



Shire of Northam  
*Heritage, Commerce and Lifestyle*

## **SHIRE OF NORTHAM**

**NOTICE OF A  
ORDINARY COUNCIL MEETING  
COMMENCING AT  
5:30 PM  
WEDNESDAY  
16 SEPTEMBER 2015**

**Councillors:**

**Please be advised that the next Ordinary Council Meeting will be held on  
16 September 2015.**

**JASON WHITEAKER  
CHIEF EXECUTIVE OFFICER  
11 September 2015**

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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**Notice and Agenda of the Ordinary Meeting of Council to be held in the Council Chambers on WEDNESDAY, 16 September 2015 at 5:30 pm**

**DISCLAIMER**

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

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

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**1. OPENING AND WELCOME**

**2. DECLARATION OF INTEREST**

<b>Item Name</b>	<b>Item No.</b>	<b>Name</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>
Lot 1 No.659 Spencers Brook Road, Muluckine - Planning Application for a Change Of Use - Use Not Listed (Rehabilitation, Education & Accommodation Facility)	13.2.1	Cr Steven Pollard	Impartiality	Applicant and submitters are known to him.
Subdivision of Lot 17 (21) Gerald Terrace, Northam	13.2.6	Cr Rob Tinetti	Financial	He owns a rental property in Gerald Terrace that backs onto the same laneway as that of the applicants.

**3. ATTENDANCE**

**COUNCIL**

Councillors

S B Pollard  
T M Little  
K D Saunders  
U Rumjantsev  
A W Llewellyn  
D G Beresford  
J E Williams  
R W Tinetti  
D A Hughes

Chief Executive Officer  
Executive Manager Engineering Services  
Executive Manager Community Services  
Executive Manager Development Services  
Executive Assistant – CEO

J B Whiteaker  
C D Kleynhans  
R Rayson  
C B Hunt  
A C Maxwell

**GALLERY**

**4. APOLOGIES**

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**5. LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil.

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

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

**Diana Warner – Springhill Estate, Spencers Brook**

**• Question**

Is the Council aware that there may be sulphur present on the property?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

The CEO advised at the Forum meeting that this question is taken on notice for further investigation as to whether this is identified or is a potential contaminated site.

A search of the Department of Environment's contaminated sites database has not revealed any results for the subject site.

**Maria Wiebel – Spencers Brook (questions taken on notice)**

**• Question 1**

Have you taken into consideration the risk factor being for so many residents of Fresh Start due to the fact that there is a strong possibility of unexploded ordnance on Spring Hill Estate?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

The CEO advised at the meeting that, yes this has been considered. The Shire President also added that it is noted that there is the possibility of unexploded ordnance in the area, however it is understood that the area has been swept.

A search of the Certificate of Title by Shire officers confirmed that there are no notifications on the Title regarding unexploded ordnance on the property.

The Department of Defence's website does include the subject site within the "Other-UXO" category on their website. Further information on the website indicates that in this category the following information applies –

*"Defence records do not confirm that the site was used for live firing. UXO or explosive ordnance fragments / components have not been recovered from that site. Defence opinion is that it would be inappropriate to assess as either slight or substantial. Advice: These sites have been included for general information purposes only. Defence makes no recommendations in regards to this category"*

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• **Question 2**

If this is approved does it mean that the property can be sold onto any other form of rehabilitation centre, regardless of the seriousness or correctness of their rehabilitation methods or something like a Psychiatric Clinic, although it is not even secure?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

The CEO advised that a new approval would be required.

• **Question 3**

This is an unknown – first time F.S. has a rural holding and/or so many people on one site. If there is unrest, breaking of contracts or anything causing detriment to any one person in Spencers Brook community and with transient population of up to 384 people/year compared with the 60 odd long term residents in Spencers Brook (Ratio 6:1), it makes this a very likely possibility, what steps can the Shire take to ensure our future safety? E.g. can the Centre be closed down again/made reversible etc?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

The CEO advised that condition 4 of the Officer's recommendation outlines that the approval can only be granted subject to the applicant submitting and operating in accordance with an Operational & Risk Management Plan which is approved and implemented to the satisfaction of the Shire's CEO prior to occupation of the site. Depending on the severity of non-compliance, prosecution may occur. Condition 11 of the recommendation outlines that the Shire of Northam reserves the right to revoke the approval at any stage, should this approval be granted. It was advised that Council will determine the approval at the Ordinary Council meeting on 16 September 2015 however, are required to meet all of the conditions listed prior to the Facility operating.

The Shire President advised that, although the circumstances are different from the Northam Facility i.e. increased number of people at the Facility, the history of the Northam facilities operations are noted (e.g. no formal complaints received). The Shire cannot predict or guarantee that the Facility would have the same 'track record' given that it is a completely new situation.

**Lyn McQuillan – Spencers Brook (questions taken on notice)**

• **Question 1**

Are the drug testing that is done daily, saliva or urine test?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

The CEO initially advised that it is believed to be urine however will seek clarification from the applicant. This information has not been provided as it is not applicable to the planning approval.

The applicant has subsequently advised that FreshStart does regular random urine testing for all its clients but, in some cases, may elect to do blood tests instead.

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• **Question 1**

If urine, do the samples need to be sent to Perth for testing or are there lab facilities at the Rehabilitation Centre? As it is a three day process for Perth testing.

**Response - Chief Executive Officer, Mr Jason Whiteaker**

The CEO advised that this will be clarified with the applicant/Fresh Start.

The applicant has subsequently advised that it uses a pathology contactors in Northam and Toodyay to test its clients' urine samples.

• **Question 3**

Who pays for the drug testing? And are the drug test cost \$700.00 per test as at other drug testing with work and sporting venues.

**Response - Chief Executive Officer, Mr Jason Whiteaker**

The CEO advised that this will be clarified with the applicant/Fresh Start.

The applicant has subsequently advised that most of the costs associated with drug testing is covered by Medicare.

**8. PUBLIC QUESTION TIME**

Questions from Council Forum meeting held on 9 September 2015;

**Diana Warner – Springhill Estate, Spencers Brook**

• **Question 1**

Is the Council aware of the fact that the Naltrexone implants that the Freshstart Programme uses are NOT approved by the Therapeutic Goods Administration (handout). At present it is being used by Freshstart through a loophole, The Special Access Scheme.

This means there is not enough research which can categorically prove that they are safe and effective and that "the possible benefits of treatment and any risks and side effects are unknown."

There is plenty of documentation which supports this opinion. E.g. the National Council on Drugs and the Royal College of Physicians, the Australian Medical Association and the University of NSW. In fact there are pages and pages of articles about this subject and the opinions are valid and uniform. This product has not the research findings behind it to be approved by the TGA.

The links directly to the possible rehabilitation of up to 90 male addicts on Naltrexone implants.

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Addiction aside, this group is a vulnerable cohort of people from mixed socio economic backgrounds, ethnicity, drug use, educational status, mental health issues, etc, all of which have resulted in long histories of drug abuse and addiction.

It would be naïve of the Council to think that this number of residents with these kinds of histories, would not have social problems which in turn make management of such a site difficult. The information I have read also suggests that when people have been on Naltrexone implants, the risk of death is high if they are exposed to drugs again as they have no tolerance.

This cohort of clients, combined with a product that has not been approved by the TGA and which is not endorsed by the general medical profession is NOT compatible with the locality and will do nothing to preserve the “amenity” of this area.

If the TGA and the Australian Nation Council on Drugs, cannot approve and do not approve of Implant based treatment. Why then is the Shire considering approving a facility that condones its use?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

To the knowledge of the Shire of Northam the practices being undertaken by the proponent are not ‘illegal’. As a consequence the issue raised in the question appears to be more a moral question. Moral considerations are not relevant to the planning process unless they result in a physical impact on amenity.

Moral considerations are not relevant unless they result in a physical impact on amenity.

**Roger & Joy Smart represented by D’Angelo Legal**

**• Question 1**

Given that the proposed facility will no longer be in close proximity to the Police Station, that there will be an increased number of residents/staff to the property and that no security policies or security staff have been mentioned by Fresh Start, is the Shire satisfied that there is no risk to surrounding residents, town or in particular the adjoining neighbours and if not satisfied what measures is the Shire putting in place to ensure the same?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

Shire officers have been provided with no evidence to suggest or support the notion that the proposed development will result in an increased risk to residents adjacent to our in the vicinity. Experience with the current facility operating within the Northam Town site indicates that the view of the officers is a sound conclusion.

**• Question 2**

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As residents who leave the facility without permission may not be permitted back in by Fresh Start, what measures or conditions will be imposed on Fresh Start by the Shire to ensure the Fresh Start residents are not roaming the area with no place to go?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

There is no evidence to suggest that Fresh Start residents will be 'roaming in the area with no place to go. In saying this condition 4 of the officer's recommendation requires the proponent to develop and provide to the Council an operational and risk management plan.

• **Question 3**

Is the Shire satisfied the proposed use of the facility will not have any negative social impacts on the surrounding properties and people who live in this area and if it comes to this view, how has it formed this view and what assurances or duty of care will the Shire provide or implement to ensure that residents are at all times safe?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

Again no evidence has been provided to suggest that there will be any negative social issues emanating from the proposed facility. Experience with the current facility operating in Northam is that there is potential for social benefits to emanate from the facility.

Council has not formed a view at this time. Council staff have recommended as per the provided report based on the information that has been provided by both the applicant and also the submitters.

**Sue Lamperd – Spencers Brook Progress Association**

• **Question 1**

What will this proposal bring to the community of Spencers Brook?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

It is important to remember this is a land use planning consideration. Consequently 'what a proponent may bring to a specific area' is not a matter which would be considered by Council. In saying this based on discussions with the proponent it appears as though they would be willing to engage with and assist the local community where possible.

• **Question 2**

Australian Standard Risk Matric, considering the likelihood of a resident relapsing and not following the correct "exiting procedure" and the consequences of this scenario the outcome could be "extreme". What safeguards are in place (or procedures) in this event for the community? As far as we can determine there will be a massive impact on the social issues and amenities of the locality. I am referring to the Local Government Act, Clause 10.2 (k), how does this proposal not affect this clause?

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**Response - Chief Executive Officer, Mr Jason Whiteaker**

In making planning determinations, objective and testable evidence is generally preferred as opposed to anecdotal and / or unsubstantiated claims. Evidence before the Council is that there is a pre-existing facility of the same nature in a more heavily populated area which has caused no known concerns. This assessment is based on a search of Council records and communication with the Local Police. In saying this condition 4 of the officer's recommendation requires the proponent to develop and provide to the Council an operational and risk management plan.

**Matthew Letch – Spencers Brook Progress Association**

• **Question**

Will rates be charged on this property?

**Response - Chief Executive Officer, Mr Jason Whiteaker**

Yes, as this is not a religious body rates will be applicable.

**9. PUBLIC STATEMENT TIME**

**Matthew Letch – Spencers Brook Progress Association**

**Agenda item:** 13.2.1 - Lot 1 No.659 Spencers Brook Road, Muluckine - Planning Application for a Change Of Use - Use Not Listed (Rehabilitation, Education & Accommodation Facility)

**Basis of Address:** Concerns associated with the above proposal from Spencers Brook Residents.

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS**

**Presentation – Kathy Saunders on behalf of Southern Brook Community Association**

On behalf of the Southern Brook Community Association, Cr Saunders would like to present a Centenary Sketch of the Southern Brook Hall to the present Councillors in recognition of their service to the community.

In addition, Cr Saunders would like to thank the Council and Shire staff for their support during her two terms as an Elected Member for the East Ward of the Shire of Northam, serving eight years as a Councillor, and two as Deputy President.

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Dianella on behalf of Town Planning Australia

Daniella from Town Planning Australia made a presentation to Council in relation to agenda item 13.2.6 - Subdivision of Lot 17 (21) Gerald Terrace, Northam. This presentation is included within the Council agenda and minutes.

Matters raised from presentation;

1. Executive Manager of Development Services is to confirm with the Western Australian Planning Commission (WAPC) whether the Right of Way can be a legal entry way.
2. Clarification was sought from Council in respect to LPP10 and the definition of 'Development' and whether this includes subdivisions as it was raised in the presentation that under the Planning Act, the definition of development does not cover subdivision and believed that therefore subdivision is not development. It is therefore considered that this policy should not apply to applications for subdivision.

The CEO referred the Council to the item which identifies this issue. The CEO further advised that while this is the case it is considered the intent of the policy was to cover subdivision and further to this the policy would be applied when the owner wished to build/develop the property and therefore it would be illogical not to apply it at this stage.

3. Clarification was sought in relation to condition 2h of the officer's recommendation in respect to whether the applicant is required to seal and drain the entire ROW.

Response

Further clarification on the above queries have been provided in the officer report and recommendation.

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**TPA**  
TOWN PLANNING

**NO. 21 GERALD TERRACE, NORTHAM**

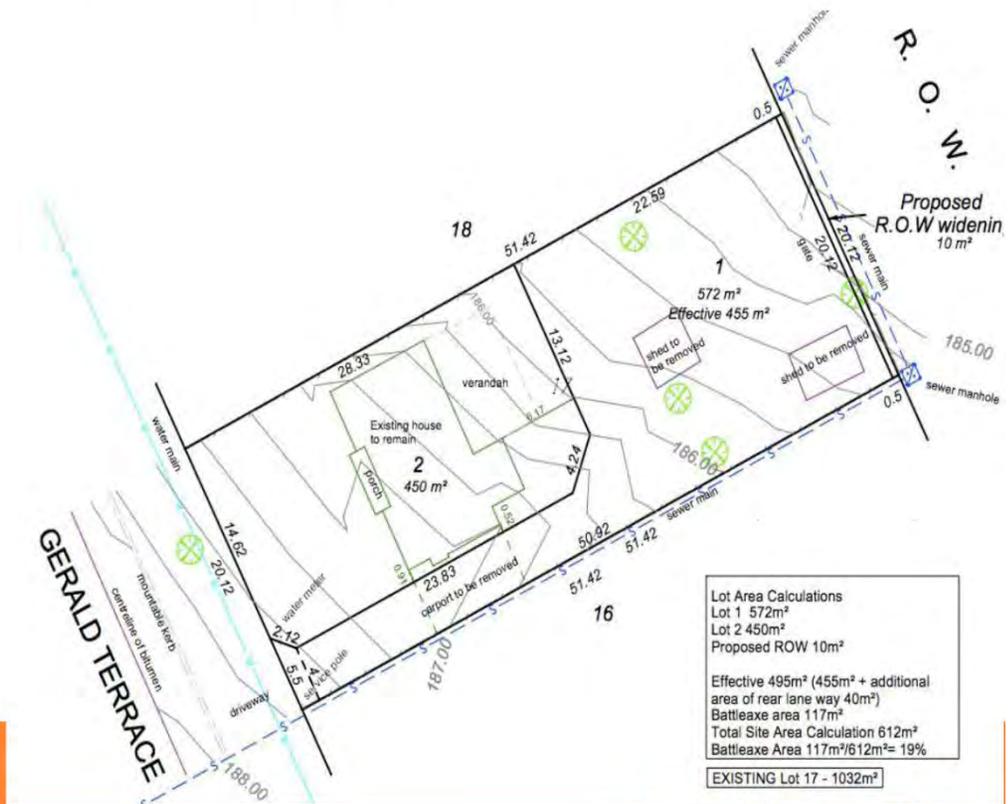


**PROPOSED TWO LOT  
GREEN TITLE  
SUBDIVISION**

**SHIRE OF NORTHAM**  
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## THE PROPOSAL

- Subdivision into 2 green title lots
- Battleaxe configuration
- Adjacent to laneway 16 as per Shire's Laneway Strategy



## **OFFICERS RECOMMENDATION**

To NOT SUPPORT the proposed subdivision as it is inconsistent with LPP10 – Developments abutting a right of way

However, in the event the WAPC wish to support the application -

Standard subdivision conditions apply in the proposals current form.

The logo for Town Planning Associates (TPA) features the letters 'TPA' in a large, bold, black sans-serif font. The background is a solid orange color with a grey triangular shape in the top-left corner.

TOWN PLANNING

## **RESIDENTIAL DESIGN CODES**

- Property is zoned R30
- Requires a minimum and average lot size of 260sqm and 300sqm respectively
- Battleaxe lots require a minimum of 410sqm
- Subdivision is fully compliant with deemed to comply provisions for 'Site Area'
- Clause 5.3.5 states that where available, access to on-site car parking spaces are to be provided from a right of way.

### **HOWEVER**

- Clause 5.1.1 refers to situations where a battleaxe lot may abut a right of way
- **Therefore, the R-Codes allows a battleaxe lot configuration even where there is opportunity for vehicular access from a right of way and by virtue of this, vehicular access can be provided from Gerald Terrace.**

**TPA**

TOWN PLANNING

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## **CONDITION OF THE RIGHT OF WAY**

Right of Way is currently owned in freehold and is not owned by the Shire. Therefore formal rights of access has not been established.

The right of way is unsealed and not drained and not in the care and control of the Shire, therefore the Shire unable to upgrade the right of way.

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**THE RIGHT OF WAY**



**TPA**  
TOWN PLANNING

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**TPA**

TOWN PLANNING

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## **SPP 2.2 – RESIDENTIAL SUBDIVISIONS**

*“3.6.3 In existing areas, the WAPC recognises that battle-axe subdivisions can provide housing choice and make effective use of land where no other access is practicable. The WAPC, however, considers that where opportunities are provided by dedicating existing laneways and rights of way as public roads both as a means of providing alternative access and a street aspect, this is a preferred outcome to the provision of battleaxe lots.*

*3.6.4 Where local governments consider that battleaxe subdivisions are likely to seriously threaten the character of an established residential area which ought to be protected (e.g. heritage precincts or special design control areas) density controls and other provisions may be included in local planning schemes to limit or otherwise ensure that battleaxe subdivisions are in keeping with their surroundings. Provisions should take into account the character and built form outcome of the particular area.”*

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TOWN PLANNING

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## **WAPC BULLETIN 33**

*“..redevelopment adjacent to unmade private rights-of-way may increase vehicle usage and create management problems for which there is no identifiable responsible authority.*

*Where sole vehicle access via a right-of-way is proposed for residential subdivision and/or development and the right-of-way is not a public road, applicants should be required to demonstrate (by submission of copies of the Certificate of Title and original Plan or Diagram of Survey or other documentation) that they have a right to use the right-of-way”*

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## **LLP10 – DEVELOPMENTS ABUTTING RIGHTS OF WAY**

The policy statement states that *“this policy applies to all development abutting rights of ways...”* The definition of development in the Planning and Development 2005 is as follows:

*“development means the development or use of any land, including:*

- (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land;*
- (b) the carrying out on the land of any excavation works;*
- (c) in the case of a place to which a Conservation Order made under section 59 of the Heritage of Western Australia Act 1990 applies...”*

The definition of development does not cover subdivision and therefore subdivision is not development. It is therefore considered that this policy should not apply to applications for subdivision.

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## **CONCLUSION**

- The application complies with the Residential Design Codes WA (R-Codes)
- The subject right of way is unfit for vehicle access given it is not sealed or drained.
- The application for subdivision is unlikely to seriously threaten the character of the established residential area.
- There is no requirements in the LPS that prohibits battle-axe subdivision.
- LLP10 does not apply to subdivisions as the policy relates to development only and the P&D Act 2005 excludes subdivisions as development.

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

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

**RECOMMENDATION**

That the minutes of the meeting held Wednesday, 19 August 2015 be confirmed as a true and correct record of that meeting

**11.2 RECEIPT OF MINUTES OF THE COMMUNITY SAFETY COMMITTEE**

**RECOMMENDATION**

That Council receives the minutes of the Community Safety Committee Meeting held on 27 August 2015.

**11.3 ADOPTION OF THE RECOMMENDATIONS OF THE COMMUNITY SAFETY COMMITTEE**

**RECOMMENDATION**

That Council adopts the following changes to Shire of Northam Safety Committee Terms of reference as attached;

**Membership (voting):**

- Reduce membership of Councillors from two (2) to one (1);
- Remove the membership for the representative of the Wundowie Police;
- Change the membership of the Northam Police to the list the Officer In Charge or nominated representative;
- Change the membership of the representatives for the Department of Education and the Department of Sport & Recreation from Standing Ex-Officio members to voting members;
- Change the title of the representative from Department of Housing to Housing Authority;
- Replace the word 'Avon' with 'local' for the representative of youth services and change the membership from Standing Ex-Officio members to voting members; and
- Reduce the community representatives from four (4) to two (2).

**Standing Ex-Officio Members:**

- Change the Senior Community Services Coordinator to Community Development Officer;

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- Remove the membership for the representative for the Southern Youth Justice Services; and
- Remove the membership for the representative of the WA Police from the Standing Ex-Officio members.

### Duties and Responsibilities:

- Remove the following points;
  - Engage and involve the community in planning and implementing community safety and crime prevention strategies;
  - Promote greater community awareness and involvement in community safety and crime prevention efforts aimed at reducing community fear of crime;
  - Develop measures to monitor progress of the Community Safety and Crime Prevention Plan and the Community Alcohol Management Plan and formally review these plan annually.

Amend point four (4) to read;

- Identify and coordinate funding opportunities to address priority issues that have been identified in the Community Safety and Crime Prevention Plan and the Community Alcohol and Other Drugs Management Plan.

**CARRIED 5/0**

**SHIRE OF NORTHAM**  
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Shire of Northam  
*Heritage, Commerce and Lifestyle*

**SHIRE OF NORTHAM**

**MINUTES OF THE  
COMMUNITY SAFETY COMMITTEE MEETING  
HELD ON  
27 AUGUST 2015**

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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**SHIRE OF NORTHAM**  
**MINUTES**  
**COMMUNITY SAFETY COMMITTEE MEETING HELD ON 27 AUGUST 2015**

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**SHIRE OF NORTHAM**

**Minutes of the Community Safety Committee Meeting held in the Council  
Chambers on THURSDAY, 27 August 2015 at 3:10pm.**

**DISCLAIMER**

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

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

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**1. OPENING AND WELCOME**

In absence of the Chairperson Ms Rose Power, the nominated Chairperson, Mr Ross Rayson declared the meeting open at 3:10pm.

**2. DECLARATION OF INTEREST**

*Parts of Division 6 Subdivision 1 of the Local Government Act 1995 requires Council members and employees to disclose any direct or indirect financial interest or general interest in any matter listed in this agenda.*

*The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter being discussed.*

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

**3. ATTENDANCE**

**MEMBERS**

Councillor  
Executive Manager Community Services  
Northam Police  
Department of Housing  
Health Representative

D G Beresford  
Ross Rayson  
Geoff Dixon  
Attila Mencshelyi  
Greg Bentley

**EX-OFFICIO MEMBERS**

Community Development Officer  
Main Roads Western Australia  
Department Sport and Recreation  
Department Education  
Northam PCYC

Michelle Blackhurst  
Elizabeth Davies  
Jannah Stratford  
Sharon Bray  
James West

**4. APOLOGIES**

Main Roads Western Australia  
Councillor  
Chairperson  
Local Drug Action Group  
Community Representative  
Northam Roadwise Committee

Barbara Gogan  
J E Williams  
Rose Power  
Kendra Grace  
Barbara Silvester  
Cliff Simpson

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

**RECOMMENDATION / COMMITTEE DECISION**

Minute No: CSC.020

Moved: R Rayson

Seconded: D Beresford

**That the minutes of the meeting held Thursday, 9 April 2015 be confirmed as a true and correct record of that meeting.**

**CARRIED 5/0**

UNCONFIRMED

**SHIRE OF NORTHAM**  
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**6. AGENDA ITEMS**

**6.1 TERMS OF REFERENCE**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.3.12.1
Officer:	Ross Rayson
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	August 2015

**PURPOSE**

To provide an update to the committee about the Terms of Reference of the Committee.

**BACKGROUND**

The Terms of Reference of the Shire of Northam Community Safety Committee detail the objectives, powers and members of the committee.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

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

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

**BUDGET IMPLICATIONS**

N/A

**OFFICER'S COMMENT**

The Shire of Northam's Executive Manager Community Services Mr Ross Rayson provided an update.

The Committee discussed the difficulties they have been experiencing in reaching a quorum. The group suggested which organisation representatives that they believed

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should be included and should have the ability to vote. Mr James West expressed his desire to have the ability to vote. Mr Denis Beresford believes that there are too many members and the number should be reduced. Currently there are 10 filled positions.

The Members and Ex-Officio Members discussed the Terms and Conditions and edited the document to suit the requirements of the group.

**RECOMMENDATION / COMMITTEE DECISION**

**Minute No: CSC.021**

**Moved: R Rayson**

**Seconded: A Mencshelyi**

**That Council adopts the following changes to Shire of Northam Safety Committee Terms of reference as attached;**

**Membership (voting):**

- **Reduce membership of Councillors from two (2) to one (1);**
- **Remove the membership for the representative of the Wundowie Police;**
- **Change the membership of the Northam Police to the list the Officer In Charge or nominated representative;**
- **Change the membership of the representatives for the Department of Education and the Department of Sport & Recreation from Standing Ex-Officio members to voting members;**
- **Change the title of the representative from Department of Housing to Housing Authority;**
- **Replace the word 'Avon' with 'local' for the representative of youth services and change the membership from Standing Ex-Officio members to voting members; and**
- **Reduce the community representatives from four (4) to two (2).**

**Standing Ex-Officio Members:**

- **Change the Senior Community Services Coordinator to Community Development Officer;**
- **Remove the membership for the representative for the Southern Youth Justice Services; and**
- **Remove the membership for the representative of the WA Police from the Standing Ex-Officio members.**

**Duties and Responsibilities:**

- **Remove the following points;**
  - **Engage and involve the community in planning and implementing community safety and crime prevention strategies;**

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- Promote greater community awareness and involvement in community safety and crime prevention efforts aimed at reducing community fear of crime;
- Develop measures to monitor progress of the Community Safety and Crime Prevention Plan and the Community Alcohol Management Plan and formally review these plan annually.

Amend point four (4) to read;

- Identify and coordinate funding opportunities to address priority issues that have been identified in the Community Safety and Crime Prevention Plan and the Community Alcohol and Other Drugs Management Plan.

CARRIED 5/0

**SHIRE OF NORTHAM**  
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**6.2 COMMUNITY SAFETY AND CRIME PREVENTION PLAN**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.3.12.1
Officer:	Ross Rayson
Officer Interest:	N/A
Policy:	N/A
Voting:	N/A
Date:	25 June 2015

**PURPOSE**

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

**BACKGROUND**

It was confirmed at the meeting held on 05 February by Ms Rose Power that the Community Safety Committee had previously resolved to finalise the Community Safety and Crime Prevention (CSCP) Plan and implement a new simple CSCP Plan 2015 - 2018.

The data from the previous Plan has now been reviewed and this along with the results from the Community Perception Survey, the Community Perception focus groups, statistical data and feedback from Committee members and other stakeholders, a simple action based Community Safety Strategy is being developed.

The CSCP Plan 2015 - 2018 will bring all of the current data together to help the Committee to understand 'What is the Northam story'. This will help the Shire of Northam to reconcile where the facts and the perceptions differ.

The Community Safety Committee are well positioned to provide advice on perceived problem areas.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

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

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

**BUDGET IMPLICATIONS**

N/A

**OFFICER'S COMMENT**

The Shire of Northam's Executive Manager Community Services Mr Ross Rayson provided an update about the Crime Safety and Prevention Plan.

Mrs Michelle Blackhurst will communicate with the Committee via email to progress the Plan. The group will provide feedback on the list of stakeholders and existing programs initially.

Mr Geoff Dickson would like to see the Plan actively help with reducing crime. The Committee agreed that they would like to see more grant applications written on behalf of the Committee and implementation of grass root activities and projects. The Committee discussed applying for funding to upgrade the CCTV system. Mrs Michelle Blackhurst will research possible grant avenues and report back to the Committee.

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**6.3 ALCOHOL AND OTHER DRUGS MANAGEMENT PLAN**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.3.12.1
Officer:	Michelle Blackhurst
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	20 August 2015

**PURPOSE**

To develop an Alcohol and Other Drugs Management Plan (AODMP).

**BACKGROUND**

Initial stages of the development of the AODMP have commenced. This has included a number of meetings with the Drugs and Alcohol Office and stakeholders participating in a workshop to gather information for the plan.

The AODMP is a plan that articulates what will happen at a local level to create change in the identified issue.

The AODMP will:

- Provide a means for coordinated and collaborative activity across agencies and communities.
- Recognise that every agency is impacted on by alcohol misuse and is therefore part of the solution.
- Outline a staged approach for creating sustainable change.
- Reflective of best practice and support the outcomes of relevant state and national strategies

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

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

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

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**BUDGET IMPLICATIONS**

N/A

**OFFICER'S COMMENT**

The Shire of Northam's Executive Manager Community Services Mr Ross Rayson provided an update on the progress of the Alcohol and Other Drugs Management Plan.

The Plan is nearing completion following a number of key stakeholders participating in planning workshops. Ms Kendra Grace will lead the group as it forms part of her role at Holyoake.

UNCONFIRMED

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

**7.1 KEEPING KIDS IN SCHOOLS UPDATE**

Mrs Sharon Bray requested an update about the Keeping Kids in Schools project. Mr Geoff Dickson said that he was a firm believer that this project has been known to create a positive change in communities and he will be meeting with the Northam Chamber of Commerce to promote the benefits of being involved.

**7.2 EWATCH**

Mr Geoff Dickson addressed the Committee about the power of social media and eWatch. He informed the group that he would personally see to it that the eWatch initiative is reinvigorated in the Shire of Northam and would like the Committee to encourage people to join.

**8. DATE OF NEXT MEETING**

The Committee will reconvene in November following the Council Elections.

**9. DECLARATION OF CLOSURE**

There being no further business, the Chairperson, Mr R Rayson declared the meeting closed at 4.29pm.

"I certify that the Minutes of the Community Safety Committee meeting held on Thursday, 27 August 2015 have been confirmed as a true and correct record."

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Date

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

Shire of Northam – Northam Community Safety Committee Terms of Reference REVISED APRIL 2014

#### TERMS OF REFERENCE SHIRE OF NORTHAM COMMUNITY SAFETY COMMITTEE

1. **Objectives of the Shire of Northam Community Safety Committee**

The objective of the Shire of Northam Community Safety Committee (hereto referred to as the Committee) is to enhance community safety and reduce criminal and anti-social behaviour through a collaboration of key interests and agencies.

2. **Powers of the Shire of Northam Community Safety Committee**

The Committee is a formally appointed committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the Chief Executive Officer has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its terms of reference in order to facilitate informed decision-making by Council in relation to the legislative functions and duties of the local government that have not been delegated to the Chief Executive Officer.

