal.

Council acknowledges that some documents may be subject to time constraints for execution. These documents are to be sealed as part of a class of documents authorised by Council to be executed under the common seal without a specific Council resolution to affix the seal, e.g. a decision made under delegated authority.

No.	Description	Specific resolution of Council required
1	Deeds, including but not limited to: Deeds of Agreement; <ul style="list-style-type: none"> • Deeds of Release; and • Memorandum of Understanding, in respect to sale, purchase or other commercial dealing relating to Shire's assets including equitable interests. 	Yes
2	Local Planning Schemes and Amendments.	Yes
3	Lease documents. This category includes, but is not limited to:- <ul style="list-style-type: none"> • Extension of Lease under original lease and new term not previously provided; • Variation of Lease; • Assignment of Lease; and • Surrender of Lease. 	Yes except where granted under delegated authority.
4	Licence documents	Yes except where granted under delegated authority.
5	Local Laws	Yes



6	Documents prepared for registration at Landgate that are mortgage documents and transfer of land forms.	Yes where the value of the land exceeds the amount determined by the Shire of Northam for the purpose of section 5.43 (d) of the Act as determined by delegated authority.
7	Agreements relating to grant funding, when the funder requires that the agreement be signed under seal.	No
8	General Legal and Service Agreements not already listed in this policy.	No

2. CATEGORY 2 DOCUMENTS

Category 2 documents do not require the seal to be affixed.

Under section 9.49(A)(4) Council hereby authorises those officers listed in the table below to sign documents on behalf of the Shire of Northam.

Description	Authority to Execute
Documents required in the management of land as a landowner.	Chief Executive Officer The responsible Executive Manager
Documents required to enact a decision of Council (i.e. contractual documents resulting from a tender process, transfer of lands forms, notification on title as required by a condition of approval, memorandum of understanding, adoption of a new Structure Plan etc.)	Chief Executive Officer The responsible Executive Manager
Documents that enact a decision made under delegated authority or as a condition of approval given under delegated authority.	Chief Executive Officer The responsible Executive Manager The Officer exercising the delegated authority
Agreements relating to grant funding	Chief Executive Officer The responsible Executive Manager

3. CATEGORY 3 DOCUMENTS

Category 3 documents are those documents that are created in the normal course of business and are consistent with Shire's policies and procedures. Category 3 documents are to be executed by an Executive Manager or Manager, or a Shire officer where the authority and accountability has been extended through a policy or procedure.

These documents include but are not limited to the following:



Shire of Northam Planning Policy Manual (Section I)
Policy
POLICY NUMBER AND NAME

No.	Description
1	Agreements in the normal course of business for the purchase of goods or services identified within the service unit's budget (other than for tenders awarded by Council) and conforming to the requirements of the Shire's Procurement Policy and other relevant policies
2	Debenture documents for loans which Council has resolved to raise.
3	General correspondence required to discharge the duties of the Officers position.
4	Contracts for grant funding conducted in accordance with the Shire's policies and procedures.
5	Regular hire arrangements.

For templates and procedures regarding authorisation by signature and by execution under Common Seal, see the following sections.

4. AFFIXING AND ADMINISTRATION OF THE COMMON SEAL

The Common Seal must be applied in the presence of the Chief Executive Officer and the Shire President. The execution clause must mirror the template as shown below.

The Chief Executive Officer must maintain a register recording occurrences where the common seal has been affixed.

THE COMMON SEAL OF
The Shire of Northam
was hereto affixed in the
presence of:



Shire President (signature)

Name of Shire President (print name)

Chief Executive Officer (signature)

Name of Chief Executive Officer (print name)



5. SIGNING UNDER AUTHORISATION

If the document is to be signed via authorisation by the Chief Executive Officer, the execution clause must mirror the template as shown below:

SIGNED FOR AND ON BEHALF OF]
The Shire of Northam]
by authority of a resolution of the Council]
being resolution number (insert no...)]

Chief Executive Officer (signature)

Name of Chief Executive Officer (print name)

If the document is to be signed by an Executive Manager, the execution clause must mirror the template as shown below:

SIGNED FOR AND ON BEHALF OF]
The Shire of Northam]
by authority of a resolution of the Council]
being resolution number (insert no...)]

Executive Manager (signature)

Name of Executive Manager (print name)

GOVERNANCE

G 1.25 Fraud and Corruption Control Policy

<i>Responsible Department</i>	Chief Executive Officer Office
<i>Resolution Number</i>	C.4839
<i>Resolution Date</i>	16/08/2023
<i>Next Scheduled Review</i>	2025
<i>Related Shire Documents</i>	Fraud and Corruption Control Plan
<i>Related Legislation</i>	<i>Australian Standards AS8001-2008 Fraud and Corruption Control</i> <i>Local Government Act 1995</i>

OBJECTIVE

The purpose of this Policy is to demonstrate the main principles for countering fraud and corruption.

SCOPE

This policy applies to internal and external fraud/corruption, including but not limited to: Council Members, Committee Members, staff, contractors, suppliers, volunteers, and members of the public.

POLICY

The Shire recognises that fraud and corruption prevention and control are integral components of good governance and risk management. Suspected fraud, corruption or misconduct will be reported, investigated and resolved in accordance with Shire policies, processes and the Corruption, Crime and Misconduct Act 2003.

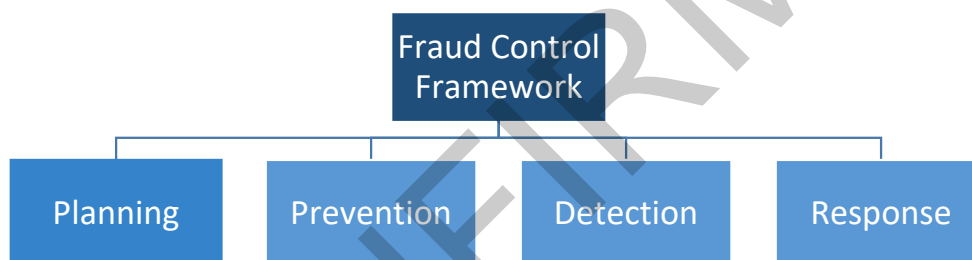
a) The Shire of Northam will:

- take a risk management approach to the prevention, identification and management of fraud and corruption;
- minimise the risk of potential for fraudulent or corrupt conduct on the part of its Council Members, Committee Members, staff, contractors, suppliers, volunteers, and members of the public;
- detect fraudulent or corrupt behaviour through a systematic process articulated in a Fraud and Corruption Control Plan. This plan details the practical steps the Shire will undertake to ensure fraud and corruption does not occur. This Plan aims to:
 - Reduce the potential for fraud and corruption within and against the Shire;

- Build a culture which seeks to prevent fraud and corruption;
- Apply resources to the prevention of fraud and corruption; and
- Explain how suspected instances of fraud and corruption are dealt with.

This Plan comprises four stages: planning and resourcing; prevention; detection; and response.

- investigate or otherwise formally enquire into all instances of suspected fraudulent or corrupt conduct identified as a result of the detection processes, or as a result of receiving an allegation of fraudulent or corrupt activities;
- manage, discipline or facilitate the prosecution of those responsible for incidents of fraud and corruption as appropriate;
- ensure the continued organisational integrity and transparency of its operations.
- Adopt the following Fraud Control Framework;





GOVERNANCE

G 1.26 Condolences & Bereavement Policy

<i>Responsible Department</i>	Chief Executive Officer Office
<i>Resolution Number</i>	C.4839
<i>Resolution Date</i>	16/08/2023
<i>Next Scheduled Review</i>	2025
<i>Related Shire Documents</i>	Council Plan 2022 - 2023
<i>Related Legislation</i>	Local Government Act 1995, Section 2.7 – Role of Council

OBJECTIVE

To ensure proper and appropriate recognition of deceased persons who have been closely associated with the Shire and/or its history are acknowledged and recognised for their contribution to the Shire of Northam.

SCOPE

This policy will recognise (but is not limited to) the following groups of people:

- Freemen
- Elected Members (both past and present)
- Shire of Northam employees(current)

POLICY

Definitions

Death Notice means a public expression of sympathy about the death of a person.

Immediate relative for the purposes of this policy, means spouse or partner, children, parents and siblings of the deceased.



1. Death of a current employee or immediate relative of current employees

1.1 The Chief Executive Officer or relevant Executive Manager is responsible for passing on the sympathy/condolences of the Shire of Northam to the family/next of kin at the occasion of the death of:

- Employees; or
- An immediate relative of current employees (defined as spouse, parent or child).

All condolence correspondence should be dealt with in a timely manner.

Upon notification of the death of a person entitled to condolence/bereavement recognition the Chief Executive Officer or relevant Executive Manager is to ensure one or more of the following tasks are completed to reflect this policy:

- Elected members and employees are notified;
- A death notice is placed in the Northam Advertiser;
- A gift of flowers/donation to charity of the family's choice to the value of \$100.00 is forwarded to the family/next of kin.

One or more of the tasks listed are to be arranged by either the Human Resources Assistant or the –Governance Officer as soon as practicable.

Where elected members, or employees have a personal connection to the deceased, it is the individual's prerogative to attend the funeral on their own behalf.

2. Death of a past or current elected member, immediate relative of current elected members and identities of the Shire of Northam

2.1 The Shire President and Chief Executive Officer are responsible for passing on the sympathy/condolences of the Shire of Northam to the family/next of kin at the occasion of the death of:

- A past elected member;
- Current elected member
- Immediate relative of current elected members; or
- Identities of the Shire of Northam.

All condolence correspondence should be dealt with in a timely manner.



Shire of Northam Planning Policy Manual (Section I)
Policy
G 1.12 Condolences & Bereavement Policy

Upon notification of the death of a person entitled to condolence/bereavement recognition, the Chief Executive Officer or relevant Executive Manager is to ensure one or more of the following tasks are completed to reflect this policy:

- Elected members and employees are notified;
- A death notice is placed in the Northam Advertiser;
- Remembrance at an Ordinary Council meeting;
- A gift of flowers/donation to a charity of the family's choice to the value of \$100.00 is forwarded to the family/next of kin.
- Flags may be flown at half-mast on the day, or part of the day, of their funeral at the discretion of the Shire President and/or Chief Executive Officer
- When considered appropriate by the Shire President and the Chief Executive Officer, inviting Elected Members or senior staff to represent the Shire at the funeral service, dependent upon the type of service being sought.

One or more of the tasks listed are to be arranged by the –Governance Officer as soon as practicable.

When not invited as above, where elected members, or employees have a personal connection to the deceased, it is the individual's prerogative to attend the funeral on their own behalf.

3. Form of death notice

The recommended standard notice of sympathy could read:

SURNAME, (FIRST NAME)

Deepest sympathy is extended to the 'SURNAME' family on the sad loss of 'FIRST NAME', a respected 'EMPLOYEE/ELECTED MEMBER/PAST ELECTED MEMBER/COMMUNITY MEMBER'.

President 'NAME' on behalf of Council, elected members, employees and residents of the Shire of Northam.



GOVERNANCE

G 1.14 Gratuity and Gifts Policy

<i>Responsible Department</i>	Chief Executive Officer Office
<i>Resolution Number</i>	C.4839
<i>Resolution Date</i>	16/08/2023
<i>Next Scheduled Review</i>	2025
<i>Related Shire Documents</i>	Nil
<i>Related Legislation</i>	<i>Pursuant to s 5.50 of the Local Government Act 1995 Local Government Regulations – Reg 19A – Restrictions on Gratuity Payments to Employees</i>

OBJECTIVE

To ensure the public is informed of any such gratuity payments to elected members and employees and informs the legislative requirements regarding gratuities, gifts and departing employees.

SCOPE

This policy will apply to current elected members and permanent employees.

POLICY

1 Gifts & Gratuity Payments - Employees

When an employee's services are ceasing with the Shire of Northam for any of the reasons identified below, the employee may be entitled to a gratuity payment as outlined within this policy, based on completed years of service:

- Resignation (not as a result of any performance management or investigation being conducted by the local government);
- Retirement; or
- Redundancy

The gratuity payment identified within this policy does not apply to an employee who has been dismissed by the local government for any reason other than redundancy.



Redundancy payments will be made in line with current legislation under the Local Government Industry Award (LGIA) 2020 award.

2 Gratuity Payments & Gifts – Value Limits – Departing Employees

The Shire of Northam may purchase a gift or provide a gratuity payment in recognition of the service provided by an employee whose employment with the Shire is finishing as follows:

- (a) 3 - 10 years continuous service – a gift and/or payment of \$50 for each year of completed services
- (b) > 10 years continuous service – a gift and/or payment of \$100 for each year of completed services to a maximum value of \$3,000

Employees whose employment is finishing and have served in excess of fifteen (15) years will be invited to attend a meeting of Full Council, where the Shire president and Chief Executive Officer shall make a presentation to the employee recognising their years of service to the Shire of Northam.

3 Gifts – Value Limits – Elected Members and Permanent Employees

The Shire of Northam values their elected members and employees and wishes to recognise key milestones in their lives. These may be, but not limited to:

- a) Birth of a child
- b) Hospitalisation
- c) Exceptional Circumstances

Flowers/donations and an acknowledgment will be sent up to the value of \$100.

4 Exercise of discretion

- (1) A payment and the amount of that payment under this policy is to be at the discretion of –
 - (a) Shire President and/or Deputy President for elected members,
 - (b) Council, if the employee is the Chief Executive Officer; or
 - (c) the Chief Executive Officer, if the employee is not the Chief Executive Officer.

13.1.3 Western Australian Local Government Association (WALGA) - Annual General Meeting

File Reference:	1.6.5.5
Reporting Officer:	Tamika Van Beek (Governance Officer)
Responsible Officer:	Jason Whiteaker (Chief Executive Officer)
Officer Declaration of Interest:	Nil.
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For Council to nominate voting delegates to attend the Western Australian Local Government Association (WALGA) Annual General Meeting on Council's behalf.

ATTACHMENTS

Nil

A. BACKGROUND / DETAILS

The Western Australian Local Government Association (WALGA) will be holding a Local Government Convention from 17 September 2023 to 19 September 2023. The Annual General Meeting (AGM) is held alongside the convention on 18 September 2023 and is an opportunity for WALGA to share its annual report and discuss issues raised by Local Governments.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

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

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

Priority Action: Nil.

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

Nil.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Nil.		
Health & Safety	Nil.		
Reputation	Nil.		
Service Interruption	Nil.		
Compliance	Nil.		
Property	Nil.		
Environment	Nil.		

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

Officers have been advised that the Annual General Meeting Agenda will be available no later than 18 August 2023, if received prior to the Ordinary Council Meeting this report will be amended to determine Councils decisions on the Agenda items presented.

The Deputy Shire President, Cr M P Ryan, has indicated that he may be unable to attend the Annual General Meeting. At the time of writing this report, Cr J E G Williams and Cr A J Mencshelyi are the only other Councillors who have indicated an interest in attending the Annual General Meeting and therefore it is recommended she be a proxy voting delegate.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4840

Moved: Cr J E G Williams

Seconded: Cr D A Hughes

That Council:

- 1. Nominates the Shire President and the Deputy President as voting delegates at the 2023 Western Australian Local Government Association Annual General Meeting;**
- 2. Nominates Cr J E G Williams and Cr A J Mencshelyi as Proxy voting delegates at the 2023 Western Australian Local Government Association Annual General Meeting.**

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

13.2 ENGINEERING SERVICES

Cr C R Antonio declared an "Impartiality" interest in item 13.2.1 RFT 03 of 2023 – Provision of Tree Management Services, as one of the tender submission owners is well known to Cr Antonio.

Cr D A Hughes declared an "Impartiality" interest in item 13.2.1 RFT 03 of 2023 – Provision of Tree Management Services, as the owner of Tree Management Services is known to Cr Hughes.

Cr R W Tinetti declared an "Impartiality" interest in item 13.2.1 RFT 03 of 2023 – Provision of Tree Management Services, as the owner of the successful tender is well known to Cr Tinetti.

Cr J E G Williams declared an "Impartiality" interest in item 13.2.1 RFT 03 of 2023 – Provision of Tree Management Services, as the business owner of one of the tendering businesses is known to Cr Williams.

Cr M P Ryan declared an "Impartiality" interest in item 13.2.1 RFT 03 of 2023 – Provision of Tree Management Services, as the owner of the successful tender is well known to Cr Ryan.

13.2.1 RFT 03 of 2023 - Provision of Tree Management Services

File Reference:	8.2.9.1
Reporting Officer:	Kristy Hopkins (Procurement Coordinator), Keith Boase (Manager Parks & Streetscape Operations)
Responsible Officer:	Paul Devcic (Executive Manager Engineering Services)
Officer Declaration of Interest:	N/A
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For Council to consider submissions received in response to the Request for Tender 03 of 2023 – Provision of Tree Management Services. This report provides details of the submissions received and identifies a recommended Contractor to complete the works and services.

ATTACHMENTS

1. CONFIDENTIAL REDACTED - RFT 03 of 2023 - Evaluation Matrix Avg [13.2.1.1 - 3 pages]

2. CONFIDENTIAL REDACTED - RFT 03 of 2023 - Evaluation Report [13.2.1.2 - 6 pages]

A. BACKGROUND / DETAILS

In compliance with legislative requirements, a request for these works was prepared and advertised on Saturday 31 January 2023 with tenders closing on Wednesday 26 April 2023. This process was to seek suitably qualified Contractors to complete the works/services on the Shire's behalf.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Place.

Outcome 8: Attractive and welcoming places.

Objective 8.1: Have neat and attractive business precincts.

Priority Action: Nil.

Performance Area: Place.

Outcome 8: Attractive and welcoming places.

Objective 8.2: Have attractive streetscapes and urban environments.

Priority Action: Nil.

B.2 Financial / Resource Implications

The 2023/24 yet to be adopted budget made the budget provisions for these projects:

G/L 2120265 – Street Trees - \$187,000.00 p.a. ex GST.

G/L 2120217 – Verge Maintenance \$118,000.00 p.a. ex GST.

This report recommends the award of Provision of Tree Management Services priced at \$217,449.00 p.a. ex GST with an annual Perth CPI increase.

B.3 Legislative Compliance

Section 3.57 of the Local Government Act 1995 requires a local government to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and services.

The Local Government (Functions & General) Regulations 1996 prescribe the manner in which Tenders are to be called and assessed.

B.4 Policy Implications

Policy F 4.2 – Procurement Policy.

B.5 Stakeholder Engagement / Consultation

N/A

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	By Following the Purchasing and Tenders Process the market has been tested by receiving tenders from interested applicants. The contract allows for contractors outside the successful tenderer to be engaged in ad hoc and emergency works which will give the Shire a reference point to refer to when it comes to price comparisons	Moderate/Low	Contract in place
Health & Safety	Nil		
Reputation	Perception of not providing a fit for purpose tree pruning program	Medium	Contract in place
Service Interruption	Nil		
Compliance	KPI's are in place as part of the contract as well as the requirement to adhere to relevant Australian Standards and Codes of Practise for all works carried	Moderate	Contract in place

	out under the contract		
Property	Nil		
Environment	Risk of street tree interfering with powerlines, potential fire's, also reduce risk of limb failure	Moderate	Contract in place

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

In response to the advertised request, two (2) submissions were received, of which both were compliant:

1. Specialised Tree Services
2. NNC Contracting

A full report on the procurement process and outcomes have been provided as a separate confidential attachment.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4841

Moved: Cr A J Mencshelyi

Seconded: Cr R W Tinetti

That Council:

1. Accept the response to the Request for Tender 03 of 2023 – Provision of Tree Management Services from Specialised Tree Services for \$217,449.00 (ex GST) per annum with an annual Perth CPI increase.
2. Authorise the CEO to make variations (maximum increase of 10%) to the awarded price prior to entering a contract for Provision of Tree Management Services, Request for Tender 03 of 2023 with Specialised Tree Services.
3. Authorise the CEO to enter into a contract for the Provision of Tree Management Services, Request for Tender 03 of 2023 with Specialised Tree Services for a period of two (2) years with two (2) twelve (12) month extension options at the discretion of the Shire in accordance with the specifications contained within the request for quote documents.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

UNCONFIRMED

13.2.2 RFT 05 of 2023 - Footpath & Kerbing Program

File Reference:	8.2.9.1
Reporting Officer:	Kristy Hopkins (Procurement Coordinator), Chan Vyas (Project Development Engineer)
Responsible Officer:	Paul Devcic (Executive Manager Engineering Services)
Officer Declaration of Interest:	N/A
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For Council to consider submissions received in response to the Request for Tender 05 of 2023 – Footpath & Kerbing Program. This report provides details of the submissions received and identifies a recommended Contractor to complete the works and services

ATTACHMENTS

1. CONFIDENTIAL REDACTED - RFT 05 of 2023 - Evaluation Matrix [13.2.2.1 - 1 page]
2. CONFIDENTIAL REDACTED - RFT 05 of 2023 - Evaluation Report [13.2.2.2 - 5 pages]

A. BACKGROUND / DETAILS

In compliance with legislative requirements, a request for these works was prepared and advertised on Wednesday 24th May 2023 with tenders closing on Friday 23rd June 2023 in order to seek suitably qualified Contractors to complete the works/services on the Shire's behalf.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Place.

Outcome 8: Attractive and welcoming places.

Objective 8.1: Have neat and attractive business precincts.

Priority Action: Nil.

Performance Area: Place.

Outcome 8: Attractive and welcoming places.

Objective 8.2: Have attractive streetscapes and urban environments.

Priority Action: Nil.

B.2 Financial / Resource Implications

The 2023/24 yet to be adopted budget made the budget provisions for these projects:

G/L 4120170 – Footpath Construction & Renewal - \$259,628.00 p.a. ex GST.

G/L 4120138 – Kerbing Renewal \$65,995.00 p.a. ex GST.

This report recommends the award of Footpath & Kerbing Program priced at \$319,034.00 p.a. ex GST.

B.3 Legislative Compliance

Section 3.57 of the Local Government Act 1995 requires a local government to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and services.

The Local Government (Functions & General) Regulations 1996 prescribe the manner in which Tenders are to be called and assessed.

B.4 Policy Implications

Policy F 4.2 – Procurement Policy.