3. **Membership**

The Committee shall consist of representatives from government, non-government, police and community agencies at the local level who share a collective commitment and expertise in relation to community safety and perceptions of safety. The Committee membership may include the following:

- ~~Two~~One (21) Councillors;
- Chief Executive Officer or nominated representative, i.e. Executive Manager Community Services;
- ~~One (1) representative of the Northam Police;~~
- ~~One (1) representative of the Wundowie Police;~~Officer In Charge of the Northam Police Station or nominated representative;
- One (1) representative of the Northam Roadwise Committee;
- One (1) representative of the Department of Health (Health Promotion);
- One (1) representative of the Local Drug Action Group;
- ~~One~~ One (1) representative of the Northam Chamber of Commerce;
- ~~One~~ One (1) representative of the Department of Education;
- ~~One~~ One (1) representative of the Department Sport and Recreation;
- ~~One~~ (1) representative of the ~~Department of Housing Authority;~~ and
- ~~One~~ (1) representative of the ~~local Area Youth Services;~~ and
- ~~One~~ (1) representative of Northam PCYC; and
- Up to ~~four~~two (42) community representatives.

All members have full voting rights.

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

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*Shire of Northam – Northam Community Safety Committee Terms of Reference REVISED APRIL 2014*

#### 4. Standing Ex-Officio Members

- Senior Community ~~Development Officer~~ ~~Services Coordinator~~
- One (1) representative of the Department of Child Protection and Family Support
- ~~▪ One (1) representative of Southern Youth Justice Services~~
- One (1) representative of the Department of Main Roads
- ~~▪ One (1) representative of the Department of Education~~
- ~~▪ One (1) representative of the Department Sport and Recreation~~
- One (1) representative of the Department Fire and Emergency Services
- ~~▪ One (1) representative of Avon Youth Services~~
- ~~▪ One (1) representative of Northam PCYC~~
- ~~▪ Representatives of the WA Police~~

#### 5. Meetings

The committee shall meet at least quarterly, with additional meetings convened at the discretion of the presiding member.

#### 6. Reporting

Minutes and recommendations of each committee meeting shall be presented to the next ordinary meeting of the Council.

#### 7. Duties and Responsibilities

The Committee will:

- Develop, review and oversee the implementation of the Shire of Northam Community Safety and Crime Prevention Plan;
- Develop, review and oversee the implementation of a Shire of Northam Community Alcohol Management Plan;
- Develop effective partnerships with local State Government agencies through local service agreements to support the coordination and integration of community safety and crime prevention activities within the Shire of Northam;
- Identify and coordinate funding opportunities to address priority issues that have been identified in the Community Safety and Crime Prevention Plan and the Community Alcohol and Other Drugs Management Plan;
- ~~▪ Engage and involve the community in planning and implementing community safety and crime prevention strategies;~~
- ~~▪ Promote greater community awareness and involvement in community safety and crime prevention efforts aimed at reducing community fear of crime;~~
- ~~▪ Develop measures to monitor progress of the Community Safety and Crime Prevention Plan and the Community Alcohol Management Plan and formally review these plan annually.~~

#### 8. Working Parties

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*Shire of Northam – Northam Community Safety Committee Terms of Reference REVISED APRIL 2014*

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Working parties may be established at the edict of this Committee to address specific issues in relation to community safety, and appoint people with the necessary knowledge and skills to contribute to those working parties.

All auxiliary working parties shall report back to the Community Safety Committee with any recommendations for action.

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

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### 11.4 RECEIPT OF MINUTES OF THE ART COLLECTION COMMITTEE

#### RECOMMENDATION

That Council receives the minutes of the Art Collection Committee Meeting held on 13 August 2015.

### 11.5 ADOPTION OF THE RECOMMENDATIONS OF THE ART COLLECTION COMMITTEE

#### RECOMMENDATION

That Council;

1. Request that Chief Executive Officer investigate the insurance of the Shire's artwork to allow it to be displayed and insured in any building;
2. Purchase a hanging system to sufficiently cover the Shire administration building, along with other Shire owned and manned public sites; and
3. Gratefully accept 'Untitled Geometric' by Arthur Russell (piece number 116) into the collection, and that a suitable recognition be made.

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Shire of Northam  
*Heritage, Commerce and Lifestyle*

**SHIRE OF NORTHAM**

**MINUTES OF THE  
ART COLLECTION COMMITTEE MEETING  
HELD  
THURSDAY  
13 AUGUST 2015**

**SHIRE OF NORTHAM**  
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**SHIRE OF NORTHAM**  
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**SHIRE OF NORTHAM**  
**MINUTES OF THE ART COLLECTION COMMITTEE MEETING HELD ON 13**  
**AUGUST 2015 AT 4:00 PM**

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**SHIRE OF NORTHAM**  
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**ART COLLECTION COMMITTEE MEETING HELD ON 13 AUGUST 2015**

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**SHIRE OF NORTHAM**

**Minutes of the Art Collection Committee held in the Committee Room on  
THURSDAY, 13 August 2015 at 4:00 pm**

**DISCLAIMER**

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**1. DECLARATION OF OPENING AND WELCOME**

Mr TM Letch declared the meeting open at 4.00pm.

**2. DECLARATION OF INTEREST**

*Parts of Division 6 Subdivision 1 of the Local Government Act 1995 requires Council members and employees to disclose any direct or indirect financial interest or general interest in any matter listed in this agenda.*

*The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter being discussed.*

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

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**ART COLLECTION COMMITTEE MEETING HELD ON 13 AUGUST 2015**

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**3. ATTENDANCE**

Councillors	Cr D Beresford
AVAS	Ms D Edwards (arrived 4.12pm)
Community Representatives	Mr TM Letch
	Ms T Hamilton
	Ms S Wilding
Shire of Northam	Mr R Rayson
	Miss V Jones

**4. APOLOGIES**

Councillors	Cr U Rumjantsev
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**5. CONFIRMATION OF MINUTES**

**RECOMMENDATION / COMMITTEE DECISION**

Minute No: Ar.058

Moved: Ms T Hamilton  
Seconded: Cr D Beresford

That the Minutes of the Art Collection Committee Meeting held on Thursday, 28 May 2015 be confirmed as a true and correct record of that meeting.

**CARRIED 4/0**

**SHIRE OF NORTHAM**  
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**SHIRE OF NORTHAM**  
**MINUTES**

**ART COLLECTION COMMITTEE MEETING HELD ON 13 AUGUST 2015**

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**6. AGENDA ITEMS**

**6.1 REVOLVING DISPLAY**

Mr Letch questioned whether any clarification had been sought on the current status of Shire insurance with regards to displaying pieces in non-Shire owned buildings. Mr Rayson confirmed the comments from the previous meeting that pieces are only covered if they are displayed in Shire owned buildings. Mr Letch put forward that this was not satisfactory, and that an insurance variation should be sought.

Mr Rayson pointed out that it is the responsibility of the borrower to insure the piece, to which Cr Beresford added that enforcing this as a rule may remind the borrower of their duty of care towards the borrowed artwork.

**RECOMMENDATION/ COMMITTEE DECISION**

**Minute No: Ar.059**

**Moved: Mr TM Letch**  
**Seconded: Ms S Wilding**

**That Council, Request that Chief Executive Officer investigate the insurance of the Shire's artwork to allow it to be displayed and insured in any building;**

**CARRIED 4/1**

The vote against is recorded as Cr D Beresford

Mr Letch pointed out that the original directive of the Committee was to display the collection publically. It is also felt that too many forms will deter potential borrowers.

Mr Rayson & Cr Beresford discussed the importance of displaying artworks in secure sites only. This would be the case for both Shire owned and non-Shire owned buildings.

With regards to the hanging equipment required to display the works at Shire owned buildings, Mr Rayson has received a quote for supply of the system, and to cover the administration building public spaces, it would cost approximately \$500. Cr Beresford suggested that \$1000 from the budget be allocated to the project to see how far the system could be placed, to which Mr Letch replied that \$1250 may be a better amount.

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**SHIRE OF NORTHAM**  
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**ART COLLECTION COMMITTEE MEETING HELD ON 13 AUGUST 2015**

**RECOMMENDATION/ COMMITTEE DECISION**

**Minute No: Ar.060**

**Moved: Mr TM Letch**  
**Seconded: Ms T Hamilton**

**That Council, purchase a hanging system to sufficiently cover the Shire administration building, along with other Shire owned and manned public sites.**

**CARRIED 5/0**

**6.2 CLEANING OF KATE O'CONNOR PAINTING**

Mr Rayson has contacted the WA Art Gallery, but is yet to receive a response. Ms Wilding pointed out that only a small number of people in WA undertake restoration work, and that she knows of some work done recently. She provided the details of the gallery to Mr Rayson, who will contact them for information. Ms Edwards suggested that New Norcia are also contacted, as they have had restoration work undertaken in the past couple of years.

**6.3 MANAGEMENT OF ART COLLECTION**

It was asked how the Committee decides what is to be displayed. Ms Wilding answered that the best option would be to have a list and rotate from this. Ms Edwards also suggested that it may be a good idea to put together the collection on a disk that can be displayed on rotation at the Visitor Centre.

Mr Rayson stated that around 15 pieces may be a good initial number to look at for the administration building, and it was agreed that these should be made up of the most popular pieces voted for at the art launch held last year.

Mr Rayson also informed the Committee that this year, funds have been allocated for a revaluation of the collection, as it hasn't been valued since 2010. Cr Beresford pointed out that this would be an important task for insurance purposes.

Ms Wilding brought to the meeting a piece by artist Arthur Russell which she would like to donate to the collection. Mr Rayson questioned whether anyone from his estate should be notified of the donation, to which Ms Wilding said no, but she would make sure.

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---

**RECOMMENDATION/ COMMITTEE DECISION**

**Minute No: Ar.061**

**Moved: Cr D Beresford**

**Seconded: Ms T Hamilton**

**That Council, gratefully accept 'Untitled Geometric' by Arthur Russell (piece number 116) into the collection, and that a suitable recognition be made.**

**CARRIED 5/0**

Mr Rayson stated that another piece by Perth artist Chris Nixon had been donated by local resident Ray Adams to the collection. The piece is an aerial view of Bernard Park, Northam on canvas. Consensus was that this piece adds variety and colour to the collection.

**6.4 EXECUTIVE MANAGER'S REPORT**

Mr Rayson informed the Committee that some time ago, a letter had been received from Belle Moore, requesting two pieces to display. It was discussed among the Committee, and decided that as one of the pieces is a Rolf Harris work, it will need to be decided by Council. The decision is already set to go to the October Council meeting for discussion, as it will have been 12 months since the pieces went into storage.

Mr Rayson suggested that we look at what other local authorities are doing with similar pieces, and that the revaluation may shed some light on the future display of the pieces.

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

**7.1 LOCATION OF EMBROIDERY**

Ms Wilding questioned the location of a large piece of embroidery that was removed from the old Northam Recreation Centre before it was demolished. Mr Rayson informed her that this would be investigated.

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**8. DATE AND TIME OF NEXT MEETING**

The next meeting of the Shire of Northam Art Collection Committee will be held at 4pm, Thursday 10 September 2015 in the Committee Room.

It is noted that Ms Wilding will have a leave of absence for the next 2 months, and so will not be attending the next meeting.

**9. CLOSURE OF MEETING**

There being no further business, the Presiding Officer declared the meeting closed at 5.12pm.

"I certify that the Minutes of the Art Collection Committee Meeting held on 13 August 2015 have been confirmed as a true and correct record."

\_\_\_\_\_ Chairman

\_\_\_\_\_ Date

# SHIRE OF NORTHAM

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### 11.6 RECEIPT OF MINUTES OF THE REGIONAL CENTRES IMPLEMENTATION COMMITTEE

#### RECOMMENDATION

That Council receives the minutes of the Regional Centres Implementation Committee Meeting held on 3 September 2015.

### 11.7 ADOPTION OF THE RECOMMENDATIONS OF THE REGIONAL CENTRES IMPLEMENTATION COMMITTEE

#### RECOMMENDATION

1. That Council; request the Chief Executive Officer to;
  - 1.1. Call for tenders to undertake sediment removal from the Avon River between the Avon Bridge and Avon Weir;
  - 1.2. Structure the tender so as not to preclude any of the dredging options including (dredging of current chanel, dredging of entire water body, dredging of two chanel, dredging of pool area downstream of Peel Street Bridge);
  - 1.3. Structure the tender to allow it to go over multiple years if required;
  - 1.4. Undertake community consultation in accordance with the provided communication strategy in order to formulate a view on what the community would like its river to be in coming years;
  - 1.5. Explore the opportunity to utilise nitrate to assist in controlling smell which emanates from the Avon River from time to time; and
  - 1.6. Be in a position to report back to the Committee the outcomes of the above no later than November 2015.
2. That Council, unreservedly support the location of the proposed Shopping Centre Precinct at Lot 501, No.10 Beamish Avenue (Corner of Wellington Street and Gairdner Streets, Northam).
3. That Council, accepts the update as provided noting that business case funding allocated in the 2015/16 budget is to be prioritised to progress;
  - 3.1. The Urban Renewal Partnership with the Wheatbelt Development Commission and Department of Housing; and
  - 3.2. Recreation Centre Stage 2.
4. Endorse the Regional Centres Implementation Committee as the appropriate Committee for the Chief Executive Officer to liaise with and report back the progress of the Aboriginal & Environmental Interpretive Centre.

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- 5. Invite the Aboriginal Elders to participate in the Regional Centres Implementation Committee.**
- 6. That Council, accepts the update on the progress against the Growth Plan performance indicators as provided and request the Chief Executive Officer to investigate the cost of 'custom modelling' as outlined in the growth plan performance indicators.**

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Shire of Northam

**SHIRE OF NORTHAM**

**MINUTES  
REGIONAL CENTRES IMPLEMENTATION COMMITTEE  
MEETING  
HELD  
THURSDAY  
3 SEPTEMBER 2015**

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**SHIRE OF NORTHAM**

**Minutes of the Regional Centres Implementation Committee Meeting held in the  
Council Chambers on THURSDAY, 3 September 2015 at 1:00pm.**

**DISCLAIMER**

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

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

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**1. OPENING AND WELCOME**

The Shire President, Cr S Pollard declared the meeting open at 1.00pm.

**2. DECLARATION OF INTEREST**

*Parts of Division 6 Subdivision 1 of the Local Government Act 1995 requires Council members and employees to disclose any direct or indirect financial interest or general interest in any matter listed in this agenda.*

*The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter being discussed.*

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

**3. ATTENDANCE**

**MEMBERS**

President	S B Pollard
Councillors	D A Hughes
	D G Beresford
	J E Williams
Northam Chamber of Commerce	A Marshall
Avon Community Development Foundation	P Tomlinson
Community Representatives	C McConnell

**EX-OFFICIO MEMBERS**

Office of Hon Paul Brown MLC	Hon Paul Brown MLC at 1.32pm
Chief Executive Officer	J Whiteaker
Executive Manager Development Services	C Hunt

**4. APOLOGIES**

Community Representative	R Bristow-Stagg
RDA Wheatbelt	Juliet Grist
Office of Hon Mia Davies MLA	Hon Mia Davies MLA
Electorate Officer	Rhonda Lawrence
Wheatbelt Development Commission	G Arthur

**5. LEAVE OF ABSENCE**

Nil.

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**6. CONFIRMATION OF MINUTES**

**RECOMMENDATION / COMMITTEE DECISION**

Minute No: RCI.11

Moved: A Marshall  
Seconded: Cr D Hughes

That the minutes of the Regionals Centres Implementation Committee Meeting held on 10 November 2014 be confirmed as a true and correct record of that meeting.

**CARRIED 7/0**

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**7. AGENDA ITEMS**

**7.1 MANAGEMENT OPTIONS FOR NORTHAM TOWN POOL (AVON RIVER)**

Name of Applicant:	Internal Report
File Ref:	7.2.3.1
Officer:	Jason Whiteaker
Officer Interest:	N/A
Policy:	Local Government Act 1995
Voting:	Simple Majority
Date:	28 July 2015

**PURPOSE**

For the Committee to review the most appropriate methodology for the future management and ongoing maintenance of the Northam Town Pool section of the Avon River.

**BACKGROUND**

The Shire of Northam was originally allocated funding as part of the Regional Growth Centres (Supertowns) initiative to undertake a feasibility study for additional water supplies to the Avon Town Pool and the detailed design of the preferred option from these investigations. This was funded under the Avon River Revitalisation and Riverfront Development (Stage 1) business case.

Subsequent to the development of the agreement, approval was granted to modify the objectives of this component of the business case to be more general with respect to improvements associated with the Avon River (town pool section). The revised Financial Assistance Agreement the project description is stated as –

*“Feasibility study for additional water supply for the Avon Town Pool including a detailed design for Town Pool preferred option, a floating wetland and town pool aerator.”*

An assessment of the option of an additional water supply for the Town Pool (as identified in the original planning work undertaken by the SuperTowns project) was undertaken by Matt Giruado, Consulting Hydrologist. The outcome of this assessment which has been presented to the Committee and Council was that it was neither practical nor achieving the desired result of improving the quality of water in the Town Pool.

As a consequence of the above findings focus has shifted to look at various options for improving the quality of the water in the Town Pool, drainage improvement works within the town centre to alleviate seasonal flooding issues and the redevelopment of Bernard Park drainage, including the possible improvements to the existing detention basin (commonly referred to as the swan enclosure).

In order to gain a better understanding of the Town Pool and the relationship with the Avon River generally a number of steps have been undertaken as highlighted within final report

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prepared and considered by Council (A copy of the Town Pool Management Recommendation report prepared by Matt Giraudo has been forwarded to Committee Members previously). These have included but are not limited to ongoing water sampling of the Town Pool (through the Avon Valley Environmental Society), physical inspection of the sediment load in the Town Pool through core sampling of river bed, water level monitoring, analysis of previous survey information, consultation with Department of Water and Swan River Trust and literature research.

The Supertowns Steering Committee considered this matter at its meeting held on February 26<sup>th</sup> 2014 where it resolved the following –

*“That it be recommended to Council that*

- (1) Council receives the recommendations from the report “Town Pool Monitoring Report” prepared by Matt Giraudo, and adopts the position that effective long term management of the Northam Town Pool will require a combination of actions, including (in order of priority):*
  - Facilitated aerobic digestion of organic matter from sediments through treatment with commercially available products.*
  - Dredging of sediments to re-create more natural morphology within the Town Pool.*
  - Construction of a variable crest weir to reduce the rate of sediment accumulation and increase the frequency of scouring events within the town pool.*
- (2) Council notes that further actions outlined in the report “Town Pool Monitoring Report” to better understand the potential of the recommended actions including, but not limited to:*
  - Further (weekly/fortnightly) monitoring of O<sub>2</sub> levels within the Northam Town Pool to add to current understanding of O<sub>2</sub> concentrations and to better assess the impacts of sediment load to the pool during 2013.*
  - Testing of commercially available products to achieve accelerated aerobic digestion of organic matter of organic sediments. This trial is to be conducted in the “Swan Enclosure” retention basin in Bernard Park with representatives from the Department of Water and SA River Trust invited to attend to observe the trial.*
  - Preliminary analysis of potential variable crest weir including hydraulic modelling to better assess potential benefits of changes to the weir and more detailed assessment of costs and other potential management implication.*
- (3) Council forward copies of the report to the Department of Water, Swan River Trust and Wheatbelt NRM seeking endorsement of the proposed actions contained therein and seeking funding opportunities to continue the work on the recommended actions.*

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Council considered the above recommendation from the Committee at its meeting held on 19 March 2014 where it resolved to adopt the recommendations as per the above but with the addition of a priority list of;

1. Treatment option being chemical treatment (most preferred)
2. Dredging; and
3. Variable crest weir.

In actioning this decision of Council the chemical treatment option was further explored and later discounted on advice of various Government Departments, including Department of Water. This is due to the relevant environmental approvals for the use of the chemical treatment not being in place.

As a consequence of the chemical treatment being discounted, staff moved attention to the next preferred option (dredging). Given that there was more direction required from the Committee and Council around this option a workshop was organised and held on October 22<sup>nd</sup> 2014 with representatives from a number of organisations attending. The workshop was an opportunity to have the key stakeholders come together to discuss the dredging options and locations.

Following the workshop a meeting of this committee was held to assess all the provided information and make recommendation to Council on the most appropriate way forward. As a consequence of this assessment the Committee resolved at its meeting on 10<sup>th</sup> November 2014 as follows;

*That Council;*

1. *Adopts option 1 (no action on dredging at this time) as the preferred option and that the construction of a variable crest weir be investigated for the future management of the Town Pool.*
2. *Continue to advise and consult the local community in regards to the work the Council is undertaking within the Avon River, including with the local aboriginal community (Maari Group of Elders and through Wheatbelt NRM);*
3. *Undertakes in conjunction with key agencies a number of associated works be undertaken in and around the Avon River (Town Pool) including revegetation/bank restoration, sea gull eradication/reduction, removal of inappropriate fringing vegetation and encouraging on water activities subject to the availability of funds; and*
4. *Advised the Department of Regional Development of the above resolutions and confirms that they are within the objectives of the Avon River Revitalisation and Riverfront Redevelopment (Stage 1) Financial Assistance Agreement.*

At its meeting held on 19<sup>th</sup> November 2014 Council adopted the recommendation from the above Committee meeting. As a result of this decision of Council the Department of Water were engaged to assist in the assessment of the preferred option of a variable crest weir. The comments provided to the Committee and Council in the November report along with the additional comments/assessment of the Department of Water are provided below;

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*The resolution of Council includes the further investigation of the variable crest weir option as a potential long term mitigation strategy. As indicated at the workshop there are a number of issues that require assessment to ascertain if the option is technically achievable. These include items such as the structural integrity of the existing weir, the exact location and condition of the sewer line constructed underneath the weir, the size of the structure that would be required to be constructed etc.*

*Department of Water Engineers have looked at the likely effectiveness of a variable crest weir in scouring the pool. Their findings are that such a structure would only be effective in scouring a very limited upstream area, potentially not even to the Peel Terrace Bridge and would not prevent the sediment deposition over the remainder of the current pool area downstream of the Newcastle Rd Bridge.*

*Bill Till's (Department of Water Engineer) analysis of the sediment rate is that the annual rate of accumulation is not much more than the precipitation of the suspended load in the water column once cease to flow has occurred each year (as Matt Girardo found).*

*To reduce/minimise this annual accumulation the 'water surface' area of the pool needs to be reduced so the river flows are confined to a smaller channel, thus increasing velocity in this channel area enabling transport of the suspended sediment load through the pool and reducing the bed area for suspended load 'drop out' at cease to flow. Additionally this 'deposition' is then likely to be re-suspended and carried downstream in the following winter flows due to the increased velocities in the smaller channel. This is basically taking the last dredging effort a further step to speed up the winter river 'base' flow through the pool.*

*The department's advice, then, is basically to return the river to being a 'braided' channel system, as it has remained immediately upstream of Newcastle Rd Bridge and as it was downstream prior to the pool's creation.*

*This would also allow revegetation on the reclaimed land within the present pool, which would have further benefits in shading/cooling the pool water in summer (conditions less conducive to algal growth) and, if appropriately designed, potentially filtering local inflow.*

*However, such a solution would first require some exploration of likely extent of public acceptance and more generally, what it is that rate payers want the town stretch of the river to be. If a pool from Newcastle St Bridge to the weir is wanted, there needs to be a realisation that ongoing water quality problems will inevitably occur, even with a variable crest weir or similar structure. As such I think we need to continue the conversation regarding this matter, to find the best solution for Northam. Additionally a detailed cost/benefit analysis of all these activities has not been reviewed by the DoW and I think this also needs further examination*

**STATUTORY REQUIREMENTS**

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The Shire of Northam has a funding agreement in place with the Department of Regional Development requiring the Council to finalise this project to the detailed design stage.

The statutory framework associated with the Town Pool is complex and involves Rights in Water Irrigation Act 1914, Statewide Policy No 5 – Environmental Water Provisions Policy for Western Australia, Environmental Protection Act and Aboriginal Heritage Act 1972.

It is understood that because the Town Pool is an “artificial” waterbody responsibility for remedial actions (such as dredging) has historically been the responsibility of the local authority, notwithstanding that approvals from other government agencies are required to undertake those works.

**CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN**

OBJECTIVE N2: Enhance the health and integrity of the natural environment

STRATEGY N2.1: Identify vulnerable environments or areas in need of protection

STRATEGY N2.2: Protect the integrity of the ecosystems of our rivers and waterways

STRATEGY N2.3: Employ risk management strategies and measures to protect natural assets from natural disasters, including fire and flood.

**BUDGET IMPLICATIONS**

The Funding agreement with the Department of Regional Development and Lands indicates a total remaining budget of \$161,000 for this component of the project associated with the Avon River improvements.

Council has an additional amount of \$290,000 for Town Pool Dredging within the current reserves. This funding is not tied to the SuperTowns funding.

This provides Council with access to approximately \$451,000 of funding to complete the dredging or other works within the river. While this work would be ‘tendered out’ it is estimated that the dredging of the entire length of the river from Newcastle Bridge to the weir would be in the vicinity of \$800,000.

**OFFICER'S COMMENT**

As highlighted within all the reports previously prepared on the Avon River and the town pool, the current river environment is an altered and complex system. What is also clear is that there is no single solution to the issues associated with the river system and particularly the town pool. The other element to the issue is around the community expectations of how they would like their river to look and be in future years.

The general observation of staff is that the options are slowly being narrowed down, however further guidance is now required in order to progress the project;

1. Chemical Treatment

Discounted due to lack of environmental approvals and limited product knowledge / testing.

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2. Dredging

- a. Dredging of the entire water body from weir to Newcastle Road Bridge. It is estimated that the total sediment load in the town pool is approximately 120,000m<sup>3</sup>. Based on an average extraction (only) rate of between \$13-15/m<sup>3</sup> the total cost of \$1.56 million to \$1.8 million represents a significant capital contribution. The concern with dredging the entire water body is that the existing shallow areas provide the weed growth that sustains a significant amount of life within the river. It is also a very costly exercise to dredge the entire river and consequently not considered viable at this point in time.
- b. Dredging of last excavated area. This would involve dredging the area which was dredged in 2000. In essence this area is defined as that between Peel Terrace bridge to the weir and then an approximately 30 metre wide channel on the southern side of the river up to the Newcastle Road bridge (the channel does switch from the southern to northern bank approximately 300 metres downstream of the Newcastle road bridge. There is an estimated 5,500 to 10,000m<sup>3</sup> of sediment in that area currently with an estimated extraction (only) cost of between \$71,500 and \$150,000.

This option would appear however to be not required, as the hydrological assessments have indicated the build-up of sediment in the channels previously dredged has been limited (refer figure 1).

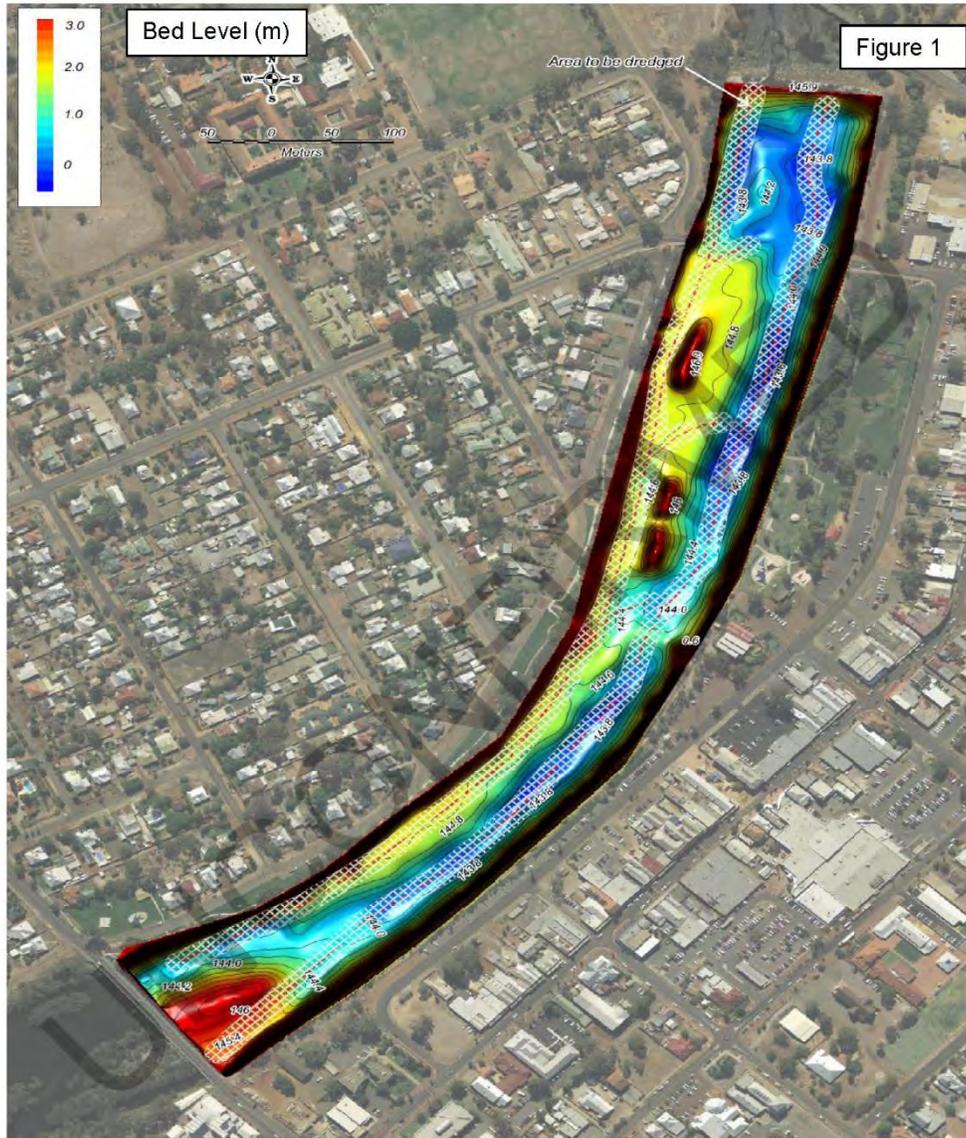
- c. Dredging of two channels to create a more natural morphology of the river. This is one of the recommended options from Matt Giraud consulting hydrologist. In essence the aim is to create two channels on either side of the river approximately 25 metres in width. The aim is then for the areas between the channels to more naturally form as islands, with the aim of returning it to more of its natural morphology. It is estimated that between 35,500 to 40,000 m<sup>3</sup> of sediment would be required to be extracted. This represents a cost of extraction within the range of \$461,500 to \$600,000. Whilst this is the preferred option, the Council currently does not have sufficient funding to complete the works. As a consequence it is recommended that the project be broken into a number of components or stages, allowing work to commence with the funding available. The staging would look to dredge one of the channels and establish the storage areas initially with the second channel being subject of stage two and subject to funding being sourced.

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In addition to the actual costs of extracting the material via a dredge there are associated costs related to storage and management of the spoil material. Preliminary investigations indicate that due to the nature of the sediment being extracted that either during or following storage, treatment will be required to mitigate environmental issue (acid sulphate soil). Options here include the physical application of lime either during the extraction (via a polymer injection) or post extraction (through mixing of lime). It is also possible to design the spoil area to separate the different types of material being extracted as the sediment currently

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contains both coarse and fine material, with the courser material having potential applications and therefore 'value'.