B.5 Stakeholder Engagement / Consultation

N/A

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Running over budget	Possible/Minor 3x2= Moderate (6)	Follow variation approval process
Health & Safety	Slip, Trip, and fall over construction site	Possible/Medium 3x3= Moderate (9)	Contractor managed site
Reputation	NA		
Service Interruption	NA		
Compliance	NA		
Property	NA		
Environment	NA		

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

In response to the advertised request, two (2) submissions were received, of which only one (1) was compliant:

1. Delta PTY LTD

A full report on the procurement process and outcomes have been provided as a separate confidential attachment.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4842

Moved: Cr M P Ryan
Seconded: Cr D A Hughes

That Council:

1. Accept the response to the Request for Tender 05 of 2023 – Footpath & Kerbing Program from Delta PTY LTD for \$319,034.00 (ex GST).
2. Authorise the CEO to make variations (maximum increase of 10%) to the awarded price prior to entering a contract for the Footpath & Kerbing Program, Request for Tender 05 of 2023 with Delta PTY LTD.
3. Authorise the CEO to enter into a contract for Footpath & Kerbing Program, Request for Tender 05 of 2023 with Delta PTY LTD at the discretion of the Shire in accordance with the specifications contained within the request for quote documents.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

13.2.3 Verge Policy

File Reference:	13.2.3
Reporting Officer:	Kayla Burges (Waste Management Officer)
Responsible Officer:	Paul Devcic (Executive Manager Engineering Services)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For Council to review/endorse the Engineering policy presented.

ATTACHMENTS

1. W 5.6 Verge Policy [**13.2.3.1** - 4 pages]

A tracked changed version has been provided to Council as a separate attachment to this agenda/minutes.

A. BACKGROUND / DETAILS

The following table details the policy to be reviewed and the proposed major changes being presented to Council for consideration.

Policy No.	Policy Title	Comment / Changes
W 5.6	Verge Policy	Amended policy. Changes address individual waterwise verge compliance and approval requirements.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Planet.

Outcome 6: Shared responsibility for climate and sustainability.

Objective 6.1: Lead by example through the use and promotion of sustainable practices.

Priority Action 6.1.4: Provide Waterwise Council Gold Status.

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

- Local Government (Uniform Local Provisions) Regulations 1996
- Activities on Thoroughfares Public Places and Local Trading Law 2018

B.4 Policy Implications

W 5.6 Verge Policy

B.5 Stakeholder Engagement / Consultation

A workshop was held with Elected Members on 2 August 2023.

The following items were discussed:

- Verge Policy
 - Achieve Council Plan Outcome 6: Shared responsibility for climate and sustainability.
 - Strive to be a driving leader of change for the region.
 - Commitment to urban greening, increased tree canopy, and heat mitigation.
 - Access to waterwise program benefits.
 - Updating the terminology used relating to the Shire's service level commitment.
 - Removing sections which are governed under the Shire's Activities in Thoroughfares and Public Places Amendment Local Law 2018.

B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	N/A		
Reputation	Council not viewed as a committed leader for change towards sustainability and waterwise development.	Possible (3) x Minor (2) = Moderate (6)	Adopt policy amendments as per recommendation. Publish policy manual on Council website.
Service Interruption	N/A		
Compliance	N/A		
Property	N/A		

Environment	Indiscriminate use of water reserves can introduce serious environmental and health risks.	Unlikely (2) x Major (4) = Moderate (8)	Develop guidelines and targets to assist verge development.
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B.7 Natural Environment Considerations

With the region already experiencing climate change impacts such as reduced rainfall and increased temperatures, coupled with population growth, the way water is sourced, used and planned for in urban spaces is critical to achieving a sustainable, efficient waterwise commitment.

C. OFFICER'S COMMENT

Climate change means we all have a role to play to protect and adapt the way we use water. Council has reaffirmed its commitment to maintaining a strong sustainability and environmental responsibility focus in its Council Plan 2022-2032.

This is achieved by:

- improving water efficiency.
- adopting waterwise practices in its operations.
- guiding communities to adopt Water Sensitive Urban Design principles.

Becoming an endorsed waterwise council with Gold recognition requires details of actions that demonstrate a commitment to achieving Water Sensitive Town goals including:

- Governance and community capital.
- Productivity, resilience, and resource efficiency.
- Ecological health and quality urban space.

The verge policy has been developed in conjunction with the Waterwise Verge Best Practice Guidelines.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4843

Moved: Cr M P Ryan
Seconded: Cr D A Hughes

That Council adopts the W 5.6 Verge Policy as presented and authorises the Chief Executive Officer to make the necessary adjustments to the Shire of Northam Policy Manual.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil



WORKS

W 5.6 Verges Policy

<i>Responsible Department</i>	Engineering Services
<i>Resolution Number</i>	C.4843
<i>Resolution Date</i>	16/08/2023
<i>Next Scheduled Review</i>	2025
<i>Related Shire Documents</i>	Activities on Thoroughfares Public Places and Local Trading Law 2018; Street Tree Policy
<i>Related Legislation</i>	Local Government (Uniform Local Provisions) Regulations 1996: 6. Obstruction of public thoroughfare by things placed and left — Sch. 9.1 cl. 3(1)(a)

OBJECTIVES

To assist residents and the community generally to achieve aesthetically pleasing, water sensitive outcomes for verge treatments within the Shire of Northam, in conjunction with the Shire's Activities in Thoroughfares and Public Places and Trading Amendment Local Law 2018.

- To value the verge as an important component of the streetscape
- To promote the principles of environmental sustainability and biodiversity
- To provide direction and guidance to the Shire of Northam staff and community on appropriate verge treatments
- To encourage adjacent property owners to improve and maintain verge presentation
- To provide advice and regulatory control to property owners
- To improve verges to an appropriate and consistent standard.
- To encourage a waterwise and sustainable future

SCOPE

Any person who wishes to carry out prescribed works on the verge within the Shire shall do so in accordance with this policy.

This policy has been developed in accordance with the Water Corporation's Waterwise Verge Best Practice Guidelines and provides further guidance for permissible verge treatments as stated in Shire's Activities in Thoroughfares and Public Places and Trading Amendment Local Law 2018.

POLICY



1.1. Introduction

The street verge has been traditionally described as the area between the road and boundary of an abutting property. The verge provides a safe pedestrian space and vehicular access to properties. The verge generally accommodates public service and local government utilities above and below ground; street lighting, power, water, stormwater pipes, sewerage and telecommunication cables. The service providers need to access their assets in the verge to install, maintain and/or repair.

1.2. Verge Maintenance

The Shire encourages all residents and commercial property owners to endeavour to maintain the verge adjacent to their property, for their own benefit, the benefit of their neighbours and the wider Northam community.

1.3. Permissible Treatments

The Shire permits certain landscape treatments to be undertaken without obtaining permission from the Shire of Northam.

These permissible verge treatments are:

1. Shrubs and ground covers
2. Grass
3. Organic Mulch

Please refer to Activities on Thoroughfares Public Places and Local Trading Law 2018, for further information.

1.4. Other Permissible Verge Treatments

1. Pavement
2. Permeable paving materials such as compacted aggregate subject to the size of the individual material pieces
3. Artificial turf

For these types of treatments to be considered on any portion of a verge, and "Application to alter the Verge" must be submitted to the Shire of Northam.

Irrigation will be considered upon application to the Shire in the "Application to Alter the Verge".

1.5. Stormwater Water Infiltration

Stormwater runoff from large sections of hard surfacing must be effectively managed by the landowner, as the runoff can cause localised flooding on roads and adversely impact on the Shire's storm water disposal system and its maintenance.



1.6. Non permissible Treatments/Use

Where essential services may be located, some hardstand treatments will not be permissible by the Shire of Northam.

The following cannot be installed on a verge:

1. Asphalt
2. Bitumen
3. Concrete
4. Structures (including walls, planter boxes, letter boxes and seating)
5. Loose aggregate (including pea gravel, blue metal, crushed brick or stone)

1.7. Access by Utility Providers

Under Section 2.13 of the Activities on Thoroughfares Public Places and Local Trading Law 2018; Service providers, including the Shire, retain the right to access the verge for service maintenance works that may disrupt or damage any verge treatment.

1.8. No Spray Register

The resident is to inform the Shire in writing if they wish for their verge not to be sprayed by having it placed on the "No Spray Register".

As a condition of being admitted to the "No Spray Register" is the resident agrees to maintain their own verge.

1.9. Verge Development Approval Process

All proposals for landscape treatment of the verge require approval from the Shire of Northam.

In order for applications to install landscape treatments on the verge to be assessed, property owners are required to submit an Application to Alter Verge which includes a diagram to illustrate the proposed work including plant species and the layout of any proposed reticulation system(s).

The Shire will then:

- Inspect the location;
- Notify the owner in writing whether the application is approved
- Maintain a register of the site and the approved verge treatment; and,
- On completion of any approved works the Shire will inspect the works; and,
 - Works not carried out in accordance with the relevant approvals will require any noncompliance issues to be rectified

1.10. Verge Maintenance



Occupants are encouraged to maintain and/or improve the verge directly abutting their property, in a manner that ensures the safety of themselves and/or pedestrians and road users.

The Shire of Northam aims to create a visually pleasing community, inclusive of tidy and attractive verges and roadsides.

The Shire will perform an annual verge maintenance program consisting of the following where practicable:

- Town site verges may be sprayed up to once per year;
- Town site verges may be slashed up to once per year in the following instances:
 - Community facilities
 - open space recreational areas, parks and reserves
 - corner lots.
- Rural verges will be assessed annually for spraying and slashing throughout the year within budget constraints.
- Spray and slash a minimum 1.5m clearance around registered bus stops on request.

UNCONFIRMED

13.3 DEVELOPMENT SERVICES

Cr R W Tinetti declared an "Impartiality" interest in item 13.3.1 Multiple Dog Application, as Cr Tinetti's residence is one house away although on a different street.

13.3.1 Multiple Dog Application

File Reference:	5.2.1.6
Reporting Officer:	Tahlia Butler (Development Services Officer), Kellee Walters (Senior Ranger)
Responsible Officer:	Jason Whiteaker (Chief Executive Officer)
Officer Declaration of Interest:	One of the objectors to the application are known to the Executive Manager Development Services.
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

An application to keep more than the prescribed number of dogs for a property located at 20 Roediger Drive, Northam. The council must determine the application in accordance with the Shire of Northam's Dog Amendment Local Law 2018.

The application is referred to Council for determination in accordance with Delegation Number R01.

ATTACHMENTS

1. CONFIDENTIAL REDACTED - Property Map [13.3.1.1 - 1 page]
2. CONFIDENTIAL REDACTED - Schedule of Submissions [13.3.1.2 - 1 page]

A. BACKGROUND / DETAILS

On the 4th of April 2023 the Shire of Northam received a 3-6 Dog application from the owner of 20 Roediger Drive, Northam. The applicant is seeking to keep a total of three (3) dogs (1x Fox Terrier cross, 2x Border Collie cross) on a 0.3987-hectare property zoned as Residential R2.5. Councils Local Laws require the immediate adjoining neighbours to be advised of the application to establish if they have any objections.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Place.

Outcome 8: Attractive and welcoming places.

Objective 8.4: Encourage responsible animal management.

Priority Action 8.4.1: Provide a community education program through a formal process or framework that can be implemented annually to encourage responsible dog and cat ownership, with a focus on registrations, de-sexing and containment to reduce the number of stray dogs and cats.

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Part V of the Dog Act 1976 provides for a local government to limit the number of dogs over 3 months of age that can be kept on a property without prior approval as specified in the local law.

Clause 3.2 of the Shire of Northam Dogs Amendment Local Law 2018 requires approval to be obtained to keep more than 2 dogs over the age of 3 months on a property situated within a townsite if the subject property is less than 40 hectares in size.

B.4 Policy Implications

Council Policy R9.1 - Multiple Dog Policy enables an exemption to be granted subject to the stipulated conditions. No variations to these conditions are proposed in the Officer's recommendation.

Delegation R01 states that staff can only approve an application to keep more than the prescribed number of dogs if it has been advertised and no objections have been received.

B.5 Stakeholder Engagement / Consultation

Consultation has been carried out in accordance with the requirements of the Shire's Dogs Local Laws, which require the adjoining neighbour's to be notified of application and provided the opportunity to comment.

Four (4) neighbours were invited to comment, and 1 submission was received. The issues raised in the submissions have been considered in the assessment of this application. Refer to the Schedule of Submissions for further details.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
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Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	Non-compliance with conditions of approval	Minor (2) x Rare (1) = Low (2)	Conditions to be monitored. Non-compliance may result in termination of the multiple dog permit.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Due to the size of the property, the keeping of three (3) dogs will not have any adverse environmental consequences.

C. OFFICER'S COMMENT

A search of Shire records indicates that there have been no complaints received regarding the dogs at the subject property to date.

As part of the assessment of the application, Officers can advise that:

- All the dogs that are the subject of this application are registered and microchipped.
- An inspection of the property has been carried out by a Shire Ranger
- and they are satisfied that the fencing and confinement is of a high
- standard.

The three (3) dogs have been residing at the subject property without any complaints for several months awaiting the outcome of their application.

The application complies with the Dog Act 1979 and Shire of Northam Local Dog Laws.

The issues raised in the submission has been considered in the assessment of the application.

RECOMMENDATION / MOTION

Moved: Cr D A Hughes

Seconded: Cr A J Mencshelyi

That Council approve the multiple dog application to keep three (3) dogs for the owners of 20 Roediger Drive, Northam pursuant to the following conditions:

- a. This approval is not transferable and is specific to the person named in the approval letter.
- b. The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.
- c. All dogs approved to be kept on the subject premises, must hold and maintain valid registrations and be micro-chipped.
- d. Any proven complaints from neighbours regarding offences against the Dog Act 1976, may result in the permit being revoked and the maximum number of dogs on the premises being reduced to two within 14 days.
- e. At any time, following approval, authorised Council officers can inspect the subject property to check fencing, number of dogs and registration details.
- f. Compliance with the requirements of the Dog Act 1976, Regulations and any Local Law of the Shire of Northam.

LOST 2/6

Debate was held in relation to the motion. Cr Hughes and Cr Mencshelyi spoke for the motion. Cr Williams, Cr Tinetti and Cr Ryan spoke against the Motion. Cr Hughes used his Right of Reply to close the debate.

For: Cr D A Hughes and Cr A J Mencshelyi

Against: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr R W Tinetti and Cr J E G Williams

MOTION / COUNCIL DECISION

Minute No: C.4844

Moved: Cr J E G Williams

Seconded: Cr R W Tinetti

That Council not approve the multiple dog application to keep three (3) dogs for the owners of 20 Roediger Drive, Northam as Council considers that the fenced area is not appropriately sized or located to accommodate these dogs.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

Reason for Change to Recommendation:

That Council formed the view that the fenced area at 20 Roediger Drive, Northam is not appropriately sized or located to accommodate these dogs.

UNCONFIRMED

13.4 CORPORATE SERVICES

13.4.1 Accounts & Statements of Accounts - 1 July 2023 to 31 July 2023

File Reference:	2.1.3.4
Reporting Officer:	Louise Harris (Creditors Officer)
Responsible Officer:	Colin Young (Executive Manager Corporate Services)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For Council to receive the accounts for the period from a 01 July 2023 to 31 July 2023.

ATTACHMENTS

1. Accounts & Statement of Accounts - July 2023 [**13.4.1.1** - 46 pages]
2. Declaration July 2023 [**13.4.1.2** - 3 pages]

A. BACKGROUND / DETAILS

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

Pursuant to Financial Management Regulation 13, a list of payments made from Municipal and Trust accounts is required to be presented to Council on a periodical basis. These details are included as 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

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

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

Priority Action: Nil.

B.2 Financial / Resource Implications

Payments of accounts are in accordance with Council's 2023/2024 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

Refer to Risk Matrix [here](#).

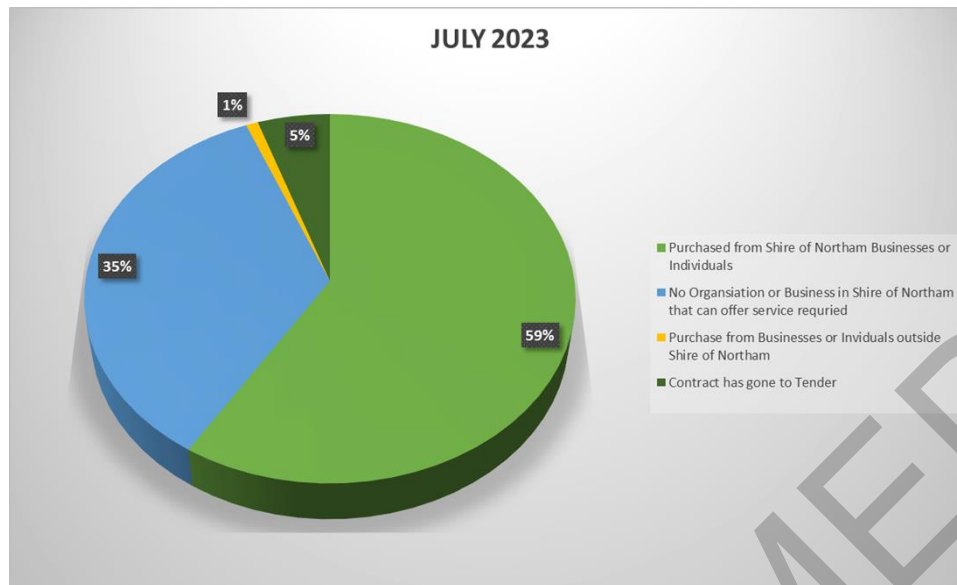
Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Figures not reflecting the true financial situation	Rare (2) x Medium (3) = Low (3)	There are processes in place to show compliance with relevant legislation
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service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

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

The matter of Council 'supporting local businesses' 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 July 2023:



RECOMMENDATION / COUNCIL DECISION

Minute No: C.4845

Moved: Cr A J Mencshelyi

Seconded: Cr J E G Williams

That Council receive the payments for the period 01 July 2023 to 31 July 2023, as listed:

- Municipal Fund payment cheque numbers 35590 to 35593 Total \$31,823.37.
- Municipal Fund EFT47814 to EFT48039 Total \$1,139,770.48.
- Direct Debits Total \$88,946.08.
- Payroll Total \$472,296.12.

TOTAL: \$1,732,836.05

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

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

Ordinary Council Meeting Minutes
16 August 2023

Attachment 13.4.1.1

Date: 01/08/2023
Time: 8:45:59AM

Shire of Northam

USER: Louise Harris
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
35591	13/07/2023	SHIRE OF NORTHAM	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF JUNE 2023	1		109.75
INV T1079	12/07/2023	SHIRE OF NORTHAM	PAYMENT FOR COLLECTION OF BCITF FEES ON BEHALF OF THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF JUNE 2023	1	24.75	
INV T1080	12/07/2023	SHIRE OF NORTHAM	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF JUNE 2023	1	85.00	
35592	20/07/2023	WATER CORPORATION	9007929497 AVON MALL - 08/05/2023 to 16/07/2023	1		6,974.32
INV 9007945105/07/2023		WATER CORPORATION	9007945104 KATRINE TOILETS - 01/05/2023 to 03/07/2023		44.75	
INV 9011154705/07/2023		WATER CORPORATION	9011154743 COMMONAGE - 01/05/2023 to 03/07/2023		276.90	
INV 9007901611/07/2023		WATER CORPORATION	9007901603 RAILWAY MUSEUM - 03/05/2023 to 09/07/2023		178.14	
INV 9008729711/07/2023		WATER CORPORATION	9008729788 SHIRE ADMINISTRATION BUILDING - 03/05/2023 to 09/07/2023		332.11	
INV 9007899914/07/2023		WATER CORPORATION	9007899961 GIRL GUIDES HALL - 04/05/2023 to 12/07/2023		76.67	
INV 9007903714/07/2023		WATER CORPORATION	9007903799 TOWN & LESSER HALL - 04/05/2023 to 12/07/2023		669.96	
INV 9007904018/07/2023		WATER CORPORATION	9007904089 NORTHAM LIBRARY - 08/05/2023 to 16/07/2023		113.03	
INV 9007906718/07/2023		WATER CORPORATION	9007906746 MEN'S SHED / OLD FIRE STATION - 08/05/2023 to 16/07/2023		127.01	
INV 9007906918/07/2023		WATER CORPORATION	9007906922 OLD INFANT HEALTH CLINIC - 08/05/2023 to 16/07/2023		98.85	
INV 9007907418/07/2023		WATER CORPORATION	9007907431 BERNARD PARK - 08/05/2023 to 16/07/2023		884.74	
INV 9007907418/07/2023		WATER CORPORATION	9007907458 BERNARD PARK - 08/05/2023 to 16/07/2023		96.45	
INV 9007908018/07/2023		WATER CORPORATION	9007908063 OLD POST OFFICE BUILDING - 08/05/2023 to 16/07/2023		96.25	
INV 9007908018/07/2023		WATER CORPORATION	9007908071 OLD GIRLS SCHOOL - 08/05/2023 to 16/07/2023		76.67	
INV 9007908118/07/2023		WATER CORPORATION	9007908143 MEDIAN STRIP NEWCASTLE RD - 08/05/2023 to 16/07/2023		30.77	
INV 9007908618/07/2023		WATER CORPORATION	9007908696 KILLARA DAYCARE CENTRE - 08/05/2023 to 16/07/2023		959.73	

Ordinary Council Meeting Minutes
16 August 2023

Date: 01/08/2023
Time: 8:45:59AM

Shire of Northam

USER: Louise Harris
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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9007909718/07/2023		WATER CORPORATION	9007909752 YOUTH PRECINCT / SES BUILDING - 08/05/2023 to 16/07/2023		128.66	
INV 9007909718/07/2023		WATER CORPORATION	9007909787 JUBILEE OVAL - 08/05/2023 to 16/07/2023		705.85	
INV 9007929418/07/2023		WATER CORPORATION	9007929497 AVON MALL - 08/05/2023 to 16/07/2023		1,236.27	
INV 9012642718/07/2023		WATER CORPORATION	9012642722 STREET TREES FITZGERALD ST FROM PEEL TCE TO NIND ST - 08/05/2023 to 16/07/2023		44.75	
INV 9007903818/07/2023		WATER CORPORATION	9007903879 108 WELLINGTON ST - ST JOHN PUBLIC OPEN SPACE - 08/05/2023 to 16/07/2023		58.74	
INV 9007903918/07/2023		WATER CORPORATION	9007903991 ST JOHNS HALL - 08/05/2023 to 16/07/2023		166.56	
INV 9007904018/07/2023		WATER CORPORATION	9007904003 MEMORIAL HALL - 08/05/2023 to 16/07/2023		321.57	
INV 9007904018/07/2023		WATER CORPORATION	9007904062 OLD TOWN BUILDING - 08/05/2023 to 16/07/2023		249.89	
35593	20/07/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR KILLARA - 01/08/2023-31/07/2024	1		24,739.30
INV N.5380	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.5380 - 01/08/2023-31/07/2024		25.30	
INV 1GZQ71820/06/2023		SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1GZQ718 - 01/08/2023-31/07/2024		415.70	
INV N.4099	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4099 -01/08/2023-31/07/2024		415.70	
INV KILLAR	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR KILLARA - 01/08/2023-31/07/2024		446.15	
INV KILLAR	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR KILLARA3 - 01/08/2023-31/07/2024		446.15	
INV N.002	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.002 -01/08/2023-31/07/2024		269.40	
INV N10996	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N10996 - 01/08/2023-31/07/2024		415.70	
INV 1TQM57320/06/2023		SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TQM573 -01/08/2023-31/07/2024		25.30	
INV 1TQM57420/06/2023		SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TQM574 - 01/08/2023-31/07/2024		25.30	
INV N.4174	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4174 -01/08/2023-31/07/2024		84.25	
INV N11142	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11142 -01/08/2023-31/07/2024		415.70	

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INV N.006	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.006 - 01/08/2023-31/07/2024		84.25	
INV N40090	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N40090 - 01/08/2023-31/07/2024		25.30	
INV ITRA50220/06/2023		SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR ITRA502 - 01/08/2023-31/07/2024		25.30	
INV N11164	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11164 - 01/08/2023-31/07/2024		415.70	
INV N11267	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11267 - 01/08/2023-31/07/2024		415.70	
INV N11291	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11291 - 01/08/2023-31/07/2024		415.70	
INV ITRB67420/06/2023		SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR ITRB674 - 01/08/2023-31/07/2024		25.30	
INV N.15088	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.15088 - 01/08/2023-31/07/2024		25.30	
INV N577	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N577 -01/08/2023-31/07/2024		415.70	
INV N642	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N642 - 01/08/2023-31/07/2024		269.40	
INV N.003	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.003 - 01/08/2023-31/07/2024		415.70	
INV N.3856	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.3856 -01/08/2023-31/07/2024		269.40	
INV N.007	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.007 - 01/08/2023-31/07/2024		415.70	
INV N.1709	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.1709 - 01/08/2023-31/07/2024		415.70	
INV N.15080	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.15080 - 01/08/2023-31/07/2024		25.30	
INV N.3505	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.3505 - 01/08/2023-31/07/2024		269.40	
INV ITSH27220/06/2023		SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR ITSH272 - 01/08/2023-31/07/2024		25.30	
INV N11469	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11469 - 01/08/2023-31/07/2024		415.70	
INV ITSO18320/06/2023		SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR ITSO183 -01/08/2023-31/07/2024		25.30	
INV N.4346	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4346 - 01/08/2023-31/07/2024		269.40	

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INV N.001	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.001 -01/08/2023-31/07/2024		84.25	
INV N11120	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11120 - 01/08/2023-31/07/2024		446.15	
INV N.3862	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.3862 - 01/08/2023-31/07/2024		84.25	
INV N79	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N79 -01/08/2023-31/07/2024		415.70	
INV KILLAR	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR KILLARA4 - 01/08/2023-31/07/2024		446.15	
INV N10759	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N10759 - 01/08/2023-31/07/2024		415.70	
INV N.4012	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4012 -01/08/2023-31/07/2024		415.70	
INV N.009	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.009 - 01/08/2023-31/07/2024		446.15	
INV N.4013	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4013 - 01/08/2023-31/07/2024		415.70	
INV KILLAR	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR KILLARA2 - 01/08/2023-31/07/2024		446.15	
INV N.004	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.004 -01/08/2023-31/07/2024		84.25	
INV N254	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N254 - 01/08/2023-31/07/2024		446.15	
INV N10721	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N10721 - 01/08/2023-31/07/2024		415.70	
INV 1TLJ767	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TLJ767 - 01/08/2023-31/07/2024		25.30	
INV N11184	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11184 - 01/08/2023-31/07/2024		415.70	
INV N.4468	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4468 - 01/08/2023-31/07/2024		84.25	
INV N11069	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11069 - 01/08/2023-31/07/2024		446.15	
INV N10734	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N10734 -01/08/2023-31/07/2024		446.15	
INV N11196	20/06/2023	SHIRE OF NORTHAM	13 MTHS REGISTRATION FOR N11196 - 01/08/2023-31/07/2024		446.15	
INV N11657	20/06/2023	SHIRE OF NORTHAM	15 MTHS REGISTRATION FOR N11657 - 01/08/2023-31/07/2024		415.70	

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INV N.4487	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4487 -01/08/2023-31/07/2024		415.70	
INV 1GZZ129	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1GZZ129 - 01/08/2023-31/07/2024		84.25	
INV N.4490	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4490 -01/08/2023-31/07/2024		415.70	
INV N11684	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11684 -01/08/2023-31/07/2024		446.15	
INV N10863	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N10863 - 01/08/2023-31/07/2024		84.25	
INV N.3805	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.3805 - 01/08/2023-31/07/2024		415.70	
INV N.4096	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4096 - 01/08/2023-31/07/2024		415.70	
INV N11206	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11206 - 01/08/2023-31/07/2024		415.70	
INV 1TOV60320	06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TOV603 - 01/08/2023-31/07/2024		25.30	
INV 1TAA11120	06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TAA111 - 01/08/2023-31/07/2024		25.30	
INV N.4531	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4531 - 01/08/2023-31/07/2024		84.25	
INV N11363	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11363 - 01/08/2023-31/07/2024		446.15	
INV N11114	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11114 - 01/08/2023-31/07/2024		446.15	
INV N.3433	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.3433 - 01/08/2023-31/07/2024		446.15	
INV N11084	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11084 - 01/08/2023-31/07/2024		415.70	
INV N.017	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.017 - 01/08/2023-31/07/2024		84.25	
INV 1THT84120	06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1THT841 - 01/08/2023-31/07/2024		25.30	
INV 1TKK95420	06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TKK954 - 01/08/2023-31/07/2024		25.30	
INV 1TLA33120	06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TLA331 - 01/08/2023-31/07/2024		25.30	

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INV N.4259	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4259 -01/08/2023-31/07/2024		415.70	
INV N11254	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11254 - 01/08/2023-31/07/2024		415.70	
INV N.4098	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4098 - 01/08/2023-31/07/2024		446.15	
INV N9166	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N9166 -01/08/2023-31/07/2024		84.25	
INV N11131	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11131 -01/08/2023-31/07/2024		446.15	
INV N.3333	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.3333 - 01/08/2023-31/07/2024		415.70	
INV 1TVZ247	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TVZ247 - 01/08/2023-31/07/2024		25.30	
INV N10938	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N10938 -01/08/2023-31/07/2024		415.70	
INV N9467	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N9467 - 01/08/2023-31/07/2024		446.15	
INV N.2116	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.2116 - 01/08/2023-31/07/2024		25.30	
INV N.15204	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.15204 -01/08/2023-31/07/2024		25.30	
INV N.4651	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4651 -01/08/2023-31/07/2024		415.70	
INV N11865	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11865 -01/08/2023-31/07/2024		84.25	
INV 1TYI946	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TYI946 -01/08/2023-31/07/2024		25.30	
INV N.15221	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.15221 -01/08/2023-31/07/2024		25.30	
INV N40243	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N40243 -01/08/2023-31/07/2024		25.30	
INV N40244	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N40244 -01/08/2023-31/07/2024		25.30	
INV N460	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N460 - 01/08/2023-31/07/2024		446.15	
INV 1HKP430	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1HKP430 -01/08/2023-31/07/2024		415.70	

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INV N.008	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.008 -01/08/2023-31/07/2024		415.70	
INV 1TYD83320/06/2023		SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TYD833 -01/08/2023-31/07/2024		25.30	
INV N11986	20/06/2023	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N11986 -01/08/2023-31/07/2024		415.70	
INV 1TTO41120/06/2023		SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TTO411 -01/08/2023-31/07/2024		25.30	
EFT47814	06/07/2023	AARON SLATER	AARON SLATER - REIMBURSEMENT OF MR LICENCE EXPENSES (AARON SLATER - PARKS AND GARDENS)	1		46.85
INV AR28062	28/06/2023	AARON SLATER	AARON SLATER - REIMBURSEMENT OF MR LICENCE EXPENSES (AARON SLATER - PARKS AND GARDENS)	1	46.85	
EFT47815	06/07/2023	ABBOTTS FORGE	FABRICATION OF 25M HANDRAIL FOR FRONT OF RECREATION CENTRE AND INSTALLATION	1		5,275.00
INV 0000458928/06/2023		ABBOTTS FORGE	FABRICATION OF 25M HANDRAIL FOR FRONT OF RECREATION CENTRE AND INSTALLATION	1	4,725.00	
INV 0000564703/07/2023		ABBOTTS FORGE	MOVING OF HENRY STREET OVAL GOAL SQUARES 03/07/2023	1	550.00	
EFT47816	06/07/2023	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	GAUGE WHEEL, SHAFT, COLLAR, WASHER & NUT	1		746.17
INV 352597	26/06/2023	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	DIAGNOSE AND CLEAN STIHL HS82 HEDGE TRIMMER	1	44.00	
INV 352902	29/06/2023	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	SPRING PLATE AND BOLTS	1	82.04	
INV 352895	29/06/2023	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	GAUGE WHEEL, SHAFT, COLLAR, WASHER & NUT	1	620.13	
EFT47817	06/07/2023	ALL PARTS WA - RONLIEEH PTY LTD T/AS	CH-NX-110-5LMF DELKOR MF 600CCA 140RC 75AH-/+ BATTERY	1		335.28
INV SI-00011730/06/2023		ALL PARTS WA - RONLIEEH PTY LTD T/AS	CH-NX-110-5LMF DELKOR MF 600CCA 140RC 75AH-/+ BATTERY	1	335.28	
EFT47818	06/07/2023	ANDY'S PLUMBING SERVICE	SHIRE ADMIN BUILDING - SERVICE INSTA BOIL IN KITCHEN AND REPLACE TAPS IN MENS AND WOMENS TOILETS	1		1,677.50

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INV A19582	20/06/2023	ANDY'S PLUMBING SERVICE	BERNARD PARK TOILETS. MONTHLY ROUTINE MAINTENANCE OF WATERLESS URINALS AND CISTERNS.	1	330.00	
INV A19580	03/07/2023	ANDY'S PLUMBING SERVICE	NORTHAM LIBRARY - REPAIR LEAKNIG EXTERNAL TAP.	1	478.50	
INV A19581	03/07/2023	ANDY'S PLUMBING SERVICE	SHIRE ADMIN BUILDING - SERVICE INSTA BOIL IN KITCHEN AND REPLACE TAPS IN MENS AND WOMENS TOILETS	1	869.00	
EFT47819	06/07/2023	AUSTRALIAN SAFETY ENGINEERS (WA)	BA CYLINDER AIR FILL ONLY	1		16.50
INV 0158907W29/06/2023		AUSTRALIAN SAFETY ENGINEERS (WA)	BA CYLINDER AIR FILL ONLY	1	16.50	
EFT47820	06/07/2023	AVON SKIP BINS	DISPOSAL OF FOUR TYRES	1		49.00
INV 10616	23/05/2023	AVON SKIP BINS	DISPOSAL OF FOUR TYRES	1	49.00	
EFT47821	06/07/2023	AVON VALLEY ARTS SOCIETY (INC)	NORTHAM VISITOR CENTRE - MERCHANDISE	1		1,510.04
INV 1055	26/06/2023	AVON VALLEY ARTS SOCIETY (INC)	NORTHAM VISITOR CENTRE SALES - EARRINGS, CARDS & MAGNETS	1	125.90	
INV 1056	26/06/2023	AVON VALLEY ARTS SOCIETY (INC)	NORTHAM VISITOR CENTRE - MERCHANDISE	1	1,384.14	
EFT47822	06/07/2023	AVON VALLEY VINTAGE VEHICLE ASSOCIATION OF WA INC	AVON VALLEY VINTAGE VEHICLE ASSOCIATION BALANCE OF FUNDING ANNUAL COMMUNTIY GRANT 22/23	1		330.00
INV JH30062330/06/2023		AVON VALLEY VINTAGE VEHICLE ASSOCIATION OF WA INC	AVON VALLEY VINTAGE VEHICLE ASSOCIATION BALANCE OF FUNDING ANNUAL COMMUNTIY GRANT 22/23	1	330.00	
EFT47823	06/07/2023	AVON WASTE	NORTHAM RUBBISH COLLECTION 16/06/2023	1		40,878.64
INV 56837	16/06/2023	AVON WASTE	NORTHAM RUBBISH COLLECTION 16/06/2023	1	40,878.64	
EFT47824	06/07/2023	BAILEYS FERTILISERS	SURE GREEN GOLD 20KG & GROSORB LIQUID 1000L	1		9,350.00
INV 39080	26/06/2023	BAILEYS FERTILISERS	SURE GREEN GOLD 20KG & GROSORB LIQUID 1000L	1	9,350.00	
EFT47825	06/07/2023	BAKERS HILL RURAL SUPPLIES & HARDWARE	GAS BOTTLE FOR WUNDOWIE RV PARK	1		35.00

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INV 187359	30/06/2023	BAKERS HILL RURAL SUPPLIES & HARDWARE	GAS BOTTLE FOR WUNDOWIE RV PARK	1	35.00	
EFT47826	06/07/2023	BGC (AUSTRALIA) PTY LTD T/A BGC QUARRIES	SUPPLY AND DELIVER DUST GRANITE TO OLD QUARRY ROAD WASTE MANAGEMENT FACILITY	1		1,678.53
INV IQ40386	25/06/2023	BGC (AUSTRALIA) PTY LTD T/A BGC QUARRIES	SUPPLY AND DELIVER DUST GRANITE TO OLD QUARRY ROAD WASTE MANAGEMENT FACILITY	1	1,678.53	
EFT47827	06/07/2023	BOC LIMITED	00C OXYGEN MEDICAL C SIZE* RENTAL FEE 029/05/2023-27/06/2023	1		68.90
INV 4034260428/06/2023		BOC LIMITED	00C OXYGEN MEDICAL C SIZE* RENTAL FEE 029/05/2023-27/06/2023	1	68.90	
EFT47828	06/07/2023	BRIDGELEY COMMUNITY CENTRE / CHURCH OF CHRIST	BALANCE OF GRANT FOR 2022 CAROLS ON FITZGERALD EVENT	1		1,100.00
INV JH30062330/06/2023		BRIDGELEY COMMUNITY CENTRE / CHURCH OF CHRIST	BALANCE OF GRANT FOR 2022 CAROLS ON FITZGERALD EVENT	1	1,100.00	
EFT47829	06/07/2023	BUNNINGS BUILDING SUPPLIES P/L	PUMP SUBMERSIBLE KARCHER 750W 15500L/HR SP-7 INOX	1		889.20
INV 2182/002 13/06/2023		BUNNINGS BUILDING SUPPLIES P/L	OSRAM 116CM 28W T5 COOL WHITE STRAIGHT FLURO TUBE X6 & YATES 1L WEED KILLER	1	110.30	
INV 2182/998 21/06/2023		BUNNINGS BUILDING SUPPLIES P/L	2.5LTR COOLER DRINK ESKY	1	143.60	
INV 2182/004 26/06/2023		BUNNINGS BUILDING SUPPLIES P/L	2.5LTR COOLER DRINK ESKY ADJUSTMENT	1	-71.80	
INV 2182/004 26/06/2023		BUNNINGS BUILDING SUPPLIES P/L	5LTR COOLER DRINK ESKY	1	99.80	
INV 2182/002 28/06/2023		BUNNINGS BUILDING SUPPLIES P/L	SHOVELS, RAKES AND WD40	1	79.85	
INV 2182/003 29/06/2023		BUNNINGS BUILDING SUPPLIES P/L	YATES ROSE SHIELD	1	48.34	
INV 2182/003 29/06/2023		BUNNINGS BUILDING SUPPLIES P/L	PUMP SUBMERSIBLE KARCHER 750W 15500L/HR SP-7 INOX	1	303.05	
INV 2182/003 29/06/2023		BUNNINGS BUILDING SUPPLIES P/L	STAKES LATTICE MAKERS 50X50MM 450MM PK6 & TAPE FLAGGING BRUTUS 25MMX100M PINK	1	25.55	
INV 2182/005 30/06/2023		BUNNINGS BUILDING SUPPLIES P/L	MELAMINE WHITE 1800X445X16MM	1	93.16	
INV 2182/002 30/06/2023		BUNNINGS BUILDING SUPPLIES P/L	SUPPLY 1 X LOCK LUBRICANT AND DRILL/DRIVE SET RYOBI 95PC	1	57.35	
EFT47830	06/07/2023	CANNON HYGIENE AUSTRALIA PTY LTD	CANNON HYGIENE SERVICES VARIOUS LOCATIONS FROM 01/07/2023-31/12/2023	1		3,148.01

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INV 9769787215/06/2023		CANNON HYGIENE AUSTRALIA PTY LTD	CANNON HYGIENE SERVICES VARIOUS LOCATIONS FROM 01/07/2023-30/09/2023	1	1,316.30	
INV 9770557915/06/2023		CANNON HYGIENE AUSTRALIA PTY LTD	CANNON HYGIENE SERVICES VARIOUS LOCATIONS FROM 01/07/2023-31/12/2023	1	1,831.71	
EFT47831	06/07/2023	CDG ENGINEERING	PURCHASE OF SLIDE IN HITCH AND PLAQUE	1		341.00
INV 0000237327/06/2023		CDG ENGINEERING	PURCHASE OF SLIDE IN HITCH AND PLAQUE	1	341.00	
EFT47832	06/07/2023	CHARLES SERVICE COMPANY	WEEKLY CLEAN OF SHIRE SITES 24/04/2023 - 21/052023	1		9,254.92
INV 0003595220/05/2023		CHARLES SERVICE COMPANY	WEEKLY CLEAN OF SHIRE SITES 24/04/2023 - 21/052023	1	9,254.92	
EFT47833	06/07/2023	CLIVE SMITH	CLIVE SMITH - FILMING FOR MAP COLLECTION	1		650.00
INV 2	29/06/2023	CLIVE SMITH	CLIVE SMITH - FILMING FOR MAP COLLECTION	1	650.00	
EFT47834	06/07/2023	COMMON GROUND TRAILS PTY LTD	STAGES 1-3 - MOUNT OMMANNEY TRACKS & TRAILS NETWORK	1		1,768.80
INV INV-181022/06/2023		COMMON GROUND TRAILS PTY LTD	STAGES 1-3 - MOUNT OMMANNEY TRACKS & TRAILS NETWORK	1	1,768.80	
EFT47835	06/07/2023	COUNTRYWIDE GROUP	HUSQVARNA CHAIN OIL 5LTR	1		50.00
INV ACC002221/06/2023		COUNTRYWIDE GROUP	HUSQVARNA CHAIN OIL 5LTR	1	50.00	
EFT47836	06/07/2023	CTI SECURITY SERVICES PTY LTD	VARIOUS SHIRE SITES - SECURITY ALARM MONITORING FROM 01/06/2023UNTIL 30/06/2023	1		637.87
INV CINS314	18/05/2023	CTI SECURITY SERVICES PTY LTD	VARIOUS SHIRE SITES - SECURITY ALARM MONITORING FROM 01/06/2023UNTIL 30/06/2023	1	637.87	
EFT47837	06/07/2023	CUTTING EDGES EQUIPMENT PARTS	GRADER BLADE HT CURV (RED) 1828 X 152 X 16 X 13H (5/8")	1		2,483.01
INV 3349460	21/06/2023	CUTTING EDGES EQUIPMENT PARTS	GRADER BLADE HT CURV SERRATED 1828 X 203 X 25 X 13H (5/8")	1	1,207.01	
INV 3349639	23/06/2023	CUTTING EDGES EQUIPMENT PARTS	GRADER BLADE HT CURV (RED) 1828 X 152 X 16 X 13H (5/8")	1	1,276.00	
EFT47838	06/07/2023	DAMIAN'S PLUMBING	LEAKING IRRIGATION ON BROOME TERRACE, NORTHAM	1		676.50