With regard to the physical location of the spoil area it is considered that this should be located on land under the care and control of Council and not involve a third party. Two preliminary sites have been identified being the former netball courts on Clarke Street and the vacant land adjacent to the Bert Hawke Sporting complex.

It is recommended by staff that additional expert advice be obtained from suitably experienced and qualified consultants to assist with the preferred option identified by this Committee and Council.

3. Variable Crest Weir - Eliminated

Based on the advice from Department of Water this option would appear to be discounted as a first step solution.

4. No Action - Eliminated

Advice provided by various reports into the Avon River indicate that should no action be taken the town pool will continue to "silt up" over time and the water stored therein will decrease concurrently. This coupled with the recent results of the community perception survey which indicate the community are not satisfied with the progress the Council is making to maintain and enhance the river (figure 2), lead to the conclusion that this is not a viable option.

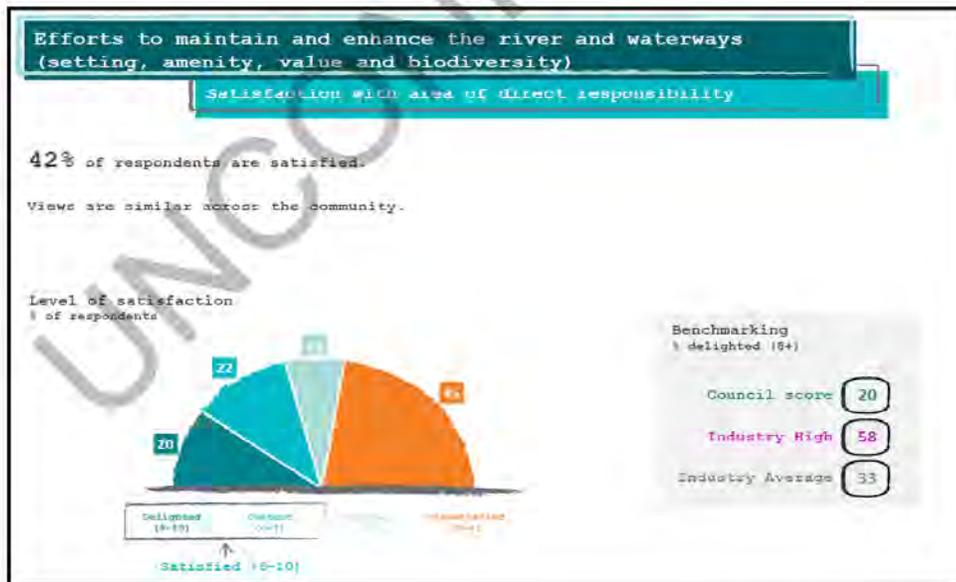


Figure 2

Given all of the above it appears as though the most appropriate form of action at this point would be to continue with the option of dredging the river. This being the case the

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Committee, and subsequently Council, will need to provide direction as to the level of dredging considered most appropriate. This decision, in the view of staff, should very much be guided by the views of the community in relation to what they would like to see their river look and be like in future years.

There are a number of expectations / visions which could be targeted, which in turn could guide the treatment which is ultimately taken;

1. Wide River which is open and aesthetically appealing. It will be well used by the community for active recreation including canoeing and sailing etc. It appears as though this is much of what the original concept of the town pool was based around (picture 1).
2. Natural River which reflects what the River once was, that is a braided system with vegetated islands attracting a range of fauna. The river would, during certain times of the year dry up in places, which will be an accepted natural occurrence. There will be no 'town pool' with the removal of the weir, promoting a transformation back to the natural river system. It is problematic as to whether approval could be obtained for such an outcome, with removal of the weir thought to have impacts both upstream and downstream.
3. Natural River in the context of the town pool, which is a braided system with vegetated islands up to the Peel Street Bridge. The developed channels in the river will move sediment up to the town pool, where it will drop out and be managed (through dredging) by the Council (picture 3).

In addition to the physical environment the other pertinent issues relating to the river is the 'smell' which emanates at certain times of the year. In discussions with the Wheatbelt NRM a suggestion has been put forward to utilise Nitrate to control the odour. Nitrate is known to be used in controlling Hydrogen Sulphate (smell) in the context of waste water treatment plants. While from Council Staff perspective little is known about the use of Nitrate in a river context, it may be an avenue worth exploring further.

Until a firm position around what the community want the River to be is developed it is difficult to identify the most appropriate 'solution' or management practice.

With this in mind staff are recommending a way forward which includes a level of public consultation to be run in parallel with a tender process for sediment removal. A draft communication strategy has been attached to this report which will, if endorsed, form the basis for community engagement.

The community engagement plan has been developed in the context of the Shire of Northam Communication strategy as an opportunity to 'consult'. It would be beneficial for Committee members to become involved in various elements of the communication to get a firsthand experience of what the community are saying. Consequently it would be appreciated if Members of the committee could identified any elements of the plan which they would be prepared to assist with.

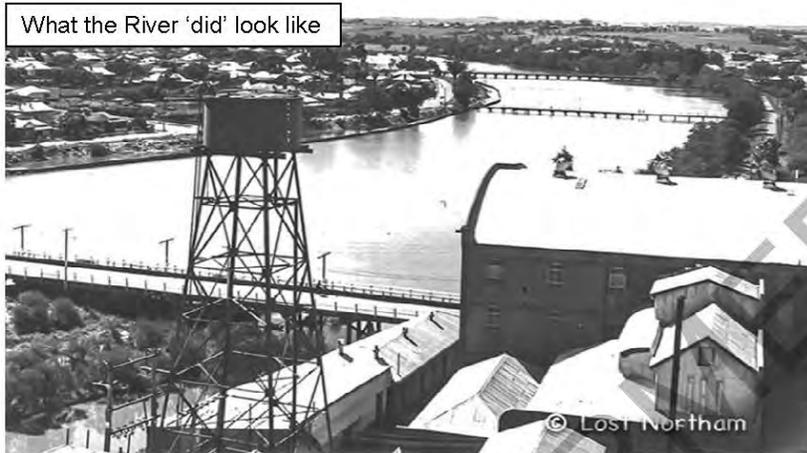
The following pictures are provided for information;

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Picture 1 (above)



Picture 2 (above)

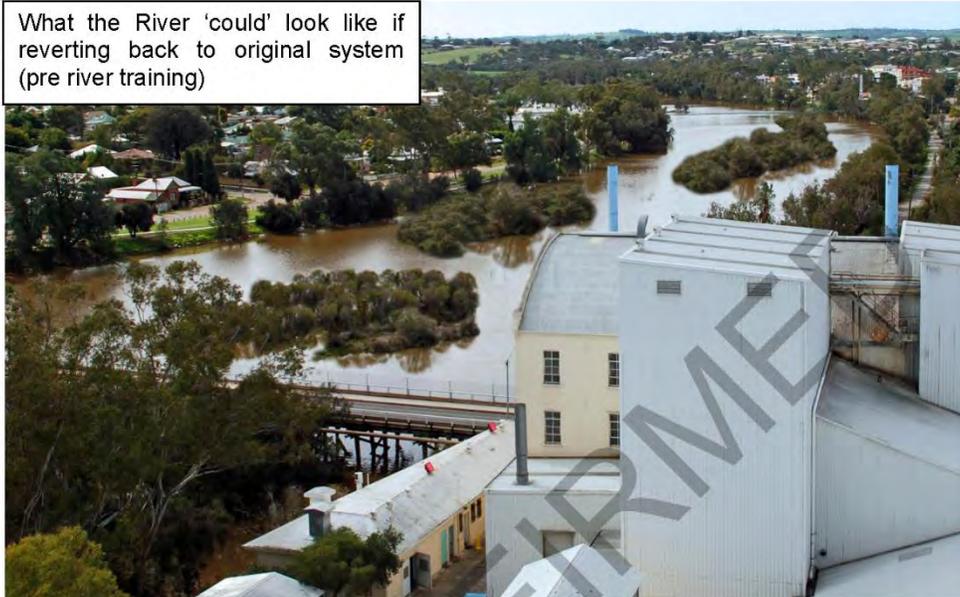
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What the River 'could' look like if reverting back to original system (pre river training)



Picture 3 (above)

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**RECOMMENDATION / COMMITTEE DECISION**

Minute No: RCI.12

Moved: C McConnell

Seconded: A Marshall

That Council request the Chief Executive Officer to;

1. Call for tenders to undertake sediment removal from the Avon River between the Avon Bridge and Avon Weir;
2. Structure the tender so as not to preclude any of the dredging options including (dredging of current channel, dredging of entire water body, dredging of two channels, dredging of pool area downstream of Peel Street Bridge);
3. Structure the tender to allow it to go over multiple years if required;
4. Undertake community consultation in accordance with the provided communication strategy in order to formulate a view on what the community would like its river to be in coming years;
5. Explore the opportunity to utilise nitrate to assist in controlling smell which emanates from the Avon River from time to time; and
6. Be in a position to report back to the Committee the outcomes of the above no later than November 2015.

**CARRIED 7/0**

Discussion

The Committee discussed the communication strategy as attached and the extent of the community consultation. It was noted that Northam Primary School was not listed, it was agreed that this was an oversight and would be amended. Comment was made as to why this was only targeted at Northam schools. It was clarified that the purpose is to get a snapshot rather than targeting every school within the Shire. It was also suggested that the groups who utilise the space could also be targeted.

The CEO requested involvement from the Committee in delivering the communication strategy.

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##### COMMUNICATION STRATEGY SHIRE OF NORTHAM AVON RIVER REVITALISATION

###### Background

The Avon River as it runs through Northam is considered to be a critical asset to the community. There are currently identified issues with the River which pertain to its aesthetic, intermittent smell and lack of utilisation.

The Avon River, between the Avon Bridge and Avon Weir, is not a natural river system, with the water body being developed into a 'town pool' in the early to mid 1900's. Whilst this appeared to serve the community well the Community is now in a situation where it is being identified as a significant issue which needs to be addressed. Intermittent dredging of the river has occurred over the past thirty years, in what was thought at the time to be the best method of managing the river.

###### Objectives

- To ensure Council establishes a governance structure which meets the requirements and expectations of the Northam Shire community
- Provide opportunity for the Community to input into their representation model.

###### Target audience

Various segments of the Northam Community including;

- General Community;
- Youth (school aged);
- Aboriginal Community;
- Business Community (through Chamber of Commerce)

###### Key messages

- The importance of the Avon River to the community
- Opportunity for Community to guide the development of the River

###### Timeframes/Key Dates

- Council resolve to commence review September 16, 2015
- Consultation commencement September 19, 2015
- Tenders called for sediment removal September 19, 2015
- Consultation completion October 16, 2015
- Tenders close for sediment removal October 23, 2015
- Supertowns Committee Meeting October 29, 2015
- Tenders assessed by technical group October 29, 2015
- Formal Council decision November 18, 2015

###### Definitions

CO	Shire of Northam Communications Officer
CDO	Community Development Officer
CEOPA	Shire of Northam Personal Assistant to the Chief Executive Officer
CEO	Shire of Northam Chief Executive Officer
WBNRM	Wheatbelt NRM
SP	Shire President

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Target Audience/ Stakeholder Group	Aim	Communication Tools	Who to Action?	When	Detail	Costs?
Northam Shire Community	For Community to express their views on vision for the river	Website	CO	September 19 2015 to October 16 2015	Provide details of options, online survey for people to choose their preferred outcome	Nil
		Facebook	CO	September 19 2015 to October 16 2015	Provide details of options, online survey for people to choose their preferred outcome	Nil
		Twitter	CEO	September 18 2015	Pointer to upcoming consultation	Nil
		Newspaper	CO	September 18 2015	Editorial - Press release outlining what the Council is trying to achieve	Nil
		Boulevard Display	CO	October 9 &/or 10 2015		\$500 (est)
		Radio	SP	October 6	Part of normal radio segment, advising what we are trying to achieve	Nil
		Radio	CEO	October 13	Paid segment on radio, inviting public comment and pointing to various mediums	\$700 (est)
		Visitor Centre Display	CO	September 19 2015 to October 16 2015	Information on the project, inviting comment from public	\$200 (est)
Aboriginal Community	For Aboriginal Community to express their views on vision for the river	Face to face meeting - Marley Group of Elders	CEO	September/October 2015	Meeting on the river to allow elders to provide their vision for what the river should be	Nil
		Face to face meeting - Other group (s)	WBNRM	September/October 2015	Meeting on the river to allow elders to provide their vision for what the river should be	Nil
		Clontarf Academy meeting	CEO	October 2015	Meeting with Clontarf Academy to views of Aboriginal Youth	Nil
Youth	Northam High school Visit	Class meeting	CDO	October 2015	Workshop with classroom and invite to get views of other students (year 10, 11 or 12)	Nil
	St Josephs High School Visit	Class meeting	CDO	October 2015	Workshop with classroom and invite to get views of other students (year 7, 8 or 9)	Nil
	St Josephs Primary School	Class meeting	CDO	October 2015	Workshop with classroom and invite to get views of other students (year 4 or 6)	Nil
	Avon Vale Primary School	Class meeting	CDO	October 2015	Workshop with classroom and invite to get views of other students (year 2 or 5)	Nil
	West Northam Primary School	Class meeting	CDO	October 2015	Workshop with classroom and invite to get views of other students (year 1 or 3)	Nil
	Northam Primary School	Class meeting	CDO	October 2015	Workshop with classroom and invite to get views of other students (year 4 or 6)	Nil

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Hon Paul Brown MLC entered the Council Chambers at 1.32pm.

**7.2 GROWTH PLAN PROJECTS**

Name of Applicant:	Internal Report
File Ref:	3.1.8.13
Officer:	Jason Whiteaker
Officer Interest:	N/A
Policy:	Local Government Act 1995
Voting:	Simple Majority
Date:	12 August 2015

**PURPOSE**

To provide the Committee with an update on the progress of projects from the adopted Northam Growth Plan.

**BACKGROUND**

As the Committee would be aware the Northam Growth Plan was prepared as part of the Regional Centres Development Program for the purposes of identifying growth in the Northam Townsite and ultimately the Avon Sub-Region. As a component of the growth plan key issues inhibiting growth were identified and subsequently a number of key projects to achieve that aspirational growth plan were identified in the plan.

At the Committee meeting in September 2014 the Committee recommended the prioritisation of the group of projects, this was undertaken by the Committee utilising a decision making matrix. Subsequent to this, in November the Committee further narrowed this list to provide a priority list to assist staff in making submissions and application. The following was the decision of Council pertaining to these projects,

*That Council:*

1. *Identifies the following projects for development of detailed business cases to allow for funding submissions within the next six months;*
  - a) *CBA Development including*
    - i) *Mixed Use development (subject to State Government Commitment to proceed)*
    - ii) *Government Office Accommodation (as above)*
    - iii) *Including costs for relocating Beavis place and area development*
  - b) *Bernard Park Precinct Development, including;*
    - i) *Minson Avenue implementation (street scaping)*
    - ii) *Aboriginal and Environmental Interpretive Centre*
    - iii) *Bernard Park Master Plan Implementation*

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- c) *Train Station Development*
  - i) *Aesthetic and street scaping improvements*
  - ii) *Establishment of clear linkages back to the Northam CBD*
  
- 2. *Identifies the following projects for further concept development with the view of positioning for funding submissions in 2016 and beyond;*
  - a) *Finalisation of Health Precinct*
  - b) *Education Precinct*
  - c) *Identification and Planning for redevelopment of social housing areas*
  - d) *Recreation Centre Stage 2*

**STATUORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN**

OBJECTIVE N2	Enhance the health and integrity of the natural environment
STRATEGY N2.2	Protect the integrity of the ecosystems of our rivers and waterways
OBJECTIVE C1	Create an environment that provides for a caring and healthy community
STRATEGY C1.3	Advocate for appropriate and accessible health services
STRATEGY C1.7	Provide an environment that enhances and builds on the liveability of the Shire.
OBJECTIVE E1	Support business and investment opportunities
STRATEGY E1.1	Promote new commercial and industrial development through appropriate zoning of land, provision of suitable infrastructure and efficient & effective business approval process
STRATEGY E1.3	Support sustainable business and commerce initiatives
STRATEGY E1.4	Enhance the aesthetic environment to support business Opportunities

**BUDGET IMPLICATIONS**

The Council has funds set aside to assist in the development of detailed business cases (\$50,000). The Council also have funds available (reserve) to be utilised to assist in leveraging capital projects (for example \$875,000 in Regional Development Reserve, \$670,000 in Road & Bridgework Reserve, \$493,000 in Recreation & Community Facilities Reserve)

**OFFICERS COMMENTS**

The following progress has been made around each of the identified projects;

- a) CBA Development including
  - i. Mixed Use development (subject to State Government Commitment to proceed)
  - ii. Government Office Accommodation (as above)

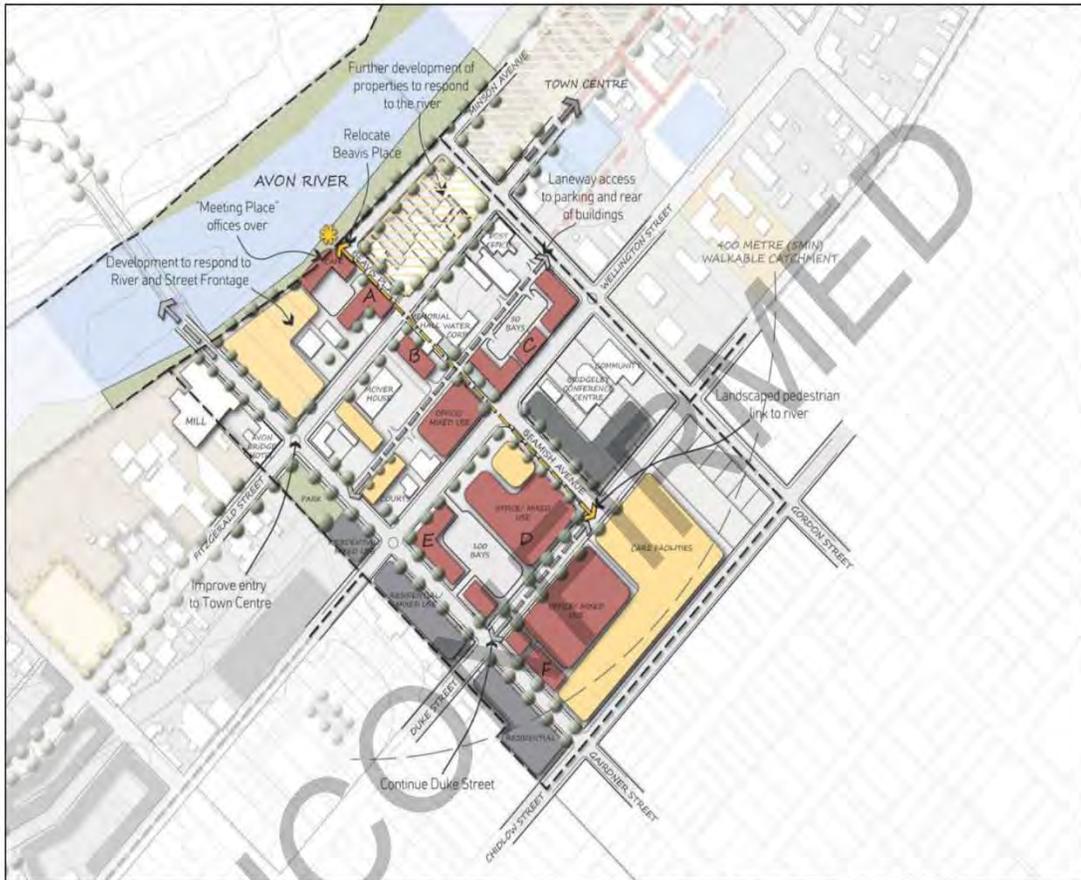
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iii. Including costs for relocating Beavis place and area development



The above picture illustrates the designated Northam Central Business Area (CBA). Critical to the development of this area, in accordance with the Growth Plan, was the development of two key Government buildings.

The first government building was to be shared office accommodation for the various State Government Agencies within the Northam, which are currently spread right throughout the town. Unfortunately the State Government has advised that this project has been put on hold for the immediate future.

The second government building was a Department of Housing concept to build a multi storey mixed use development along the river, including accommodation and retail space. This again has been put on hold due to financial constraints. It was estimated that the building would cost in the area of \$30m, with the Department of Housing looking for a number of key partners, which were unable to be identified.

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On a more positive note, Council has recently received an application to develop the 'old' hospital site which is within the designated CBA area. This proposal is to develop a shopping complex which will potential house Aldi, Coles, Best & Less as well as additional retail space for café etc. With this in mind a component of the CBA development will occur. Critical to this will be the linkages between the potential new development and the Fitzgerald Street. With this in mind it may be prudent to give consideration to looking at infrastructure projects such as the relocation of Beavis Place to start giving the desired structure to the area.

Council has also received in excess of \$1m to assist with drainage works around the CBD. A focus of this will be a project within the CBA, on the corner of Gairdner and Fitzgerald Streets (Purslow Park). While design work is still underway it is envisaged that the current open drain system may be remediated to form a closed system, allowing for the identified park to be developed (or an alternative development).

- b) Bernard Park Precinct Development, including:**
  - i) Minson Avenue implementation (street scaping)**
  - ii) Aboriginal and Environmental Interpretive Centre**
  - iii) Bernard Park Master Plan Implementation**

There is a separate Agenda Item which is focused on the Aboriginal and Environmental Interpretive Centre.

The Bernard Park Master Plan implementation has also commenced. The water park development has been completed, while the detailed concept around the Swan enclosure has been out for public comment and finalised. These works will be tendered shortly to commence after the Swan breeding season has finished. Various elements of the street scaping (tree planting etc) will be undertaken as normal Council activities in the coming year.

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- c) **Train Station Development**
  - i) **Aesthetic and street scaping improvements**
  - ii) **Establishment of clear linkages back to the Northam CBD**

Council unsuccessfully made application for funding through Royalties for Regions for this project. Opportunities for future funding, including the staging of the project through own (Council) source funding will be explored moving forward.

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- 2. Identifies the following projects for further concept development with the view of positioning for funding submissions in 2016 and beyond;**
- a) Finalisation of Health Precinct**
  - b) Education Precinct**
  - c) Identification and Planning for redevelopment of social housing areas**
  - d) Recreation Centre Stage 2**

There has been some planning progress in relation to the redevelopment of social housing. Along with the Department of Housing and Wheatbelt Development Commission (WDC) staff held a workshop to discuss a Northam urban renewal project. The key outcomes of the workshop are below;

- A key priority for Northam is for urban renewal projects that can help facilitate the Supertowns and Regional Investment Blueprint population growth targets and meet the requirements of the density plan. The Northam Regional Centre Growth Plan identifies locations for urban renewal.
- In some locations, poor physical and social infrastructure, poor quality and unattractive developments, lack of diversity in housing stock, and a lack of a balanced demographic mix is inhibiting liveability and limiting the ability of Northam to facilitate Supertowns growth aspirations. This needs to be addressed with a clear vision and direction, with a focus on the quality of the outcomes.
- An urban renewal project has been on the agenda in Northam for approx.10 years, but attempts to deliver a project have achieved limited traction. The DOH New Living Program identified 3 locations with a clustering of social housing and proposed to reduce concentration through property sales (with a 1 in 9 target) and improve the quality of the housing through refurbishment. The project did not progress because of the difficulties of achieving cost neutrality.
- The WDC has an opportunity to bid for Royalties for Regions funding for an urban renewal project. Both the WDC and Shire have also highlighted the potential for funding to assist in the planning to support an urban renewal project. DOH is looking to deliver on its Strategic Plan which focuses on maximising the benefits for social housing, stimulating housing supply and the delivery of affordable housing through transformation of the land and housing market, a key part of this includes capturing an average of one in nine dwellings in the DOH's developments for social housing.
- It is expected an initial project would focus on a number of key streets, which will then act as the "catalyst" or a "kick start" to a wider, long term (20 year) program.
- A key priority for Northam is for urban renewal projects that can help facilitate the Supertowns and Regional Investment Blueprint population growth targets and meet the requirements of the density plan. The Northam Regional Centre Growth Plan identifies locations for urban renewal.
- In some locations, poor physical and social infrastructure, poor quality and unattractive developments, lack of diversity in housing stock, and a lack of a balanced demographic mix is inhibiting liveability and limiting the ability of Northam to facilitate Supertowns growth aspirations. This needs to be addressed with a clear vision and direction, with a focus on the quality of the outcomes.
- An urban renewal project has been on the agenda in Northam for approx.10 years, but attempts to deliver a project have achieved limited traction. The DOH New Living Program identified 3 locations with a clustering of social housing and proposed to reduce

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- The WDC has an opportunity to bid for Royalties for Regions funding for an urban renewal project. Both the WDC and Shire have also highlighted the potential for funding to assist in the planning to support an urban renewal project. DOH is looking to deliver on its Strategic Plan which focuses on maximising the benefits for social housing, stimulating housing supply and the delivery of affordable housing through transformation of the land and housing market, a key part of this includes capturing an average of one in nine dwellings in the DOH's developments for social housing.

Council has funding (\$70,000) set aside for business case development in 2015/16. At this stage it is envisaged that approximately \$20,000 would be used to undertake the initial planning for the Urban Renewal project, which leaves \$50,000.

There are a number of other projects which are moving in the background, specifically the Health Precinct finalisation and the Recreation Centre Stage 2. In regards to the Health Precinct, staff have been verbally advised that funding has been assigned to assist the bowling club make a determination on their future – there has been discussion around the potential for a relocation to the Recreation Centre, although this is merely discussion at this point. If they were to relocate, it would be with the view that their site be developed for 'health' purposes, again with some discussion around a potential tenant / developer.

The Bowling Club feasibility could be tied in with the planning of the Recreation Centre stage 2, which in addition will be impacted potentially by work being undertaken by Council to make a determination on the current structural adequacy of the Northam Swimming Pool. Consequently it is envisaged that the residual business case funding be set aside to focus on these two specific areas.

**MOTION / COMMITTEE DECISION**

**Minute No: RCI.13**

**Moved: Cr D Beresford**

**Seconded: Cr D Hughes**

**That Council unreservedly support the location of the proposed Shopping Centre Precinct at Lot 501, No.10 Beamish Avenue (Corner of Wellington Street and Gairdner Streets, Northam).**

**CARRIED 5/2**

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**RECOMMENDATION / COMMITTEE DECISION**

**Minute No: RCI.14**

**Moved: P Tomlinson**  
**Seconded: Cr D Hughes**

**That Council accepts the update as provided noting that business case funding allocated in the 2015/16 budget is to be prioritised to progress;**

- 1. The Urban Renewal Partnership with the Wheatbelt Development Commission and Department of Housing; and**
- 2. Recreation Centre Stage 2.**

**CARRIED 7/0**

Discussion

It was raised that the location of the proposed Shopping Centre Precinct was not consistent with what was specified within Northam Growth Plan, due to the area being identified for potential office space. It was confirmed that the Development Assessment Panel will be aware of this when considering the application. It was noted that Council does not make the determination on the application and at this stage can only make a submission.

It was further noted that the growth plan provides an indication as to what may occur in an area and is by no means an absolute. In saying this in this instance the Shire of Northam Local Planning Scheme and Local Planning Strategy both contemplate the mentioned site being used for commercial purposes.

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**7.3 ABORIGINAL & ENVIRONMENTAL INTERPRETIVE CENTRE**

Name of Applicant:	Internal Report
File Ref:	7.2.3.1
Officer:	Jason Whiteaker
Officer Interest:	N/A
Policy:	Local Government Act 1995
Voting:	Simple Majority
Date:	13 August 2015

**PURPOSE**

For the Committee to receive an update on the Aboriginal & Environmental Centre and to make a determination on the level of Committee involvement moving forward.

**BACKGROUND**

This precinct development is possibly receiving the most attention currently. The Aboriginal & Environmental Interpretive Centre has received \$2.1m in Federal Funding, an application is in the process of being lodged with LotteryWest, while discussions have commenced with the Wheatbelt Development Commission and the Local Member, Hon Mia Davies MLA, seeking an additional \$1.5m. This coupled with funds through the Supertowns program, \$210,000, leaves a minimum residual of \$291,000 which the Council would need to source or fund themselves (based on a total project cost of \$4.2m). Staff are currently investigating opportunities for funding through Aboriginal grants to assist with the 'fit out' or 'interpretation'.

Council staff are currently working through a range of different elements for the Aboriginal Cultural Centre development. It is envisaged that the project will be delivered on a design and then construction basis. Tenders for the design element will be called in September. The intent is to get the design to 75% practical completion and then appoint a builder to liaise with the designer to finalise the detailed engineering design. It is the intention to have this completed within the next six months with building to commence early in 2016. The most complex element of this development is the interpretation to go into the building and the involvement of the local aboriginal community.

Liaison with potential interest groups has commenced. Staff have been in liaison with Museums WA (who were heavily involved in the Albany ANZAC Centre), and we will be looking to potentially engage their services. Staff have been liaising with the segments of the local Aboriginal Community to identify opportunities for strong aboriginal engagement. This is viewed as absolutely critical as the true benefit of the centre will not be realised unless strong buy in and commitment from the Aboriginal Community is secured.

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While planning around the development of the centre has commenced it is important for the Committee to give consideration to how they would like to see the project progressed in the context of 'committee involvement'.

**STATUTORY REQUIREMENTS**

There are a range of statutory approvals requirements which have been identified including;

- Department of Water – Flood Way
- Department of Aboriginal Affairs – heritage approvals
- 

**CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN**

OBJECTIVE N2: Enhance the health and integrity of the natural environment

STRATEGY N2.1: Identify vulnerable environments or areas in need of protection

STRATEGY N2.2: Protect the integrity of the ecosystems of our rivers and waterways

STRATEGY N2.3: Employ risk management strategies and measures to protect natural assets from natural disasters, including fire and flood.

**BUDGET IMPLICATIONS**

Scale of cost for each of the elements.

**RISK IMPLICATIONS**

A high level risk assessment has been undertaken for the project. This is appended.

**OFFICER'S COMMENT**

To assist in making this determination some work has been undertaken around the potential process to get the project to its construction phase. It is suggested that through this process a range of involvement points be identified where Committee / Council input is sought prior to progressing to the next stage. While staff are in the process of developing a detailed Gantt for the project the following is provided to assist in outlining a very basic process and where potential 'committee' involvement could be;

**DESIGN**

1. Call for quotations / tenders (depending on value) – architectural
2. Assessment of quotations tenders - construction
3. Appointment of Architect
4. Design Phase
  - a. Initial meeting with Architect to outline objectives and Interpretive Scope / Brief Clarified – **Committee involvement**
  - b. High level concept design phase
  - c. High level concept design sign off – stage 1 – **Hold Point, Committee involvement**

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- d. Concept design consultation (with identified stakeholders)
- e. High level concept design sign off – final, **Committee involvement**
- f. Detailed design
- g. Detailed design completion

**CONSTRUCTION**

- 1. Call for tenders - constructions
- 2. Assessment of tenders - construction
- 3. Appointment of builder – Hold Point, **Council involvement**
- 4. Construction Phase
  - a. **Hold point** – report back to Council any major design variations

**INTERPRETATION/FIT OUT**

- 1. Call for quotations / tenders (depending on value) – interpretation
- 2. Assessment of quotations tenders - interpretation
- 3. Appointment of Interpretive designer
- 4. Interpretation design Phase
  - a. Initial meeting with Interpretive consultants to outline objectives and Interpretive Scope / Brief Clarified – **Committee involvement**
  - b. High level concept design phase – involving close consultation with Aboriginal and Environmental stakeholders
  - c. High level concept design sign off – stage 1 – **Hold Point, Committee involvement**
  - d. Concept design consultation (with identified stakeholders)
  - e. High level concept design sign off – final, **Committee involvement**
  - f. Detailed design
  - g. Detailed design completion

Given the Committee is the being recommended as the appropriate mechanism for the CEO to report back to Council it is worth considering the makeup of the committee and whether additional skill sets and representation are required. The issue of representation extends to the importance of involving the Aboriginal Community in the process and decision making. It is with this in mind staff are recommending that two additional members (representing the Aboriginal Community) be invited on to the Committee.