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INV 9091	02/07/2023	DAMIAN'S PLUMBING	LEAKING IRRIGATION ON BROOME TERRACE, NORTHAM	1	676.50	
EFT47839	06/07/2023	DCM CARPENTRY AND MAINTENANCE PTY LTD	FIX LOCK - WUNDOWIE POOL	1		181.50
INV 1012	15/03/2023	DCM CARPENTRY AND MAINTENANCE PTY LTD	FIX LOCK - WUNDOWIE POOL	1	181.50	
EFT47840	06/07/2023	DMC CLEANING	C.202021-05 - CLEANING SHIRE OF NORTHAM FACILITIES 01/06/2023 - 30/06/2023	1		8,694.41
INV SON212630/06/2023		DMC CLEANING	C.202021-05 - CLEANING SHIRE OF NORTHAM FACILITIES 01/06/2023 - 30/06/2023	1	8,694.41	
EFT47841	06/07/2023	E FIRE & SAFETY	KILLARA ROUTINE MAINTENANCE CHARGES FOR THE TESTING OF THE FIRE DETECTION SYSTEMS	1		585.20
INV 588817	26/06/2023	E FIRE & SAFETY	TOWN HALL ROUTINE MAINTENANCE CHARGES FOR THE TESTING OF THE FIRE DETECTION SYSTEMS	1	162.80	
INV 589185	30/06/2023	E FIRE & SAFETY	KILLARA ROUTINE MAINTENANCE CHARGES FOR THE TESTING OF THE FIRE DETECTION SYSTEMS	1	422.40	
EFT47842	06/07/2023	GRAFTON ELECTRICS	PRESSURE SENSOR SWITCH INSTALL	1		826.21
INV 9554	29/06/2023	GRAFTON ELECTRICS	PRESSURE SENSOR SWITCH INSTALL	1	595.21	
INV 9564	30/06/2023	GRAFTON ELECTRICS	BMX TRACK - CHECK LIGHTS	1	231.00	
EFT47843	06/07/2023	JH COMPUTER SERVICES PTY LTD	MONTHLY SUBSCRIPTION FOR BACKUP PROTETION INCLUDING OUTLOOK, SHAREPOINT, TEAMS & ONEDRIVE	1		7,458.00
INV 0002086430/04/2023		JH COMPUTER SERVICES PTY LTD	MONTHLY SUBSCRIPTION FOR BACKUP PROTETION INCLUDING OUTLOOK, SHAREPOINT, TEAMS & ONEDRIVE	1	7,458.00	
EFT47845	06/07/2023	JSM GROUP WA PTY LTD T/AS NORTHAM AUTO ELECTRICS & TYRE SERVICE	PN2003 - FOOTPATH SWEEPER TYRE REPAIR	1		37.00
INV INV-114203/07/2023		JSM GROUP WA PTY LTD T/AS NORTHAM AUTO ELECTRICS & TYRE SERVICE	PN2003 - FOOTPATH SWEEPER TYRE REPAIR	1	37.00	
EFT47846	06/07/2023	JUDITH ANN HAY	PARTIAL REFUND OF REGISTRATION FEE FOR UNSTERILISED DOG THAT IS NOW STERILISED - SECOND YEAR	1		100.00

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INV CH03072	03/07/2023	JUDITH ANN HAY	PARTIAL REFUND OF REGISTRATION FEE FOR UNSTERILISED DOG THAT IS NOW STERILISED - SECOND YEAR	1	100.00	
EFT47847	06/07/2023	LFA FIRST RESPONSE	AEROPLAST WOUND CLOSURE STRIPS 3X75MM CARD OF 5 BOX OF 50	1		59.00
INV IN31800	27/06/2023	LFA FIRST RESPONSE	AEROPLAST WOUND CLOSURE STRIPS 3X75MM CARD OF 5 BOX OF 50	1	59.00	
EFT47848	06/07/2023	LUME BRASSERIE - MADEELA PL T/AS	CATERING FOR ORDINARY COUNCIL MEETING - JUNE 2023	1		468.00
INV 71572	24/06/2023	LUME BRASSERIE - MADEELA PL T/AS	CATERING FOR ORDINARY COUNCIL MEETING - JUNE 2023	1	468.00	
EFT47849	06/07/2023	MCLEODS BARRISTERS & SOLICITORS	ONGOING LEGAL COSTS - 3 JESSUP TERRACE	1		794.54
INV 130441	29/06/2023	MCLEODS BARRISTERS & SOLICITORS	ONGOING LEGAL CONSULTATION COSTS - 4 HOVEA CRESCENT WUNDOWIE	1	374.89	
INV 130426	29/06/2023	MCLEODS BARRISTERS & SOLICITORS	ONGOING LEGAL COSTS - 3 JESSUP TERRACE	1	419.65	
EFT47850	06/07/2023	MILLS RECRUITMENT	CEO RECRUITMENT - FINAL INSTALLMENT	1		7,149.56
INV 0002042121	06/2023	MILLS RECRUITMENT	CEO RECRUITMENT - FINAL INSTALLMENT	1	7,149.56	
EFT47851	06/07/2023	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING TOWN CENTRE FOOTPATHS & GULLY EDUCATION SERVICES 15/05/2023-21/05/2023	1		6,631.02
INV N3149	29/05/2023	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING TOWN CENTRE FOOTPATHS & GULLY EDUCATION SERVICES 15/05/2023-21/05/2023	1	3,315.51	
INV N3150	29/05/2023	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING TOWN CENTRE FOOTPATHS & GULLY EDUCATION SERVICES 22/05/2023-28/05/2023	1	3,315.51	
EFT47852	06/07/2023	MORRIS PEST & WEED CONTROL	SHIRE OF NORTHAM BRIDGES - TREATMENT OF ACTIVE TERMITES FROM ANNUAL INSPECTIONS.	1		5,370.04
INV INV-317329	06/2023	MORRIS PEST & WEED CONTROL	REC CENTRE - SPRAY/TREAT ANTS COMING THROUGH PAVEMENT AT VARIOUS LOCATION	1	423.50	
INV INV-317629	06/2023	MORRIS PEST & WEED CONTROL	SHIRE OF NORTHAM BRIDGES - TREATMENT OF ACTIVE TERMITES FROM ANNUAL INSPECTIONS.	1	4,946.54	
EFT47853	06/07/2023	MWB CONTRACTING T/AS BRICKMART WA	HENRY ST OVAL - RENOVATE LIMESTONE WALL PITTED BY SPRINKLER WATER	1		5,612.20

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INV INV1622	19/06/2023	MWB CONTRACTING T/AS BRICKMART WA	HENRY ST OVAL - RENOVATE LIMESTONE WALL PITTED BY SPRINKLER WATER	1	5,612.20	
EFT47854	06/07/2023	NINTEX PTY LTD	ANNUAL SUBSCRIPTION - PROMAPP ENTERPRISE	1		33,233.77
INV INV7281	14/06/2023	NINTEX PTY LTD	ANNUAL SUBSCRIPTION - PROMAPP ENTERPRISE	1	33,233.77	
EFT47855	06/07/2023	NORTHAM AGRICULTURAL SOCIETY	PAYMENT FOR ANNUAL GRANT NORTHAM FARMERS SHOW 2022	1		5,000.00
INV JH30062330/06/2023	06/2023	NORTHAM AGRICULTURAL SOCIETY	PAYMENT FOR ANNUAL GRANT NORTHAM FARMERS SHOW 2022	1	5,000.00	
EFT47856	06/07/2023	NORTHAM DISTRICTS GLASS PTY LTD	OLD GIRLS SCHOOL - REPLACE BROKEN WINDOW FACING OLD POST OFFICE.	1		165.00
INV INV-527101/07/2023	07/2023	NORTHAM DISTRICTS GLASS PTY LTD	OLD GIRLS SCHOOL - REPLACE BROKEN WINDOW FACING OLD POST OFFICE.	1	165.00	
EFT47857	06/07/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS - JUNE 2023	1		47.00
INV 0000493828/06/2023	06/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS - JUNE 2023	1	23.50	
INV 0000493929/06/2023	06/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS - JUNE 2023	1	23.50	
EFT47858	06/07/2023	NORTHAM HOCKEY CLUB	BALANCE QUICK RESPONSE GRANT JUNIOR HOCKEY DEVELOPMENT COACHING CLINIC 2023	1		400.00
INV JH30062330/06/2023	06/2023	NORTHAM HOCKEY CLUB	BALANCE QUICK RESPONSE GRANT JUNIOR HOCKEY DEVELOPMENT COACHING CLINIC 2023	1	400.00	
EFT47859	06/07/2023	NORTHAM MOTORS PTY LTD	N3333 - REPLACE OF FUEL FILLER SPOUT RETAINING BRACKET AS IT IS BROKEN INCLUDES LABOUR	1		274.80
INV 1431025	23/06/2023	NORTHAM MOTORS PTY LTD	N3333 - REPLACE OF FUEL FILLER SPOUT RETAINING BRACKET AS IT IS BROKEN INCLUDES LABOUR	1	274.80	
EFT47860	06/07/2023	NORTHAM TOWING SERVICE	N11986 - TOW UTE FROM NORTHAM DEPOT TO AVON VALLEY TOYOTA	1		88.00
INV 212464	30/05/2023	NORTHAM TOWING SERVICE	N11986 - TOW UTE FROM NORTHAM DEPOT TO AVON VALLEY TOYOTA	1	88.00	

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EFT47861	06/07/2023	NORTHAM TYREPOWER	N79 - 4 x BF GOODRICH LT265/70R16121/118STLATTAKO2LRERWLGO, SUPPLIED, BALANCED & FITTED, OLD TYRES DISPOSED OFF& WHEEL ALIGNMENT CONDDUCTED	1		2,019.00
INV 148047	03/04/2023	NORTHAM TYREPOWER	N79 - 4 x BF GOODRICH LT265/70R16121/118STLATTAKO2LRERWLGO, SUPPLIED, BALANCED & FITTED, OLD TYRES DISPOSED OFF& WHEEL ALIGNMENT CONDDUCTED	1	2,019.00	
EFT47862	06/07/2023	NUTRIEN AG SOLUTIONS LIMITED	GENF PANZER 450 20L	1		1,079.54
INV 9090449112/06/2023		NUTRIEN AG SOLUTIONS LIMITED	SYNG FUSILADE FORTE 1L	1	125.18	
INV 9090496513/06/2023		NUTRIEN AG SOLUTIONS LIMITED	GENF PANZER 450 20L	1	572.00	
INV 9090804219/06/2023		NUTRIEN AG SOLUTIONS LIMITED	NFBG NATIONAL BOOM KLEEN 20L	1	132.00	
INV 9091398428/06/2023		NUTRIEN AG SOLUTIONS LIMITED	SYNG FUSILADE FORTE 1L	1	250.36	
EFT47863	06/07/2023	OXTER SERVICES	COFFEE CUPS 12OZ x 100	1		32.15
INV 27510	29/06/2023	OXTER SERVICES	COFFEE CUPS 12OZ x 100	1	32.15	
EFT47864	06/07/2023	PORTER CONSULTING ENGINEERS	OLD NORTHAM POOL DEMOLITION. CIVIL ENGINEERING CONSULTANCY - PROGRESS CLAIM ONE	1		1,925.00
INV 0002339130/06/2023		PORTER CONSULTING ENGINEERS	OLD NORTHAM POOL DEMOLITION. CIVIL ENGINEERING CONSULTANCY - PROGRESS CLAIM ONE	1	1,925.00	
EFT47865	06/07/2023	REGIONAL PHYSIOTHERAPY & SPORTS INJURY CLINIC & IN BALANCE FITNESS	SENIOR SPORTS - LUCY HOLTEN	1		99.00
INV 0086573	29/06/2023	REGIONAL PHYSIOTHERAPY & SPORTS INJURY CLINIC & IN BALANCE FITNESS	SENIOR SPORTS - LUCY HOLTEN	1	99.00	
EFT47866	06/07/2023	SHIRE OF TOODYAY	AROC - EXECUTIVE OFFICER WAGES FOR MAY 2023 - \$1,150.00: MOBILE PHONE MAY 2023 - \$58.00 = \$1,208.00 INVOICE - 1203	1		1,208.00
INV T957	06/07/2023	SHIRE OF TOODYAY	AROC - EXECUTIVE OFFICER WAGES FOR MAY 2023 - \$1,150.00: MOBILE PHONE MAY 2023 - \$58.00 = \$1,208.00 INVOICE - 1203	1	1,208.00	
EFT47867	06/07/2023	SPECIALISED TREE SERVICE	TREE PRUNING AT NORTHAM DEPOT	1		550.00

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INV 4117	03/07/2023	SPECIALISED TREE SERVICE	TREE PRUNING AT NORTHAM DEPOT	1	550.00	
EFT47868	06/07/2023	SPENCERS BROOK PROGRESS ASSOCIATION	SPENCERS BROOK PROGRESS ASSOCIATION BUDGET ALLOCATION GRANT FUNDING FOR COMMUNITY ENGAGEMENT EVENTS	1		300.00
INV 1002	19/06/2023	SPENCERS BROOK PROGRESS ASSOCIATION	SPENCERS BROOK PROGRESS ASSOCIATION BUDGET ALLOCATION GRANT FUNDING FOR COMMUNITY ENGAGEMENT EVENTS	1	300.00	
EFT47869	06/07/2023	ST JOHN AMBULANCE AUSTRALIA (WA) INC. (KIT SERVICING)	SUPPLY OF BATTERY FOR DEFIBRILLATOR	1		295.00
INV CYINV0008/06/2023		ST JOHN AMBULANCE AUSTRALIA (WA) INC. (KIT SERVICING)	SUPPLY OF BATTERY FOR DEFIBRILLATOR	1	295.00	
EFT47870	06/07/2023	STASS ENVIRONMENTAL	ASSESS BORE MONITOING RESULTS SEPTEMBER22 / MARCH 23	1		2,500.00
INV SN011	06/06/2023	STASS ENVIRONMENTAL	ASSESS BORE MONITOING RESULTS SEPTEMBER22 / MARCH 23	1	2,500.00	
EFT47871	06/07/2023	SYNERGY	357548080 DOG POUND COLEBATCH RD - 25/03/2023 to 12/05/2023	1		2,866.37
INV 3358209421/06/2023		SYNERGY	335820940 CREATE 298 - 17/05/2023 to 20/06/2023		965.40	
INV 3575480821/06/2023		SYNERGY	357548080 DOG POUND COLEBATCH RD - 25/03/2023 to 12/05/2023		1,900.97	
EFT47872	06/07/2023	TYRECYCLE PTY LTD	COLLECT TYRES FROM OLD QUARRY TIP FACE AND TRANSFER STATION	1		1,590.59
INV 122133	23/06/2023	TYRECYCLE PTY LTD	COLLECT TYRES FROM OLD QUARRY TIP FACE AND TRANSFER STATION	1	1,590.59	
EFT47873	06/07/2023	WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY 5/6/2023-30/06/2023	1		1,595.00
INV 0000484430/06/2023		WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY 5/6/2023-30/06/2023	1	880.00	
INV 0000485030/06/2023		WA CONTRACT RANGER SERVICES	MANAGEMENT OF SHIRE OF NORTHAM POUND FACILITY - CAT IMPOUND FEES JUNE 2023	1	715.00	
EFT47874	06/07/2023	WARRICKS NEWSAGENCY	LIBRARY - MAGIZINE & NEWSPAPER SUBSCRIPTIONS	1		622.39
INV 71671	26/06/2023	WARRICKS NEWSAGENCY	STATIONERY ITEMS FOR KILLARA	1	92.07	

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INV SN00017	30/06/2023	WARRICKS NEWSAGENCY	LIBRARY - MAGIZINE & NEWSPAPER SUBSCRIPTIONS	1	530.32	
EFT47875	06/07/2023	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COUNCIL MEMBER ESSENTIAL ELEARNING - CR BIGLIN - SERVING ON COUNCIL	1		1,056.00
INV SI-00542222/06/2023		WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COUNCIL MEMBER ESSENTIAL ELEARNING - CR BIGLIN - SERVING ON COUNCIL	1	396.00	
INV SI-00542322/06/2023		WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COUNCIL MEMBER ESSENTIAL ELEARNING - CR BIGLIN - MEETING PROCEDURES	1	330.00	
INV SI-00542422/06/2023		WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	COUNCIL MEMBER ESSENTIAL ELEARNING - CR BIGLIN - UNDERSTANDING FINANCIAL REPORTS AND BUDGETS	1	330.00	
EFT47876	06/07/2023	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	FABRICATE DOUBLE ANTENNA BRACKET TO FIT ON PASSENGER SIDE OF BULLBAR. FIT AND RAN TWO ANTENNAS INTO CAB. FIT AND WIRE IN RADIO.	1		1,508.20
INV INV-154403/05/2023		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	SUNDRIES, NEW BATTERY AND BATTERY TEST	1	362.50	
INV INV-151727/06/2023		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	FABRICATE DOUBLE ANTENNA BRACKET TO FIT ON PASSENGER SIDE OF BULLBAR. FIT AND RAN TWO ANTENNAS INTO CAB. FIT AND WIRE IN RADIO.	1	1,145.70	
EFT47877	06/07/2023	WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY FOR FORTNIGHT 07/06/2023-16/06/2023	1		3,337.05
INV 0030149116/06/2023		WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY FOR FORTNIGHT 07/06/2023-16/06/2023	1	3,337.05	
EFT47878	06/07/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	DIARY A4 FINANCIAL YEAR	1		37.20
INV 6373	26/06/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	DIARY A4 FINANCIAL YEAR	1	37.20	
EFT47879	06/07/2023	WILLIAM PATRICK DICK	WILLIAM DICK - MC FOR NAIDOC DAY EVENT	1		700.00
INV 2	04/07/2023	WILLIAM PATRICK DICK	WILLIAM DICK - MC FOR NAIDOC DAY EVENT	1	700.00	
EFT47880	06/07/2023	YVONNE KICKETT	YVONNE KICKETT - FILMING FOR ADDITIONAL CONTENT MAP TABLE UPDATES	1		300.00
INV 71748	29/06/2023	YVONNE KICKETT	YVONNE KICKETT - FILMING FOR ADDITIONAL CONTENT MAP TABLE UPDATES	1	300.00	
EFT47881	10/07/2023	ATTILA JOHN MENCShELYI	COUNCILLOR PAYMENT FOR JUNE 2023	1		1,947.17

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INV JUNE 20230/06/2023		ATTILA JOHN MENCShELYI	COUNCILLOR PAYMENT FOR JUNE 2023	1	1,947.17	
EFT47882	10/07/2023	BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENT FOR JUNE 2023	1		500.00
INV JUNE 20230/06/2023		BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENT FOR JUNE 2023	1	500.00	
EFT47883	10/07/2023	CHRISTOPHER ANTONIO	COUNCILLOR PAYMENT FOR JUNE 2023	1		6,031.60
INV JUNE 20230/06/2023		CHRISTOPHER ANTONIO	COUNCILLOR PAYMENT FOR JUNE 2023	1	6,031.60	
EFT47884	10/07/2023	DAVID JAMES GALLOWAY	COUNCILLOR PAYMENT FOR JUNE 2023	1		2,009.33
INV JUNE 20230/06/2023		DAVID JAMES GALLOWAY	COUNCILLOR PAYMENT FOR JUNE 2023	1	2,009.33	
EFT47885	10/07/2023	DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENT FOR JUNE 2023	1		1,905.73
INV JUNE 20230/06/2023		DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENT FOR JUNE 2023	1	1,905.73	
EFT47886	10/07/2023	HAYDEN JOHN APPLETON	COUNCILLOR PAYMENT FOR JUNE 2023	1		1,905.73
INV JUNE 20230/06/2023		HAYDEN JOHN APPLETON	COUNCILLOR PAYMENT FOR JUNE 2023	1	1,905.73	
EFT47887	10/07/2023	JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENT FOR JUNE 2023	1		2,185.45
INV JUNE 20230/06/2023		JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENT FOR JUNE 2023	1	2,185.45	
EFT47888	10/07/2023	LISA CHARMAINE BIGLIN	COUNCILLOR PAYMENT FOR JUNE 2023	1		2,070.01
INV JUNE 20230/06/2023		LISA CHARMAINE BIGLIN	COUNCILLOR PAYMENT FOR JUNE 2023	1	2,070.01	
EFT47889	10/07/2023	MARIA IRENE GIRAK	COUNCILLOR PAYMENT FOR JUNE 2023	1		1,905.73
INV JUNE 20230/06/2023		MARIA IRENE GIRAK	COUNCILLOR PAYMENT FOR JUNE 2023	1	1,905.73	
EFT47890	10/07/2023	MICHAEL PATRICK RYAN	COUNCILLOR PAYMENT FOR JUNE 2023	1		2,843.23
INV JUNE 20230/06/2023		MICHAEL PATRICK RYAN	COUNCILLOR PAYMENT FOR JUNE 2023	1	2,843.23	
EFT47891	10/07/2023	ROBERT WAYNE TINETTI	COUNCILLOR PAYMENT FOR JUNE 2023	1		1,905.73
INV JUNE 20230/06/2023		ROBERT WAYNE TINETTI	COUNCILLOR PAYMENT FOR JUNE 2023	1	1,905.73	

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EFT47892	13/07/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	M142514. BLADE 72" MULCH. 3 SETS OF 3	1		600.41
INV 2727685	07/06/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	SPRAY GUN ATOMISER PLUS AND FREIGHT	1	155.40	
INV 2730446	15/06/2023	AFGRI EQUIPMENT AUSTRALIA PTY LTD	M142514. BLADE 72" MULCH. 3 SETS OF 3	1	445.01	
EFT47893	13/07/2023	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	KUBOTA MOWER DIAGNOSE AND REPAIR AS REQUIRED INCLUDING SERVICE	1		911.46
INV 351760	14/06/2023	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	K3511-58132 COVERSTARTER	1	22.01	
INV 351907	16/06/2023	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	KUBOTA MOWER DIAGNOSE AND REPAIR AS REQUIRED INCLUDING SERVICE	1	889.45	
EFT47894	13/07/2023	ALL PARTS WA - RONLIEEH PTY LTD T/AS	G70 TRANSPORT CHAIN KIT, GRAB HOOKS, & MAXIBINDER	1		1,416.94
INV SI-00011804/07/2023		ALL PARTS WA - RONLIEEH PTY LTD T/AS	PN1611 AIR FITTINGS AND VALVES	1	107.66	
INV SI-00011804/07/2023		ALL PARTS WA - RONLIEEH PTY LTD T/AS	PN1611 AIR FITTINGS AND VALVES	1	9.00	
INV SI-00011707/07/2023		ALL PARTS WA - RONLIEEH PTY LTD T/AS	G70 TRANSPORT CHAIN KIT, GRAB HOOKS, & MAXIBINDER	1	1,300.28	
EFT47895	13/07/2023	AMPAC DEBT RECOVERY (WA) P/L	DEBT RECOVERY FOR PERIOD ENDING 30 JUNE 2023 - INVOICE 97780	1		2,727.25
INV 97780	30/06/2023	AMPAC DEBT RECOVERY (WA) P/L	DEBT RECOVERY FOR PERIOD ENDING 30 JUNE 2023 - INVOICE 97780	1	2,727.25	
EFT47896	13/07/2023	ANDY'S PLUMBING SERVICE	NORTHAM DEPOT REDEVELOPMENT. INSTALL WATER FEED FROM EXISTING METER TO NEW SHEDS	1		6,160.00
INV A19585	04/07/2023	ANDY'S PLUMBING SERVICE	NORTHAM DEPOT REDEVELOPMENT. INSTALL WATER FEED FROM EXISTING METER TO NEW SHEDS	1	3,410.00	
INV A19586	06/07/2023	ANDY'S PLUMBING SERVICE	NORTHAM DEPOT REDEVELOPMENT. REMOVE EXISTING STAND PIPE AND INSTALL 80MM FIRE HYDRANT VALVE AND 20MM HOSE COCK.	1	1,364.00	
INV A19584	06/07/2023	ANDY'S PLUMBING SERVICE	VISITORS CENTRE. MOVE 25MM GAS VALVE TO NEW POSITION FOR COMPLIANCE & INSTALL NEW PISO OVEN RIVERS EDGE CAFE	1	1,386.00	
EFT47897	13/07/2023	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	ROLL PIN KIT - INCH 172 PCS	1		77.51

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INV 7143432	10/05/2023	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	ROLL PIN KIT - INCH 172 PCS	1	77.51	
EFT47898	13/07/2023	ASLAB PTY LTD	COMPACTION TESTS/DRY BACK AT NORTHAM DEPOT REDEVELOPMENT SITE	1		1,461.24
INV 0002495904	07/2023	ASLAB PTY LTD	COMPACTION TESTS/DRY BACK AT NORTHAM DEPOT REDEVELOPMENT SITE	1	1,461.24	
EFT47899	13/07/2023	AUSTRALIA POST	AUSTRALIA POST - POSTAGE CHARGES	1		321.05
INV 1012540703	07/2023	AUSTRALIA POST	AUSTRALIA POST - POSTAGE CHARGES	1	321.05	
EFT47900	13/07/2023	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	1		129.50
INV DEDUCT04	07/2023	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		129.50	
EFT47901	13/07/2023	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 04/07/2023 - 04/07/2023-INTERIM	1		64,941.00
INV PAYG 0407	07/2023	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 04/07/2023 - 04/07/2023-INTERIM	1	64,941.00	
EFT47902	13/07/2023	AUTOPRO NORTHAM	15KG GRANULATED OIL SOAKER & SUPER ABSORB SPILL 20KG	1		98.99
INV 1076412	05/07/2023	AUTOPRO NORTHAM	15KG GRANULATED OIL SOAKER & SUPER ABSORB SPILL 20KG	1	98.99	
EFT47903	13/07/2023	AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD T/AS	PN1906 - N10734 VIN:JMFXTGF8WLZ005190 - 75,000KM SERVICE	1		452.39
INV 352646	13/04/2023	AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD T/AS	PN1906 - N10734 VIN:JMFXTGF8WLZ005190 - 75,000KM SERVICE	1	452.39	
EFT47904	13/07/2023	AVON VALLEY TOYOTA	N.009 - TOYOTA COASTER BUS 40,000KM SERVICE	1		2,738.40
INV JC14009722	02/2023	AVON VALLEY TOYOTA	N11120 - 45,000KM SERVICE	1	347.04	
INV JC14011131	05/2023	AVON VALLEY TOYOTA	N11986 - FLUSH FUEL TANK, REPLACE FILTERS	1	618.49	
INV JC14011604	07/2023	AVON VALLEY TOYOTA	N.009 - TOYOTA COASTER BUS 40,000KM SERVICE	1	1,772.87	
EFT47905	13/07/2023	AVON WASTE	MANAGEMENT OF OLD QUARRY ROAD LANFILL FACILITY JUNE 2023	1		139,641.50

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INV 0005700330/06/2023		AVON WASTE	MANAGEMENT OF OLD QUARRY ROAD LANFILL FACILITY JUNE 2023	1	98,041.47	
INV 57214	30/06/2023	AVON WASTE	FORTNIGHTLY RUBBISH COLLECTION NORTHAM TOWN & SHIRE	1	41,600.03	
EFT47906	13/07/2023	BAILEYS FERTILISERS	GYPSUM GRANULATED 20KG	1		1,045.00
INV 39228	04/07/2023	BAILEYS FERTILISERS	GYPSUM GRANULATED 20KG	1	1,045.00	
EFT47907	13/07/2023	BOEKEMAN MACHINERY (WA) PTY LTD	N10863 - CASEIH FARMALL 95C FWA TRACTOR SERVICE 750HRS	1		715.20
INV 370708	10/07/2023	BOEKEMAN MACHINERY (WA) PTY LTD	N10863 - CASEIH FARMALL 95C FWA TRACTOR SERVICE 750HRS	1	715.20	
EFT47908	13/07/2023	BOLINDA PUBLISHING PTY LTD	LARGE PRINT BOOKS FOR NORTHAM LIBRARY	1		53.46
INV 292117	23/05/2023	BOLINDA PUBLISHING PTY LTD	LARGE PRINT BOOKS FOR NORTHAM LIBRARY	1	53.46	
EFT47909	13/07/2023	BUILDING & ENERGY	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF JUNE 2023	1		1,998.76
INV T1080	12/07/2023	BUILDING & ENERGY	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF JUNE 2023	1	1,998.76	
EFT47910	13/07/2023	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BCITF FEES COLLECTED FOR THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF JUNE 2023	1		418.65
INV T1079	12/07/2023	BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BCITF FEES COLLECTED FOR THE CONSTRUCTION TRAINING FUND FOR THE MONTH OF JUNE 2023	1	418.65	
EFT47911	13/07/2023	BUNNINGS BUILDING SUPPLIES P/L	PALLET CONCRETE RAPID SET (60BAGS)	1		718.73
INV 2182/002	10/05/2023	BUNNINGS BUILDING SUPPLIES P/L	PALLET CONCRETE RAPID SET (60BAGS)	1	510.00	
INV 2182/003	03/07/2023	BUNNINGS BUILDING SUPPLIES P/L	GATE HINGE KIT, MASONRY DRILL BIT & DYNABOLT	1	123.54	
INV 2182/003	04/07/2023	BUNNINGS BUILDING SUPPLIES P/L	LONG HANDLE SHOVELS, PICK AXE HANDLE, GARDEN RAKE & SHOVEL POST HOLE	1	85.19	
EFT47912	13/07/2023	BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR JUNE 2023	1		191.93

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INV 3704152630/06/2023		BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR JUNE 2023	1	191.93	
EFT47913	13/07/2023	CADD'S FASHIONS	JOANNE GRIFFITHS - STAFF UNIFORM POLO X3	1		134.99
INV 23-00005	30/05/2023	CADD'S FASHIONS	JOANNE GRIFFITHS - STAFF UNIFORM POLO X3	1	75.00	
INV 23-00005	30/05/2023	CADD'S FASHIONS	JOANNE GRIFFITHS - STAFF UNIFORM BIZ AMBASSADOR S/S SHIRT	1	59.99	
EFT47914	13/07/2023	CALTEX STARCARD - WEX AUSTRALIA PTY LTD	FUEL CHARGES FOR JUNE2023	1		192.38
INV 103	30/06/2023	CALTEX STARCARD - WEX AUSTRALIA PTY LTD	FUEL CHARGES FOR JUNE2023	1	192.38	
EFT47915	13/07/2023	CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM MOKINE RD AND DROP OFF AT NORTHAM DEPOT	1		1,996.50
INV 0000443630/06/2023		CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM MOKINE RD AND DROP OFF AT NORTHAM DEPOT	1	1,287.00	
INV 0000443530/06/2023		CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM OYSTEN RD AND DROP OFF AT MOKINE RD	1	709.50	
EFT47916	13/07/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		1,788.48
INV DEDUCT04/07/2023		CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS		1,788.48	
EFT47917	13/07/2023	CHRISTOPHER JOHN MARRIS	CHRISTOPHER MARRIS - CBFCO HONORARIUM PAYMENT FOR JUNE 2023	1		833.37
INV CH3006230/06/2023		CHRISTOPHER JOHN MARRIS	CHRISTOPHER MARRIS - CBFCO HONORARIUM PAYMENT FOR JUNE 2023	1	833.37	
EFT47918	13/07/2023	CLASSIC IT SUPPORT	3 X INTEL NUC715BNK MINI PC & 5 X WIRELESS KEYBOARD AND MOUSE	1		1,415.00
INV 9320	28/06/2023	CLASSIC IT SUPPORT	3 X INTEL NUC715BNK MINI PC & 5 X WIRELESS KEYBOARD AND MOUSE	1	1,415.00	
EFT47919	13/07/2023	CLEANAWAY DANIELS SERVICES PTY LTD	APEX PARK PUBLIC TOILETS SHARPS DISPOSAL SERVICE	1		161.83
INV 2194857	30/06/2023	CLEANAWAY DANIELS SERVICES PTY LTD	APEX PARK PUBLIC TOILETS SHARPS DISPOSAL SERVICE	1	161.83	

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EFT47920	13/07/2023	CLOUD COLLECTIONS PTY LTD	DEBT COLLECTION - CLOUD PAYMENT GROUP - JUNE 2023 - INVOICE 4255	1		13,061.76
INV 4167	31/05/2023	CLOUD COLLECTIONS PTY LTD	DEBT COLLECTION - CLOUD PAYMENT GROUP - MAY 2023 - INVOICE 4167	1	312.40	
INV 4255	30/06/2023	CLOUD COLLECTIONS PTY LTD	DEBT COLLECTION - CLOUD PAYMENT GROUP - JUNE 2023 - INVOICE 4255	1	12,749.36	
EFT47921	13/07/2023	COMBINED TYRES PTY LTD	N11142 - SUPPLY AND FIT 2 X DUNLOP 205/75R 17.5 INCLUDING DISPOSAL	1		1,437.37
INV INV-358710/07/2023		COMBINED TYRES PTY LTD	N11142 - SUPPLY AND FIT 2 X DUNLOP 205/75R 17.5 INCLUDING DISPOSAL	1	911.57	
INV INV3590 10/07/2023		COMBINED TYRES PTY LTD	N4174 - CALLOUT 05/07/23 GENTLE RD/SOUTH RD	1	525.80	
EFT47922	13/07/2023	CONTRAFLOW PTY LTD	TMP FOR WOMEN ROCK FESTIVAL	1		990.00
INV T18/829822/06/2023		CONTRAFLOW PTY LTD	TMP FOR WOMEN ROCK FESTIVAL	1	990.00	
EFT47923	13/07/2023	CTI LOGISTICS REGIONAL FREIGHT - CTI FREIGHT MANAGEMENT PL T/AS	CTI LOGISTICS FREIGHT FROM WELSHPOOL TO NORTHAM DEPOT	1		125.49
INV CISF565030/06/2023		CTI LOGISTICS REGIONAL FREIGHT - CTI FREIGHT MANAGEMENT PL T/AS	CTI LOGISTICS FREIGHT FROM WELSHPOOL TO NORTHAM DEPOT	1	125.49	
EFT47924	13/07/2023	CTI SECURITY SERVICES PTY LTD	SECURITY ALARM MONITERING FROM 01/07/2023-30/06/2023	1		637.87
INV CINS314 09/06/2023		CTI SECURITY SERVICES PTY LTD	SECURITY ALARM MONITERING FROM 01/07/2023-30/06/2023	1	637.87	
EFT47925	13/07/2023	DAMIAN'S PLUMBING	INSTALL NEW VALVE FITTINGS FOR NEW WUNDOWIE TANK	1		1,320.00
INV 9090	02/07/2023	DAMIAN'S PLUMBING	INSTALL NEW VALVE FITTINGS FOR NEW WUNDOWIE TANK	1	1,320.00	
EFT47926	13/07/2023	DCM CARPENTRY AND MAINTENANCE PTY LTD	VISITORS CENTRE - REPAIR AND PAINT WALLS	1		9,805.40
INV 1056	25/06/2023	DCM CARPENTRY AND MAINTENANCE PTY LTD	NORTHAM DEPOT - NEW ADMIN BUILDING. INSTALL 2 X MANHOLES.	1	475.20	
INV 1052	29/06/2023	DCM CARPENTRY AND MAINTENANCE PTY LTD	INSPECT/REPAIR BKB & VISITOR CENTRE ROOF LEAK OVER ARTS AREA.	1	1,281.50	
INV 1054	29/06/2023	DCM CARPENTRY AND MAINTENANCE PTY LTD	BKB - SEAL ROOF AREA FOR LEAK AND QUOTE FOR UNDER FLASHING,	1	282.70	

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INV 1053	29/06/2023	DCM CARPENTRY AND MAINTENANCE PTY LTD	VISITORS CENTRE - REPAIR AND PAINT WALLS	1	7,766.00	
EFT47927	13/07/2023	ECOMIST SWAN	2 X SANITARY (ECOMIST) BINS YEARLY SERVICE	1		1,487.31
INV 0006488903/07/2023		ECOMIST SWAN	2 X SANITARY (ECOMIST) BINS YEARLY SERVICE	1	1,487.31	
EFT47928	13/07/2023	FORM BUILDING A STATE OF CREATIVITY INC	12 X SILO TRAIL BOOKS	1		156.86
INV 0000248701/05/2023		FORM BUILDING A STATE OF CREATIVITY INC	12 X SILO TRAIL BOOKS	1	156.86	
EFT47929	13/07/2023	IRRIGATION AUSTRALIA LTD	ATTENDANCE OF JOSHUA BARKER AT IRRIGATION AUSTRALIA'S 2023 WATERWISE EXPO ON 16 AUGUST 2023.	1		217.80
INV 19546	26/06/2023	IRRIGATION AUSTRALIA LTD	ATTENDANCE OF JOSHUA BARKER AT IRRIGATION AUSTRALIA'S 2023 WATERWISE EXPO ON 16 AUGUST 2023.	1	108.90	
INV 19545	26/06/2023	IRRIGATION AUSTRALIA LTD	ATTENDANCE OF MAXWELL WILLIAMS AT IRRIGATION AUSTRALIA'S 2023 WATERWISE EXPO ON 16 AUGUST 2023.	1	108.90	
EFT47930	13/07/2023	IT VISION AUSTRALIA PTY LTD	SYNERGY SOFT UTILITY PROGRAM, UTIL.RESIZE.DYNAMIC	1		2,943.60
INV 38753	28/06/2023	IT VISION AUSTRALIA PTY LTD	SYNERGY SOFT UTILITY PROGRAM, UTIL.RESIZE.DYNAMIC	1	2,943.60	
EFT47931	13/07/2023	IXOM OPERATIONS PTY LTD	CHLORINE MONTHLY SERVICE FEE FOR WWTP & POOL - JUNE 2023	1		505.89
INV 6687077	30/06/2023	IXOM OPERATIONS PTY LTD	CHLORINE MONTHLY SERVICE FEE FOR WWTP & POOL - JUNE 2023	1	505.89	
EFT47932	13/07/2023	JB HI-FI GROUP PTY LTD	MICROSOFT P3Q-00016 WIRELESS DISPLAY ADAPTER V2	1		92.27
INV BD1175428/06/2023		JB HI-FI GROUP PTY LTD	MICROSOFT P3Q-00016 WIRELESS DISPLAY ADAPTER V2	1	92.27	
EFT47933	13/07/2023	JH COMPUTER SERVICES PTY LTD	MICROSOFT 365 BUSINESS STANDARD - FOR THE MONTH OF MAY 2023	1		14,054.48
INV 0000209430/06/2023		JH COMPUTER SERVICES PTY LTD	MICROSOFT 365 BUSINESS STANDARD - FOR THE MONTH OF MAY 2023	1	3,861.99	

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INV 0000209430/06/2023		JH COMPUTER SERVICES PTY LTD	MICROSOFT 365 BUSINESS STANDARD - FOR THE MONTH OF JUNE 2023	1	3,861.99	
INV 0002094630/06/2023		JH COMPUTER SERVICES PTY LTD	MONTHLY SUBSCRIPTION FOR BACKUP PROTETION INCLUDING OUTLOOK, SHAREPOINT, TEAMS & ONEDRIVE - FOR THE MONTH OF JUNE 2023	1	2,783.00	
INV 0000209430/06/2023		JH COMPUTER SERVICES PTY LTD	MONTHLY SUBSCRIPTION FOR BACKUP PROTETION INCLUDING OUTLOOK, SHAREPOINT, TEAMS & ONEDRIVE - FOR THE MONTH OF MAY 2023	1	3,547.50	
EFT47934	13/07/2023	JONATHON GARLETT	NORTHAM COMMUNITY NAIDOC CELEBRATION 4 JULY 2023 - WELCOME TO COUNTRY, SMOKING CEREMONY, DIDGERIDOO PERFORMANCE & CULTURAL DANCE PERFORMANCE	1		2,000.00
INV 63	04/07/2023	JONATHON GARLETT	NORTHAM COMMUNITY NAIDOC CELEBRATION 4 JULY 2023 - WELCOME TO COUNTRY, SMOKING CEREMONY, DIDGERIDOO PERFORMANCE & CULTURAL DANCE PERFORMANCE	1		2,000.00
EFT47935	13/07/2023	KATHY DAVIS	TOUR BOOKING - YARNING WITH ELDER FOR WATER CORP	1		300.00
INV 71889	06/07/2023	KATHY DAVIS	TOUR BOOKING - YARNING WITH ELDER FOR WATER CORP	1		300.00
EFT47936	13/07/2023	KENNARDS HIRE PTY LTD	LAWN CORER HIRE 7 DAYS 15/05/2023 - 21/05/2023	1		370.40
INV 2503077624/05/2023		KENNARDS HIRE PTY LTD	LAWN CORER HIRE 7 DAYS 15/05/2023 - 21/05/2023	1		370.40
EFT47937	13/07/2023	KLEENHEAT GAS	GAS FOR NORTHAM POOL HEATERS - MAY 2023	1		11,902.11
INV 2210071103/05/2023		KLEENHEAT GAS	GAS FOR NORTHAM POOL HEATERS - MAY 2023	1		7,380.76
INV 2210257809/05/2023		KLEENHEAT GAS	GAS FOR NORTHAM POOL HEATERS 2022/2023 SEASON	1		4,521.35
EFT47938	13/07/2023	KRISTAFER BROWN	KRISTAGER BROWN - DCBFCO HONORARIUM PAYMENT 2022 / 2023	1		1,500.00
INV CH3006230/06/2023		KRISTAFER BROWN	KRISTAGER BROWN - DCBFCO HONORARIUM PAYMENT 2022 / 2023	1		1,500.00
EFT47939	13/07/2023	LANDGATE	DEPSITED PLAN 426243 - LGA WARD PLAN FOR AMENDMENT TO WARD BOUNDARIES	1		2,454.58

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INV 385208	22/06/2023	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE G2023/06 DATE 13/5/23 TO 9/6/23 INV 385208	1	224.78	
INV 385300	26/06/2023	LANDGATE	RURAL UV'S CHARGEABLE - SCHEDULE R2023/06 DATE 15/4/23 TO 26/5/23 SCHEDULE R2023/07 DATE 27/5/23 TO 9/6/23 INV 385300	1	354.80	
INV 1296414	03/07/2023	LANDGATE	DEPSITED PLAN 426243 - LGA WARD PLAN FOR AMENDMENT TO WARD BOUNDARIES	1	1,875.00	
EFT47940	13/07/2023	LANDMARK ENGINEERING & DESIGN T/A EXTERIA & MODUS AUSTRALIA	VINYL GRAPHICS APPLIED TO FOUR STREET BINS, INCLUDING PICK UP AND DELIVERY OF BINS	1		10,795.40
INV 0001133629/06/2023		LANDMARK ENGINEERING & DESIGN T/A EXTERIA & MODUS AUSTRALIA	VINYL GRAPHICS APPLIED TO FOUR STREET BINS, INCLUDING PICK UP AND DELIVERY OF BINS	1	10,795.40	
EFT47941	13/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	HELEN SINGH - PROCUREMENT FUNDAMENTALS WORKSHOP JULY 2023	1		990.00
INV 35611	25/05/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	HELEN SINGH - PROCUREMENT FUNDAMENTALS WORKSHOP JULY 2023	1	495.00	
INV 35707	06/06/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	KRISTY HOPKINS - PROCUREMENT FUNDAMENTALS WORKSHOP JULY 2023	1	495.00	
EFT47942	13/07/2023	MALINOWSKI HOLDINGS PTY LTD	RENT 174 FITZGERALD ST NORTHAM (AVON MALL) - 01/07/2023-31/07/2023	1		1,191.67
INV 0000072826/06/2023		MALINOWSKI HOLDINGS PTY LTD	RENT 174 FITZGERALD ST NORTHAM (AVON MALL) - 01/07/2023-31/07/2023	1	1,191.67	
EFT47943	13/07/2023	MARKETFORCE PTY LTD	PUBLIC NOTICE - FOOTPATH CLOSURE - PORTION OF FOOTPATH IN FRONT OF 190 FITZGERALD ST	1		379.18
INV 48318	26/06/2023	MARKETFORCE PTY LTD	PUBLIC NOTICE - FOOTPATH CLOSURE - PORTION OF FOOTPATH IN FRONT OF 190 FITZGERALD ST	1	438.66	
INV 41770	03/07/2023	MARKETFORCE PTY LTD	ENDER NOTICE - RFT 05 OF 2023 - FOOTPATH & KERBING PROGRAM	1	-24.19	
INV 41770	03/07/2023	MARKETFORCE PTY LTD	PUBLIC NOTICE - LEASE OF KILLARA COTTAGE 2	1	-9.65	
INV 41770	03/07/2023	MARKETFORCE PTY LTD	TENDER NOTICE - RFT 4 OF 2023 - LEASE OF KILLARA COTTAGE 2	1	-25.64	
EFT47944	13/07/2023	MCLEODS BARRISTERS & SOLICITORS	ADVICE ON COVID-19 DIRECTIONS - STAFF MATTER	1		10,727.20
INV 129969	31/05/2023	MCLEODS BARRISTERS & SOLICITORS	ADVICE ON COVID-19 DIRECTIONS - STAFF MATTER	1	2,660.05	
INV 130324	23/06/2023	MCLEODS BARRISTERS & SOLICITORS	ADVICE ON COVID-19 DIRECTIONS - STAFF MATTER	1	6,808.20	