**RECOMMENDATION**

**That Council;**

- 1. **Endorse the Regional Centres Implementation Committee as the appropriate Committee for the Chief Executive Officer to liaise with and report back the progress of the Aboriginal & Environmental Interpretive Centre.**
- 2. **Invite the Marley Circle of Elders & Wheatbelt (Aboriginal) NRM to become a members of the Supertowns Implementation Committee;**
- 3. **Authorise the Chief Executive Officer to make the necessary adjustments to the Supertowns Implementation Committee Terms of Reference**

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**COMMITTEE DECISION**

**Minute No: RCI.15**

**Moved: A Marshall**  
**Seconded: P Tomlinson**

**That Council;**

- 1. Endorse the Regional Centres Implementation Committee as the appropriate Committee for the Chief Executive Officer to liaise with and report back the progress of the Aboriginal & Environmental Interpretive Centre.**
- 2. Invite the Aboriginal Elders to participate in the Regional Centres Implementation Committee.**

**CARRIED 6/1**

Discussion

- In order to ensure that the members understanding and perception was in alignment the committee discussed the purpose of the Aboriginal & Environmental Interpretive Centre.
- It was raised that other Aboriginal Elder groups may feel not included in this development if the decision specifically listed the Marley Circle of Elders as per the recommendation. The Committee agreed and determined an alternative resolution in order to involve other groups who may be interested in participating.

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Cr D Hughes departed the Council Chambers at 2.20pm.

**7.4 GROWTH PLAN PERFORMANCE INDICATORS**

Name of Applicant:	Internal Report
File Ref:	3.1.8.13
Officer:	Jason Whiteaker
Officer Interest:	N/A
Policy:	Local Government Act 1995
Voting:	Simple Majority
Date:	12 August 2015

**PURPOSE**

To provide the Committee with an update on the progress of projects from the adopted Northam Growth Plan.

**BACKGROUND**

The Regional Centres Program was established as a way for the Government of Western Australia assisting strategically identified communities reach their growth potential. As a consequence the growth planning process resulted in a range of indicators which were put in place, presumably, to assess the outcomes/benefits of the program.

# SHIRE OF NORTHAM

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#### SHIRE OF NORTHAM MINUTES REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 3 SEPTEMBER 2015

Table 8. Targets and Indicators

Theme	Targets	Indicators	Measured	Source
Total Avon River Catchment Management	Having a healthy town pool Having a full town pool	Decrease in nutrients and sediments within Town Pool.	Annually	Water sampling Dept of Water
Population and Demographics	Northam Population to be 20,000 by 2031	Estimated Residential Population (ERP) of 13,700 for Northam Town SLA	Annually	ABS 3218.0
		Average ERP Growth Rate greater than 5.2% pa	Annually	ABS 3218.0
		Residential Building Approvals above 125 pa	Annually	ABS 8731.0, Council
Increase in Youth and Young Worker Retention	Share of Population Aged 15-34 above WA State Average	Annually	ABS 3235.0	
Socio-Economics	Improvement in Local Resident Qualifications	Share of Population Aged 15+ with Bachelor Degrees as their Highest form of Qualifications above 10%	5 Yearly	ABS Census
	Increase in Size of Professional White Collar Workforce	White Collar Worker Share of Resident Labour Force in Northam LGA greater than 40%	Annually	ABS 5673.0
	Increased Individual Incomes	Individual Income above National average	Annually	ABS 6524.0
		Individual incomes in Manager and Professional Occupations above 80% of Perth SD average	Annually	ABS 5673.0
Maintaining Housing Affordability	Maintain Median House Price to Household Income Ratio below 4.5	Annually	REIWA, ABS 5673.0, ABS Census	
Employment and Business Activity	Reduce Unemployment	Unemployment Rate reduces to below WA State average	Quarterly	DEEWR
	Grow Labour Force Size	Labour Force Growth above 2.5% pa on average	Quarterly	DEEWR
	Employment	Employment Growth to 20,000 jobs by 2031	5 Yearly	ABS Census
		Growth in number of businesses employing 50 or more workers with registered address in Northam LGA	Annually	ABS 8165.0

Theme	Targets	Indicators	Measured	Source
Investment Growth	Increase Business Accommodation	Growth in Commercial Office Floorspace to minimum of 15,000sq.m in 2031	5 Yearly	Survey
		Growth in retail floorspace to minimum of 50,000sq.m in 2031	5 Yearly	Survey
		Maintenance of Non-Residential Building Approvals Value above an average of \$7.5m pa	Annually	ABS 8731.0, Council
		Increase in Businesses located within the Light Industrial areas and the Avon Industrial Park.	Annually	Shire of Northam
Local Economy	Grow Local Economy	Increase in Gross Regional Product (GRP) per resident above national average	Annually	Custom modelling
		Increase Transport & Logistics and Manufacturing Share of GRP above 2009/10 levels	Annually	Custom modelling
	Increase Economic Diversification	Increase Professional Services Sector Share of GRP above 2009/10 levels	Annually	Custom modelling
		Growth in Commercial Office Floorspace to minimum of 15,000sq.m in 2031	5 Yearly	Survey
		Growth in retail floorspace to minimum of 50,000sq.m in 2031	5 Yearly	Survey
		Increase in White Collar Share of Total Employment	5 Yearly	ABS Census
	Reduce Retail Spend Leakage to Other Centres	Increase in Health Care and Social Assistance Share of Total Employment	5 Yearly	ABS Census
		Increased Retail Spend for High Order Goods	5 yearly	ABS Census
Regional Relationships	Increase Integration of Northam and Avon Economies	Decrease share of Avon residents working in Perth SD	5 Yearly	ABS Census
		Increase share of Avon residents working in Northam LGA	5 Yearly	ABS Census
		Population growth rates of LGAs in Avon outside of Northam	Annually	ABS 3218.0

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**STATUORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN**

Growth Plan forms an integral part of the Shire of Northam planning for the Northam Community.

**BUDGET IMPLICATIONS**

Nil.

**OFFICERS COMMENTS**

The following are a snapshot of some of the performance indicators established as part of the growth planning process. The indicators are reported against in the annual report of the Council where possible, however a number of these require specific resource ('custom modelling'). Given the range of indicators in the growth plan it is proposed that the 'customer modelling' indicators not be reported against. It is considered that the remaining indicators provide sufficient information and guidance as to achievements and success of the growth plan.

While reviewing the performance of Northam against the established indicators highlights that targets are not being met, staff would offer caution against interpreting this as being negative or indicating that the growth plan strategies are not working. On assessment of the performance indicators it does seem 'unrealistic' to think that the growth of Northam would 'take off' at 2011 merely because the community was announced as a 'Supertown'. Many of the projects and initiatives, by their nature, have a long lead time in terms of delivering outcomes.

Staff would point to the increased interest in Northam from the commercial sector (new Coles, Aldi development), potential DOME Café development, and Wine bar development as all strong indicators to the confidence in Northam. Work around the Aboriginal and Environmental Interpretive Centre, and Urban Renewal projects also position Northam well moving forward. In addition to this the SIHI Hospital development due to commence in 2016, the upgrading of St Josephs School to take in years 11 & 12, expansion of the Avon Link and mooted developments around the Department of Agriculture are all strong indicators that Northam has a bright future with significant growth potential.

The Community, Council and State Government all need to ensure that a long term view is taken on the success of the Regional Centres (SuperTowns) program. A critical element moving forward is to ensure a strong focus is placed on State Government Agency alignment and also funding to deliver identified critical projects continue to flow to Northam.

7.1 Population Changes

# SHIRE OF NORTHAM

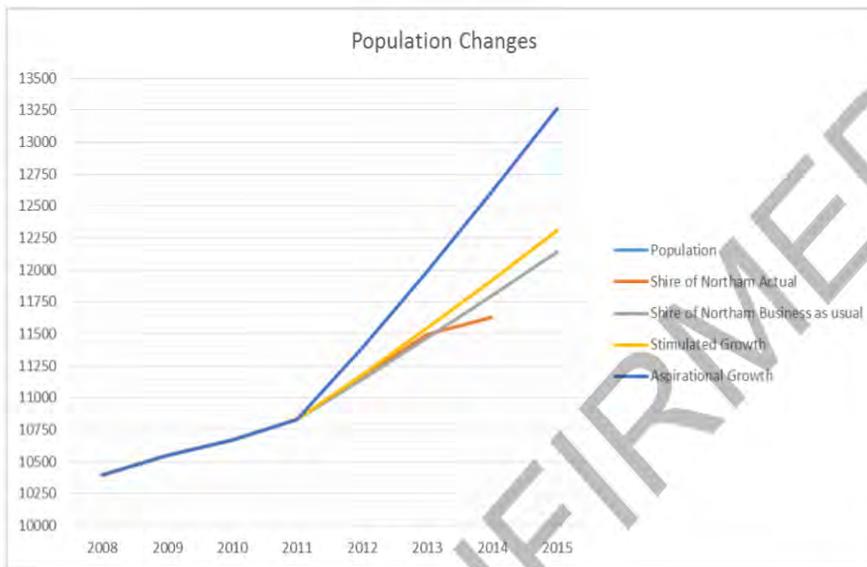
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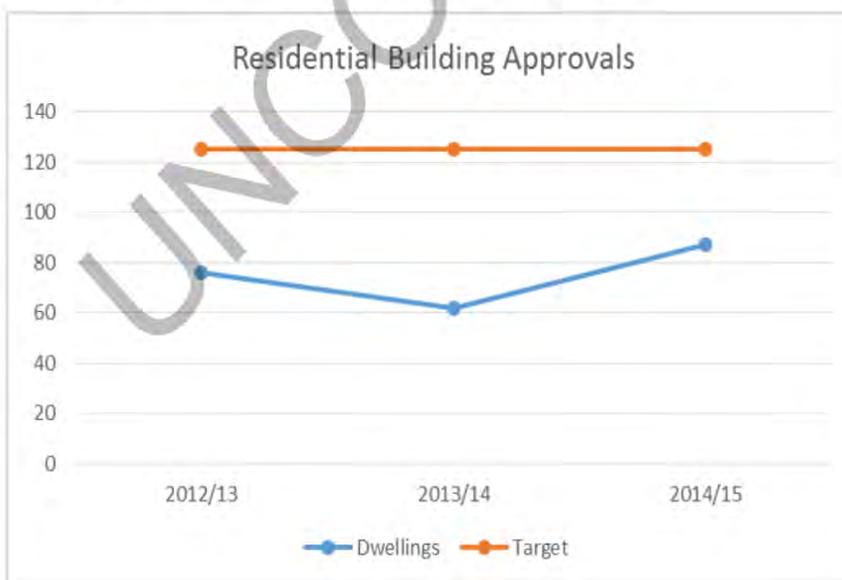
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#### 7.2 Residential Building Approvals (Dwellings Only)



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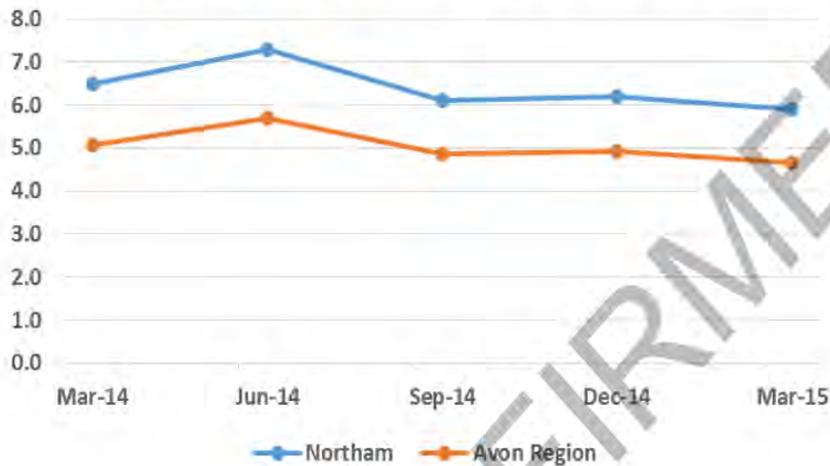
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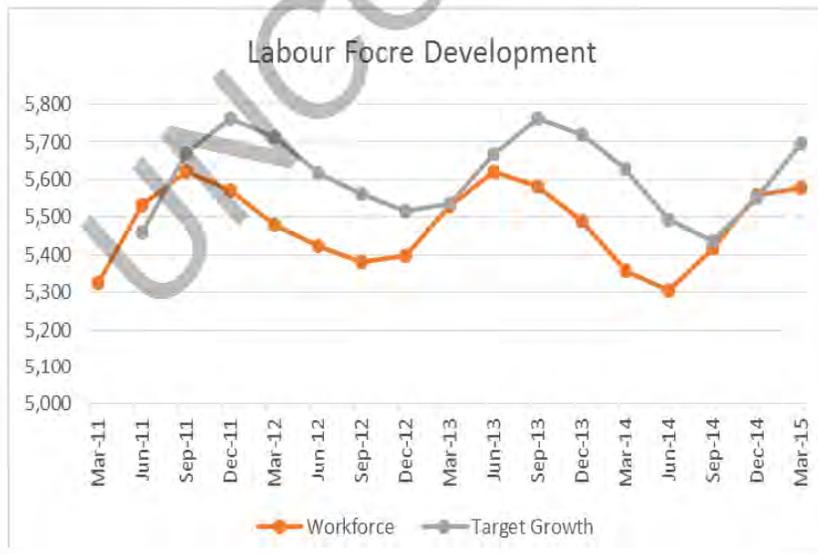
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#### 7.3 Unemployment

2014/15 Northam & Avon Region Unemployment



#### 7.4 Labour Force (job creation)



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**RECOMMENDATION**

That Council accepts the update on the progress against the Growth Plan performance indicators as provided noting that;

1. The indicators identified as requiring 'custom modelling' will not be reported against in 2015 or future years.

**RECOMMENDATION / COMMITTEE DECISION**

Minute No: RCI.16

Moved: P Tomlinson

Seconded: A Marshall

That Council accepts the update on the progress against the Growth Plan performance indicators as provided and request the Chief Executive Officer to investigate the cost of 'custom modelling' as outlined in the growth plan performance indicators.

**CARRIED 6/0**

**8. DATE AND TIME OF NEXT MEETING**

The next Regional Centres Implementation Committee meeting will be held on 5 November 2015 at 1.00pm in the Shire of Northam Council Chambers.

**9. DECLARATION OF CLOSURE**

There being no further business the Presiding Officer declared the meeting closed at 2.30pm.

"I certify that the Minutes of the Regional Centres Implementation Committee Meeting held on 3 September 2015 have been confirmed as a true and correct record."

\_\_\_\_\_ Presiding Officer

\_\_\_\_\_ Date

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

**12.1 PRESIDENTS REPORT – **ORDINARY** COUNCIL MEETING – WEDNESDAY, **16** SEPTEMBER 2015**

<b><u>Visitations and Consultations:</u></b>	
15/8/15	Attend past Town Councillor George Nuich's funeral service
17/8/15	Springhill development application information morning session
17/8/15	Fresh Start current and proposed Springhill buildings tour
17/8/15	Springhill DA evening session
18/8/15	AROC meeting in Toodyay
18/8/15	Parliamentary dinner with fellow Councillors and Mia Davies MLA
19/8/15	ABC Regional Radio re: current events in the Shire
20/8/15	DEMC meeting and Fire Risk workshop
21/8/15	WALGA Avon Midlands Zone meeting in Dalwallinu
21/8/15	Avon Valley Small Business Awards night
22/8/15	The Lost WW1 Diary show
24/8/15	Radiowest interview
25/8/15	Meet with RSL Bakers Hill representatives re: Bakers Hill Memorial
26/8/15	Dowerin Field days day #1
26/8/15	Shire quarterly strategic meeting
27/8/15	Northam Boulevard community information session
27/8/15	Northam Scouts annual meeting
28/8/15	Northam Art Prize launch event
29/8/15	Hugo Throssell VC 100 <sup>th</sup> anniversary of Gallipoli action award event
29/8/15	Northam Ballooning Fiesta event
29 – 30/8/15	Northam and Districts Small Farm and Business Expo
1/9/15	Prospective new Councillors information session
2/9/15	Meet with CEO and prospective developer involving a laneway
2/9/15	ABC Drive program interview re: Ballooning economic benefits
3/9/15	Super Towns Committee meeting
3/9/15	Grass Valley community consultation evening
4/9/15	CEO Review Committee meeting
5/9/15	National Ballooning Championships awards
<b>9/9/15</b>	<b>ABC Regional Radio interview re: Northam Race Club future</b>
<b>10/9/15</b>	<b>Ngagagin Maarmun Mia Aboriginal Mens Shed inaugural meeting</b>
11 – 12/9/15	Northam Agricultural Show days
12/9/15	Avon Link train service 20 <sup>th</sup> year of operation anniversary
13/9/15	New Midland St. John of Gods Hospital Open Day
<b>14/9/15</b>	<b>Meet Minister Colin Holt</b>

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14/9/15	Northam Race Club meeting re: Racing and Wagering asset report
<b><u>Upcoming Events</u></b>	
18/9/15	Proposed YHIDC CRG meeting
18/9/15	Wheatbelt Art Award in Merredin
24/9/15	Heart of WA dinner in Mt. Claremont
5/10/15	AROC meeting
16/10/15	Neil Danniher's Motor Neurone Disease fundraising event
17/10/15	Councillor election day

**Operational matters:**

Final Council meeting prior to elections

As this is our last meeting before the new Council is sworn in, I will take this opportunity to thank the Council for their attendance to the duties of being a Councillor over the past 2 years. I think we have collectively served our community very well in what is always a challenging environment.

I continue to be very thankful that our Council works extremely well as a group, with the greater good for our community always outweighing any philosophical disagreements we may have from time to time.

I think it is a sign of a healthy Council where competing views can be well argued yet when all is said and done, we share each other's company and live to fight another day.

To retiring Councillor Kathy Saunders a big thank you for your support as my Deputy for 2 years a while ago and congratulations on your 8 years as a fellow Councillor. I have been amazed at how you have fitted your busy work and personal life into each and every day. Hopefully, with a bit more time on your hands, life will continue to get back to normal.

Cr. AW (Bert) Llewellyn has announced that he is not seeking re-election after 45 years as a Councillor including 7 years as President of the previous Shire of Northam LGA. Cr Llewellyn was also awarded Freeman of the Shire in July 2004. I wish to place on record that Bert has been an absolute pleasure to work with and I can see why he was re-elected as a Councillor for those years. He has my complete respect for the way he has conducted himself, particularly immediately after I was elected President in 2007. I was expecting a fair degree of criticism from both Bert and Cr. Ray Head as the new kid on the block but to the credit of both men, they accepted the decision gracefully and have been nothing but fully supportive of me as President. It is a sad day when someone leaves an organisation after so many years but I hope the long term benefit of your involvement will be your legacy for years to come.

To other Councillors who are seeking re-election, I extend my best wishes on your campaign. We know we will have at least 2 new Councillors post October; one to fill the late Cr. Head's Town Ward place and one to fill Cr. Saunders' East Ward place. Should you not be successful, you can move on to the next stage of your life knowing that you have done your very best to serve your community

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DOME cafe

Great news received these past few weeks that the Dome group have acquired the Shamrock Hotel with the intention of renovating the building back to its former glory days with the Dome experience at the heart of the building.

Fitzgeralds Hotel site

Sad to see this hotel now a blank space in our retail area but hoping to see the change of scenery evolve to a bright future for us all.

Hugo Throssell VC 100<sup>th</sup> Anniversary commemoration

I was pleased to see the public, RSL, Shire and 10<sup>th</sup> Light Horse support for the commemoration service of the 28<sup>th</sup> August, 1915 action which resulted in Hugo receiving the Victoria Cross. Lest We Forget.

National Ballooning Championships

I was very excited to see the support from the public for the Balloon Glow event with surely over 2000 people attending. The championships themselves have also been well received with a number of cars out around the Shire following the twice daily flights. Some beautiful photographs are circulating which I am sure will find their way into art awards in the not too distant future. Congratulations to the organisers and everyone involved in making this a stand out event.

Wheatbelt roads death toll

Since my last month's report, there have been 5 serious crashes that I know about in our Shire resulting in at least 3 deaths. I continue to urge everyone to listen to the safety concerns and take ownership of this sad state of affairs.

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**13. REPORTS OF OFFICERS**

**13.1 ADMINISTRATION**

**13.1.1 POLICY OPTIONS TO INCREASE ELECTED MEMBER TRAINING PARTICIPATION**

Name of Applicant:	Shire of Northam
Name of Owner:	N/A
File Ref:	1.6.5.5
Officer:	Jason Whiteaker / Alysha Maxwell
Officer Interest:	N/A
Policy:	G 1.2 Attendance by Councillors and Partners at Conferences
Voting:	Simple Majority
Date:	5 August 2015

**PURPOSE**

For Council to give consideration and provide its response, feedback and general comments to WALGA in respect to the attached discussion paper, Policy Options to Increase Elected Member Training Participation.

**BACKGROUND**

WALGA is undertaking a thorough consultation process with the Local Government sector to explore policy options. Elected members were provided with the attached discussion paper on 3 August 2015 for their information and review.

The discussion paper outlines that by increasing Elected Member participation in training, it is believed it will provide a number of benefits to the individual, their Council and the Local Government sector. Training and professional development can be valuable in assisting Elected Members to navigate their increasingly complex, challenging and demanding role, in particular for new or inexperienced Elected Members. As the strategic decision-making body of the Local Government, it is important that Council's understand their responsibilities and contain the appropriate skills and understanding to make informed strategic decisions on behalf of their communities.

The Paper, after discussing the policy context and existing Elected Member training, explores the following six policy options aimed at increasing Elected Member participation in training:

1. Enhance the desirability of training offerings;
2. Delivery of best practice Council induction programs;
3. Require Councils to adopt a training policy;
4. Require candidates to attend training prior to nominating for election;
5. Incentivise training through the remuneration framework; and,

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6. Mandate training for newly elected Elected Members.

The following questions have been prepared by WALGA to assist Local Government in preparing their responses;

1. **Best Practice Induction Programs** – does Council support Local Governments adopting and delivering a structured and thorough Council induction program?
  - a. If so, should legislation be changed for this to be a requirement, or should it remain voluntary?
2. **Training and Development Policy** – does Council support legislative amendments to require all Councils to review and adopt an Elected Member Training and Development Policy following every biennial election?
3. **Candidate Requirements** – does Council support legislative amendment to require candidates to attend an information session or complete an equivalent online information session prior to nominating for election?
4. **Incentivised Training** – does Council support legislative amendments to enable Elected Members to be paid additional allowances commensurate with the level of training undertaken?
  - a. If so, how should the fees and allowances framework be structured? I.e. should Elected Members be paid a specified annual amount, a percentage bonus or using some other method?
5. **Mandatory Training** – does Council support legislative amendment to require Elected Members to be required to undertake foundation training (such as the Elected Member Skill Set or equivalent)?
  - a. Should mandatory training be applied to all Elected Members or only to newly elected Elected Members?
  - b. For newly elected Elected Members, what is the appropriate timeframe within which training should be completed?
  - c. What is the appropriate penalty for non-completion of the required training?

It is requested that submissions providing feedback and general comments be provided by Friday, 13 November 2015.

**STATUTORY IMPACTS**

N/A

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN**

OBJECTIVE G1: Provide accountable and transparent leadership

OBJECTIVE G2: Improve organisational capability and capacity

**FINANCIAL IMPLICATIONS**

N/A

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**OFFICER’S COMMENT**

Currently, Local Governments typically deliver an induction program for newly elected Elected Members to introduce them to their new role. These inductions fall within the responsibility of the local government and the process, depth and breadth of their content will often vary.

WALGA currently provides a pathway for Elected Members to progress from introductory training through to the Diploma of Local Government (Elected Members), the below table outlines the 3 tiers of the existing training framework;

**Table 1: Tiers of Training and Corresponding WALGA Offering**

Type	Purpose	WALGA Offering
1. Introductory	To understand the role of Local Government.	Fundamentals – Understanding Local Government
2. Foundation	To address the introductory skills required to operate effectively in Local Government environment.	Elected Member Skill Set – nationally recognised
3. Advanced	Further enhancement of the skills required of Elected Members.	Diploma of Local Government (Elected Member) – nationally recognised

As Council would be aware WALGA and DLGC are working in partnership to provide high level training opportunities for Country Local Government members. Using WALGA’s Diploma of Local Government (Elected Member) as its framework, currently a 4 day program is being delivered in regional locations across Western Australia. This subsidised training is being funded by the State Government through the Royalties for Regions, Country Local Government Fund program and will enable Elected Members in Western Australia’s country Local Governments to build their skills and improve governance and decision-making.

As a general comment on the survey it is the view of staff that professional development of Elected Members is as important as the professional development provided to staff. Hence the recommendation to Council is that Council generally support the increase in training requirements for all Elected Members. As the local government sphere becomes more demanding and more complex the need to have well informed and trained elected members becomes more critical.

The only element not supported is the notion of tying training to allowances. It is felt that this would be overly complex and not required if the training requirements were mandated. The notion which staff are supporting is that each Elected Member should be remunerated the same no matter their background or training undertaken.

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### RECOMMENDATION

That Council, make the following submission for the Shire of Northam in response to the questions listed in section 4.1 of the attached Discussion Paper: *Policy Options to Increase Elected Member Training Participation*;

1. Support Local Governments adopting and delivering a structured and thorough Council induction program and that legislation should be changed in order for this to be a requirement;
2. Supports legislative amendments to require all Council's to review and adopt an Elected Member Training and Development Policy following every biennial election;
3. Support legislative amendments to require candidates to attend an information session or complete an equivalent online information session prior to nominating for election;
4. Does not support legislative amendments to enable elected members to be paid additional allowances commensurate with the level of training undertaken;
5. Support legislative amendments to require Elected Members to undertake foundation training (such as the Elected Member Skill Set or equivalent). This mandatory training should be applied to all Elected Members and should be required to be completed within Nine (9) months of the legislative amendments and/or election for new Elected Members.



**Policy Options to  
Increase Elected  
Member Training  
Participation  
Discussion Paper**

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## Contacts

For further information regarding any of the issues explored in this paper, please contact:

**Timothy Lane**

Manager, Strategy & Reform  
(08) 9213 2029 or [tlane@walga.asn.au](mailto:tlane@walga.asn.au)

**Jacqueline Dodd**

Training Services Manager  
(08) 9213 2090 or [jdodd@walga.asn.au](mailto:jdodd@walga.asn.au)

**Tony Brown**

Executive Manager, Governance & Organisational Services  
(08) 9213 2051 or [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au)

To inform future policy development and advocacy, feedback from Local Governments is sought on this paper. Please provide general feedback as well as answers to the questions on pages 30-31, by **Friday, 13 November 2015** to:

**Timothy Lane**

Manager, Strategy and Reform  
[tlane@walga.asn.au](mailto:tlane@walga.asn.au)

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## Executive Summary

In the context of calls for increased participation in Elected Member training in Western Australia and in other Australian jurisdictions, WALGA is undertaking a thorough consultation process with the Local Government sector to explore policy options relevant to this contemporary and important discussion.

This paper, and its associated consultation and policy development process, represents a proactive opportunity for the Local Government sector to shape the debate and develop a policy framework that will increase Elected Member participation in training and professional development, prior to Government imposed policy or legislative change.

Increasing participation in Elected Member training is considered a desirable policy goal for individual Elected Members, for Councils and for the Local Government sector due to the competing demands on Elected Members, the complexity of the Local Government regulatory regime, and importance of Local Government to communities across Western Australia.

To facilitate exploration of policy options to increase Elected Member participation in training, three tiers of currently available training, based on the nationally recognised Local Government Training Package and designed specifically for Elected Members, are discussed:

- i. Introductory training, which aims to provide a fundamental understanding of the role of Local Government;
- ii. Foundation training, which addresses the introductory skills required to operate effectively in a Local Government environment; and,
- iii. Advanced Training, which further enhances the skills required of Elected Members.

Council induction programs, which are often the first point of learning for newly elected Elected Members, are also discussed as complementary to the formal Elected Member training framework.

In addition, three mechanisms which increase accessibility to formal training are discussed: recognition of prior learning, the ability for assessments to be modified to suit individual needs and modes of content delivery.

Utilising the existing training framework for Elected Members, the following six policy options, which are not exhaustive, nor mutually exclusive, are explored in this paper:

1. Enhance the desirability of training offerings;
2. Delivery of best practice Council induction programs;
3. Require Councils to adopt a training policy;
4. Require candidates to attend training prior to nominating for election;
5. Incentivise training through the remuneration framework; and,
6. Mandate training for newly elected Elected Members.

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Feedback from the Local Government sector in relation to the policy options listed above, or any other relevant matter, is sought by **Friday, 13 November 2015**.

The policy framework recommendations that stem from this consultation process will be the subject of thorough Zone and State Council consideration during a subsequent Zone and State Council meeting process.

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## 1. Background

This paper aims to facilitate a discussion about policy options to increase Elected Member training participation. In particular, policy options for mandating or incentivising training through the fees and allowances framework will be explored.

The Local Government sector consultation process accompanying this paper represents an opportunity for the sector to proactively explore options for increasing Elected Member participation in training. In the context of increasing calls from the State Government for policy or legislative changes to increase Elected Member participation in training, not developing a sector-led policy framework risks future Government intervention.

This paper comprises four sections:

- I. **Section One** discusses the role of WALGA, outlines the importance and benefits of training, and explores the policy context in Western Australia and interstate;
- II. **Section Two** outlines the existing training framework for Local Government Elected Members, including Council induction programs and accessibility features of the formal training framework;
- III. **Section Three** explores policy options to increase Elected Member participation in training including options to compel or incentivise training; and,
- IV. **Section Four** summarises the policy options and outlines a process for Local Government and stakeholder feedback.

### 1.1 Role of WALGA – Training Provider and Advocate

WALGA, as the lead Association for Local Government in Western Australia, advocates and develops policy on behalf of 139 Western Australian Local Governments and offers a diverse range of Local Government specific services.