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INV 130390	29/06/2023	MCLEODS BARRISTERS & SOLICITORS	ENTRY WARRANT	1	1,258.95	
EFT47945	13/07/2023	MENTAL MEDIA	BKB - GUIDE ID SUBSCRIPTION (PODCATCHERS FOR EXHIBITION)	1		1,938.42
INV 1366	06/07/2023	MENTAL MEDIA	BKB - GUIDE ID SUBSCRIPTION (PODCATCHERS FOR EXHIBITION)	1	1,938.42	
EFT47946	13/07/2023	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCTION SERVICES (CLEANING TOWN ROADS) FROM 05/06/2023-12/06/2023	1		7,586.59
INV N3161	23/06/2023	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCTION SERVICES (CLEANING TOWN ROADS) FROM 29/05/2023-04/06/2023	1	3,315.51	
INV N3162	23/06/2023	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCTION SERVICES (CLEANING TOWN ROADS) FROM 05/06/2023-12/06/2023	1	4,271.08	
EFT47947	13/07/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCTION SERVICES (CLEANING TOWN ROADS) FROM 19/06/2023-25/06/2023	1		6,677.00
INV N0163	27/06/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCTION SERVICES (CLEANING TOWN ROADS) FROM 13/06/2023-18/06/2023	1	2,776.40	
INV N0164	27/06/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCTION SERVICES (CLEANING TOWN ROADS) FROM 19/06/2023-25/06/2023	1	3,900.60	
EFT47948	13/07/2023	MORRIS PEST & WEED CONTROL	MEMORIAL HALL. SEAL UP ROOF SPACE TO KEEP PIGEONS OUT AND DISOSE OF PIGEONS INSIDE.	1		231.00
INV INV-318104/07/2023		MORRIS PEST & WEED CONTROL	MEMORIAL HALL. SEAL UP ROOF SPACE TO KEEP PIGEONS OUT AND DISOSE OF PIGEONS INSIDE.	1	231.00	
EFT47949	13/07/2023	NEWGROUND WATER SERVICES PTY LTD	SUPPLY AND INSTALL OF A RT-200 (197,134 LITRE) COLOURBOND TANK AND INFRASTRUCTURE	1		33,158.55
INV 1121233	30/06/2023	NEWGROUND WATER SERVICES PTY LTD	SUPPLY AND INSTALL OF A RT-200 (197,134 LITRE) COLOURBOND TANK AND INFRASTRUCTURE	1	33,158.55	
EFT47950	13/07/2023	NORTHAM AUTOS PTY LTD T/AS NORTHAM MAZDA / HOLDEN / SUZUKI	N9467 - 35,000KM SERVICE INCLUDING ROTATION OF TYRES.	1		344.00
INV 141820	29/06/2023	NORTHAM AUTOS PTY LTD T/AS NORTHAM MAZDA / HOLDEN / SUZUKI	N9467 - 35,000KM SERVICE INCLUDING ROTATION OF TYRES.	1	344.00	
EFT47951	13/07/2023	NORTHAM CHAMBER OF COMMERCE	FULL PAGE ADVERTISEMENT AVON DESCENT 50 X 352MM - JULY ISSUE	1		440.00
INV 1563	27/06/2023	NORTHAM CHAMBER OF COMMERCE	FULL PAGE ADVERTISEMENT AVON DESCENT 50 X 352MM - JULY ISSUE	1	440.00	

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EFT47952	13/07/2023	NORTHAM DISTRICTS GLASS PTY LTD	N.4259 - REPLACE WINDSCREEN AND RE-CALIBRATE	1		900.00
INV INV-524001/07/2023		NORTHAM DISTRICTS GLASS PTY LTD	N.4259 - REPLACE WINDSCREEN AND RE-CALIBRATE	1	900.00	
EFT47953	13/07/2023	NORTHAM TOWING SERVICE	N.4531 - TRANSPORT FOOTPATH SWEEPER FROM NORTHAM DEPOT TO T-QUIP, ABERNETHY RD BELMONT	1		660.00
INV 212571	10/07/2023	NORTHAM TOWING SERVICE	N.4531 - TRANSPORT FOOTPATH SWEEPER FROM NORTHAM DEPOT TO T-QUIP, ABERNETHY RD BELMONT	1	660.00	
EFT47954	13/07/2023	OFFICEWORKS SUPERSTORES PTY LTD	MATRIX SIT STAND DESK LGE BK	1		1,107.05
INV 6080024515/06/2023		OFFICEWORKS SUPERSTORES PTY LTD	MATRIX SIT STAND DESK LGE BK	1	308.95	
INV 6081545025/06/2023		OFFICEWORKS SUPERSTORES PTY LTD	MATRIX SIT STAND DESK LGE BK	1	557.95	
INV 6082885430/06/2023		OFFICEWORKS SUPERSTORES PTY LTD	GEL WRIST RESTS, HDMI ADAPTER & NN-AVERY WHITE TABBIES	1	240.15	
EFT47955	13/07/2023	OXTER SERVICES	NEW GRAVE FOR THE BURIAL OF BRIAN BURGESS & KATERINA VARADY	1		3,278.00
INV 27493	26/06/2023	OXTER SERVICES	NEW GRAVE FOR THE BURIAL OF BRIAN BURGESS & KATERINA VARADY	1	3,278.00	
EFT47956	13/07/2023	REGIONAL CONCRETE & LANDSCAPE	PREP WORK FOR PLAYGROUND 1 & 2	1		10,923.00
INV 00431	27/06/2023	REGIONAL CONCRETE & LANDSCAPE	PREP WORK FOR PLAYGROUND 1 & 2	1	10,923.00	
EFT47957	13/07/2023	REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT INC	2023/24 LOCAL GOVERNMENT GRANTGURU SUBSCRIPTION	1		550.00
INV 70824	16/05/2023	REGIONAL DEVELOPMENT AUSTRALIA WHEATBELT INC	2023/24 LOCAL GOVERNMENT GRANTGURU SUBSCRIPTION	1	550.00	
EFT47958	13/07/2023	SIMON PAUL PETERS	SIMON PETERS - DCBFCO HONORARIUM PAYMENT 2022 / 2023	1		1,500.00
INV CH3006230/06/2023		SIMON PAUL PETERS	SIMON PETERS - DCBFCO HONORARIUM PAYMENT 2022 / 2023	1	1,500.00	
EFT47959	13/07/2023	SOUTHERN CROSS AUSTEREO PTY LTD	ONGOING RADIO ADS 1/06/23 - 30/06/23	1		1,669.80
INV 7149733430/06/2023		SOUTHERN CROSS AUSTEREO PTY LTD	24 X AROUND THE TOWNS INTERVIEWS	1	198.00	
INV 7149733530/06/2023		SOUTHERN CROSS AUSTEREO PTY LTD	ONGOING RADIO ADS 1/06/23 - 30/06/23	1	1,471.80	

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EFT47960	13/07/2023	STALLION BUILDING CO PTY LTD T/A STALLION HOMES / MULTICON COMMERCIAL CONSTRUCTIONS	NORTHAM DEPOT - SUPPLY AND INSTALL RETAINING WALL AND STEPS	1		59,323.00
INV 2291	28/06/2023	STALLION BUILDING CO PTY LTD T/A STALLION HOMES / MULTICON COMMERCIAL CONSTRUCTIONS	NORTHAM DEPOT - SUPPLY AND INSTALL RETAINING WALL AND STEPS	1	59,323.00	
EFT47961	13/07/2023	STEWARTS GOOD PRICE PHARMACY WAREHOUSE	SHARPS CONTAINERS X10	1		60.00
INV 71787	10/07/2023	STEWARTS GOOD PRICE PHARMACY WAREHOUSE	SHARPS CONTAINERS X10	1	60.00	
EFT47962	13/07/2023	SYNERGY	981292570 BAKERS HILL REC CENTRE - 03/05/2023 to 29/06/2023	1		4,451.79
INV 3322736303/07/2023		SYNERGY	332273630 CLACKLINE POST OFFICE - 03/05/2023 to 29/06/2023		308.58	
INV 4449973003/07/2023		SYNERGY	444997300 WUNDOWIE LIBRARY & GARDENS - 03/05/2023 to 30/06/2023		443.16	
INV 1603961203/07/2023		SYNERGY	160396120 CLACKLINE FIRE SHED - 03/05/2023 to 28/06/2023		156.42	
INV 1585097603/07/2023		SYNERGY	158509760 BAKERS HILL OLD BFB FIRE SHED - 28/04/2023 to 27/06/2023		117.36	
INV 1640077103/07/2023		SYNERGY	164007710 WUNDOWIE DEPOT - 03/05/2023 to 30/06/2023		293.79	
INV 2886267403/07/2023		SYNERGY	288626740 CLACKLINE HALL - 28/04/2023 to 27/06/2023		132.34	
INV 1422759503/07/2023		SYNERGY	142275950 WUNDOWIE OVAL - 03/05/2023 to 30/06/2023		823.21	
INV 9168227503/07/2023		SYNERGY	916822750 WUNDOWIE TENNIS CLUB - 03/05/2023 to 30/06/2023		113.51	
INV 9812925704/07/2023		SYNERGY	981292570 BAKERS HILL REC CENTRE - 03/05/2023 to 29/06/2023		955.46	
INV 3706392305/07/2023		SYNERGY	370639230 WUNDOWIE TOWN HALL - 05/05/2023 to 30/06/2023		240.49	
INV 4879640405/07/2023		SYNERGY	487964040 WUNDOWIE YAK SHACK - 05/05/2023 to 30/06/2023		111.16	
INV 9626429905/07/2023		SYNERGY	962642990 WUNDOWIE MEDICAL CENTRE - 05/05/2023 to 30/06/2023		109.66	
INV 3006770705/07/2023		SYNERGY	300677070 WUNDOWIE FOOTBALL PAVILLION - 05/05/2023 to 30/06/2023		374.02	

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INV 3053076105/07/2023		SYNERGY	305307610 AGED ACCOMMODATION WUNDOWIE - 05/05/2023 to 30/06/2023		105.91	
INV 3534641006/07/2023		SYNERGY	035346410 HOOPER PARK - 06/05/2023 to 30/06/2023		166.72	
EFT47963	13/07/2023	TEAM GLOBAL EXPRESS PTY LTD	TOLL FREIGHT CHARGES - JUNE 2023 - DEPOT	1		1,288.75
INV 0595-S3003/07/2023		TEAM GLOBAL EXPRESS PTY LTD	TOLL FREIGHT CHARGES - JUNE 2023 - DEPOT	1	1,288.75	
EFT47964	13/07/2023	THE WATERSHED	VALVE BOX - DURA JUMBO - 424MM X 575MM X 300MM - D1420	1		632.96
INV 1023579105/07/2023		THE WATERSHED	VALVE BOX - DURA JUMBO - 424MM X 575MM X 300MM - D1420	1	632.96	
EFT47965	13/07/2023	THINKPROJECT AUSTRALIA PTY LTD T-AS RAMM SOFTWARE PTY LTD	RENTAL OF THE POCKET RAMM SOFTWARE FOR THE PERIOD 01 JUL 2023 TO 30 JUN 2024.	1		11,709.58
INV RSL-198001/07/2023		THINKPROJECT AUSTRALIA PTY LTD T-AS RAMM SOFTWARE PTY LTD	RENTAL OF THE POCKET RAMM SOFTWARE FOR THE PERIOD 01 JUL 2023 TO 30 JUN 2024.	1	11,709.58	
EFT47966	13/07/2023	TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	200T 19MM MRD SPEC GRAVEL	1		4,375.94
INV INV-389030/06/2023		TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	19MM MRD SPEC GRAVEL	1	2,146.98	
INV INV-391530/06/2023		TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	200T 19MM MRD SPEC GRAVEL	1	2,228.96	
EFT47967	13/07/2023	VALLEY HEIGHTS MUSIC - JEFFREY ALLEN T-AS	SUPPLY PERFORMANCE COACHING & TECHNICAL SUPPORT & RESOURCES COMMUNITY SINGING LESSONS AT BKB 29/04/23; 06/05/23; 13/05/23; 20/05/23	1		1,500.00
INV INV0518 09/05/2023		VALLEY HEIGHTS MUSIC - JEFFREY ALLEN T-AS	SUPPLY PERFORMANCE COACHING & TECHNICAL SUPPORT & RESOURCES COMMUNITY SINGING LESSONS AT BKB	1	500.00	
INV INV0546 28/05/2023		VALLEY HEIGHTS MUSIC - JEFFREY ALLEN T-AS	SUPPLY PERFORMANCE COACHING & TECHNICAL SUPPORT & RESOURCES COMMUNITY SINGING LESSONS AT BKB 29/04/23; 06/05/23; 13/05/23; 20/05/23	1	1,000.00	
EFT47968	13/07/2023	VINCELEC	OLD ADMIN. REPLACE FLURO TO SERVER/STORE ROOM AND EXIT LIGHT IN KITCHEN ON LOWER LEVEL	1		427.82
INV IV1757 23/06/2023		VINCELEC	OLD ADMIN. REPLACE FLURO TO SERVER/STORE ROOM AND EXIT LIGHT IN KITCHEN ON LOWER LEVEL	1	277.82	

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INV IV1757	23/06/2023	VINCELEC	CREATE 298. REPLACE FAULTY GLOBES IN LIGHT ABOVE ENTRY DESK.	1	150.00	
EFT47969	13/07/2023	WOOLWORTHS GROUP LIMITED (WOOLWORTHS GROUP)	WOOLWORTHS PURCHASES - JUNE 2023	1		1,613.49
INV ST-01A2101/07/2023		WOOLWORTHS GROUP LIMITED (WOOLWORTHS GROUP)	WOOLWORTHS PURCHASES - JUNE 2023	1	1,613.49	
EFT47970	20/07/2023	3D HR LEGAL PTY LTD	PSYCHOSOCIAL HAZARDS TRAINING - JAN BYERS 22/6/2023	1		649.00
INV INV-147828/06/2023		3D HR LEGAL PTY LTD	PSYCHOSOCIAL HAZARDS TRAINING - JAN BYERS 22/6/2023	1	649.00	
EFT47971	20/07/2023	A COUNTRY PRACTICE	EUTHANISE OF DOG	1		354.00
INV ACP168810/07/2023		A COUNTRY PRACTICE	CONSULTATION COSTS - SHARPEI	1	84.00	
INV ACP168810/07/2023		A COUNTRY PRACTICE	EUTHANISE OF DOG	1	270.00	
EFT47972	20/07/2023	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	2 STROKE OIL	1		40.04
INV 353673	11/07/2023	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	2 STROKE OIL	1	40.04	
EFT47973	20/07/2023	ALL PARTS WA - RONLIEEH PTY LTD T/AS	G70 TRANSPORT CHAIN KIT 10MM X 6M GRAB HOOKS	1		699.09
INV SI-00011912/07/2023		ALL PARTS WA - RONLIEEH PTY LTD T/AS	G70 TRANSPORT CHAIN KIT 10MM X 6M GRAB HOOKS	1	367.71	
INV SI-00011912/07/2023		ALL PARTS WA - RONLIEEH PTY LTD T/AS	NITRILE GLOVES M/XL, GRIPPA PREMIUM LEATHER GLOVES & COTTON RAGS 15KG	1	331.38	
EFT47974	20/07/2023	ALLMARK & ASSOCIATES PTY LTD	NAME BADGES X 3 (ADMIN OFFICER DEVELOPMENT SERVICES, CIVIL CONSTRUCTION DESIGN TRAINEE & LIBRARY OFFICER) INC FREIGHT	1		83.60
INV IN00392012/07/2023		ALLMARK & ASSOCIATES PTY LTD	NAME BADGES X 3 (ADMIN OFFICER DEVELOPMENT SERVICES, CIVIL CONSTRUCTION DESIGN TRAINEE & LIBRARY OFFICER) INC FREIGHT	1	83.60	
EFT47975	20/07/2023	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD APRA	MUSIC FOR COUNCILS - RURAL	1		1,741.31
INV 369437	04/07/2023	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD APRA	MUSIC FOR COUNCILS - RURAL	1	1,741.31	

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EFT47976	20/07/2023	AUSTRALIAN SOCIETY OF ARCHIVISTS INCORPORATED	DIGITISATION AND DIGITAL PRESERVATION PROFESSIONAL DEVELOPMENT DAY - WA BRANCH	1		60.00
INV 19779	11/07/2023	AUSTRALIAN SOCIETY OF ARCHIVISTS INCORPORATED	DIGITISATION AND DIGITAL PRESERVATION PROFESSIONAL DEVELOPMENT DAY - WA BRANCH	1	60.00	
EFT47977	20/07/2023	AUSTRALIAN TAXATION OFFICE	ATO GARNISHEE NOTICE (REFERENCE 2116237516824560) - MINT CIVIL PTY LTD - 15% DEDUCTION FROM INVOICE N3149	1		1,170.18
INV CY07072	29/05/2023	AUSTRALIAN TAXATION OFFICE	ATO GARNISHEE NOTICE (REFERENCE 2116237516824560) - MINT CIVIL PTY LTD - 15% DEDUCTION FROM INVOICE N3149	1	1,170.18	
EFT47978	20/07/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	SUPPLY & DELIVER TOPSOIL TO DEPOT	1		5,342.92
INV IV11064	08/06/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	GRAVEL TO REPLACE WET MATERIAL FROM SHIRE IRRIGATION LEAK AT NORTHAM RV	1	1,573.00	
INV INV1109	11/07/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	SUPPLY & DELIVER TOPSOIL TO DEPOT	1	3,769.92	
EFT47979	20/07/2023	AVON VALLEY TOYOTA	PN2018 - N10938 - 30,000KM SERVICE	1		551.94
INV JC14010229	03/2023	AVON VALLEY TOYOTA	PN2018 - N10938 - 30,000KM SERVICE	1	551.94	
EFT47980	20/07/2023	BLACKWELL PLUMBING AND GAS PTY LTD	BAKERS HILL HOOPER PARK TOILETS. REPLACE BROKEN PVC WASTE PIPE TO MALE TOILETS.	1		166.00
INV INV-287312	07/2023	BLACKWELL PLUMBING AND GAS PTY LTD	BAKERS HILL HOOPER PARK TOILETS. REPLACE BROKEN PVC WASTE PIPE TO MALE TOILETS.	1	166.00	
EFT47981	20/07/2023	BUNNINGS BUILDING SUPPLIES P/L	BILYA KOORT BOODJA - SUPPLY 1 X BAG OF POTTING MIX AND 1 X GAS BOTTLE EXCHANGE FOR NAIDOC CELEBRATIONS.	1		42.58
INV 2182/200	03/07/2023	BUNNINGS BUILDING SUPPLIES P/L	BILYA KOORT BOODJA - SUPPLY 1 X BAG OF POTTING MIX AND 1 X GAS BOTTLE EXCHANGE FOR NAIDOC CELEBRATIONS.	1	42.58	
EFT47982	20/07/2023	CATALYSE PTY LTD	CULTYR SINGLE USE LICENCE - EMPLOYEE SCORECARD WITH SCORECARD CUSTOMISATION	1		9,350.00
INV INV-135228	06/2023	CATALYSE PTY LTD	CULTYR SINGLE USE LICENCE - EMPLOYEE SCORECARD WITH SCORECARD CUSTOMISATION	1	9,350.00	

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EFT47983	20/07/2023	CLACKLINE FENCING CONTRACTORS	SUPPLY & INSTALL 427m 1800mm BLACK PVC COATED CHAINMESSH FENCING AT HENRY ST OVAL	1		38,285.00
INV 1574	14/07/2023	CLACKLINE FENCING CONTRACTORS	SUPPLY & INSTALL 427m 1800mm BLACK PVC COATED CHAINMESSH FENCING AT HENRY ST OVAL	1	38,285.00	
EFT47984	20/07/2023	COMBINED TYRES PTY LTD	N4174 - REPLACE ROLLER TYRE 1100-20 MRL INCLUDING NEW TUBE AND TYRE DISPOSAL	1		1,364.00
INV INV-359611/07/2023		COMBINED TYRES PTY LTD	N4174 - REPLACE ROLLER TYRE 1100-20 MRL INCLUDING NEW TUBE AND TYRE DISPOSAL	1	1,199.00	
INV INV-360113/07/2023		COMBINED TYRES PTY LTD	N001 - JD GRADER TYRE REPAIR	1	165.00	
EFT47985	20/07/2023	COMMUNITY RESOURCE LIMITED T/AS SOFT LANDING	JUNE - MATTRESS COLLECTED BULK DELIVERY	1		2,318.80
INV INV7773 30/06/2023		COMMUNITY RESOURCE LIMITED T/AS SOFT LANDING	JUNE - MATTRESS COLLECTED BULK DELIVERY	1	2,318.80	
EFT47986	20/07/2023	COUNTRYWIDE GROUP	15KG CHLORINE DRUMS	1		78.00
INV ACC002212/07/2023		COUNTRYWIDE GROUP	3 X 4MM ROUND FILES	1	18.00	
INV ACC002212/07/2023		COUNTRYWIDE GROUP	15KG CHLORINE DRUMS	1	60.00	
EFT47987	20/07/2023	DEPARTMENT OF WATER & ENVIRONMENT REGULATION	DWER ANNUAL LICENSE FEE - OLD QUARRY WASTE MANAGEMENT FACILITY	1		6,952.00
INV WL6977/ 13/07/2023		DEPARTMENT OF WATER & ENVIRONMENT REGULATION	DWER ANNUAL LICENSE FEE - OLD QUARRY WASTE MANAGEMENT FACILITY	1	6,952.00	
EFT47988	20/07/2023	DUN DIRECT PTY LTD	FUEL CHARGES FOR JUNE 2023	1		29,615.38
INV JUNE 20230/06/2023		DUN DIRECT PTY LTD	FUEL CHARGES FOR JUNE 2023	1	29,615.38	
EFT47989	20/07/2023	E FIRE & SAFETY	SHIRE OF NORTHAM - 6 MONTHLY SERVICING OF FIRE EQUIPMENT.	1		11,666.60
INV 589413 28/06/2023		E FIRE & SAFETY	SHIRE OF NORTHAM - 6 MONTHLY SERVICING OF FIRE EQUIPMENT.	1	11,666.60	
EFT47990	20/07/2023	EDITH COWAN UNIVERSITY	SEMESTER 2 UNITS- OCCUPATIONAL & ENVIRONMENTAL HEALTH REGULATION AND HEALTH PROMOTION PALNNING & ADMINISTRATION - SUSAN BURLEY	1		2,122.90