WALGA has a dual and potentially conflicting position in policy development relating to incentivising or mandating Elected Member training: WALGA is both an advocate for policy change on behalf of the Local Government sector and a provider of Elected Member training as a Registered Training Organisation (RTO). Policy or legislative changes resulting in increased Elected Member participation in training have the potential to financially benefit WALGA as a key provider of Local Government specific training in Western Australia. It is important that this potential conflict of interest is forthrightly acknowledged by WALGA.

To address the potential conflict of interest, this paper will focus on nationally accredited training based on the Local Government Training Package. Any RTO is able to offer training that complies with the Local Government Training Package and it would be expected that increasing demand resulting from policy or legislative change would potentially lead to other RTOs offering specific Elected Member training.

Further, at no stage will WALGA advocate to the Minister for Local Government or the Salaries and Allowances Tribunal that specific WALGA training should be mandated or

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incentivised. Instead, policy or legislative changes should only reference nationally accredited training that could be offered by a number of RTOs in a competitive market.

On balance, while acknowledging the potential conflict of interest, it is considered appropriate for WALGA to facilitate a dialogue with the sector in relation to policy or legislative changes seeking to increase Elected Member participation in training, as this represents a significant and contemporary policy issue in Local Government nationally. To not proactively develop a policy position on behalf of the sector in relation to this issue would be a disservice to Western Australia's current and future Elected Members and to the communities they serve and represent.

#### **1.2 Benefits of Elected Member Training**

Policy development aiming to increase Elected Member participation in training is predicated on the supposition that there are benefits for the individual Elected Member, their Council and the Local Government sector to be realised from training and professional development.

For individuals, training and professional development can be valuable in assisting Elected Members to navigate their increasingly complex and demanding role. Managing competing demands, fully understanding complex issues and working within the confines of a unique legislative and regulatory system can be challenging, particularly for new or inexperienced Elected Members. The complexity and challenge of the role of an Elected Member is demonstrated by the Elected Member Position Description, which was developed by the Department of Local Government and Communities, and is mapped against the Elected Member Skill Set (see Section 2.1.2) in Appendix 1.

Elected Members who have undertaken training are typically very satisfied with the benefits of training and with the applicability of their learnings to their role. During the 2014-15 financial year, 308 Elected Members participated in WALGA delivered training subsidised by the Royalties for Regions Country Local Government Fund. In a post-training survey, participants rated all four courses five out of six or better (on a one to six scale) when asked to what extent they felt their personal learning objectives had been achieved. For individual Elected Members to be able to make a meaningful contribution to their Council, training in the key responsibilities of their role can be extremely beneficial.

Councils also benefit from Elected Member training. As the strategic decision-making body of the Local Government, it is crucial that Councils understand their responsibilities and contain the appropriate skills and understanding to make informed strategic decisions on behalf of their communities.

With \$4.4 billion in annual revenue and \$27.6 billion of non-financial assets under management, the Local Government sector requires competent and well qualified political leadership. It is crucial for the sustainability and reputation of the Local Government sector that Elected Members and Councils fully appreciate the significance of their role and are competent in overseeing complex public organisations.

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Given the significance of the role of an Elected Member and the importance of Councils in overseeing complex organisations, coupled with the utility of training and professional development, it is not surprising that state governments and other stakeholders, in Western Australia and elsewhere, have been suggesting policy or legislative change to increase Elected Member participation in training.

#### **1.3 Policy Context in Western Australia and Other States**

The Minister for Local Government, the Department of Local Government and Communities, and other stakeholders have, over recent years, suggested that participation in Elected Member training should be mandatory or incentivised through the Elected Member remuneration framework.

Calls for greater Elected Member training are predicated on the belief that Elected Members who undertake training and professional development are better able to perform their role as an Elected Member and are able to offer greater strategic contributions to the Council's decision making processes. Indeed, in all Australian jurisdictions, a common feature of nearly every inquiry into governance failures at an individual Council or a more general review of Local Government capacity and capability is a recommendation for an increase in Elected Member participation in training.

The desire of state governments for increased Elected Member participation in training is not unique to Western Australia. For instance, in 2014, training for Elected Members became mandatory for newly elected Elected Members in South Australia. Further, the New South Wales Local Government Independent Review Panel recommended the introduction of mandatory Elected Member training in its 2013 report.

While mandatory training is one option, some stakeholders argue for a more nuanced policy approach: using the fees and allowances framework to incentivise – rather than compel – training. Others argue for a less interventionist approach, such as encouraging Elected Members to undertake training or requiring Councils to adopt a training policy.

A range of options will be explored in Section Three of this paper and feedback invited from the Local Government sector.

##### **1.3.1 Salaries and Allowances Tribunal**

The Salaries and Allowances Tribunal determination, issued in June 2014, stated that the Minister for Local Government has an appetite for Elected Members to be incentivised to undertake training through the fees and allowances framework:

*As part of the Tribunal's 2013 inquiry, the Minister for Local Government requested that consideration be given to the possibility of providing incentives for elected*

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*council members who participate in training programs in an effort to increase the capacity of local governments to successfully deliver services to the community.<sup>1</sup>*

The Salaries and Allowances Tribunal concluded that it was not appropriate to provide incentives or rewards for completion of training as part of its 2014 determination while a program of training for Elected Members, funded by the Royalties for Regions program, is being undertaken in non-metropolitan areas.

In their 2015 determination, the Salaries and Allowances Tribunal reiterated their previous position regarding their openness to providing incentives for training and stated:

*While the Tribunal is generally amenable to providing incentives for Elected Members to undertake that will develop skills related to their core responsibilities, it has determined that it is not appropriate to provide incentives until the completion of the pilot program and the training for Elected Members is more generally available.<sup>2</sup>*

Following the completion of the second round of Royalties for Regions training during the 2015-16 financial year, the Minister for Local Government may request the Salaries and Allowances Tribunal to further investigate options for incentivising training.

#### **1.3.2 Inquiry into the City of Canning**

The 2014 *Report of the Panel of Inquiry into the City of Canning* discussed issues associated with Elected Member induction training, continuing education and remuneration, and made a number of relevant recommendations to the State Government.

In particular, as per point two of the recommendation below, the Report recommended that newly elected Councillors be required to undertake training within their first three months:

#### Recommendation Seven

*I recommend that:*

- 1. Consideration be given to providing newly elected Councillors a period of time after their election (perhaps three months), and prior to officially taking up their role as local government Councillors, to participate as non-voting members in the Council process as remunerated observers.*
- 2. During this period, these newly elected Councillors should be required to complete a formal training program in their new role as per an appropriate, government mandated, local government training program.*
- 3. This training be funded by each local government and be offered to any other Councillor who requests it.*

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<sup>1</sup> Salaries and Allowances Tribunal. 2014. *Western Australia Salaries and Allowances Act 1975 Determination of the Salaries and Allowances Tribunal on Local Government Elected Council Members*: p5. Available from: <http://www.sat.wa.gov.au/LocalGovernmentElectedMembers/Pages/Determination18June2014.aspx>

<sup>2</sup> Salaries and Allowances Tribunal. 2015. *Western Australia Salaries and Allowances Act 1975 Determination of the Salaries and Allowances Tribunal on Local Government Chief Executive Officers and Elected Members*: p7. Available from: <http://www.sat.wa.gov.au/LocalGovernmentCEOsandElectedMembers/Documents/2015-06-17-Local-Government-Combined-Remuneration-Determination.pdf>

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4. *The Local Government Act 1995 should be amended accordingly to accommodate these new educational and learning initiatives.*<sup>3</sup>

Beyond recommending mandatory induction training within three months of election to Council, the Inquirer into the City of Canning argued that, due to the complex and sophisticated Local Government environment, continuing education for Elected Members would be valuable to anyone seeking to become an Elected Member.<sup>4</sup>

The Report recommended that more detailed and involved training should be made compulsory for Elected Members in due course:

*Recommendation Eight*

*I recommend that the Department of Local Government, in cooperation with the WA Local Government Association and Local Government Managers Australia, investigate the offering of continuing education programs of the sort detailed in this Report and that, in due course, the Local Government Act 1995 be amended to make continuing education and training mandatory for all Elected Members.*<sup>5</sup>

The Inquirer also discussed remuneration for Elected Members and linked Elected Member remuneration with training and further education. The Report recommended that remuneration for Elected Members be reviewed simultaneously with requirements for training:

*Recommendation Nine*

*I recommend that any changes of the sort suggested above in relation to induction and continuing education be undertaken simultaneously with an investigation of the current remuneration levels for local government members – remuneration levels which are, in my opinion, inadequate given the considerable time requirements now imposed on Elected Members.*<sup>6</sup>

#### **1.3.3 Metropolitan Local Government Review Panel**

The Metropolitan Local Government Review Panel's Final Report also discussed Elected Member training and sought to link Elected Member training and remuneration:

*The model for elected members needs to be updated to encourage an increased capacity for strategic decision-making. The Panel believes elected members need to exhibit a higher standard of executive governance, similar to that of a board. This can be reinforced by training which is encouraged by appropriate remuneration.*<sup>7</sup>

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<sup>3</sup> Kendall, C. N. 2014. *Report of the Panel of Inquiry into the City of Canning: An Inquiry under Division 2, Part 8 Local Government Act 1995*: p366.

<sup>4</sup> Kendall, C. N. 2014: p366-7

<sup>5</sup> Kendall, C. N. 2014: p367

<sup>6</sup> Kendall, C. N. 2014: p368

<sup>7</sup> Metropolitan Local Government Review Panel. 2012. *Metropolitan Local Government Review: Final Report of the Independent Panel*: p153

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#### 1.3.4 South Australia

Training for Elected Members was made compulsory in South Australia in 2014, and newly elected Elected Members must complete the mandatory training requirements within the first 12 months of their four year term 2014-2018.<sup>8</sup>

The mandatory training involves four modules, which are able to be completed in seven and a half hours in total and can be delivered in-person or online via webinar.

The four modules are:

1. Introduction to Local Government;
2. Legal Responsibilities;
3. Council and Committee Meetings; and,
4. Financial Management and Reporting.

While the training is mandatory, it is unclear at this stage what the consequences will be for Elected Members who fail to successfully complete the mandated modules.

It is also a requirement in South Australia for Councils to adopt a Training and Development Policy for Elected Members that is intended to ensure Elected Members are offered opportunities to undertake required training and any other training and development activities relevant and beneficial to their role.

To assist Local Governments to comply with this requirement, the Local Government Association of South Australia provides a model policy to its members that can be adapted by individual Local Governments.

#### 1.3.5 New South Wales – Fit for the Future

Local Government in New South Wales has undergone a thorough review process since the establishment in 2012 of the NSW Independent Local Government Review Panel, led by Professor Graham Sansom.

The Panel reported in 2014 and the NSW Government has responded to the Panel's recommendations. Notably, the Panel recommended that professional development of Elected Members be linked to the remuneration system:

*Increase remuneration for councillors and mayors who successfully complete recognised professional development programs.<sup>9</sup>*

The Government, in their response to the Panel's report did not accept the above recommendation. However, in response to another recommendation the Government stated

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<sup>8</sup> Further information can be found on the Local Government Association of South Australia website: <http://www.training.lga.sa.gov.au/index.cfm/council-member-training/lga-training-standard/>

<sup>9</sup> NSW Independent Local Government Review Panel. 2013. *Revitalising Local Government: Final Report of the NSW Independent Local Government Review Panel*: p68

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that it would give further consideration to mandating induction training for newly elected Councillors:

*Ensuring new mayors and first time councillors undergo induction training. The Government believes in addition to this that councils should encourage all councillors, mayors and candidates to undergo training to ensure they have the necessary information and skills to decide to stand for council and perform their role effectively.<sup>10</sup>*

Further, the Panel also recommended that candidates be required to attend an information session prior to submitting a nomination:

*Before their nomination is accepted, require all potential candidates for election to local government to attend an information session covering the roles and responsibilities of councillors and mayors.<sup>11</sup>*

#### 1.3.6 Systemic Sustainability Study

The 2008 Final Report of the sector's Systemic Sustainability Study (SSS), *The Journey: Sustainability into the Future*, also discussed "Building Councillor Capability" at length. While the SSS Panel Report, published in 2006, recommended mandatory training for Elected Members following their election, this proposition was not supported by the sector during the consultation process relating to the final report.

Consequently, the Final Report of the SSS recommended that Local Governments be required to resource Elected Member training and that Elected Members continue to be encouraged to undertake further training and skill development. Actions 28 and 29 of the SSS Final Report are relevant for this discussion. Action 28 recommends that Local Governments be required to allocate funding for Elected Member training.

#### Action 28

*That the Local Government Act 1995 be amended to require Local Governments to resource the participation of Councillors in professional development.<sup>12</sup>*

Action 29 recommends encouraging Elected Members to undertake four core units, similar to the four core units that are now compulsory for newly elected Councillors in South Australia, as discussed in Section 1.2.4.

#### Action 29

*That Councillors be encouraged to undertake the following four core units for professional development in the Councillor's first term:*

- *Legal responsibilities*
- *Finance*

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<sup>10</sup> NSW Office of Local Government. 2014. *Fit for the Future: NSW Government Response – Independent Local Government Review Panel Recommendations; Local Government Acts Taskforce Recommendations*: p10

<sup>11</sup> NSW Independent Local Government Review Panel. 2013: p68

<sup>12</sup> WALGA. 2008. *The Journey: Sustainability into the Future*: p61

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- *Corporate Governance / Ethics*
  - *Sustainable Asset Management or Land Use Planning, with the selection dependent on the extent to which asset management is a core function of the Local Government concerned.*<sup>13</sup>

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<sup>13</sup> WALGA. 2008: p61

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## 2. Elected Member Training

To assist with the exploration of policy options to increase participation in Elected Member training, which are explored in Section Three, this section outlines existing Elected Member training offerings.

Section 2.1 outlines the existing Elected Member training framework and categorises training into three tiers:

1. Introductory training;
2. Foundation training; and,
3. Advanced training.

Section 2.2 describes a number of important initiatives that ensure that training is as accessible to as many Elected Members as possible. This is particularly important to ensure the widespread applicability of the policy options explored in Section Three in the context of a state as geographically and culturally diverse as Western Australia.

Section 2.3 discusses Council induction programs, which are important for newly elected Elected Members but are considered complementary to the formal Elected Member training framework explored below.

### 2.1 Elected Member Training Framework

This section outlines the existing training framework for Local Government Elected Members. The training discussed is, where relevant, based on the nationally recognised Local Government Training Package and is able to be offered by other Registered Training Organisations.

To assist with analysis and the exploration of policy options for increasing Elected Member participation in training, this paper discusses three tiers of training, and makes reference to the corresponding WALGA offering.

**Table 1: Tiers of Training and Corresponding WALGA Offering**

Type	Purpose	WALGA Offering
1. Introductory	To understand the role of Local Government.	Fundamentals – Understanding Local Government
2. Foundation	To address the introductory skills required to operate effectively in Local Government environment.	Elected Member Skill Set – nationally recognised
3. Advanced	Further enhancement of the skills required of Elected Members.	Diploma of Local Government (Elected Member) – nationally recognised

WALGA's training offerings provide a pathway for Elected Members to progress from introductory training through to the Diploma of Local Government (Elected Member).

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WALGA's Elected Member Learning and Development Pathway is represented by the following diagram.



### **Elected Member Learning and Development Pathway**

Further explanation of the training listed above is explored below before Section Three of this paper explores policy options for increasing Elected Member participation in training.

#### **2.1.1 Introductory Training**

Introductory training is designed to provide a basic level of understanding about the role, function and constitution of Local Government.

As per Section 1.3.5, the New South Wales Independent Local Government Review Panel recommended that candidates be required to attend an information session about the role of Councillors and Mayors. This is a policy option worthy of exploration and is discussed in Section 3.4 of this paper. WALGA's introductory training course – *Understanding Local Government* – is discussed below.

#### ***Understanding Local Government***

WALGA offers an online introductory course – *Understanding Local Government* – that can be undertaken in approximately two hours. The course provides an overview of the roles and responsibilities of Elected Members, the Local Government environment and protocols and procedures.

It may be appropriate for the Department of Local Government and Communities to provide this type of training should it become mandatory or incentivised for candidates or newly elected Elected Members.

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#### 2.1.2 Foundation Training

To assist with the exploration of policy options in Section Three of this paper, the second tier of training has been categorised as “Foundation Training” and is best represented by the nationally accredited Elected Member Skill Set. The Elected Member Skill Set is similar to the training required to be undertaken by newly elected Councillors in South Australia as detailed in Section 1.3.4.

##### *Elected Member Skill Set*

The Elected Member Skill Set contains three units of competency that form the nationally recognised Elected Member training program contained within the LGA04 Local Government Training Package.

The three units of competency are:

- LGAGEN501A – Undertake councillor roles and responsibilities
- LGAGENE503 – Perform the role of an elected member
- LGAGENE302A – Contribute to effective decision making

These three units of competency are targeted at newly elected Elected Members, but are also relevant for serving Elected Members seeking to refresh their knowledge and understanding of their role within Local Government.

As these units of competency are nationally recognised, they are able to be offered by a range of Registered Training Organisations.

WALGA offers two courses that meet the requirements of the nationally recognised Elected Member Skill Set.

**Table 2: WALGA’s Elected Member Skill Set**

Course Title	Duration	Relationship to Competency Standards
<b>Serving on Council</b>	1 day or 3 hours online	LGAGENE501A LGAGENE503
<b>Decision Making at a Governing Board Level</b>	1 day or 3 hours online	LGAGENE302A

The Department of Local Government and Communities has developed a position description for an Elected Member, which outlines the responsibilities and skills required for the role. To highlight the usefulness and applicability of the Elected Member Skill Set, the three units of competency are mapped against the Elected Member position description in Appendix 1. The charts map the skills, knowledge, accountabilities, standards and values from the position description against the performance, skills and knowledge delivered and assessed in the three units of the Elected Member Skill Set.

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The successful completion of this skill set provides a pathway for Elected Members into the Elected Member stream of the Diploma of Local Government. It is important for the Local Government sector to support the Elected Member Skill Set as nationally accredited Local Government specific training.

#### 2.1.3 Advanced Training

To assist with the exploration of policy options in Section Three of this paper, the third tier of training has been categorised as "Advanced Training", which aims to further build the skills of Elected Members to successfully undertake their role. Examples of advanced training could include the nationally recognised Diploma of Local Government (Elected Member) or the Company Directors Course offered by the Australian Institute of Company Directors (AICD).

#### *Diploma of Local Government (Elected Member)*

The Diploma of Local Government (Elected Members) is nationally accredited training and can therefore be offered by other Registered Training Organisations (RTO). WALGA offers its Diploma of Local Government (Elected Member) course in a 10-day format and the first two units comprise the Elected Member Skill Set, discussed in Section 2.1.2 above.

The content of WALGA's Diploma of Local Government (Elected Member) course and the relationship of each unit to the competency standards are detailed in the table below.

**Table 3: WALGA's Diploma of Local Government (Elected Member)**

Course Title	Duration	Relationship to Competency Standards
<b>Serving on Council</b>	1 day	LGAGENE501A LGAGENE503
<b>Decision Making at a Governing Board Level</b>	1 day	LGAGENE302A
<b>Meeting Procedures and Debating</b>	1 day	LGAGENE304A
<b>Effective Community Leadership</b>	1 day	LGAGENE502A
<b>Strategy and Risk Management</b>	1 day	BSBMGT616A
<b>Policy Development</b>	1 day	LGADMIN527A
<b>Land Use Planning</b>	1 day	DLGLUP501A
<b>Sustainable Asset Management</b>	1 day	DLGSAM501A
<b>CEO Performance Appraisals</b>	1 day	BSBMGT502B
<b>Manage Conflict</b>	1 day	BSBATSIL503C

Participants in the Diploma are assessed and receive a nationally recognised qualification upon completion of the course requirements. To date, 18 Elected Members have completed the Diploma and nine are currently enrolled.

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#### *Company Directors Course*

When discussing further professional development for Elected Members, a number of stakeholders including the Minister for Local Government, have proposed the Company Directors Course, offered by the Australian Institute of Company Directors, as a potential option that could be incentivised or mandated. The Company Directors Course, while not Local Government specific, focuses on the duties and responsibilities of a director. The Company Directors Course contains 10 modules, each of which is half a day in duration.

**Table 4: Company Directors Course Content**

<b>Module 1</b>	The role of the Board and the Practice of Directorship
<b>Module 2</b>	Decision Making
<b>Module 3</b>	The Director's Duties and Responsibilities
<b>Module 4</b>	The Board's Legal Environment
<b>Module 5</b>	Risk: Issues for Boards
<b>Module 6</b>	Strategy: The Board's Role
<b>Module 7</b>	Financial Literacy for Directors
<b>Module 8</b>	Driving Financial Performance
<b>Module 9</b>	Achieving Board Effectiveness
<b>Module 10</b>	Learning into Practice

Participants are assessed upon completion of the modules, and must pass a test and submit an essay to a required standard to successfully complete the course. As it is not designed for Elected Members, the Company Directors Course is seen as complementary to Local Government specific training.

## **2.2 Accessibility of Training**

To ensure that training is as accessible as possible, and to ensure that the policy options explored in Section Three are broadly applicable, the following key accessibility issues are discussed:

1. Recognition of Prior Learning;
2. Reasonable Adjustments; and,
3. Modes of Delivery.

It is particularly important that training is widely accessible given the widespread diversity of Western Australian Local Governments in terms of geography, remoteness, culture, language and capacity.

### **2.2.1 Recognition of Prior Learning**

Registered Training Organisations, including WALGA, offer Recognition of Prior Learning (RPL) as a legitimate assessment pathway for Elected Members that have extensive experience in their role. Recognition of Prior Learning enables Elected Members to demonstrate competence from prior experience and learning. The process involves a self-assessment and consideration of additional supporting evidence specified for each individual Elected Member and their particular needs.

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#### 2.2.2 Reasonable Adjustments

For assessment purposes, 'reasonable adjustments' should be made, where possible, to support an individual student's learning needs. This may be applicable to Elected Members who live in a remote location, have difficulty with reading, writing or numeracy or with particular cultural or religious needs.

The reasonable adjustment process enables assessments to be adjusted to meet the needs and characteristics of the Elected Members being assessed, taking into account any equity requirements.

Providing a framework for adjusting assessments ensures that training is widely accessible and that policy options in Section Three are able to be broadly applied.

#### 2.2.3 Modes of Delivery

To further ensure training is widely accessible, WALGA and other training organisations deliver training in a range of formats. Training can be offered in person in a central or regional location, or it can be provided at a particular Local Government.

Many courses are also offered online through Electronic Learning (eLearning) platforms, which can enable access to participants anywhere in the world using contemporary technologies. This is particularly important in Western Australia given the remoteness of some Local Governments.

### 2.3 Local Government Induction Programs

Local Governments typically deliver an induction program for newly elected Elected Members to introduce them to their new role. As Council induction programs are the responsibility of each Local Government, they often vary in the depth and breadth of their content. While important in assisting new Elected Members to understand their role and responsibilities, Council induction programs are considered to be complementary to the formal training programs described in Section 2.1.

The Department of Local Government and Communities has published an Elected Member Induction Guideline, which lists a range of topics that an induction program should aim to address including practical, legislative, operational, and other matters.<sup>14</sup>

Some Local Governments deliver a structured and thorough induction program staged over a number of days, which can include mock Council meetings and presentations from guest speakers representing key stakeholders such as WALGA and the Department of Local Government and Communities. Other Local Governments take a less formal approach, providing only basic information and allowing Elected Members to learn from experience during the early part of their first term.

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<sup>14</sup> Available from: [http://publications.dlg.wa.gov.au/DLGC\\_LG\\_Operational-Guideline\\_4.pdf](http://publications.dlg.wa.gov.au/DLGC_LG_Operational-Guideline_4.pdf)

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To enhance the knowledge and professionalism of Councils, structured and thorough induction programs delivered universally across the Local Government sector would be beneficial and there may be a role for WALGA in promoting a best practice induction program outline. The delivery of best practice Council induction programs, while not a replacement for formal Elected Member training and professional development, is a policy option that is explored in Section 3.2.

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### 3. Policy Options

This section explores policy options to increase Elected Member participation in training with reference to the existing Elected Member training framework outlined in Section Two of this paper.

The discussion regarding increasing Elected Member participation in training occurs in the context of policy discussions in Western Australia and other Australian states, as outlined in Section 1.3.

A range of possible options are discussed below:

1. Enhance desirability of training offerings;
2. Delivery of best practice Council induction programs;
3. Require Councils to adopt a training policy;
4. Require candidates to attend training prior to nominating for election;
5. Incentivise training through the remuneration framework; and,
6. Mandate training for newly elected Elected Members.

The six options listed above seek to increase the participation of Elected Members in training, which is presumed, for the purposes of this discussion, to be a desirable policy goal. Increased participation in training is believed to increase the capacity and capability of Elected Members and therefore Councils in Western Australia.

The options explored below are not exhaustive, nor mutually exclusive, and feedback from Local Governments relating to a combined or amended policy framework is welcome.

#### 3.1 Enhance Desirability of Training Offerings

The first policy option to be explored in attempting to increase Elected Member training participation is for stakeholders to ensure training is offered in desirable locations and formats. This option would not require significant policy or legislative change.

There is evidence that policy interventions of this nature are having an impact, as demonstrated by Elected Member participation in Royalties for Regions subsidised training held in a range of non-metropolitan locations since 2013. In 2014-15, 308 Elected Members participated in training provided by the program in eight different WALGA Zones. As discussed in Section 1.2, participants in this training found it to be extremely valuable in terms of their personal learning objectives.

A key benefit of pursuing this option is that it would require minimal change to legislation or the Elected Member remuneration framework.

The main disadvantage of this approach is that some Elected Members may not seek further training or skill development under a strictly voluntary framework no matter the training offered. Secondly, the training program discussed above relies on funding from the Royalties for Regions program, and such funding may not be consistently forthcoming. Further, given

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recent calls from the Minister for Local Government to incentivise or mandate training in Western Australia, coupled with the trend in this direction evident in other states, pursuing this option may not be satisfactory to the Minister and therefore there would be a risk of further Government intervention.

### 3.2 Best Practice Induction Programs

Another policy option that may not require significant legislative or policy change is for Local Governments to adopt and deliver a best practice Council induction program for newly elected Elected Members.

While Council induction programs should be seen as complementary to formal training programs, they often provide the first point of learning about the role for newly elected Elected Members.

The adoption and delivery of a best practice induction program could either be voluntary or through legislative change requiring Local Governments to provide an induction program to a particular standard. There may be a role for WALGA in the development and publication of a best practice induction guide.

The main advantage of this policy option is that it would be relatively straightforward to implement, particularly if it was not a legislative requirement.

There are a number of disadvantages of this approach. Firstly, an induction program is not a replacement for the formal Elected Member training outlined in Section 2.1. Secondly, if induction programs are delivered by individual Local Governments there is likely to be a significant variance in the content and depth of induction programs across the state. Finally, adoption of this policy option in isolation risks future Government intervention as it may not be considered a sufficient policy response by the State Government.

### 3.3 Require Councils to Adopt a Training Policy

Another policy option that has been considered previously in Western Australia and other states of Australia is for Councils to be required to adopt a training policy.

As discussed in Section 1.3.6, the Final Report of the Systemic Sustainability Study recommended that Councils be required to allocate funds to Elected Member training or professional development.

Councils in South Australia have been required to adopt a training and development policy for Elected Members for many years (see Section 1.3.4) and a similar policy approach was considered by the New South Wales Independent Local Government Review Panel.

An option for Western Australia could be for the *Local Government Act 1995* to be amended to require Councils to adopt a training policy similar to the policy framework in South Australia. The training policy would outline the training that Elected Members should aim to

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complete upon their election and during their first and subsequent terms. It could be a requirement that the training and development policy is reviewed and updated following every biennial election.

This approach would ensure that Elected Members have access to suitable training and skill development, and would ensure that each Council continuously reviews and documents their training and development needs.

Implemented in isolation, this policy approach may not achieve the desired outcomes and would risk further Government legislative or policy intervention. Further, requiring Councils to adopt a training and development policy would add a compliance requirement to the Local Government sector.

#### 3.4 Requirements for Candidacy

Another policy option is for candidates to be required to attend an introductory training session or an information session prior to their nomination for Council being accepted. This was put forward recently by the New South Wales Independent Local Government Review Panel, as detailed in Section 1.3.5.

Proponents of this approach want to ensure that candidates have an awareness of the role and responsibilities of an Elected Member prior to their nomination for election to Council. This approach may even dissuade some 'single issue' candidates from nominating once they have an understanding of the Local Government legislative framework, particularly in relation to conflicts of interest.

In advance of the upcoming 2015 Local Government elections, WALGA is developing a webinar that will be able to be accessed by candidates seeking to gain an understanding of Local Government. Further, WALGA and the Department of Local Government and Communities often speak at candidate information sessions hosted by Local Governments seeking to inform prospective candidates about the role of an Elected Member.

The typical argument against compelling candidates to attend an information session is that such an approach may create a barrier to nominating for some candidates, thereby reducing the potential pool of candidates and undermining the democratic process. Further, ensuring access for all candidates to the training or information session could be a significant practical challenge in Western Australia, notwithstanding the increasing ubiquity of online resources and internet access.

WALGA's introductory training offering, as outlined in Section 2.1.1, is *Understanding Local Government*, which can be completed in two hours online, and could be applied to a regime requiring candidates to undertake specified training prior to acceptance of their nomination for election.

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If legislation were to be changed to require potential candidates to attend a training or information session, or complete an online module, it may be considered more appropriate for the material to be provided by the Department of Local Government and Communities.

### 3.5 Incentivisation of Training

A more nuanced policy approach, being explored in a number of jurisdictions and suggested by the Minister for Local Government (see Section 1.3.1), would be for Elected Members to be incentivised to undertake training through the remuneration framework.

#### 3.5.1 Elected Member Remuneration Framework

Elected Members are remunerated in one of two ways in Western Australia: a meeting attendance fee for each Council, Committee or prescribed meeting attended, or an annual allowance in lieu of meeting fees.

Further, the Mayor or President is entitled to an additional annual allowance that takes into account the additional responsibilities of their role. The Deputy Mayor or Deputy President is entitled to receive 25 percent of the Mayor or President's annual allowance. Logically, it would make sense that a framework seeking to incentivise greater Elected Member participation in training would focus on payments made to all Elected Members, not on payments made to the Mayor, President, Deputy Mayor or Deputy President. Therefore, only the payments for meeting attendance, made on a per-meeting basis or an annual basis, will be discussed in this paper.

The Salaries and Allowances Tribunal categorises Local Governments into four bands based on their relative size in terms of population, operating revenue and other factors, and publishes a range that Local Governments can pay within their attributed band.

The following table applies to Local Governments that choose to pay an annual attendance fee in lieu of Council meeting, Committee meeting and prescribed meeting attendance fees.

**Table 5: Elected Member Annual Attendance Fees**

Band	For a Council member other than the Mayor or President		For a Council member who holds the office of Mayor or President	
	Minimum	Maximum	Minimum	Maximum
1	\$24,000	\$30,900	\$24,000	\$46,350
2	\$14,500	\$22,660	\$14,500	\$30,385
3	\$7,500	\$15,965	\$7,500	\$24,720
4	\$3,500	\$9,270	\$3,500	\$19,055

The following tables outline the meeting fees payable to Elected Members where the Local Government elects to pay on a per-meeting basis.