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INV 882176	03/07/2023	EDITH COWAN UNIVERSITY	SEMESTER 2 UNITS- OCCUPATIONAL & ENVIRONMENTAL HEALTH REGULATION AND HEALTH PROMOTION PALNNING & ADMINISTRATION - SUSAN BURLEY	1	2,122.90	
EFT47991	20/07/2023	ELDERS RURAL SERVICES AUSTRALIA LIMITED	MCPA 750 20L	1		297.00
INV 6000017917	07/2023	ELDERS RURAL SERVICES AUSTRALIA LIMITED	MCPA 750 20L	1	297.00	
EFT47992	20/07/2023	ENVIRO PIPES PTY LTD	CORRUGATED PIPE, O RING EPDM & RUBBER SEAL LUBRICANT	1		7,575.81
INV 59671	10/07/2023	ENVIRO PIPES PTY LTD	CORRUGATED PIPE, O RING EPDM & RUBBER SEAL LUBRICANT	1	7,575.81	
EFT47993	20/07/2023	GRAFTON ELECTRICS	MEMORIAL HALL. INSTALL POWER POINT TO SMALL ROOM FOR CCTV.	1		276.65
INV 9576	07/07/2023	GRAFTON ELECTRICS	MEMORIAL HALL. INSTALL POWER POINT TO SMALL ROOM FOR CCTV.	1	276.65	
EFT47994	20/07/2023	IT VISION AUSTRALIA PTY LTD	ENEW SYNERGYSOFT & UNIVERSE ANNUAL LICENSE FEES 01 JULY 2023-30 JUNE 2024	1		108,755.46
INV 38652	01/07/2023	IT VISION AUSTRALIA PTY LTD	ENEW SYNERGYSOFT & UNIVERSE ANNUAL LICENSE FEES 01 JULY 2023-30 JUNE 2024	1	108,755.46	
EFT47995	20/07/2023	JB HI-FI GROUP PTY LTD	MICROSOFT SURFACE LAPTOP & SURFACE DOCK 2	1		1,669.78
INV BD1177029	06/2023	JB HI-FI GROUP PTY LTD	MICROSOFT SURFACE LAPTOP & SURFACE DOCK 2	1	1,669.78	
EFT47996	20/07/2023	LANDGATE	LANDGATE ONLINE TRANSACTION SUMMARY JUNE 2023.	1		84.60
INV 1296414	03/07/2023	LANDGATE	LANDGATE ONLINE TRANSACTION SUMMARY JUNE 2023.	1	84.60	
EFT47997	20/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP RENEWAL FOR JASON WHITAKER	1		2,655.00
INV 32621	03/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP RENEWAL FOR JASON WHITAKER	1	531.00	
INV 32631	03/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP RENEWAL FOR CHADD HUNT	1	531.00	

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INV 32684	03/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP RENEWAL FOR COLIN YOUNG	1	531.00	
INV 32752	03/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP RENEWAL FOR JANICE BYERS	1	531.00	
INV 32826	03/07/2023	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	LOCAL GOVERNMENT PROFESSIONALS MEMBERSHIP RENEWAL FOR NICOLE HAMPTON	1	531.00	
EFT47998	20/07/2023	LUME BRASSERIE - MADEELA PL T/AS	CATERING FOR ORDINARY COUNCIL MEETING - 19 JULY 2023 - CHICKEN	1		972.00
INV 71812	15/07/2023	LUME BRASSERIE - MADEELA PL T/AS	CATERING FOR COUNCIL FORUM MEETING - 12 JULY 2023 - INDIAN CURRY	1	468.00	
INV 71813	15/07/2023	LUME BRASSERIE - MADEELA PL T/AS	CATERING FOR ORDINARY COUNCIL MEETING - 19 JULY 2023 - CHICKEN	1	504.00	
EFT47999	20/07/2023	MANDALAY TECHNOLOGIES PTY LTD	SUBSCRIPTION RENEWAL FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024	1		19,690.00
INV INV-722904/07/2023		MANDALAY TECHNOLOGIES PTY LTD	SUBSCRIPTION RENEWAL FOR THE PERIOD 1 JULY 2023 TO 30 JUNE 2024	1	19,690.00	
EFT48000	20/07/2023	MCLEODS BARRISTERS & SOLICITORS	PREPARATION OF MEMORANDUM OF UNDERSTANDING - WINDWARD BALLOONS	1		2,477.79
INV 130226	31/05/2023	MCLEODS BARRISTERS & SOLICITORS	PREPARATION OF MEMORANDUM OF UNDERSTANDING - WINDWARD BALLOONS	1	2,477.79	
EFT48001	20/07/2023	MELVILLES ROSE N GARDEN	ROSE BUSHES - 32 VARIOUS ROSE BUSHES / FERTILISER BLACK MAGIC 25KG BAGS	1		2,369.00
INV INV-002418/06/2023		MELVILLES ROSE N GARDEN	ROSE BUSHES - 32 VARIOUS ROSE BUSHES / FERTILISER BLACK MAGIC 25KG BAGS	1	2,369.00	
EFT48002	20/07/2023	MILBRIDGE PTY LTD AS TRUSTEE FOR MX MAV TRUST	RELIEF TOWN PLANNING SERVICES	1		4,563.35
INV INV-010214/07/2023		MILBRIDGE PTY LTD AS TRUSTEE FOR MX MAV TRUST	RELIEF TOWN PLANNING SERVICES	1	4,563.35	
EFT48003	20/07/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	C.201819-12 - STREET SWEEPING & GULLY EDUCATION SERVICES / FOOTPATH & VERGE SWEEPING OF CBD 26/06/02023 - 02/07/2023	1		7,801.20
INV N0174	10/07/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	C.201819-12 - STREET SWEEPING & GULLY EDUCATION SERVICES / FOOTPATH & VERGE SWEEPING OF CBD 26/06/02023 - 02/07/2023	1	3,900.60	

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INV N0175	10/07/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	C.201819-12 - STREET SWEEPING & GULLY EDUCATION SERVICES / FOOTPATH & VERGE SWEEPING OF CBD 03/07/2023 - 09/07/2023	1	3,900.60	
EFT48004	20/07/2023	NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION SERVICE FEE FOR NAVTRAC SYSTEM FOR DEPOT 15/07/2023-14/08/2023	1		893.92
INV 9285134215/07/2023		NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION SERVICE FEE FOR NAVTRAC SYSTEM FOR DEPOT 15/07/2023-14/08/2023	1	893.92	
EFT48005	20/07/2023	NORTHAM BETTA HOME LIVING	1.2M LIGHTNING DATA CABLE & AUTO DISCONNECT LIGHTNING CABLE	1		59.95
INV 2001005612/07/2023		NORTHAM BETTA HOME LIVING	1.2M LIGHTNING DATA CABLE & AUTO DISCONNECT LIGHTNING CABLE	1	59.95	
EFT48006	20/07/2023	NORTHAM FEED & HIRE	2P/MIX & 2 X JERKY	1		264.50
INV 0000495006/07/2023		NORTHAM FEED & HIRE	2P/MIX & 2 X JERKY	1	97.00	
INV 0000495110/07/2023		NORTHAM FEED & HIRE	2P/MIX	1	47.00	
INV 0000496413/07/2023		NORTHAM FEED & HIRE	2P/MIX & 2X JERKY	1	73.50	
INV 0000496517/07/2023		NORTHAM FEED & HIRE	2P/MIX	1	47.00	
EFT48007	20/07/2023	NORTHAM FLORIST	FLOWERS FOR ALISON QUIN (PARENTS PASSING) INC DELIVERY	1		70.00
INV 27562	12/07/2023	NORTHAM FLORIST	FLOWERS FOR ALISON QUIN (PARENTS PASSING) INC DELIVERY	1	70.00	
EFT48008	20/07/2023	OXTER SERVICES	NEW BURIAL FOR HARROLD KEITH JOLLEY / GRAVE CERTIFICATE	1		6,435.00
INV 27383	01/06/2023	OXTER SERVICES	NEW BURIAL FOR HARROLD KEITH JOLLEY / GRAVE CERTIFICATE	1	1,639.00	
INV 27479	22/06/2023	OXTER SERVICES	REOPENING GRAVE FOR ROGALSKI WALENTYNA / GRAVE CERTIFICATE	1	1,518.00	
INV 27578	17/07/2023	OXTER SERVICES	NEW BURIAL FOR MELBIN, DOUGLAS JOHN GENERAL 538	1	1,639.00	
INV 27578	17/07/2023	OXTER SERVICES	NEW BURIAL FOR ,MCPHERSON, HAZEL DOREEN	1	1,639.00	
EFT48009	20/07/2023	PBF AUSTRALIA	SHIRE OF NORTHAM STAFF - PBF CORPORATE MEMBERSHIP	1		5,005.00

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INV INV0651	28/04/2023	PBF AUSTRALIA	SHIRE OF NORTHAM STAFF - PBF CORPORATE MEMBERSHIP	1	5,005.00	
EFT48010	20/07/2023	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES FOR ACCOUNT 601148 - 182 FITZGERALD ST, NORTHAM (POP UP SHOP) - STATEMENT NO: 2341798	1		479.80
INV 2341798	17/07/2023	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES FOR ACCOUNT 601148 - 182 FITZGERALD ST, NORTHAM (POP UP SHOP) - STATEMENT NO: 2341798	1	479.80	
EFT48011	20/07/2023	PROFESSIONAL LOCKSERVICE	QUELLINGTON HALL. SUPPLY 3 X F06 KEYS AND SEND TO ADMIN	1		123.75
INV 0010904406	07/2023	PROFESSIONAL LOCKSERVICE	QUELLINGTON HALL. SUPPLY 3 X F06 KEYS AND SEND TO ADMIN	1	123.75	
EFT48012	20/07/2023	RAC BUSINESSWISE	RENEWAL - BUSINESSWISE ABSOLUTE - KILLARA BUS'S / WAGONS / COMMUNITY BUS	1		1,470.00
INV PHH200127	05/2023	RAC BUSINESSWISE	RENEWAL - BUSINESSWISE ABSOLUTE - KILLARA BUS'S / WAGONS / COMMUNITY BUS	1	1,470.00	
EFT48013	20/07/2023	RED DOT STORE	GIFT BAGS AND FRAME FOR CITIZENSHIP CEREMONY	1		38.98
INV 9681409	13/07/2023	RED DOT STORE	GIFT BAGS AND FRAME FOR CITIZENSHIP CEREMONY	1	38.98	
EFT48014	20/07/2023	RMC RAIL SERVICES PTY LTD	HIRE OF RAIL PROTECTION OFFICER FOR CLARKE STREET, NORTHAM	1		1,218.92
INV 31155	03/07/2023	RMC RAIL SERVICES PTY LTD	HIRE OF RAIL PROTECTION OFFICER FOR CLARKE STREET, NORTHAM	1	1,218.92	
EFT48015	20/07/2023	ST JOHN AMBULANCE AUSTRALIA (WA) INC. (KIT SERVICING)	SHIRE OF NORTHAM - FIRST AID KIT, GRAB BAG AND DFIB SERVICING	1		1,117.19
INV FAINV0102	06/2023	ST JOHN AMBULANCE AUSTRALIA (WA) INC. (KIT SERVICING)	SHIRE OF NORTHAM - FIRST AID KIT, GRAB BAG AND DFIB SERVICING	1	806.40	
INV FAINV0102	06/2023	ST JOHN AMBULANCE AUSTRALIA (WA) INC. (KIT SERVICING)	SHIRE OF NORTHAM - FIRST AID KIT, GRAB BAG AND DFIB SERVICING	1	310.79	
EFT48016	20/07/2023	STALLION BUILDING CO PTY LTD T/A STALLION HOMES / MULTICON COMMERCIAL CONSTRUCTIONS	NORTHAM AERODROME TOILET FACILITY	1		67,277.30

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INV 2297	12/07/2023	STALLION BUILDING CO PTY LTD T/A STALLION HOMES / MULTICON COMMERCIAL CONSTRUCTIONS	NORTHAM AERODROME TOILET FACILITY	1	67,277.30	
EFT48017	20/07/2023	SYNERGY	168614990 STREETLIGHTING - 10/05/2023 to 17/05/2023	1		36,868.33
INV 9152416403/07/2023		SYNERGY	915241640 AUXILLARY LIGHTING - 28/05/2023 to 27/06/2023		141.98	
INV 1686149903/07/2023		SYNERGY	168614990 STREETLIGHTING - 10/05/2023 to 17/05/2023		26,019.63	
INV 3616693112/07/2023		SYNERGY	361669310 RECREATION PRECINCT - 14/06/2023 to 11/07/2023		7,854.99	
INV 2931107312/07/2023		SYNERGY	293110730 BILYA KOORT BOODJA - 14/06/2023 to 11/07/2023		1,329.02	
INV 3577039912/07/2023		SYNERGY	357703990 BERT HAWKE PAVILION & LIGHTS - 14/06/2023 to 11/07/2023		702.10	
INV 3613334214/07/2023		SYNERGY	361333420 AVON MALL - 16/05/2023 to 13/07/2023		592.38	
INV 3619900317/07/2023		SYNERGY	361990030 WUNDOWIE OVAL - 02/05/2023 to 29/06/2023		228.23	
EFT48018	20/07/2023	THE PRINT SHOP BUNBURY	2X BRANDED MARQUEES + DS WALLS	1		3,517.80
INV 1590790	30/06/2023	THE PRINT SHOP BUNBURY	2X BRANDED MARQUEES + DS WALLS	1	3,517.80	
EFT48019	20/07/2023	TURQUOISE CREATIVE - SARAH REBUT T/AS	50% DEPOSIT - SEED EMBEDDED BUSINESS CARDS FOR SHIRE OF NORTHAM STAFF	1		522.50
INV 1379	30/06/2023	TURQUOISE CREATIVE - SARAH REBUT T/AS	50% DEPOSIT - SEED EMBEDDED BUSINESS CARDS FOR SHIRE OF NORTHAM STAFF	1	522.50	
EFT48020	20/07/2023	VINCELEC	OLD TOWN ADMIN. REPLACE EMERGENCY TEST LIGHT KIT.	1		518.48
INV IV1780	09/07/2023	VINCELEC	OLD TOWN ADMIN. REPLACE EMERGENCY TEST LIGHT KIT.	1	518.48	
EFT48021	20/07/2023	WA CONTRACT RANGER SERVICES	MANAGEMENT OF NORTHAM POUND FACILITY 01/07/2023-16/07/2023	1		770.00
INV 0000487215/07/2023		WA CONTRACT RANGER SERVICES	MANAGEMENT OF NORTHAM POUND FACILITY 01/07/2023-16/07/2023	1	770.00	
EFT48022	20/07/2023	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REGO N11084 - SUPPLY AND FIT NEW BATTERY	1		434.25

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INV INV-156611/07/2023		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REGO N11084 - SUPPLY AND FIT NEW BATTERY	1	434.25	
EFT48023	20/07/2023	WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY AS PER C.201920-17 - FORTNIGHT ENDING 30/06/2023	1		2,760.00
INV 0030150030/06/2023		WHEATBELT (NRM) NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY AS PER C.201920-17 - FORTNIGHT ENDING 30/06/2023	1	2,760.00	
EFT48024	20/07/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	ADMIN C3730 PRINTER METER/SERVICE READING TILL EOFY 05/06/2023 - 05/07/2023	1		1,069.63
INV 216632	05/07/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	ENGINEERING DONGA IRA-DX C3730 COLOUR COPIER SERVICE METER READING 05/06/2023 -05/07/2023	1	107.05	
INV 216634	05/07/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	ENGINEERING DEPOT IRA-DX C3730 COLOUR COPIER SERVICE METER READING 05/06/2023 - 05/07/2023	1	193.63	
INV 216633	05/07/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	WUNDOWIE LIBRARY C3730 PRINTER METER/SERVICE READING TILL EOFY 05/06/2023 - 05/07/2023	1	13.09	
INV 216638	05/07/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	NORTHAM LIBRARY C3730 PRINTER METER/SERVICE READING TILL EOFY 05/06/2023 - 05/07/2023	1	72.15	
INV 216639	05/07/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	REC CENTRE C3730 PRINTER METER/SERVICE READING TILL EOFY 05/06/2023 - 05/07/2023	1	81.28	
INV 216641	05/07/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	ADMIN C3730 PRINTER METER/SERVICE READING TILL EOFY 05/06/2023 - 05/07/2023	1	588.33	
INV 6979	13/07/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	PEN/PENCIL HOLDER, WHITEBOARD MARKERS & WHITE BOARD ERASERS	1	14.10	
EFT48025	20/07/2023	YVONNE KICKETT	WELCOME TO COUNTRY - CITIZENSHIP CEREMONY 14 JULY 2023	1		300.00
INV 71723	14/07/2023	YVONNE KICKETT	WELCOME TO COUNTRY - CITIZENSHIP CEREMONY 14 JULY 2023	1	300.00	
EFT48026	27/07/2023	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	1		132.50
INV DEDUCT18/07/2023		AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		132.50	
EFT48027	27/07/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		1,377.51
INV DEDUCT18/07/2023		CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS		1,377.51	
EFT48028	27/07/2023	COLES - WEX AUSTRALIA PTY LTD	COLES PURCHASES - JUNE 2023	1		1,105.16

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INV 192	30/06/2023	COLES - WEX AUSTRALIA PTY LTD	COLES PURCHASES - JUNE 2023	1	1,105.16	
EFT48029	27/07/2023	COLIN JOHN YOUNG	REIMBURSE COLIN YOUNG - PERSONAL CREDIT CARD USED IN ERROR FOR PURCHASE MICROSOFT WINDOW 10 PROFESSIONAL	1		350.00
INV 28761	20/07/2023	COLIN JOHN YOUNG	REIMBURSE COLIN YOUNG - PERSONAL CREDIT CARD USED IN ERROR FOR PURCHASE MICROSOFT WINDOW 10 PROFESSIONAL	1	350.00	
EFT48030	27/07/2023	DEPARTMENT OF WATER & ENVIRONMENT REGULATION	DWER QUARTERLY LEVY RETURN; APRIL 2023 - JUNE 2023	1		12,612.10
INV CH 1407214/07/2023		DEPARTMENT OF WATER & ENVIRONMENT REGULATION	DWER QUARTERLY LEVY RETURN; APRIL 2023 - JUNE 2023	1	12,612.10	
EFT48031	27/07/2023	JLT RISK SOLUTIONS PTY LTD - (LGIS)	SALARY CONTINUANCE ANNUAL INSURANCE PREMIUMS 30/06/2023-30/06/2024	1		10,829.98
INV 062-2143 04/07/2023		JLT RISK SOLUTIONS PTY LTD - (LGIS)	SALARY CONTINUANCE ANNUAL INSURANCE PREMIUMS 30/06/2023-30/06/2024	1	10,431.50	
INV 062-2143 04/07/2023		JLT RISK SOLUTIONS PTY LTD - (LGIS)	MARINE CARGO ANNUAL INSURANCE PREMIUMS 30/06/2023-30/06/2024	1	398.48	
EFT48032	27/07/2023	NATIONAL AUSTRALIA DAY COUNCIL	REPAY UNSPENT AUSTRALIA DAY 2023 GRANT FUNDS	1		8,800.00
INV INV-083619/06/2023		NATIONAL AUSTRALIA DAY COUNCIL	REPAY UNSPENT AUSTRALIA DAY 2023 GRANT FUNDS	1	8,800.00	
EFT48033	27/07/2023	PAUL DRAGO DEVCIC	REIMBURSE PAUL DEVCIC - KMART PURCHASES - CROCKERY / GLASSWEAR / CUTLERY / TEA TOWELS - STOCK FOR NEW DEPOT KITCHEN AND CRIB ROOM	1		115.00
INV JW 2707226/07/2023		PAUL DRAGO DEVCIC	REIMBURSE PAUL DEVCIC - KMART PURCHASES - CROCKERY / GLASSWEAR / CUTLERY / TEA TOWELS - STOCK FOR NEW DEPOT KITCHEN AND CRIB ROOM	1	115.00	
EFT48034	27/07/2023	PIERCE LLOYD	REIMBURSE PIERCE LLOYD - GRADUATE DIPLOMA IN ENVIRONMENTAL HEALTH - SEMESTER 2 2023 TUITION FEES (\$4148). STUDENT SERVICES AMENITIES - SEMESTER 2 2023 FEES (\$81).	1		4,229.00
INV 1310258704/07/2023		PIERCE LLOYD	REIMBURSE PIERCE LLOYD - GRADUATE DIPLOMA IN ENVIRONMENTAL HEALTH - SEMESTER 2 2023 TUITION FEES (\$4148). STUDENT SERVICES AMENITIES - SEMESTER 2 2023 FEES (\$81).	1	4,229.00	