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**Table 6: Council Meeting Fees per Meeting**

Band	For a Council member other than the Mayor or President		For a Council member who holds the office of Mayor or President	
	Minimum	Maximum	Minimum	Maximum
1	\$600	\$773	\$600	\$1,159
2	\$363	\$567	\$363	\$760
3	\$188	\$400	\$188	\$618
4	\$88	\$232	\$88	\$477

Where a Local Government pays on a per-meeting basis, Elected Members are also entitled to meeting fees for attendance at Committee meetings and Prescribed meetings.

**Table 7: Committee Meeting and Prescribed Meeting Fees per Meeting**

Band	For a Council Member (including the Mayor or President)	
	Minimum	Maximum
1	\$300	\$386
2	\$181	\$283
3	\$94	\$200
4	\$44	\$116

#### 3.5.2 Incentivisation Policy Options

There are a range of options that could be applied to the Elected Member remuneration framework to incentivise greater participation in training, some of which may require legislative change.

One option would be for Elected Members to be paid an annual 'training allowance' if they have met specified training standards. For example, an Elected Member could receive a specified amount on top of their other allowances for completing the Elected Member Skill Set or equivalent. Then, an additional allowance could be paid for Elected Members who have completed advanced training, such as the Local Government (Elected Member) Diploma or the Company Directors Course.

A second option would be for Elected Members to get a percentage bonus of their meeting fee or annual allowance for completing specified training. Again, this could be tiered with Elected Members who have completed the Elected Member Skill Set or equivalent eligible for a percentage bonus and Elected Members who have completed advanced training, such as the Diploma of Local Government (Elected Member) or the Company Directors Course, eligible for a greater percentage bonus.

A key benefit of the incentivisation approach is that providing a monetary incentive is more likely to successfully increase participation in training than some of the other options discussed above without the need to mandate participation in training. Further, linking training participation with the Elected Member remuneration framework would explicitly

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recognise the additional capacity and capability that Elected Members who have undertaken training will bring to their role as an Elected Member.

A major disadvantage of this approach would be the complexity that would potentially be added to the remuneration framework. This would also add to the compliance requirements for Local Governments to ensure that each Elected Member is remunerated appropriately. Further, consideration regarding smaller Local Governments' ability to pay increased remuneration should be considered.

### 3.6 Mandatory Training

The final policy approach to be explored is the mandating of training for Elected Members. There are options regarding the type of training that could be mandated and the consequences for non-completion. It is suggested that only foundation training (see Section 2.1.2) would be suitable for a mandatory training regime, as is the case in South Australia (see Section 1.2.4), because advanced training, discussed in Section 2.1.3, would be too onerous for a mandatory regime at this stage.

#### 3.6.1 Mandatory Foundation Training

One policy option would be for completion of foundation training, typified by the Elected Member Skill Set, to be a requirement for newly elected Elected Members within a given timeframe. This is similar to the South Australian regime (see Section 1.3.4) and was recommended in the Systemic Sustainability Study report (see Section 1.3.6) and in the NSW Independent Local Government Review Panel Report (see Section 1.3.5).

In pursuing this policy option, consideration is necessary regarding the timeframe within which newly elected Elected Members would be required to complete their training.

Further, consequences for non-completion would also need to be determined. One option would be for an Elected Member's position to be declared vacant at the next available election if they did not complete the training within the required timeframe. Another option would be for allowances and sitting fees to be withheld until the required training has been completed.

Another policy option would be to apply the mandatory training to all Elected Members, not only newly elected Elected Members. Such a policy framework may require completion of a proficiency test or demonstration of prior learning by existing Elected Members to be exempted from completion of the training.

The benefit of mandatory foundation training would be that participation rates would be expected to be very high, and would, if implemented appropriately, provide most newly elected Elected Members with a reasonable level of knowledge soon after commencing their role.

There are advantages and disadvantages associated with a mandatory training regime. In particular, Local Governments would have to resource the provision of training and ensure

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compliance with the mandatory training regime and this could present a fiscal challenge for some Local Governments. Further, mandatory training could be a barrier that prevents some people from nominating for election to Council, which could represent an impediment to democracy. It is also argued that, since elected officials in other spheres of government are not subject to a mandatory training regime, training for Local Government Elected Members should not be mandatory. While it is true that training is not mandatory for politicians in State or Federal Parliament, it could be countered that parliamentarians are not often 'executive' – i.e. 'Cabinet' – decision-makers on day one as is the case for Local Government Elected Members.

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## 4. Conclusion

This paper has sought to explore policy options for increasing Elected Member participation in training in the context of increasing calls in Western Australia, and other jurisdictions, for Elected Member training to be mandated or incentivised through the remuneration framework.

Utilising the existing training framework, and in the context of calls for Elected Member participation in training to be increased, six policy options have been explored:

1. Enhance desirability of training offerings;
2. Delivery of best practice Council induction programs;
3. Require Councils to adopt a training policy;
4. Require candidates to attend training prior to nominating for election;
5. Incentivise training through the remuneration framework; and,
6. Mandate training for newly elected Elected Members.

The advantages and disadvantages of each of the six policy options explored in Section Three are summarised in the table below.

**Table 8: Advantages and Disadvantages of Policy Options**

	Advantages	Disadvantages
<b>Enhance desirability of training offerings</b>	No legislative change.	May not achieve desired results – some Elected Members may not pursue training. Funding for subsidised training may not be forthcoming. Risk of further Government intervention.
<b>Local Governments to adopt and deliver best practice induction program</b>	Potentially no legislative change. Straightforward implementation.	Not a replacement for formal training. Potential variance in standard if Local Government delivered. Risk of further Government intervention without other policy changes.
<b>Require Councils to adopt a training policy</b>	Ensures Councils review, document and resource training.	May not achieve desired results. Compliance requirement for Local Government. Risk of further Government intervention.
<b>Require candidates to attend information session</b>	Ensures candidates have knowledge of the role and responsibilities of being an Elected Member.	Could be a barrier to nomination. Practical challenges for some candidates to access material.
<b>Incentivised training</b>	Monetary incentive expected to raise participation rates. Link between capability and reward.	Added complexity to remuneration framework. Potential compliance requirement.

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<b>Mandatory training</b>	Expected to raise participation rates. Would be expected to increase overall Elected Member knowledge.	Compliance requirement for Local Governments. Could be a barrier to nomination. Not consistent with other spheres of government.
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The six policy options explored in this paper are not exhaustive, nor mutually exclusive. In practice, a combination of some of the policy options explored above may be the most suitable framework. Further, there may be other policy options that have not been countenanced by this paper.

The aim of this paper has been to seek feedback and stimulate discussion in the Local Government sector about potential policy options to increase Elected Member participation in training. Accordingly, the policy options have been explored openly and feedback is sought on the how they could be applied in practice. Furthermore, no figures were used regarding annual training bonus payments, or timeframes in which training must be completed. Feedback from the sector is also sought in relation to these types of practical issues.

#### 4.1 Process for Feedback

This paper represents an opportunity for the Local Government sector to proactively shape the debate in relation to increased Elected Member participation in training prior to Government policy or legislative change.

Local Governments are invited to provide feedback on any and all of the policy options explored in this paper, and any other relevant matter, including their preferred policy framework by **Friday, 13 November 2015**.

While the submission of general comments is welcome, the following questions have been prepared to assist in eliciting comparable information from Local Governments.

1. **Best Practice Induction Programs** – does Council support Local Governments adopting and delivering a structured and thorough Council induction program?
  - a. If so, should legislation be changed for this to be a requirement, or should it remain voluntary?
2. **Training and Development Policy** – does Council support legislative amendments to require all Councils to review and adopt an Elected Member Training and Development Policy following every biennial election?
3. **Candidate Requirements** – does Council support legislative amendment to require candidates to attend an information session or complete an equivalent online information session prior to nominating for election?

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4. **Incentivised Training** – does Council support legislative amendments to enable Elected Members to be paid additional allowances commensurate with the level of training undertaken?
  - a. If so, how should the fees and allowances framework be structured? I.e. should Elected Members be paid a specified annual amount, a percentage bonus or using some other method?
  
5. **Mandatory Training** – does Council support legislative amendment to require Elected Members to be required to undertake foundation training (such as the Elected Member Skill Set or equivalent)?
  - a. Should mandatory training be applied to all Elected Members or only to newly elected Elected Members?
  - b. For newly elected Elected Members, what is the appropriate timeframe within which training should be completed?
  - c. What is the appropriate penalty for non-completion of the required training?

Please provide feedback, including general comments as well as answers to the questions above, by **Friday, 13 November 2015** to:

Tim Lane  
Manager, Strategy and Reform  
[tlane@walga.asn.au](mailto:tlane@walga.asn.au)  
+61 8 9213 2029

Following feedback from the sector, an item will be prepared for future Zone and State Council consideration. Outcomes from the State Council meeting will then be put forward as a formal Local Government sector policy position to the Minister for Local Government, the Department of Local Government and Communities or the Salaries and Allowances Tribunal as appropriate.

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## Appendix 1 – Councillor Position Description Mapped to Skill Set Unit Requirements

Skills and Knowledge Required to Perform Councillor Role (as per DLGC Position Description)	Elected Member Skill Set Units of Competency	LGAGENE501A Undertake councillor roles and responsibilities												
		Performance Criteria			Skills				Knowledge					
		Demonstrate awareness of roles and responsibilities in the performance of council activities	Conduct productive meetings in line with compliance requirements	Uphold council's legislative responsibilities	decision making	problem solving	conflict resolution	communication	networking	leadership and management	presentation and public speaking	state or territory legislation affecting council and influencing bodies	councillor, executive, administrative and specialist roles within council structure	policies and protocols governing effective legal and ethical operation of council
1. Role (and responsibilities), as prescribed by the Local Government Act 1995	represent the interests of electors, ratepayers and residents of the district;		✓	✓	✓		✓						✓	✓
	provide leadership and guidance to the community district;		✓			✓	✓	✓	✓				✓	✓
	facilitate communication between the community and the council;		✓			✓	✓	✓	✓				✓	✓
	participate in the local government decision making process at council and committee meetings;		✓		✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
	perform such other functions as are given to a councillor by the Local Government Act 1995 or any other written law							✓	✓					
2. Accountabilities, as prescribed by the Local Government Act 1995	an understanding of the role and structure of local government as prescribed by the Local Government Act 1995 and Regulations;	✓	✓	✓	✓	✓	✓					✓	✓	✓
	an understanding of the quasi-judicial town planning role of local government, as prescribed by the Planning and Development Act 2005;											✓		✓
	an understanding of Integrated Strategic Planning – the strategic plans for the future of the local government, the processes involved and the strategic role of a councillor;													
	an understanding of the process of managing the Chief Executive Officer's performance;											✓	✓	✓
	ability to read and understand financial statements and reports;													
a basic understanding of legal processes		✓										✓	✓	✓
3. Governance and ethical standards	an understanding of the 'separation of powers' between councillors and the administration (the difference between governing and managing);	✓	✓	✓	✓		✓					✓	✓	✓
	an understanding of meeting process, including Standing Orders;	✓	✓		✓	✓						✓	✓	✓
	an appreciation for policy development processes;	✓	✓	✓	✓							✓	✓	✓
	an awareness of risk management strategies;	✓												
	an understanding of the accountability framework prescribed by the Local Government Act 1995 and the Corruption and Crime Commission Act 2003, and other legislation							✓						✓
4. Values, characteristics and commitment to the role	the ability to communicate, debate and actively participate in meetings; ability to enhance discussion and assist discussions to reach closure; ability to disagree, without being disagreeable;	✓	✓					✓	✓	✓				
	the ability to develop and maintain effective working relationships and to manage interpersonal conflicts;	✓	✓	✓	✓			✓	✓	✓				
	ability to exercise independent judgements	✓	✓		✓	✓	✓	✓		✓				

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Skills and Knowledge Required to Perform Councilor Role (as per DGC Position Description)	Elected Member Skill Set		LGAGENE503 Perform the role of an elected member													
	Units of Competency		Performance			Skills						Knowledge				
	Requirements of the Elected Member Position Description (vertical axis) mapped against the unit of competency (horizontal axis)		Identify the role and working environment of elected members	Provide support to council as an elected member	Function effectively as an elected member	Teamwork to work effectively with elected members	Verbal and written communications skills for interacting with the community during consultation	Contributing to discussions on complex issues, technical and financial plans, sharing information in collaboration with other elected members	Numeracy and financial literacy skills for budgeting, asset management, strategic planning, financial planning and reporting	Relevant state/territory/Local Government Acts and amendments	Code of conduct and relevant policies and procedures	Separation of powers of Council and administration	Rights and responsibilities of elected members	WMSA responsibilities pertaining to elected member operating environment	Meeting standing orders	Peer support network, including external organisations
1. Role (and responsibilities), as prescribed by the Local Government Act 1995	represent the interests of electors, ratepayers and residents of the district;		✓	✓	✓		✓			✓	✓				✓	
	provide leadership and guidance to the community district;		✓		✓		✓			✓	✓				✓	
	facilitate communication between the community and the council;			✓	✓		✓			✓						
	participate in the local government decision making process at council and committee meetings;			✓	✓	✓		✓		✓	✓			✓	✓	✓
	perform such other functions as are given to a councillor by the Local Government Act 1995 or any other written law		✓		✓		✓		✓	✓	✓			✓	✓	✓
2. Accountabilities, as prescribed by the Local Government Act 1995	an understanding of the role and structure of local government as prescribed by the Local Government Act 1995 and Regulations;		✓	✓	✓		✓			✓					✓	
	an understanding of the quasi-judicial town planning role of local government, as prescribed by the Planning and Development Act 2005;									✓					✓	
	an understanding of Integrated Strategic Planning – the strategic plans for the future of the local government, the processes involved and the strategic role of a councillor;									✓					✓	
	an understanding of the process of managing the Chief Executive Officer's performance;									✓						
	ability to read and understand financial statements and reports;			✓						✓						
a basic understanding of legal processes									✓			✓			✓	
3. Governance and ethical standards	an understanding of the 'separation of powers' between councillors and the administration (the difference between governing and managing);		✓	✓					✓	✓	✓	✓			✓	
	an understanding of meeting process, including Standing Orders ;		✓	✓	✓	✓		✓		✓	✓	✓		✓		
	an appreciation for policy development processes;		✓	✓						✓	✓	✓	✓			
	an awareness of risk management strategies;			✓						✓	✓	✓	✓			
	an understanding of the accountability framework prescribed by the Local Government Act 1995 and the Corruption and Crime Commission Act 2003, and other legislation			✓						✓	✓		✓			
4. Values, characteristics and commitment to the role	the ability to communicate, debate and actively participate in meetings; ability to enhance discussion and assist discussions to reach closure; ability to disagree, without being disagreeable;		✓	✓	✓	✓	✓		✓		✓			✓	✓	
	the ability to develop and maintain effective working relationships and to manage interpersonal conflicts;		✓	✓	✓	✓	✓		✓		✓			✓		
	ability to exercise independent judgements		✓	✓		✓		✓		✓		✓				

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Skills and Knowledge Required to Perform Councillor Role (as per DLSC Position Description)	Elected Member Skill Set Units of Competency	LGAGENE302A Contribute to effect decision making										
		Performance Criteria				Skills				Knowledge		
		Identify problems or issues needing response	Develop solutions to problems	Evaluate solutions	Implement decisions	questioning	listening	research	management	lateral thinking	decision making processes	legislation affecting councils
1. Role (and responsibilities) as prescribed by the Local Government Act 1995	represent the interests of electors, ratepayers and residents of the district;	✓	✓								✓	✓
	provide leadership and guidance to the community district;	✓	✓	✓				✓	✓		✓	✓
	facilitate communication between the community and the council;	✓	✓	✓		✓	✓		✓		✓	✓
	participate in the local government decision making process at council and committee meetings;		✓		✓	✓	✓		✓	✓	✓	✓
	perform such other functions as are given to a councillor by the Local Government Act 1995 or any other written law							✓			✓	✓
2. Accountabilities, as prescribed by the Local Government Act 1995	an understanding of the role and structure of local government as prescribed by the Local Government Act 1995 and Regulations;	✓	✓	✓	✓						✓	✓
	an understanding of the quasi judicial town planning role of local government, as prescribed by the Planning and Development Act 2005;										✓	
	an understanding of Integrated Strategic Planning – the strategic plans for the future of the local government, the processes involved and the strategic role of a councillor;										✓	
	an understanding of the process of managing the Chief Executive Officer's performance;										✓	
	ability to read and understand financial statements and reports;											
	a basic understanding of legal processes											✓
3. Governance and ethical standards	an understanding of the 'separation of powers' between councillors and the administration (the difference between governing and managing);		✓	✓	✓						✓	
	an understanding of meeting process, including Standing Orders ;		✓	✓	✓	✓	✓				✓	✓
	an appreciation for policy development processes;			✓	✓				✓		✓	
	an awareness of risk management strategies;			✓								
	an understanding of the accountability framework prescribed by the Local Government Act 1995 and the Corruption and Crime Commission Act 2003, and other legislation			✓							✓	✓
4. Values, characteristics and commitment to the role	the ability to communicate, debate and actively participate in meetings; ability to enhance discussion and assist discussions to reach closure; ability to disagree, without being disagreeable;	✓		✓		✓	✓		✓	✓	✓	✓
	the ability to develop and maintain effective working relationships and to manage interpersonal conflicts;			✓		✓	✓		✓		✓	✓
	ability to exercise independent judgements.		✓		✓	✓	✓		✓	✓		✓

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**13.2. DEVELOPMENT SERVICES**

**13.2.1 LOT 1 NO.659 SPENCERS BROOK ROAD, MULUCKINE - PLANNING APPLICATION FOR A CHANGE OF USE - USE NOT LISTED (REHABILITATION, EDUCATION & ACCOMMODATION FACILITY)**

Name of Applicant:	Jeffrey Claughton
Name of Owner:	Medical Procedures Research Pty Ltd
File Ref:	A495/P2056
Officer:	Chadd Hunt / Courtney Wynn
Officer Interest:	Nil
Policy:	Local Planning Scheme No.6
Voting:	Simple Majority
Date:	16 September 2015

**PURPOSE**

Council is requested to consider an application for a change of land use to allow for a rehabilitation, education and accommodation facility at Lot 1 No.659 Spencers Brook Road, Muluckine (known locally as Springhill).

This application is being referred to Council for consideration as it is classified as a 'use not listed' in the Zoning Table under clause 4.4.2(b) of Local Planning Scheme No.6 and objections were received during the public consultation period.

**BACKGROUND**

The applicant is proposing to expand their existing rehabilitation program for people suffering from addictions to a larger site located out of town in a rural setting. The application is proposing to utilise the existing buildings on the site and is would accommodate up to 20 staff and up to 96 patients at any one time.

FreshStart is a not for profit registered health charity owned by Australian Medical Procedures Research Foundation Limited and governed by a Board of Directors. The Freshstart is a highly successful rehabilitation program developed over the past 18 years that treats people suffering from addictions including drugs, alcohol and tobacco by implanting a Naltrexone device inside the patient's body which is designed to prevent the patient from experiencing cravings associated with addiction. The patients then undergo detox in the Perth facility before being transferred to the Northam facility where they are encouraged to re-join society and the workforce.

The proposed site at Springhill is 34.46 hectares and would allow patients more space to undertake physical and farm based activities such as workshops, gardening and sports activities as part of their rehabilitation process. Freshstart have advised that the current facility located at 27 Gairdner Street is a maximum capacity and is not large enough to

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permit these types of activities on site, but would continue to operate should this application be granted approval by Council.

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

<b>Date</b>	<b>Item / Outcome</b>
25 <sup>th</sup> May 2015	The Shire received the subject planning application.
8 <sup>th</sup> June 2015	Shire Officers conducted an inspection of the site.
9 <sup>th</sup> June 2015	Follow up email was sent to the applicant requesting that additional information be submitted.
22 <sup>nd</sup> June 2015	Applicant submitted the requested information to the Shire.
25 <sup>th</sup> June 2015	Advertising Sent out to land owners located within a 1km radius of the site. The application was also advertised in the newspaper, on the Shire's website and a sign placed in front of the site.
17 <sup>th</sup> July 2015	Advertising Period closed with 19 submissions received
17 <sup>th</sup> August 2015	Two open community forums were held at the Bridgely Centre.
28 <sup>th</sup> August 2015	Report prepared for Council.

**STATUTORY REQUIREMENTS**

LOCAL PLANNING SCHEME NO 6

Lot 1 Spencers Brook Road, Muluckine is approximately 34.6 hectares and is zoned 'Special Use 2' under Local Planning Scheme No.6 which specifies that the use of the lot is restricted to the following;

*'Rural Pursuit, Grouped Dwellings, Holiday Accommodation & uses ancillary thereto as approved by the local government.'*

Schedule 4 of Local Planning Scheme No.6 also specifies that the following Conditions are applicable to this lot;

1. *All development and use shall be subject to an Application for Planning Approval.*
2. *All development and use shall be in accordance with any plans, conditions and management requirements approved by the local government.*
3. *No alterations or extensions to the land use shall be undertaken without the approval of the local government.*

As the proposed change of land use on this site does is not considered to fall within the uses listed in Schedule 1 of the Local Planning Scheme No.6 land use definitions, Clause 4.4.2 of Local Planning Scheme No.6 is applicable to this application. Clause 4.4.2 specifies the following provisions for a use that is considered to be not listed;

- 3.4.2 *If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling*

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*within the type, class or genus of activity of any other use category the local government may –*

**3.4.3**

- (a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or*
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

Section 9.4.1 of the Scheme states as follows;

- 9.4.1 Where an application is made for planning approval to commence a use or commence or carry out development which involves a use which is -*
- (a) an ‘A’ use as referred to in clause 4.3.2; or*
  - (b) a use not listed in the Zoning Table;*
- the local government is not to grant approval to that application unless notice is given in accordance with clause 9.4.3.*

Therefore, before the proposed change of use subject to this application Council must resolve one of the following;

- (a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or*
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.*

Section 10.2 of LPS6 specifies Matters to be considered by the Local Government when determining an application.

**10.2 Matters to be considered by Local Government**

*The local government, in considering an application for planning approval, is to have due regard to such of the following matters as are in the opinion of the local government relevant to the use or development the subject of the application –*

- a) the aims and provisions of the Scheme and any other relevant local planning schemes operating within the Scheme area;*
- j) the compatibility of a use or development with its setting;*
- k) any social issues that have an effect on the amenity of the locality;*
- o) the preservation of the amenity of the locality;*

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- r) the amount of traffic likely to be generated by the proposal, particularly in relation to the capacity of the road system in the locality and the probable effect on traffic flow and safety;*
- z) any relevant submissions received on the application;*
- bb) any other planning consideration the local government considers relevant.*

It is considered that the above points are applicable to this application which will be discussed below in the Officer's Comment.

**PUBLIC CONSULTATION**

As the proposed 'Rehabilitation, Education & Accommodation Facility' is classified as a 'Use Not Listed' under the Scheme, public consultation was undertaken in accordance with the community engagement plan and Clause 9.4.1(b) and Clause 9.4.3 of LPS6 which specifies the following public advertising requirements;

- 9.4.3** *The local government may give notice or require the applicant to give notice of an application for planning approval in one or more of the following ways -*
- (a) notice of the proposed use or development served on nearby owners and occupiers who, in the opinion of the local government, are likely to be affected by the granting of planning approval, stating that submissions may be made to the local government by a specified date being not less than 14 days from the day the notice is served;*
  - (b) notice of the proposed use or development published in a newspaper circulating in the Scheme area stating that submissions may be made to the local government by a specified day being not less than 14 days from the day the notice is published;*
  - (c) a sign or signs displaying notice of the proposed use or development to be erected in a conspicuous position on the land for a period of not less than 14 days from the day the notice is erected.*

Due to the nature of the proposal, Officers determined that extending the advertising period from the minimum 14 days to 21 days was appropriate. Public Consultation commenced on 15<sup>th</sup> June 2015 and closed on 17<sup>th</sup> July 2015. A copy of the site plan, Northam Recovery Centre Brochure, Fresh Start Business Information and location map was sent to a total of 10 surrounding property owners within a 1km radius of the proposed change of use. The proposal was also advertised on the Shire's website, Avon Valley Advocate for two consecutive weeks and was available for inspection at the Shire offices in addition to a sign being placed on the site.

During the advertising period 19 submissions were received in total which comprised of 19 objections (refer to attachment for a summary of the submissions). The submissions generally raised concerns in relation to security on the site, safety of residents and social impacts the proposal may have on the amenity of the surrounding area. Following the advertising period, the applicant held two open community forums to discuss the concerns raised directly with the people who made submissions. These issues have discussed in the attached schedule of submissions and Officer's Comments below. All submitters have

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been notified of this item being presented to Council for consideration at its September Ordinary Meeting.

**CONFORMITY WITH COMMUNITY STRATEGIC PLAN**

OBJECTIVE C1: Create an environment that provides for a caring and healthy community.

STRATEGY C1.3: Advocate for appropriate and accessible health services.

It is well publicised that there are significant addiction problems within the local community and Australia as a whole. Addiction and substance abuse not only affects individuals and their families but also impacts negatively upon society as a whole. The application is proposing to expand a much needed and successful rehabilitation program to a rural setting with the vision to solve addiction problems and a mission to help families with addictions.

**BUDGET IMPLICATIONS**

The total cost of the planning fees for this application was \$524.00 including the \$295.00 planning application fee and \$129.00 advertising fee.

**OFFICER'S COMMENT**

The applicant is proposing to utilise the existing buildings on the Springhill site which was formally utilised for the purpose of an army camp during World War Two and following this as a venue for events, school camps and holiday accommodation. Agricultural land uses, cottage industries and the keeping livestock animals is not permitted within the Northam townsite in accordance with the Shire's Local Health Law 2008 and Local Planning Scheme No.6 and therefore cannot take place at the FreshStart premises in Gairdner Street.

Existing buildings on site include residential dwellings, workshops, conference centre, and sports facilities including a swimming pool which are considered to be compatible for the proposed use of rehabilitation, training and accommodation on the site. It should be noted that some of the existing buildings on the site have fallen into a state of disrepair and will require extensive works before they can be utilised.

Intended use of the zone

In accordance with Clause 4.4.2 of Local Planning Scheme No.6, Council is required firstly to determine whether or not the proposed use is consistent with the objectives of the current zoning or not.

Of the submissions received, a number cited incompatibility with the land use classification of the site and the suitability of the proposal in regard to the surrounding 'Rural' zoned properties. The site is zoned 'Special Use 2' under Local Planning Scheme No.6 which specifies that the site is intended to be used for the purposes of 'Rural Pursuit,

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Grouped Dwellings, Holiday Accommodation and uses ancillary thereto as approved by the location government.

The applicant is proposing to utilise the existing buildings on the site for the primary purpose of accommodation within the grouped dwellings and ancillary uses including training, conferences and agricultural based activities. It is considered that the proposed Change of Use on this site is not a significant departure from the intended use of the site as specified in Local Planning Scheme No.6. Subsequently it is recommended that Council resolve that the proposed use not listed may be consistent with the objectives of the current zoning of the property.

Security & Safety

The safety and security of surrounding residents was identified as a concern in all the submissions received. It is understood that all patients enter the FreshStart program on a voluntary basis, with approximately 11% entering the program directly from incarceration. The applicant has advised that the security procedures similar to what currently occurs at the Northam town facility would be put in place should approval be granted, these include;

- Regular head checks of patients
- Regular urine testing
- Regular Mental Health Assessments
- Peer Monitoring program
- Leave Applications for patients
- Thorough vetting of visitors

According to the applicant, the program has a dropout rate of approximately 22%. If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.

A search of Shire records indicated that the Shire has not received a formal complaint at any time during the past 15 years that FreshStart has been operating its Northam Facility at 27 Gairdner Street in Northam, it is considered that FreshStart has consistently demonstrated that they can appropriately manage the behaviour of patients on the site. The patients proposed to be accommodated in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility and are assessed thoroughly by staff in Perth before being brought to Northam for the final stages of their rehabilitation process. Based on the history of FreshStart's Northam site it is considered that the likelihood of a security or safety incident that would impact adjoining property owners is low.

Location & Amenity

The site plan indicates that the buildings on the site are located primarily along the northern portion of the site and are not highly visible from Spencers Brook Road or adjoining properties due to existing native vegetation. Although the facility is proposed to operate seven days a week, the applicant has advised that patient curfews are enforced

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between the hours of 9pm & 6am. In addition to this, the facility is not open to the public and visitors to the site are by appointment only.

The application specifies that patients do not have access to personal vehicles or bicycles during their stay which would mean that any increase of road traffic on Spencers Brook Road would be minimised. Activities proposed to be undertaken on the site are rural and agricultural based which is consistent with the intentions of the surrounding rural zoned properties. Therefore, it is considered that the proposed facility would not cause undue impact upon the amenity of surrounding properties.

Council's Options

1. Determining the land use classification

The Council needs to determine if the proposed land use is consistent with the objectives of Special Use Zone 2 of Local Planning Scheme No.6.

Option **1A** - Determine that the use is consistent with the objectives of Special Use Zone 2 of Local Planning Scheme No.6 and is therefore permitted.

Option **1B** - Determine that the use may be consistent with the objectives of Special Use Zone 2 of Local Planning Scheme No.6 and therefore follow the advertising procedures of Clause 9.4.3 in determining an application for planning approval.

Option **1C** - Determine that the use is not consistent with the objectives of Special Use Zone 2 of Local Planning Scheme No.6 and therefore it is not permitted.

2. Determining the Planning Application

Following the decision on the land use classification Council also has the following options in with regard to determining the planning application.

If Option 1A or 1B (recommended) is resolved then Council needs to determine the actual application for planning approval and either approve the application subject to conditions/or refuse the application.

If Option 1C is resolved, then the application cannot be approved.

Conclusion

It is considered that the proposed rehabilitation, training and accommodation facility is consistent with the intended use of the site as specified in Local Planning Scheme No.6. In addition to this, the proposal is intending to address the problem of substance abuse, a prevalent social issue which not only impacts upon individuals and their families but also impacts negatively upon society as a whole in a responsible manner.

A recommended Condition of approval requires that the applicant submits a sufficient operational management plans and risk assessment which specifies how emergency situations would be dealt with if they arise. Should Council grant planning approval, it is recommended that Council impose a condition specifying that the land use approval is specific to the land owners and will expire upon the sale of the property to another land owner to ensure that any other land owner who wishes to continue this pursuit is required

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to undertake a separate planning application in which Officers would reassess and readvertise the land use if it is determined that it can be considered.

**RECOMMENDATION**

That Council resolve, in respect to the application for planning approval for a Change of Use (Rehabilitation, Training & Accommodation) at Lot 1 Spencers Brook Road, Muluckine, determine that the use may be consistent with the objectives of Special Use Zone 2 of the Shire of Northam Local Planning Scheme No.6.

**RECOMMENDATION**

That Council;

Grant temporary Planning Approval for a Change of Use (Rehabilitation, Training & Accommodation) at Lot 1 Spencers Brook Road, Muluckine subject to the following conditions:

1. The land use is to be undertaken in accordance with the approved plans and the details incorporated within the documentation endorsed with an 'Approved' stamp by the Shire of Northam.
2. This land use approval is specific to the applicant (FreshStart) and land owner Australian Medical Procedures Research Party Limited and will expire upon the sale of the property to another land owner.
3. A maximum of 96 patients are permitted to be accommodated on the site at any one time.
4. The rehabilitation, training & accommodation facility is required to operate in accordance with an operational and risk management plan. The operational and risk management plan is to be submitted to the local government and made available for public comment. Once approved by the Chief Executive Officer, the operational and risk management plan is to be implemented to the satisfaction of the Chief Executive Officer prior to occupation of the site. All signage being submitted to and approved by the Local Government prior to installation.
5. Signs are to be placed on the entrances of the buildings labelled 'Dorm 2' & 'Dorm 3' on the site plan advising that the buildings are not to be accessed until such time they are made compliant with the Building Code of Australia.
6. The swimming pool is required to comply with the *Health (Aquatic Facilities) Regulations 2007* and the Code of Practice for the Design, Construction, Operation, Management & Maintenance of Aquatic Facilities prior to use.
7. The Conference Centre is required to obtain Public Building Certification from the Shire of Northam prior to use.

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8. An annual Food Business Registration is required to be obtained from the Shire of Northam prior to food being prepared on site
9. An annual Lodging House Registration is required to be obtained from the Shire of Northam prior to the boarding or lodging of more than 6 persons.
10. Should it be deemed that conditions of approval are not being complied with the Shire of Northam reserves the right to revoke the approval at any stage.

**11. A Bushfire Management Plan is to be prepared and endorsed by the Shire of Northam Chief Executive Officer prior to occupation of the site.**

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

**NOTE:** A reclassification of a number of buildings on the lot is required, therefore the applicant is required to submit a Building Permit application to the Shire's Building Department. This will need to be followed by an application for an Occupancy Permit (Complete with a Certificate of Building Compliance) application to the Shire's Building Department prior to occupation.

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

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

**NOTE:** The requirements of the endorsed Bushfire Management Plan is to be approved and implemented following consultation with the local Bush Fire Control Officers(s).

**NOTE:** A Demolition Permit is required to be obtained from the Local Government's Building Department before existing buildings are demolished.

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**Fresh Start Recovery Programme**

**Northam Recovery Centre**

**Introduction**

At our Clinic in Subiaco the Fresh Start Recovery Programme (FSRP) treats approximately 110 patients each month using a rapid withdrawal therapy for addictions including Opioids, Amphetamine Type Substances (ATS) and Alcohol. Over the past 18 years more than 9,000 people have been helped to overcome their addictions. More than 90% of these people seen at the FSRP Clinic go on to complete their withdrawal and recovery at home. The medical and psychosocial support is provided by the team of Medical Practitioners, Nurses, Mental Health professionals, Patient Carers and Administrative Staff at FSRP on an out-patient basis. FSRP has more than 80 full-time, part-time and casual staff plus 90 active volunteers across 8 sites in the metropolitan area and the Northam Recovery Centre (NRC). The opportunity for recovery following withdrawal is enhanced by the use of a long acting Naltrexone implant which is surgically inserted and provides a relapse prevention treatment by blocking the cravings associated with addiction (see the enclosed Information for Patients and Doctors booklet). FSRP is also committed to providing housing for people in recovery, recognizing the fact that no one can recover from addiction without access to suitable stable, drug free accommodation.

For more than 100 of these patients each year the Northam Recovery Centre is a part of their long term commitment to recovery following the rapid withdrawal treatment provided at the Clinic in Subiaco. The current NRC is located in the middle of town at 27 Gairdner St in the building that was originally built as the Nurses' Quarters for the old Northam Hospital. It is conveniently close to many services and has been a well used facility by FSRP for the past 12 years. Residents who transfer from the Clinic in Subiaco find a place of security and the opportunity to begin a new phase of their life.

It is a basic facility with a total of 58 rooms, including 30 bedrooms, ablutions, offices, a commercial kitchen, laundry, a care-taker's flat, meeting rooms and community meeting area etc. The grounds are pleasant, shaded and secure. An intensive recovery program is conducted there each day. Various facilitators and therapists are involved in the delivery of a program based on the principles of a modified Therapeutic Community. It is staffed 24/7 by a team including a Manager, a Program Coordinator, administrative and care staff. A visiting Medical Officer is also on site one day per week with additional therapeutic support provided by a Clinical Psychologist and Mental health Nurses. In addition residents are promoted to Leadership roles within the community and take up a variety of responsibilities as they make progress through their recovery program.

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On the down side it is also close to at least 7 alcohol vendors, and a short walk from some vendors of a variety of illicit substances. This has given rise to some difficulties from time to time for management to control and has seen us looking beyond the town boundaries for a facility that will enhance the recovery experience and at the same time remove some of the potential stumbling blocks and hurdles.

#### **Program**

See the attached information booklet *Northam Recovery Centre* and the NRC Residents' Manual and the NRC Weekly Timetable. We generally run our recovery program over a six month cycle, during which time residents are able to graduate through a series of steps, commencing with a "Safety Net" phase of up to one month, through to Gold level and leadership roles within the community. A Program Coordinator ensures that elements of the day to day program are facilitated and resourced

On successful exit from the program residents may require a period of supported or transitional housing, and we plan to utilize the current town facility for this purpose. It will be established along hostel or backpackers style accommodation and also open to the public. This will be a valuable service to Northam where there is a shortage of short-term accommodation and we expect that it will also provide an additional income stream for FSRP. It is not unusual for residents to require an extension of their initial six month period or to return to NRC after exit due to relapse and re-treatment.

#### **Chaplaincy**

Chaplains provide spiritual encouragement and support for clients and their families who request this service. It is offered on a voluntary or 'opt in' basis. Chaplains are required to affirm their acceptance of the Fresh Start Statement of Beliefs and Values (see [www.freshstart.org.au](http://www.freshstart.org.au)). These positions are largely funded by local churches and private donors. Further support is provided by volunteer chaplains and trainees. NRC employs a full time Christian Chaplain to provide spiritual support for residents.

#### **Transitional Housing**

For those without family support or a stable home situation, support staff will try to place residents into short term accommodation. Limited housing in the metropolitan region is available through agencies that provide emergency accommodation for the homeless.

FSRP also has limited accommodation for people in this situation, including three support houses for women and three houses for men. NRC residents may transition to supported housing in Northam or our Transitional Housing and Support Program (THASP) house in Warwick.

#### **Social Services**

A range of in-house and external social services are available to clients. This includes personal support and assistance with Court appearances and community corrections; CentreLink; Mental Health Disability Services, advocacy with Homes

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West and the Department for Child Protection & Family Support; crisis intervention; help accessing education and assistance finding employment. FSRP expects all staff to facilitate social services for the patients in their care, whether it is part of a formal case coordination process or a result of the "friendship" that each staff member forms with clients. In addition to the permanent team and volunteers at NRC, specialist staff and volunteers also attend the centre from Perth on a daily basis.

**Spring Hill**

Over the past several years Fresh Start has been aware of the possibilities offered by the site at Spring Hill and we have had occasions for discussions with the owners about working together. More lately, when the property came onto the market we have found ourselves in a position to offer to purchase the property outright, subject to the settlement of our property at 10 Beamish Ave (the old Northam Hospital site). I have attached the relevant Contracts of Offer and Acceptance.

Should the developer for 10 Beamish Ave be successful in his Development Application the contract will become unconditional on 2 August 2015 which will then trigger the clause in our offer for Spring Hill so that settlement will occur simultaneously for both properties.

The Development Application for Spring Hill which is attached seeks a change of use for the property from its current Special Use as: "Rural Pursuit, Holiday Accommodation and uses ancillary thereto as approved by the Local Government. Grouped Dwelling."

It is not envisaged that any changes, alterations or improvements will need to be made to any of the existing buildings or facilities on site. The existing program, residents and staff at NRC Northam will be transferred to the Spring Hill site and the program will continue without change for a transition period of several months. As we get to know the site program changes will be made gradually to incorporate the opportunities afforded. Residents will continue to participate in the program outlined above as it runs at the current town facility. Acquisition of Spring Hill will enable FSRP to incorporate the following aims into the program and require the change of use sought in the Development Application:

- Effectively activate a modified Therapeutic Community model using "community as method" with a degree of isolation from triggering factors evident in the town location.
- Improve interaction with local AOD services, sector agencies.
- Improve links with local Community Mental Health Service.
- Recruit local volunteers for rural activities with appropriate training and motivational content and support.
- Establish a "Men's Shed" for workshop activities utilizing the workshop on site.
- Establish various "farm based" activities around agriculture, horticulture, mechanical services and the like.
- Develop education and training opportunities including seminars and conference activities for residents, FSRP Staff and others.
- Establish a "two tier" Rehabilitation and Recovery approach utilizing the farm and town locations.

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- Retain the existing town location to provide “hostel style” accommodation for residents in transition from the Spring Hill site and others in need of short-term accommodation.
- Achieve self-sufficiency for fresh fruit, vegetables, eggs and meat.
- Development of “cottage industry” activities to generate training and learning opportunities with possible cash flow opportunities.

**Finances**

The WA State Government provides ongoing grant funding for NRC of \$600,000 per year, indexed to CPI. Residents currently pay a weekly fee of \$190 which will progressively increase to a maximum of 85% of CentreLink payments as applicable. Current running costs are approximately \$850,000 per annum. The shortfall is made up from public donations.

We expect that up to 70 residents will be cared for on site and that a Manager and a Caretaker will also reside on site. Staffing will be gradually increased to approximately 12 members in response to the increase in numbers of residents from the present 30 up to the planned 70.

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**Response to Council Questions**

The following data is for the period May 1<sup>st</sup> to July 31<sup>st</sup>. During this 3-month period, the Northam Recovery Centre had 53 clients. Of that total, 41 clients continue to participate in the programme, 12 clients chose to terminate their treatment.

**Statistics/breakdown of the type of addictions that you treat.**

The following is a statistics/breakdown of the type of addictions that the NRC treated during the recording period. Bear in mind that many of our clients have addiction issues with multiple substances.

	Heroin	Methamphetamines	Alcohol	Benzodiazepines
3 Month Period	6	35	17	8

**The following is a statistics/breakdown client dropout rates (i.e. number of clients who leave Northam on a regular basis).**

There are several ways clients can leave the rehab centre on a regular basis.

The client's access to various privileges is based on a recovery commitment grading system of recovery. These levels are Safety Net (Little or no access for the first two weeks of clients stay to the Northam community)

Bronze Level (Limited access to the Northam community in the company of staff or leaders)

Silver Level (More frequent access to the Northam community in the company of staff or leaders. Client can have off site and local day leave with family members)

Gold Level (All Silver privileges plus clients can have their personal mobile phones returned for personal use. Gold level clients have limited unsupervised access to the Northam community).

Clients choosing to exit the program or asked to level program for non-compliance to program guidelines are given the option of having a) family members pick them up. b) Staff transport clients to the Northam train station and place them on the train. c) Staff and leaders can transport them to Perth in one of the Fresh Start vehicles.

**Can you please advise the process of what happens when someone decides to leave or is sent back to Perth (you mentioned that their family and friends collect them, do they catch the train? Are they given means eg? mobile phone, money to return to Perth?).**

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If a client decides to leave program he completes an exit form that asks where they would reside when leaving the program. How he plans to return home...so plans can be made if necessary for transport. All personal property is returned to the client. Depending on the specific day of the week clients are given 3-5 days of prescribed medication.

**Please provide statistics regarding the numbers of clients forced to undertake the program (repeople on parole) versus number of people who undertake the program voluntarily.**

Of the 53 clients who have been involved with the Northam Recovery Program, all clients voluntarily chose to become a Fresh Start client. We have had for the 3-month period six clients that have come to the Northam Centre directly from being incarcerated.

**Please provide further information about your security procedures. At the forum, you mentioned individual client assessment processes, head checks, urine testing, leave applications, vetting of visitors etc. Also, please advise what procedure is in place for when people go missing.**

Each client entering the Northam Recovery Centre is interviewed for his suitability by the medical and psychiatric professionals at the Subiaco clinic before they are given an implant. After the procedure at the clinic, the client spends several days recovering at the Harbourne House facility. Northam or Harbourne staff transport the client to the recovery centre then transport the client. Once there the client's bags are checked for contraband and all medication, scripts and medical instructions are given to staff members. The facility staff complete an induction process to collect information for the pharmacy and AOD record keeping.

Each morning at 6:00am clients have a breath test for alcohol and take their morning medication. Staff and community leaders do a head count at this time. Clients also have to hand in their room keys each morning and are not allowed back into their room until the last group of the day. Throughout the day the clients have various groups in the rehab, at the PCYC or recreation centre, at the start of each group, a head count is completed.

After dinner a community leader does a general room check and head count at 6:00pm each night.

The staff member on duty dispenses medication and breath tests each client for alcohol and does a head count at 7:30pm each night.

Each client is required to provide a UDS (urine drug screen) at least once a week on a random basis. Breath tests for alcohol are conducted randomly throughout the day.

Bronze Level clients can have an on-site leave application for immediate family only. The information is verified by a staff member and signed off by the manager.

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Silver Level and above can have off-site leave or overnight leave. Clients complete an application, a staff member verifies the information, and the manager signs off on application.

If a client does go missing at any time. The manger is notified and the staff and leaders search the facility surrounding area for the client.

As an aside over the last 3 years, no client at the NRC has had committed any serious criminal offence while a member of the grater Northam community

**Community Participation Programme**

There is an obvious need for the clients at the new Spring Hills facility and the surrounding Spring Hill community to develop a more positive relationship. To that, ends a possible community project such as a market garden or a similar endeavour could be used a bridging device to give both groups an opportunity to learn more about each other.

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WESTERN



AUSTRALIA

REGISTER NUMBER <b>1/D83001</b>	
DUPLICATE EDITION <b>2</b>	DATE DUPLICATE ISSUED <b>5/9/2006</b>

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

VOLUME: 2159 FOLIO: 549

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

  
REGISTRAR OF TITLES



**LAND DESCRIPTION:**

LOT 1 ON DIAGRAM 83001

**REGISTERED PROPRIETOR:**  
(FIRST SCHEDULE)

ELLEL MINISTRIES AUSTRALIA LTD OF 710 MORETON PARK ROAD, MENANGLE, NEW SOUTH WALES  
(T J476543 ) REGISTERED 19 OCTOBER 2005

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

1. E113839 SUBJECT TO CERTAIN MINERAL AND OTHER RESERVATIONS AS SET OUT IN TRANSFER E113839 WHICH ARE IN ADDITION TO THOSE RESERVATIONS TO THE CROWN CONTAINED IN THE ORIGINAL GRANT, REGISTERED 1.1.1989.
2. THE LAND THE SUBJECT OF THIS CERTIFICATE OF TITLE EXCLUDES ALL PORTIONS OF THE LOT DESCRIBED ABOVE EXCEPT THAT PORTION SHOWN IN THE SKETCH OF THE SUPERSEDED PAPER VERSION OF THIS TITLE, VOL 2159 FOL 549.
3. J888993 MORTGAGE TO BAPTIST INVESTMENTS & FINANCE LTD REGISTERED 25.8.2006.

**Warning:** A current search of the sketch of the land should be obtained where detail of position, dimensions or area of the lot is required.  
\* Any entries preceded by an asterisk may not appear on the current edition of the duplicate certificate of title.  
Lot as described in the land description may be a lot or location.

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

**STATEMENTS:**

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

SKETCH OF LAND: 2159-549 (1/D83001).  
PREVIOUS TITLE: 1955-198.  
PROPERTY STREET ADDRESS: 659 SPENCERS BROOK RD, MULUCKINE.  
LOCAL GOVERNMENT AREA: SHIRE OF NORTHAM.

# SHIRE OF NORTHAM

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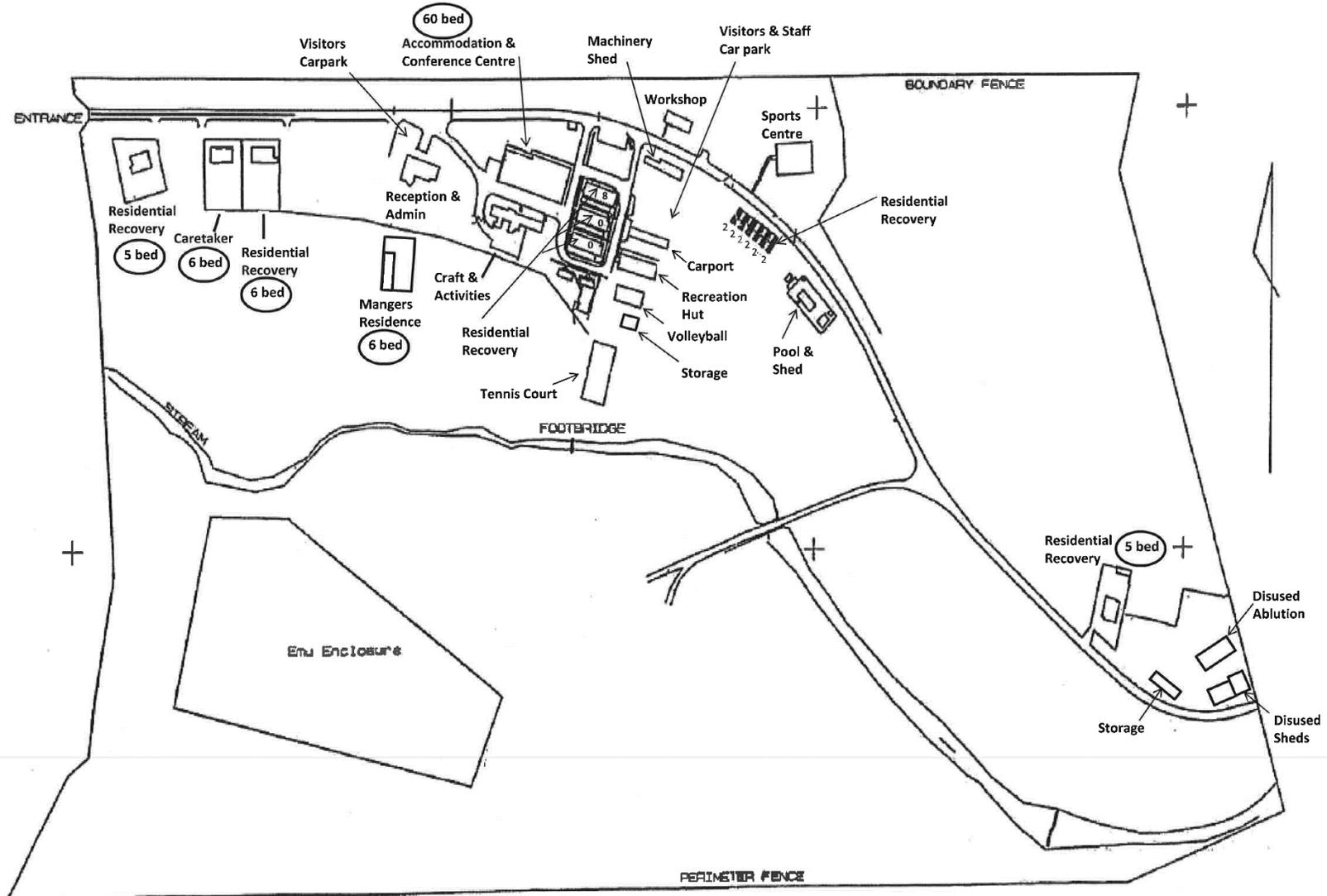
### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

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659 Spencers Brook Road, Muluckine WA 6041

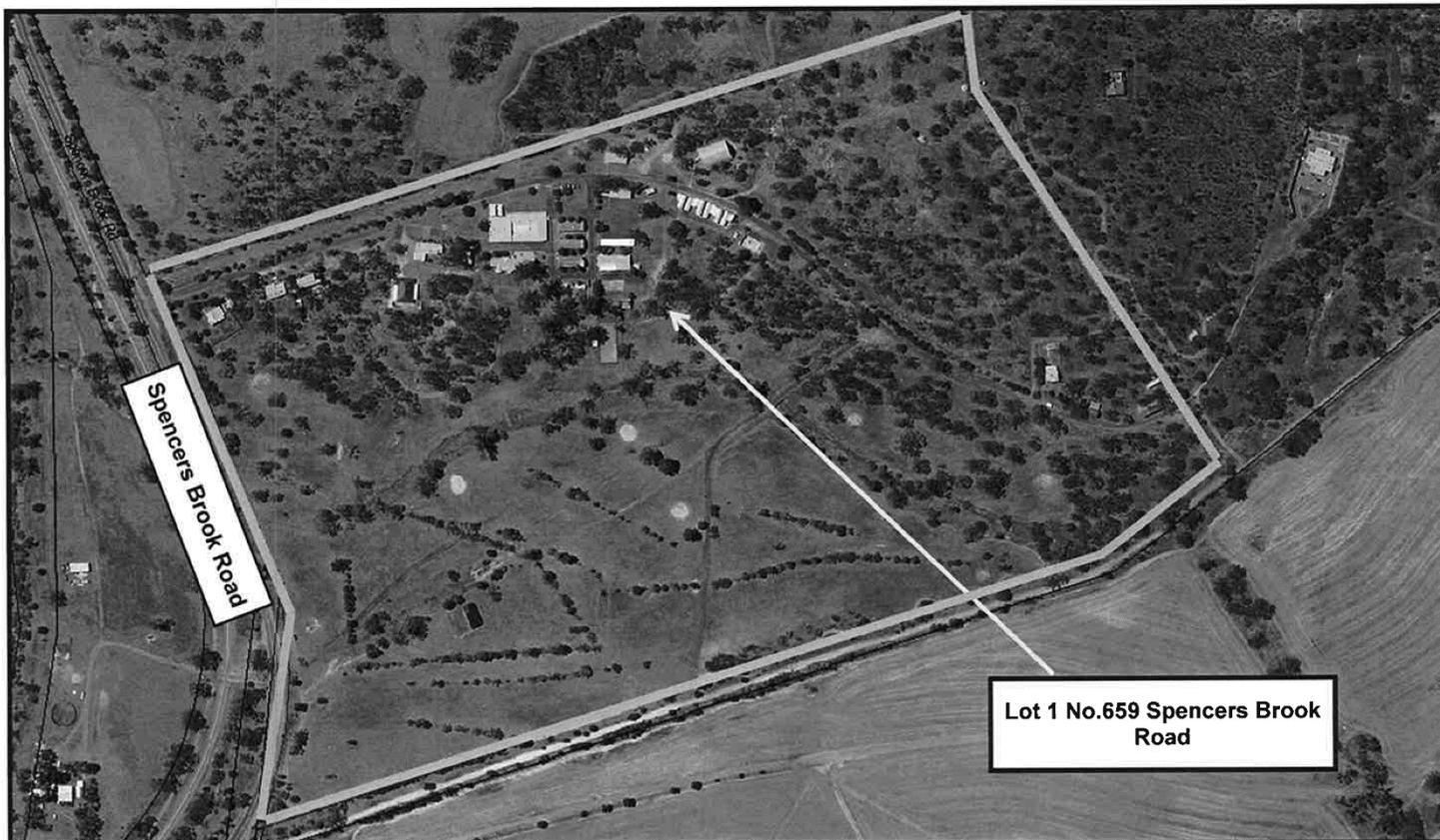
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Site Plan 659 Spencers Brook Road, Muluckine WA 6041

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**Proposed Change of Use (Rehabilitation, Education & Accommodation Facility)  
Lot 1 No.659 Spencers Brook Road**

Ref: A495

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ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015



**Northam Recovery Centre**  
27 Gairdner Street Northam  
Western Australia 6401  
Phone: (08) 9621 2691 | Fax: (08) 9622 7961 | Email: info@freshstart.org.au

**Fresh Start Recovery Programme**  
65 Townshend Road Subiaco  
Western Australia 6008  
Phone: (08) 9381 1333 | Fax: (08) 9388 7073 | Email: info@freshstart.org.au  
ABN 84 106 876 019 Charitable collections licence 20345

[www.freshstart.org.au](http://www.freshstart.org.au)

**Northam Recovery Centre**

**Information for Residents**

# SHIRE OF NORTHAM

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### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015



**Dr George O'Neil**  
M.B.B.S., F.A.Ch.A.M., F.R.A.N.Z.C.O.G.,  
F.R.O.C.O.G., D.D.U., Cit.W.A.  
Medical Founder and Director

## Welcome

The Fresh Start Recovery Programme team welcomes you to the Northam Recovery Centre.

We are a not for profit, Christian based organisation committed to helping you recover from addiction. This will take time, patience, humility, huge courage and a big effort on your part.



## Where is the Recovery Centre?

- Northam Recovery Centre (NRC) is situated in Northam about 100km east of Perth.
- Northam is a regional centre with a range of community health and social services. It has been earmarked as a WA 'supertown' which means that it is a growing community.

## How do I get there?

- Transportation to NRC can be arranged if necessary.
- There is a train and bus service between Perth and Northam that residents can use later in their recovery.

## What is it like at the Recovery Centre?

- The centre is a large, three-story building with gardens, a chook run and a vegetable patch.
- Each resident has his own air conditioned bedroom.
- There is a common area for meals, a lounge room with TV.
- Residents can use the gym, pool table, table tennis, darts, BBQ and outdoor area.
- NRC staff and leaders are always ready to help you settle in.

## What happens at the Centre?

- The Recovery Centre is operated on a modified Therapeutic Community (TC) model of treatment.
- The Centre becomes your community for the period of your recovery.
- You have time during the first few days to learn how the Centre operates.
- Each day begins with readings from the Bible, followed by a community meeting.
- Excursions, walks, swimming, projects, counselling, teaching and community living are all part of the programme.
- Maintenance and care of the property is an important part of the recovery programme. All residents help with normal household tasks including cooking, cleaning, gardening and maintenance, through being part of the daily roster.

## Safety Net

- Upon arrival at the Centre, you will be placed on 'Safety Net'.
- Safety Net is a two-week period that provides an opportunity for you to be fully immersed in the program.
- During this time there is no contact with family, friends or loved ones with exception of children.
- This is an opportunity to focus on your recovery and the TC program.

## Buddy System

- On arrival at NRC a 'buddy' (senior resident) will be allocated to you.
- This person is available for support, education about the TC program and assistance with any difficulties or queries during your recovery.

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#### Can I take leave during my recovery?

Your stay at the Centre will normally be at least three months while you recover.

- Leave may be granted on a case-by-case basis after the first 30 days.
- Approved leave is normally over a weekend.
- Staff or a nominated buddy will accompany you off-site during the first 30 days.
- Day leave may be granted with a buddy after 14 days (conditions apply).

#### What do I need to bring?

- Bed linen and pillows are supplied, however, personal bedding can be used if desired.
- Clothes and toiletries (tooth brush, tooth paste, roll-on deodorant, safety razor, etc.)
- You can bring items of a personal nature such as photos, books and magazines. Personal items must not advertise vulgar slogans, sex, alcohol or other drugs.
- Do not bring any X or R-rated, satanic, occult, violent or pornographic material to the Centre. Incense or candles are also prohibited.
- **We cannot guarantee the safety of your personal items.**
- You should arrange your own personal insurance for valuables e.g. jewellery, phone, computer.

If you are exited from the facility, you will be expected to pack up and remove your personal belongings. If you are unable to do this, staff will pack up your belongings and place them into secure storage.

If your personal belongings are not collected within one month of exit, Fresh Start reserves the right to dispose of personal it.



#### Telephone Access

- Mobile phones are not allowed during your recovery.
- You will be expected to give your phone to a staff member on arrival at NRC. It will be kept in a locked safe and not re-charged during this time.
- Your phone is returned for the period you are on leave, and is recollected upon your return to NRC.
- After the safety net period you have limited access to outside calls.
- Important calls to Centrelink, Dept. of Justice, employment agencies and the Fresh Start Clinic will be monitored by staff members.
- Interstate, overseas and mobile calls will be allowed on a case-by-case basis and are at your expense.

#### Can I bring my vehicle?

- You are not allowed to have a motor vehicle or bicycle at the Northam Recovery Centre.
- Please make arrangements to store your vehicle while you are a resident.

#### Do I have to pay rent?

- You will be required to pay rent fortnightly.
- The rent is currently \$380 a fortnight, inclusive of food and subject to change.
- Your rent can be paid in cash or deducted from Centrelink or your bank account by direct debit.
- Failure to pay rent is regarded as a breach of your Residency Agreement and may result in exit from the Centre.

#### What is provided?

- Bed linen and pillows.
- Three meals a day and snacks.
- Clothes washing facilities and laundry detergent for personal use.
- Transport to the Fresh Start Clinic, doctor and other health-related appointments.
- On-site therapeutic services including, a doctor, Mental Health Nurse and Clinical Psychologist.

#### How do I get my medication?

- All medications (prescribed and over-the-counter) must be given to the staff upon arrival at Northam.
- Prescribed medications are 'blister packed' by the pharmacy.
- Fresh Start staff are responsible for the administration of all medications.
- All medication changes require a new script from your doctor.
- **Fresh Start does not pay for your medication.**
- The pharmacist requires payment for all medications before dispensing (COD).

#### How do I pay for my treatment?

- Payment for your treatment is required while participating in the TC program.
- Arrangements can be made to have this deducted via Centrelink or deducted from your bank account each month.
- This direct debit will continue until your account is paid, even after you leave the Centre.
- If payment arrangements have not been made upfront, arrangements will be made during induction at NRC.



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#### What are the house rules or boundaries?

1. Living in community means that respect is shown to each other at all times.
2. All aspects of the programme, including those of a religious nature, are considered mandatory. For example, you are required to attend all individual group and therapy sessions.
3. Urine drug screens (UDS) and random breath tests (RBT) are mandatory.  
Avoiding a UDS or RBT (including diluted urine) is considered a breach of your Residency Agreement and may result in expulsion.
4. Alcohol and other drugs of addiction\* are not to be brought to the Centre, or consumed at any time, inside or outside the Centre.
5. Dealing in drugs will not be tolerated and will result in instant exit from the programme.
6. Residents must obtain permission to leave the facility. Absence without leave may lead to expulsion.
7. Harassment or violence to staff, residents and visitors will not be tolerated. This includes verbal and physical encounters and may lead to expulsion. Sexual harassment of staff, residents and visitors may lead to expulsion.
8. Weapons of any description are not permitted on the premises.
9. Malicious damage to property, stealing, criminal activity and dishonesty may cause for expulsion.
10. Non-prescribed medications containing opioids are also not permitted in the facility. Protein supplements containing creatine are not permitted.
11. No visitors are allowed in your bedroom. This includes other residents.
12. Smoking inside the Centre is strictly forbidden and is restricted to the designated smoking zone.