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Attachment 13.4.1.1

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT48035	27/07/2023	PRISCILLA MOODY	MADE KANGAROO & DAMPER FOR OVER 70 PEOPLE (FOR AN EVENT AT ARC INFRASTRUCTURE 14.07.2023)	1		1,400.00
INV 71426	06/06/2023	PRISCILLA MOODY	PROVDE KANGAROO STEW & DAMPER FOR BKB BOOKING 6 JUNE 2023.	1	500.00	
INV 1	14/07/2023	PRISCILLA MOODY	MADE KANGAROO & DAMPER FOR OVER 70 PEOPLE (FOR AN EVENT AT ARC INFRASTRUCTURE 14.07.2023)	1	900.00	
EFT48036	27/07/2023	TAMIKA VAN BEEK	REIMBURSE TAMIKA VAN BEEK - COST OF GROCERIES, PARKING AND DINNER(X2) WHILE ON TRAINING IN PERTH.	1		133.55
INV AM 1907	19/07/2023	TAMIKA VAN BEEK	REIMBURSE TAMIKA VAN BEEK - COST OF GROCERIES, PARKING AND DINNER(X2) WHILE ON TRAINING IN PERTH.	1	133.55	
EFT48037	27/07/2023	TELSTRA LIMITED	TELSTRA CHARGES - SHIRE OF NORTHAM - MAY 2023	1		791.93
INV 9026075017	06/2023	TELSTRA LIMITED	TELSTRA CHARGES - SHIRE OF NORTHAM - MAY 2023	1	791.93	
EFT48038	27/07/2023	TREVOR EASTWELL	WUNDOWIE TO NORTHAM COMMUNITY TRANSPORT JULY 2023	1		50.00
INV 17	13/07/2023	TREVOR EASTWELL	WUNDOWIE TO NORTHAM COMMUNITY TRANSPORT JULY 2023	1	50.00	
EFT48039	27/07/2023	VALLEY HEIGHTS MUSIC - JEFFREY ALLEN T-AS	EQUIPMENT SUPPORT FOR POCKET CALL BAND	1		650.00
INV INV0652	05/07/2023	VALLEY HEIGHTS MUSIC - JEFFREY ALLEN T-AS		1	650.00	
DD19429.1	04/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1		28,582.13
INV SUPER	04/07/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	24,862.24	
INV DEDUCT04	07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	2,387.44	
INV DEDUCT04	07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	37.68	
INV DEDUCT04	07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	37.68	
INV DEDUCT04	07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	800.00	
INV DEDUCT04	07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	107.95	

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INV DEDUCT04/07/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	187.52	
INV DEDUCT04/07/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	69.38	
INV DEDUCT04/07/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	92.24	
DD19429.2	04/07/2023	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1		566.42
INV SUPER	04/07/2023	PLUM SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	431.56	
INV DEDUCT04/07/2023		PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1	134.86	
DD19429.3	04/07/2023	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		549.28
INV SUPER	04/07/2023	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	549.28	
DD19429.4	04/07/2023	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		674.24
INV SUPER	04/07/2023	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	674.24	
DD19429.5	04/07/2023	QSUPER	PAYROLL DEDUCTIONS	1		632.84
INV SUPER	04/07/2023	QSUPER	SUPERANNUATION CONTRIBUTIONS	1	467.75	
INV DEDUCT04/07/2023		QSUPER	PAYROLL DEDUCTIONS	1	165.09	
DD19429.6	04/07/2023	HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1		1,024.42
INV SUPER	04/07/2023	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	759.80	
INV DEDUCT04/07/2023		HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1	50.00	
INV DEDUCT04/07/2023		HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1	214.62	
DD19429.7	04/07/2023	YKC SUPERFUND	PAYROLL DEDUCTIONS	1		911.15
INV SUPER	04/07/2023	YKC SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	673.46	
INV DEDUCT04/07/2023		YKC SUPERFUND	PAYROLL DEDUCTIONS	1	237.69	
DD19429.8	04/07/2023	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1		273.53
INV SUPER	04/07/2023	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1	273.53	

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DD19429.9	04/07/2023	CBUS	SUPERANNUATION CONTRIBUTIONS	1		385.00
INV SUPER	04/07/2023	CBUS	SUPERANNUATION CONTRIBUTIONS	1	385.00	
DD19432.1	03/07/2023	TENNANT AUSTRALIA	RECREATION CENTRE LEASE FEE CLEANING EQUIPMENT JULY 2023	1		573.75
INV JULY 2023	03/07/2023	TENNANT AUSTRALIA	RECREATION CENTRE LEASE FEE CLEANING EQUIPMENT JULY 2023	1	573.75	
DD19433.1	04/07/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1		281.08
INV SUPER	06/07/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	281.08	
DD19484.1	18/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1		27,866.00
INV SUPER	18/07/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	24,361.91	
INV DEDUCT	18/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	2,338.20	
INV DEDUCT	18/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	37.16	
INV DEDUCT	18/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	37.16	
INV DEDUCT	18/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	700.00	
INV DEDUCT	18/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	102.27	
INV DEDUCT	18/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	167.69	
INV DEDUCT	18/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	69.38	
INV DEDUCT	18/07/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	52.23	
DD19484.2	18/07/2023	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1		569.72
INV SUPER	18/07/2023	PLUM SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	434.07	
INV DEDUCT	18/07/2023	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1	135.65	
DD19484.3	18/07/2023	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		547.06
INV SUPER	18/07/2023	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	547.06	
DD19484.4	18/07/2023	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		674.73

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INV SUPER	18/07/2023	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	674.73	
DD19484.5	18/07/2023	QSUPER	PAYROLL DEDUCTIONS	1		632.84
INV SUPER	18/07/2023	QSUPER	SUPERANNUATION CONTRIBUTIONS	1	467.75	
INV DEDUCT	18/07/2023	QSUPER	PAYROLL DEDUCTIONS	1	165.09	
DD19484.7	18/07/2023	YKC SUPERFUND	PAYROLL DEDUCTIONS	1		911.15
INV SUPER	18/07/2023	YKC SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	673.46	
INV DEDUCT	18/07/2023	YKC SUPERFUND	PAYROLL DEDUCTIONS	1	237.69	
DD19484.8	18/07/2023	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1		273.53
INV SUPER	18/07/2023	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1	273.53	
DD19484.9	18/07/2023	CBUS	SUPERANNUATION CONTRIBUTIONS	1		385.00
INV SUPER	18/07/2023	CBUS	SUPERANNUATION CONTRIBUTIONS	1	385.00	
DD19494.1	12/07/2023	BANKWEST	CHADD HUNT MASTER CARD 24/05/23 TO 22/06/23	1		1,488.91
INV A ESPEY	12/07/2023	BANKWEST	ALEX ESPEY MASTERCARD 22/05/23 TO 22/06/23	1	370.58	
INV C YOUN	12/07/2023	BANKWEST	COLIN YOUNG MASTER CARD 24/05/23 TO 22/06/23	1	780.33	
INV C HUNT	12/07/2023	BANKWEST	CHADD HUNT MASTER CARD 24/05/23 TO 22/06/23	1	338.00	
DD19429.10	04/07/2023	MTAA SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1		246.25
INV SUPER	04/07/2023	MTAA SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	246.25	
DD19429.11	04/07/2023	MERCER SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		337.33
INV SUPER	04/07/2023	MERCER SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	337.33	
DD19429.12	04/07/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1		4,164.74
INV SUPER	04/07/2023	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	3,756.25	
INV DEDUCT	04/07/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	308.49	

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INV DEDUCT04/07/2023		AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	100.00	
DD19429.13	04/07/2023	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1		697.56
INV DEDUCT04/07/2023		ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1	181.97	
INV SUPER	04/07/2023	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1	515.59	
DD19429.14	04/07/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,848.65
INV DEDUCT04/07/2023		REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	1	263.16	
INV SUPER	04/07/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,585.49	
DD19429.15	04/07/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1		1,447.69
INV DEDUCT04/07/2023		UNISUPER	PAYROLL DEDUCTIONS	1	168.33	
INV DEDUCT04/07/2023		UNISUPER	PAYROLL DEDUCTIONS	1	460.00	
INV SUPER	04/07/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1	819.36	
DD19429.16	04/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		969.00
INV DEDUCT04/07/2023		AUSTRALIAN RETIREMENT TRUST	PAYROLL DEDUCTIONS	1	134.00	
INV SUPER	04/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1	835.00	
DD19429.17	04/07/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1		238.35
INV SUPER	04/07/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1	238.35	
DD19429.18	04/07/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1		297.61
INV SUPER	04/07/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1	297.61	
DD19429.19	04/07/2023	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		78.94
INV SUPER	04/07/2023	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	78.94	
DD19484.10	18/07/2023	MTAA SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1		231.70

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	18/07/2023	MTAA SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	231.70	
DD19484.11	18/07/2023	MERCER SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		337.33
INV SUPER	18/07/2023	MERCER SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	337.33	
DD19484.12	18/07/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1		4,415.55
INV SUPER	18/07/2023	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	3,941.62	
INV DEDUCT	18/07/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	373.93	
INV DEDUCT	18/07/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	100.00	
DD19484.13	18/07/2023	RETIREMENT PORTFOLIO SERVICE	SUPERANNUATION CONTRIBUTIONS	1		72.74
INV SUPER	18/07/2023	RETIREMENT PORTFOLIO SERVICE	SUPERANNUATION CONTRIBUTIONS	1	72.74	
DD19484.14	18/07/2023	TWUSUPER	SUPERANNUATION CONTRIBUTIONS	1		51.59
INV SUPER	18/07/2023	TWUSUPER	SUPERANNUATION CONTRIBUTIONS	1	51.59	
DD19484.15	18/07/2023	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1		788.76
INV DEDUCT	18/07/2023	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1	205.76	
INV SUPER	18/07/2023	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1	583.00	
DD19484.16	18/07/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,908.88
INV DEDUCT	18/07/2023	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	1	279.10	
INV SUPER	18/07/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1	1,629.78	
DD19484.17	18/07/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1		1,419.28
INV DEDUCT	18/07/2023	UNISUPER	PAYROLL DEDUCTIONS	1	168.33	
INV DEDUCT	18/07/2023	UNISUPER	PAYROLL DEDUCTIONS	1	460.00	
INV SUPER	18/07/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1	790.95	
DD19484.18	18/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		972.90

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT18/07/2023	18/07/2023	AUSTRALIAN RETIREMENT TRUST	PAYROLL DEDUCTIONS	1	134.00	
INV SUPER	18/07/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1	838.90	
DD19484.19	18/07/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1		238.35
INV SUPER	18/07/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1	238.35	
DD19484.20	18/07/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1		298.00
INV SUPER	18/07/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1	298.00	
DD19484.21	18/07/2023	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		82.10
INV SUPER	18/07/2023	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	82.10	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNI FUND	1,260,539.93
TOTAL		1,260,539.93

Payment dates 1st July 2023 – 31st July 2023

- Municipal Fund payment cheque numbers 35591 to 35593 Total \$31,823.37.

Electronic Funds Transfer

- Municipal Fund EFT47814 to EFT48039 Total \$1,139,770.48
- Direct Debits Total \$88,946.08.

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

Month	Cheques 2023/2024	EFT Payments 2023/2024	Direct Debits 2023/2024	Payroll 2023/2024	Total Payments 2023/2024
July	\$ 31,823.37	\$ 1,139,770.48	\$ 88,946.08	\$ 472,296.12	\$ 1,732,836.05
August					\$ -
September					\$ -
October					\$ -
November					\$ -
December					\$ -
January					\$ -
February					\$ -
March					\$ -
April					\$ -
May					\$ -
June					\$ -
Total	\$ 31,823.37	\$ 1,139,770.48	\$ 88,946.08	\$ 472,296.12	\$ 1,732,836.05

The following table presents all payments made for the month from Council credit cards paid by direct debit DD19494.1 - \$1,488.91

Summary Credit Card Payments	\$	Total
CEO		\$ -
Executive Manager of Community Services		\$ -
Executive Manager of Corporate Services FOREIGN TRANSACTION FEE	157.43	

AMAYSIM MOBILE PTY LTD - LIBRARY LIFT PHONE DATA	10.00	
SQ DAXXI - LUNCH FOR EMCS & CEO WHILST ATTENDING MEETING IN PERTH	38.00	
ADOBE ID CREATIVE - MONTHLY FEES	225.96	
LANDGATE - COPY OF MANAGEMENT ORDER	28.20	
SAI GLOBAL - AUSTRALIAN STANDARDS X 2 - EMERGENCY LIGHTING REQUIREMENTS	320.74	
		\$ 780.33
Executive Manager of Development Services		
SPLASHTOP SOFTWARE - SPLASHTOP REMOTE CONTROL SOFTWARE FOR RANGER IPAD	85.00	
KELLERBERRIN FARMERS - WORKING LUNCH FOR FILMING FOR BKB EXHIBITION UPGRADE	214.00	
BANK WEST ANNUAL FEE	39.00	
		\$ 338.00
Executive Manager of Engineering Services		
		\$ -
Community Emergency Services Manager		
BEYOND POWER BAKERSHILL - ALLEN KEY SET	14.95	
DOME NORTHAM - LUNCH MEETING WITH CBFCO	52.10	
ST JOHN AMBULANCE - LOCKER SIGNAGE FOR IRISHTOWN TRUCK	36.48	
INTERFLORA FLOWERS	99.00	
OFFICE WORKS	168.05	
		\$ 370.58
Total Credit Card Expenditure		\$ 1,488.91

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering vouchers and electronic fund transfer payments as per above and totalling \$1,732,836.05 was submitted to the Ordinary Meeting of Council on Wednesday, 16 August 2023.

_____ CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering vouchers \$1,732,836.05 was submitted to each member of the Council on Wednesday, 16 August 2023, 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

13.4.2 Material Variances

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

BRIEF

To adopt the material Variance be used in the statements of financial activity for the 2023/24 financial year.

ATTACHMENTS

Nil

A. BACKGROUND / DETAILS

This was inadvertently not included at budget adoption at the Special Meeting of Council held on the 9 August 2023.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

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

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

Priority Action: Nil.

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Regulation 34 (5) of the *Local Government (Financial Management)*

Regulations 1996 details that a material variance must be adopted by the Local Government Annually.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

Nil.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	N/A		
Reputation	N/A		
Service Interruption	If not adopted in a timely fashion delays to projects could occur.	Unlikely (2) x Medium (3) = Moderate (6)	Endorse officer recommendation
Compliance	Does not comply with legislation	Unlikely (2) x Medium (3) = Moderate (6)	Endorse officer recommendation
Property	N/A		
Environment	N/A		

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

To adopt the material variance to be used when reporting material variances in the statements of financial activity for the 2023/24 year as required under the *Local Government (Financial Management) Regulations 1996*.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4846

Moved: Cr A J Mencshelyi

Seconded: Cr J E G Williams

That Council in accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, approve that the level to be used in statements of financial activity in 2023/24 for reporting material variances shall be a percentage of ten (10) or a minimum of \$20,000, whichever is lesser.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

UNCONFIRMED

13.5 COMMUNITY SERVICES

13.5.1 Northam Motor Sport Festival

File Reference:	1.3.13.3
Reporting Officer:	David Emery (Manager Recreation and Youth Services)
Responsible Officer:	Jason Whiteaker (Chief Executive Officer)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

This report seeks council to consider the financial support for partnership arrangements and future infrastructure enhancements for the Northam Motor Sport Festival (NMSF).

ATTACHMENTS

1. NMSF Agreement Letter 2023 - 27 [**13.5.1.1** - 1 page]

A. BACKGROUND / DETAILS

The Northam Motor Sport Festival (NMSF) is an iconic two-day motor sport themed motor racing event (which has been delivered for 70 years) and contributes to the community's identity by maintaining the connection of the community to its history.

The festival activates Northam's economy by drawing people into the town with unique historical displays, demonstrations, community activities, racing and exclusive motor sport opportunities that benefit local businesses.

The current agreement between the Vintage Sports Car Club (VSCC) and the Shire has been endorsed by council for a three-year period within the Community Grants program. A request has been received by the Shire from the VSCC seeking to extend this agreement to a five-year period. The extension agreement provides the event organiser with the continuity of financial and resource support to achieve event objectives.

Although Covid-19 has had significant impact to the delivery of the NMSF the VSCC has been committed to the event and its reestablishment post Covid-19 including earlier this year with positive event results.

Additionally, council had previously resolved to allocated capital funding that was attributed to future track enhancements towards realignment of the track around Jubilee Oval. Subsequently, these outcomes no longer align with the desired festival objectives as noted within the stakeholder engagement considerations. However, funds can have a positive impact on the existing track to enhance community amenities.

The existing track is one of two street circuits within WA that continue to offer motor racing. In keeping with the existing track location upgrades can enhance the spectators viewing and engagement whilst assisting with safety and compliance of permanent infrastructure requirements.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: People.

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

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

Priority Action 3.4.1: Partner with local sporting clubs to improve volunteering and capacity.

Performance Area: Prosperity.

Outcome 10: An attractive destination for investors, business, and visitors; helping to grow the economy and local jobs.

Objective 10.4: Identify develop and promote tourism experiences and supporting services.

Priority Action 10.4.2: Facilitate national, state, and regional recreational and sporting events.

B.2 Financial / Resource Implications

An allocation of funds is attributed within the existing 23/24 budget through the community sponsorship program.

- i. \$25,000 (exclusive of GST) of funding provided by the Shire of Northam to the Vintage Sports Car Club of WA for the facilitation of NMSF.
- ii. Funding is budgeted to the Shire of Northam to facilitate additional community activation to support the event, funding is reviewed annually and adopted as part of operational expenses.
- iii. In-kind support is also provided by the Shire of Northam 'Events Team Officers.' to assist facilitation and collaboration with event management plans.

Should council resolve to support the VSCC for the five-year term of the agreement Officers can attribute the apportioned funds within annual budget adoption preparations.

Additionally, there is \$157,000 (exclusive of GST) of funding that was attributed to track enhancements in 22/23 for track enhancements around Jubilee Oval. Officers would like to carry forward these funds towards designs and improvements of the existing track in the CBD.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Policy G1.7 Risk Management. To safeguard risks identified as high or extreme, non-track compliance is to be entered into the Shire's risk register for evaluation and management.

B.5 Stakeholder Engagement / Consultation

Officers have been working with event stakeholders to review the current track alignment and infrastructure to ensure that the festival continues to provide the community with the attraction, spectacle, and event appropriation.

With significant consultations being undertaken it was determined collectively between the Vintage Sports Car Club, racing driver competitors and Shire Officers that the current track will continue to provide the best outcomes.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Not securing funds to facilitate the event can impact the event management and planning outcomes.	Possible (3) x Minor (2) = Moderate (6)	Endorsing a five-year funding agreement increases planning and continuity outcomes.
Health & Safety	Non-compliant track.	Likely (4) x Major (4) = High (16)	Endorsing the Officer recommendations will reduce the risk of track compliance issues.
Reputation	Not endorsing a longer-term	Possible (3) x Medium (3) =	A longer funding agreement allows

	agreement can negatively affect community relations with stakeholders.	Moderate (9)	the community group to increase their planning outlook.
Service Interruption	Nil		
Compliance	Nil		
Property	Nil		
Environment	Nil		

B.7 Natural Environment Considerations

Nil

C. OFFICER'S COMMENT

To provide continued growth and support it is Officers recommendation that previously committed funds be allocated towards enhancing the existing track through the CBD. A particular focus for enhancements to implement infrastructure design that can sit in situ and be utilised by the community all year round and reduce the need for temporary installations during the event. Upgrades and enhancements on the existing track are currently unknown however Officers can work with track inspectors and the VSCC to provide a report to council to sign off on final works.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4847

Moved: Cr M P Ryan

Seconded: Cr J E G Williams

That Council:

1. Approve a five-year funding agreement of \$25,000pa between the Shire and 'Vintage Sports Car Club of WA' (VSCC) to facilitate the Northam Motor Sport Festival.
2. Approve the reallocation of expenditure (\$157,000) to be utilised from account Job No: 6454 (New Track Enhancement Northam Motor Sport Festival) and carry forward in 2023/24 budget for the purpose of 'track enhancement and design' to the 'existing' track.
3. Request the Chief Executive Officer to investigate track improvements for the existing track and provide council a report on upgrades and enhancements for endorsement.

CARRIED 8/0

For: Cr C R Antonio, Cr M P Ryan, Cr D J Galloway, Cr L C Biglin, Cr D A Hughes, Cr A J Mencshelyi, Cr R W Tinetti and Cr J E G Williams

Against: Nil

UNCONFIRMED



The Vintage Sports Car Club of WA (Inc.)

ABN 49 845 981 838
PO Box 1127 GWELUP, WA 6018
Telephone 0400 813 141
Email: admin@vsccwa.com.au
Website: www.vsccwa.com.au

Mr Jason Whiteaker
CEO
Shire of Northam
395 Fitzgerald Street,
Northam
WA 6401

Dear Jason,

Letter of Agreement – Northam Motor Sport Festival

We would like to secure a letter of agreement with the Shire of Northam for the Northam Motor Sport Festival to cover the future of this important event over the coming years.

The Vintage Sports Car Club has run this event for many years with the support and cooperation of the Shire and our local volunteers and would like this to continue for at least the next five years. It is important for both parties to have the certainty that such an agreement provides to ensure the event will continue to be a success and to justify the investment we are making in the infrastructure to support the event.

Initial discussions with your Manager Activation & Community Development, Michelle Blackhurst, has suggested the Shire may be amenable to such an agreement based on our recent cooperative arrangement of both direct financial and in-kind support.

In recent years, this has amounted to \$25,000 financial and around \$13,000 in-kind support, plus the salary of your events coordinator. The value of the financial support has remained static for at least 5 years and we suggest that a new agreement would include an increase in line with CPI. For example, the financial amount would increase to \$26,250 for 2023 and would be reviewed annually in line with CPI.

We look forward to discussing this agreement with you and look forward to your initial response.

Regards,



David Moir
Secretary, VSCC of WA Inc.
12 May 2022

14 MATTERS BEHIND CLOSED DOORS

Nil.

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

16 URGENT BUSINESS APPROVED BY DECISION

Nil.

17 DECLARATION OF CLOSURE

Prior to the Declaration of Closure the Chief Executive Officer, Mr Jason Whiteaker, addressed the Council, Staff and the Public Gallery, providing a few words at the last Council Meeting before the end of his contract with the Shire of Northam in September.

Mr Whiteaker thanked the current and past Executive Management team for the strong support they had provided over the last 10 years and also acknowledged and expressed his gratitude for the great work that all the staff at the Shire of Northam have done over the period.

He thanked the Executive staff of the Shire of Northam and stated that you can not achieve anything without really good staff.

He also thanked the Governance Coordinator, who begin working with Mr Whiteaker within 6 months of his appointment to the role at CEO and has been an outstanding asset since.

There being no further business, the Shire President, Cr C R Antonio, declared the meeting closed at 6:20 pm.

"I certify that the Minutes of the Ordinary Meeting of Council held on 16 August 2023 have been confirmed as a true and correct record."

_____ President

_____ Date