\* Drugs of addiction including: Alcohol, methadone metabolite, benzodiazepines, THC, cocaine metabolites, amphetamine class, opiates and buprenorphine

#### What is a Therapeutic Community?

A Therapeutic Community is a structured method and environment for changing human behaviour in the context of community life and responsibility.

A Therapeutic Community is directed primarily towards recovery from addictions through personal growth which requires abstinence from alcohol and illicit drugs including prescription drugs used illegally.

For more information about this model, see [www.atca.com.au](http://www.atca.com.au)

#### Spiritual Care

Fresh Start Chaplain Joel Hammen provides spiritual care to residents and staff. Joel is available for one-on-one meetings with residents and leads a weekly Bible study and church service.

Other optional Christian programs include a Certificate in Personal Development with the Bible College WA, camps and other outdoor activities.

#### What are the values of a Fresh Start Therapeutic Community?

- Respect, courtesy and co-operation.
- Each member of the community is valued.
- The community functions for each other, including staff and visitors.
- The community balances compassion and discipline.
- The community is open and transparent.

#### Moving On

Once you and a Fresh Start doctor have agreed that you have completed your residential programme, an exit date can be arranged.

#### Do you want to be free from addictions?

Then come ready to participate and co-operate in all aspects of the programme.

Best wishes for your recovery.



Darrylin Brain  
Program Manager



Jeff Cloughton  
Chief Executive Officer

#### Residential Agreement

I .....(full name)

have read and understood and agree to abide by the conditions set out in this Information Booklet.

Signature:..... Date .....

Full Name:..... Date .....

Witness: ..... Date .....  
(Signature of a Fresh Start staff member)

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**Shire of Northam Local Planning Scheme No.6  
(Change of Use -Rehabilitation, Training & Accommodation Facility Spencers Brook Road A495)  
Schedule of Submissions**

Number	Name	Summary of Submission	Key Themes Identified in Submission	Applicants Response	Officers Comment
1	Nearby land owner	How will they be secured? Northam would be the likely destination for leavers. 96 patients to 20 staff in all roles ie. admin., cook, cleaner would not allow sufficient monitoring.	<i>Security, Social Issues</i>	The Fresh Start Recovery Programme (FSRP) is a voluntary one. Patients are assessed at the Clinic in Subiaco for suitability for detox and Naltrexone implant treatment. Following treatment clients are assessed for suitability for recovery in our Northam centre. Continuing residence at the Recovery Centre is dependent on the clients' continued abstinence from alcohol and other substances of abuse and their compliance with the program. Our success with clients is due to the lasting effect of the Naltrexone implant which reduces or eliminates the desire or craving for these addictive substances. All	The submission is noted.  The applicant has advised that there may be up to 20 staff on site at any one time once operating at maximum capacity. The applicant has also advised that they do not employ staff such as cooks etc. and that patients are expected to manage these roles amongst themselves.

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				<p>clients are required to have a current Naltrexone implant.</p> <p>Clients are free to leave under their own accord at any time. They are not compelled to attend our clinic or our recovery centre. However, in order to achieve the recovery goals that they have set for themselves (in conjunction with their doctor and counsellors) they are unlikely to leave the residential program before they have completed it.</p> <p>Very few clients are from Northam and so it is unlikely that this town would be a destination following exit. Most clients aim to re-integrate into the community and family from where they came.</p>	
2	Spencers Brook Progress Assoc.	As a Community we would like our following concerns, in relation to the proposal. We, the Spencers Brook Association, would like to convey our disappointment that we were not officially notified about this proposal, for	<i>Security, Social issues, access to emergency services.</i>	<p>First dot point: This is the first time that FSRP has put forward this proposal. FSRP is not a privately owned business, it is a not-for-profit registered</p>	<p>The submission is noted.</p> <p>This is the first application the Shire has received from FreshStart for a facility on this site. FreshStart is a not for</p>

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	<p>comment by the SON. Only when some of the community who received these forms, talked about them, were we made aware. We are all concerned about the short time given to address the submission. Letters were received on 25/06/15 and the date for submission by 15/07/15 equates to 2 weeks.</p> <ul style="list-style-type: none"> <li>• Is this the first time the proponent has put forward this proposal for Spring Hill? As this is a privately owned business, are there plans for future development? Was there a previous application submitted by the same business?</li> <li>• We want to know how moving patients 8kms from Northam would remove “potential stumbling blocks/temptations?” The Spencers Brook Pub is 1km from Springhill. Furthermore, “vendors of illicit substances”, family and friends can drive to meet patients. Patients are driven to Northam often for appointments etc. and we believe the patients are not supervised at all times. How is this situation safe &amp; secure for the community of Spencers Brook?</li> </ul>		<p>health charity owned by Australian Medical Procedures Research Foundation Limited (ABN 84106876019) a Company limited by guarantee that is governed by a Board of Directors. Our plans for future development are consistent with our vision of “solving the world’s addiction problems”, i.e. we will do whatever we can to help reduce the problem of misuse of drugs and alcohol and the impact this has on our community.</p> <p>Second dot point:  Our clients have made a decision to stop using alcohol and other drugs and placing them at a distance from the people, not necessarily the facilities in Northam will help them to focus on their recovery. The level of supervision we provide is sufficient to discourage contact with local drug users and</p>	<p>profit registered health charity and is not a business.</p> <p>Public consultation was undertaken in accordance with the community engagement plan and Clause 9.4.1(b) and Clause 9.4.3 of Local Planning Scheme No.6.</p> <p>The applicant has advised that they intend to retain the facility located within the Northam townsite. The proposed facility at Springhill would allow them to increase the number of patients and allow patients to participate in rural based rehabilitation activities.</p> <p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks, mental health assessments and urine testing on a regular basis. Patients are not permitted to have access to private vehicles and as such would be driven to Northam by staff.</p>
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		<ul style="list-style-type: none"> <li>• These “outpatients/residents” would come from various backgrounds including – prison, violent, abusive, broken/low income families etc. and also have compounding issues of Mental Health, unemployment, no skills, drug/alcohol abuse, little education and other crisis situations. Most would be accessing this program to avoid or lessen a jail term or another institution. Patients are not confined in a secure fully fenced facility and can leave, although cannot come back if they do, any time, but without their wallet, phone, medication, vehicle or weapons which they are required to leave upon arrival. If a patient does leave, it would be without public transport available, no monies, no phone and off their medication but would have obvious “needs” and an agenda. They could be violent, emotional, psychotic and desperate for their substance of choice and left no choice but to burgle, steal or assault, from the closest source, our community. A community consisting majorly of single or</li> </ul>		<p>dealers. FSRP staff members generally identify these locals and to report their activity to the Police.</p> <p>Dot point three: People who enrol in our recovery program are voluntary participants who want to make good for themselves. Those who are not interested in being good citizens are either in gaol or have not submitted themselves to a recovery program.</p> <p>Dot point four: As good citizens ourselves we take responsibility for all of our activities and the impact it may have on the community. It is this concern for the community that led us to found FSRP.</p> <p>Dot point five: Medications are stored in a locked medications cabinet in a locked room. Clients accessing other clients medications are more likely</p>	<p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration. According to the applicant, the program has a dropout rate of approximately 22%. If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at</p>
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		<p>elderly residents. Farms nearby could equip patients with tools to break into gun cabinets, access to large machinery/equipment, vehicles, sprays/poisons (not normally found in towns). How is this situation better than Northam when Northam Police response time is going to take 20mins or more than if it occurred in Northam? How is this situation safe &amp; secure for the community of Spencers Brook?</p> <ul style="list-style-type: none"> <li>Given the above mix, that needs addressing/answering, and all these dynamics, we want to know if the SON and the proponent can assure our safety, be accountable and take responsibility as well, if any situation arises from the lack of a secure facility at Spring Hill?</li> <li>Management &amp; Safety at Springhill – it appears it could be up to 90 patients at any one time entering the facility already on medication/s, which must be handed in upon arrival. How do they propose to keep all drugs secure? If a patient was able to break in and obtain a mixture of drugs this could lead to psychosis etc. the patient could</li> </ul>		<p>to be at risk of self-harm than harm to other people. Like any other organisation, we would immediately report and prosecute criminal behaviour such as forced entry.</p> <p>Dot point six: We share your concerns about the risk of fire. FSRP has a Risk Management Plan that includes fire safety and response to fire and other emergencies that may require evacuation of all people on site. The Risk Management Plan is regularly reviewed by the Board of Directors and the Fire Safety Plan for each of our facilities is regularly reviewed by the CEO in conjunction with the facility manager, as well as overseeing regular external audits by fire safety consultants. This includes adequate, up-to-date and monitored fire suppression equipment and regular fire</p>	<p>FreshStart's Perth facility before being brought to Northam.</p> <p>Based on the history of FreshStart's Northam site it is considered that the likelihood of a security or safety incident that would impact adjoining property owners is considered to be low. It is the responsibility of FreshStart to manage the security of medications on their premises.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p>
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	<p>then leave the facility and become a danger to themselves and the community.</p> <ul style="list-style-type: none"><li>• Has NRC a Risk Management Plan in place? In the event of a fire, (this being the greater risk) with the certainty that Clackline Muresk Fire Brigade will be called to attend, what plans will be in place to allow safe &amp; suitable access? What fire suppression equipment will be on site and who will be trained to use it? Any fire started on private land is the landowners' responsibility. Our community is concerned about patients' lack of knowledge of this rural area and the potential disaster of fire. We believe a quick exit could be gained by starting a fire. A lot of the community of course be assisting at the fire, leaving their own home vacant at this time. Can the Evacuation Procedure contain the 90 patients?</li></ul> <p>As generational ratepayers, we feel the lack of consideration and respect shown to us as a Community by the SON is jeopardising our safety and way of life. The insufficient security, lack of</p>		<p>drills. The Northam Fire Brigade has conducted a recent inspection of the hydrants and fire fighting systems in place at the property and have confirmed that they are all in good working order and adequate for fire suppression on the property.</p>	
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		<p>fire prevention and surely with a move of only 8kms away from their present premise will not address or solve any of the given difficulties for management to control the patients. This cannot remove the potential “stumbling blocks and hurdles” admitted to in the information given by NRC.</p> <p>In conclusion we would like Council to reject this proposal and as well any correspondence relating to this issue be sent to the above address.</p>			
3	Name withheld	<p>We will feel very unsure and scared for our own safety, should this proposal be accepted. This is too close to stay safe and too far away from any back-up or support:</p> <ol style="list-style-type: none"> <li>1. This proposal can only decrease the land values – certainly not increase them. Whether it be a drop in price or the perception of any buyer considering living in this area and who would be unlikely to enjoy the problems associated with a neighbouring rehabilitation centre.</li> <li>2. What is in place for Fire &amp; Emergency control? As the closest neighbouring Bush Fire Brigade members, we are very concerned</li> </ol>	<p><i>Security, Social Issues, Amenity, access to emergency services.</i></p>	<p>Point 1  We are unable to comment on land values but we would like to point out the boost to the local economy that an expansion to our Programme will provide. Our current program shops locally for most of its daily supplies, employs local trades for repairs and maintenance and for care of our fleet of vehicles and employs local residents as carers and other staff. We also work closely with other agencies such as the Wheatbelt Mental Health</p>	<p>The submission is noted.</p> <p>Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application and making a determination, impact on property value is not a detailed consideration, therefore, cannot contribute to making a determination on this application.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard</p>

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		<p>about the number and kind of “call outs” and how this would be managed around and within the proposed site. Fire does not only start from matches or cigarettes being dropped but also simple things like glass in the grass. The fact that these people are from suburbia and not used to having to be aware or careful of such things poses a potential threat to surrounding land, dwellings, livestock and of course lives. Not to mention the additional 50 visitors being catered for during training or conferences. As an example; the number of fire call outs that have occurred since Yongah Hill began has increased in that area.</p> <p>3. The distance from the nearest town is only 1km away. If, for whatever reason the patients were to leave the site, the most direct and discreet way of getting to the Spencers Brook town site is through the middle of our farm. This would, apart from other things, be trespassing and it leaves us feeling threatened and vulnerable by their proximity.</p>		<p>service, Palmerston counselling service, the local hospital and health services.</p> <p>Point 2 See Dot point six, above.</p> <p>Point 3 Trespassing on adjoining properties or any illegal activities would not be tolerated and is likely to result in instant exit. Given the sacrifices the clients have made to be part of the Programme, we believe that this would be a significant disincentive and a very unlikely event.</p> <p>Point 4</p>	<p>as a condition of planning approval.</p> <p>Based on the information provided by the application in regard to the dropout rate, it is considered that the risk of patients trespassing onto adjoining properties is low. It should be noted that the Shire is not accountable for the actions of individuals and that all criminal behaviour should be reports to the police.</p> <p>The applicant has stated that they intend for the site operations to be ‘self-sufficient’ which will to an extent limit the amount of vehicle activity accessing the site. In addition to this, patients are not permitted to have access to private vehicles and as such would be driven to Northam by staff.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been</p>
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		<p>4. In all of the information given to us there is no mention of security. The proposed area / centre does not have any means of keeping patients inside the boundaries or stopping others from entering. This is alarming considering that most of the patients at this centre will be from a criminal background of some sort. They will be at a point in their lives where there is a high risk of them committing some kind of criminal act again – be it theft, physical abuse, breaking and entering or whatever – purely out of desperation or frustration. As our house is fairly isolated from the roads we are an easy target for anyone, unseen to access vehicles, money, telephones etc. We feel like sitting ducks, just waiting for the first incident to occur, insecure with a loss of worth to our living standards. How much worth does the SON put on our living standards / lifestyle? We are just trying to do what are land is zoned for – that being farming.</p> <p>5. Furthermore should an incident occur we are a long way from help – police or ambulance? This will</p>		<p>See Dot point three, above. Our clients are usually not criminals but they are people who are trying to address their health issues in order to take up a role in their community. Given the sacrifices they have made to be in our Programme, it would be counter-intuitive to expect them to self-exit by leaving the premises. They do not come to Northam until they are fully detoxed and in recovery. Consequently this is not a problem that we experience as a common occurrence in our current facility in Northam.</p> <p>Point 5 Our staff and resident leaders would be available to help if any type of incident or accident occurred in the local area. We will make our contact details freely available to all local residents and neighbours and ensure that there is</p>	<p>operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p> <p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks, mental health assessments and urine testing on a regular basis. Patients are not permitted to have access to private vehicles and as such would be driven to Northam by staff.</p>
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		<p>only exacerbate any problem to its fullest.</p> <p>6. In the information given to us about the reasons for the move of the current NCR to the Spring Hill premises there is an admission to there being “vendors of a variety of illicit substances” close by.</p> <p><b>WE DON'T WANT THEM NEAR US</b></p> <p>There is nothing stopping those vendors from coming out to Spring Hill to continue their “business”. With no security and the isolation of the proposed site (that being no one nearby to deter these people) it would be very easy for “things” to be dropped off and placed in a particular place for the patients to access at a later point in time. Especially at night. Spring Hill is not far enough away to remove “the stumbling blocks”.- Oh yes it is! They are being removed from the Northam Town Site to the Spring Hill Site – Nothing more. The resources in town were obviously not enough to stop the problems, so being at the</p>		<p>always a person available to respond to any calls.</p> <p>Point 6 The high visibility of any uninvited visitors or trespassers at the farm location would enable us to quickly mobilise the Police and enact other security measures, such as record on video their movements. The issue of running an addiction recovery facility in a town setting is evidence of our skills and commitment to the recovery process. The success of our program is largely due to the proactive approach we take to properly and responsibly managing risk.</p> <p>Point 7 See Dot point one, above. FSRP is committed to a process of continuous quality improvement and intend to utilize this site so that it provides a high quality, safe and health</p>	<p>The applicant has advised that they intend to retain the facility located within the Northam townsite. The proposed facility at Springhill would allow them to increase the number of patients and allow patients to participate in rural based rehabilitation activities which currently cannot be accommodated at the town facility which is at maximum capacity.</p> <p>FreshStart is a not for profit registered health charity and is not a business. A recommended condition of approval limited the number of patients to a maximum of 96 at any one time. The applicant is proposing to utilise the existing buildings on the site. Any additional development or an increase in the numbers of patients on this site would be subject to a separate application and would be readvertised to surrounding land owners.</p>
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		<p>distance of Spring Hill away will only magnify things.</p> <p>7. This is a privately run business and if this proposal is allowed to go through there will be no control of how things are run. As well as the future plans of this centre are not made clear. Will there be further development made? More patients, housing built etc.</p> <p>Many people within a small proximity of one another, isolated from the outside world only generates problems of frustration and aggression. This is proven by the actions of the people in the detention centres and also many soldiers. <b>In conclusion we ask Council to reject this proposal.</b></p>		<p>environment for our clients, staff and visitors. We will be very happy to schedule regular site meetings with leaders in the local community to recommend changes in the first year of operation.</p>	
4	Name withheld	<p>I am a property owner - 12.5 years in Spencers Brook. I have two young girls who attend St Joseph's Primary.</p> <p>I am a single mother and work full time. There is limited security around the facility and I fear for the safety of myself, my girls and our home. We chose this area due to low crime and safety.</p>	<p><i>Security, Social Issues, Amenity.</i></p>	<p>Trespassing on nearby properties or any illegal activities would not be tolerated and is likely to result in instant exit. Given the sacrifices the clients have made to be part of the Programme, we believe that this would be a significant disincentive and a very unlikely event. Our staff and resident leaders would be available to help if a crime</p>	<p>The submission is noted.</p> <p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration.</p> <p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks,</p>

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				was committed in the local area.	<p>mental health assessments and urine testing on a regular basis.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p>
5	Name withheld	1. With only two people caretaking there is no guarantee that these residents are safe.	<i>Security, Social Issues, Amenity.</i>	1. We believe that the supervision arrangements are	<p>The submission is noted.</p> <p>The applicant has advised that the majority of patients enter</p>

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	<ol style="list-style-type: none"> <li>2. We value our quiet living and with these residents we will be forever nervous that we could be broken into. We are old people and do not want the stress.</li> <li>3. We would not be able to sleep at night because they can't have vehicles they will come and steal ours during the night.</li> <li>4. These are families in the vicinity of this property that have young children, will they be safe.</li> <li>5. There is a school bus stop right outside the property with these people so close to us (about 800m).</li> <li>6. We moved up here from Perth to retire where it is quiet and peaceful, we enjoy living here but with these people coming to live so close we will be nervous wrecks and not feel safe.</li> </ol>		<p>adequate for a facility of this type and size.</p> <ol style="list-style-type: none"> <li>2. Our clients have made huge sacrifices to be part of this programme and would not want to be exited due to committing a crime. It is not a problem we experience with the residents in our present facility.</li> <li>3. As above.</li> <li>4. We have no evidence to suggest that children are at risk from our residents. Families with children are encouraged to visit residents to encourage their commitment to recovery and to re-establish family connections. This is an important part of recovery and re-entry into society.</li> <li>5. As above.</li> </ol> <p>We hope that local residents will visit the facility and meet the clients, to allay their fears and nervousness. We have local residents in</p>	<p>the program on a voluntary basis. The applicant has advised that there may be up to 20 staff on site at any one time once operating at maximum capacity. The applicant has also advised that they do not employ staff such as cooks etc. and that patients are expected to manage these roles amongst themselves.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStar has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>It is considered that the applicant has appropriate</p>
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				Northam providing support for our clients as volunteers in various roles. They invariably enjoy the experience and interaction with the residents.	mechanisms in place to manage impacts upon the amenity of surrounding properties including patient curfews, restrictions of the use of vehicles for patients and restrictions in place to manage visitors to the site.
6	Name withheld	There is NO WAY this should go ahead. This moves Northams' problem onto this small town. WHY WHERE WE NOT NOTIFIED?? NOT GOOD ENOUGH!!! There is problems now with our homes being broken into. More wrong people not needed.	<i>Security, Social Issues</i>	Our clients are people who are trying to do the "right thing" by seeking help to address their health issues, in order to take up a role in their families and community. They are to be commended.	The submission is noted.  Public consultation was undertaken in accordance with the community engagement plan and Clause 9.4.1(b) and Clause 9.4.3 of Local Planning Scheme No.6.  The applicant has advised that the majority of patients enter the program on a voluntary basis. Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site.
7	Name withheld	Our clients are property owners at (address withheld) Spencers Brook	<i>Safety, Social</i>	<u>Safety and Security Risks</u>	The submission is noted.

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	<p>Road, Northam and their interests are affected as private citizens by the change if use application. Our client opposes the application by Fresh Start.</p> <p><b>1. Background</b></p> <p>1.1 These submissions are made in opposition to the application by Fresh Start to change the use of the land situated at 659 Spencers Brook Road, Muluckine.</p> <p><b>2. Safety and Security Risks</b></p> <p>2.1 The 96 patients that would be housed in the proposed facility are alcohol and drug abusers.</p> <p>2.2 The presence of these patients within the community poses both a safety and security risk.</p> <p>2.3 There are no apparent security procedures in places, namely:</p> <p>2.3.1. The boundary fence (a sheep fence) is inadequate (less than a metre high);</p> <p>2.3.2. There are no CCTV cameras set up;</p> <p>2.3.3. There is no gate at the entrance, which allows for patients to leave with no oversight; and</p> <p>2.3.4. There are no security staff.</p> <p>2.4 Given the inadequate security:</p>	<p><i>Issues, Incompatible land use, access to emergency services, amenity, unexploded ordinances.</i></p>	<p>Our risk management protocols are designed to reduce safety and security risks, for clients, staff, visitors and local residents. The boundary fence is an adequate barrier for livestock. Internal and external CCTV cameras and security systems are a standard part of our existing and future security systems. We do not have security staff as our risk management plan has not identified a need for such staff. However, we have a number of security systems in place including duress alarms, fire and smoke alarms and these are set out in the FSRP Security standard operating procedure. While all our residents are recovering from addiction to alcohol or other substances only a small minority have a criminal background. The risk of trespassing and other illegal activity is very</p>	<p>The applicant has advised that the majority of patients enter the program on a voluntary basis. Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site.</p> <p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks, mental health assessments and urine testing on a regular basis.</p> <p>The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p>
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		<p>2.4.1. There is a risk of the patients trespassing on our client's property;</p> <p>2.4.2. There is a risk to the safety of visitors on our client's property;</p> <p>2.4.3. There is a risk to surrounding residents and visitors;</p> <p>2.5 Given the nature of the residence whom a majority would be drug users/law breakers it is not unforeseeable that the surrounding properties, in particular our client's property, are at significant risk to trespass, vandalism, property theft and destruction;</p> <p>2.6 Proximity to Police Station</p> <p>2.6.1 The Northam Recovery Centre (operated by Fresh Start) is currently located in the middle of town at 27 Gairdner St, Northam and acts as a deterrent for antisocial behaviour of the residents.</p> <p>2.6.2. The existing Northam Recovery Centre is 290 metres away from the Northam Police Station, or a four minutes walk/one minute drive.</p> <p>2.6.3. The safety and security risk associated with the residents are</p>		<p>low considering the sacrifices that our clients have made to be part of our residential program and the fact that breaking the law usually results in immediate exit. It is for this reason that we are rarely required call upon the service of the local Police and so we do not regard the further distance from the Police Station to be a problem. We work cooperatively and effectively with the Northam Police.</p> <p>Our policy with regards clients who have been exited who try to gain entrance to our property (or any other properties) is - like all of our policies in relation to criminal activity - to seek the assistance of the Police.</p> <p>In relation to the issue of the Private Road and access to their property via ours, we would be very happy to enter into negotiations with the owners of Lot 2 in order</p>	<p>The applicant is proposing to utilise the existing buildings on the site for the primary purpose of accommodation within the grouped dwellings and ancillary uses including training, conferences and agricultural based activities. It is considered that the proposed Change of Use on this site is not a significant departure from the intended use of the site as specified in Local Planning Scheme No.6. It should be noted that the applicant is required to obtain approval from the Shire's Building Department prior to occupying the buildings.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p> <p>It is recommended that the submitter refer to the <i>Dividing Fences Act 1961</i> and work with the applicant to resolve issues with the boundary fence.</p>
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	<p>indirectly controlled by the proximity of the facility to the Police Station.</p> <p>2.6.4. The proposed new location for the Northam Recovery Centre is 8.6km away from the Northam Police Station and in a secluded location.</p> <p>2.7 Security</p> <p>2.7.1 The facility proposal makes mention of a team of staff including a Manager, a Program Coordinator, administrative and care staff.</p> <p>2.7.2 There is no mention of any security staff, security policies to oversee the patients or a monitoring system on a 24/7 basis.</p> <p>2.7.3 There is no mention by Fresh Start of policies it has in place to manage security in the new facility. Given the new proposed premises is not within close proximity to the Police Station, an increased number of residents and personnel to the premises - this poses a significant and serious risk factors to neighbouring properties.</p> <p>2.8 Risk of Theft</p> <p>2.8.1 The current brochure for the Northam Recovery Centre states 'We cannot guarantee the safety of your (the residents) personal items.'</p>	<p>to achieve a mutually satisfactory arrangement.</p> <p><u>Additional Considerations</u>  We expect that the development of this property to its full potential as a residential facility and working farm should enhance the local area. We expect it will become a local landmark and place of pride for the community in due course.</p> <p>The primary purpose of the facility is not to house residents "with anti-social, criminal or behavioural issue". It is to provide a recovery environment for people who have made the very courageous and commendable decision to turn their back on abusing alcohol and other drugs. Their goal is to improve themselves and give back to their families and community. There are no significant social issues for</p>	<p>If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.</p> <p>Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application and making a determination, impact on property value is not a detailed consideration, therefore, cannot contribute to making a determination on this application.</p> <p>Activities proposed to be undertaken on the site are rural and agricultural based which is consistent with the intensions of the surrounding rural zoned properties. Therefore, it is considered that the proposed facility would not cause undue impact upon the amenity of surrounding properties.</p>
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		<p>If the facility is unable to guarantee the safety of items surrounding the facility (including, but not limited to, items on our clients property).</p> <p>2.9 Inadequate Buildings</p> <p>2.9.1 Fresh Start states that, 'It is not envisaged that any changes, alterations or improvements will need to be made to any of the existing buildings or facilities on site.' The site is currently used for holiday accommodation (Special Use: Rural Pursuit, Holiday accommodation and uses ancillary thereto as approved by the Local Government. Grouped Dwellings) and the buildings are intended for holiday-use, not rehabilitation.</p> <p>2.10 Private Road</p> <p>2.10.1 A private road runs through Lot 1 No.659 Spencers Brook Road to the adjoining property (Lot 2). The presence of this road exposes the owners of Lot 2 to undue risk as residents of the facility may mistake the Property as being part of the facility and trespass accordingly.</p> <p>2.10.1 The existing fence/gate on the said road is insufficient to prevent access to the neighbouring property.</p>		<p>the local residents or the wider Northam community, apart from the satisfaction of knowing that they will be helping to repair broken lives and families so that the whole of Western Australians can benefit.</p>	<p>Officers checked the Certificate of Title which does not identify any restrictions in relation to unexploded ordinances.</p>
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2.10.3 The existing road will need to be removed or altered so that it does not provide any easy access to Lot 2's property.

#### 2.11 Unrestricted Residents

2.11.1 By its own brochure, Fresh Start states that residents who leave the facility without permission may not be permitted back in. This leads to residents potentially roaming the area with no place to go if they are refused access.

2.11.2 No policy has been provided to the council to deal with excluded residents who are prevented access. This lack of policy ultimately affects neighbouring properties and citizens whereby drug or alcohol abusers are left loitering around the properties with no police or security to move them on or regulate the same.

#### **3. Additional Considerations**

##### 3.6 Value of the Property

3.6.1 Our client purchased the property on 9 June 1995. Their sole intention was to add improvements to the land and with the appropriate approvals apply for full time residence of the dwelling in order to retire in due course. By allowing the

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		<p>change of use to Lot 1, our client's property will be seriously devalued owing to the safety and security risks and loss of quiet enjoyment as at any one time there may well be in excess of 100 persons at the Lot 1 property.</p>			
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3.7 Social Issues

3.7.1 Fresh Start has not satisfactorily or at all addressed to the Council's satisfaction its obligations pursuant to Schedule 10 (k) of the Shire's *Local Planning Scheme No.6*, namely, 'any social issues that have an effect on the amenity of the locality.' The primary purpose of the facility is to house residents with anti-social, criminal or behavioural issues. These social issues will clearly impact the amenity of the locality for the reasons stated above in these submissions.

3.8 Amenity

3.8.1 Fresh Start has not satisfactorily or at all addressed to the Council's satisfaction its obligations pursuant to Schedule 10 (o) of the Shire's *Local Planning Scheme No.6*, namely, 'the preservation of the amenity of the

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		<p>locality.' The amenity of the locality will be substantially impacted upon for the reasons referred to above in these submissions.</p>			
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3.9.1 A notification affecting the land currently exists on Lot 2 Diagram 83001 Vol2159 Folio 548 which restricts soil disturbances owing to the potential presence of dangerous materials left by the former military storage facility. A concern exists that the proposed agricultural use as a treatment/rehabilitation for the residents residing in the neighbouring land (lot 1) by Fresh Start may pose safety risks to the surrounding land.

3.9.2 We note that the caveat E175146 lodged 22 August 1989 relates to the original Lot (prior to subdivision) and as a notification as to the presence of dangerous materials on the land. On subdivision it appears this was only transferred to Lot 2 and not Lot 1 in error. We are unaware why this has occurred and believe that no investigations, clean up or reports have been commissioned on Lot 1 to ensure conclusively to the

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		<p>Council and local authorities that the land is safe for use or free from dangerous materials. In further support it is recorded that live ammunition several years ago was found on the Lot 1 site post heavy rainfalls. Accordingly the local residents are concerned as to their safety and safety of residents and personnel on Lot 1 in light of the same. Evidence to the Council should be provided (or investigated) to ensure that Lot 1 is safe for use in light of the existing restrictions, prior to any change of use application being accepted. In particular if agriculture is an intended use of the land (for rehabilitation) and one reason for choosing the said site.</p>			
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#### **4 Conclusion**

4.6 For the reasons stated above, and in the absence of any security proposals, our client opposes the application by Fresh Start.

4.8 Our client requests the Shire of Northam to have due regard to these submissions in considering the application in accordance with Schedule 10.2(z) of the Shire's Local Planning Scheme No.6.

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<b>8</b>	<p>Name withheld</p>	<p>We are aged pensioners, 80 &amp; 75 years of age. There is no way we can possibly defend ourselves against drug addicts who are looking for money to finance their addictions. We are already have one couple like this 3 houses away from us. They are well known to the police. He is at the moment in jail again and she is disappeared, while the police is looking for her. They already have in the short time they are living here, stolen from many people. Anything from firewood to a motorbike, garden tools and many other things. We are seriously afraid for our safety.</p> <p>Drug addicts are unsuitable people for small peaceful communities like Spencers Brook. These people are always out for money to finance their habits. They may break free from all control, they are in and apply their skill to strike fear, especially to old and helpless people like us. They have no other way, than to get their money illegally and we have no way to prevent it. This is an impossible situation. We are living here for 20 years, very peaceful and happy, and that life will then be over.</p>	<p><i>Security, Social Issues, Amenity</i></p>	<p>The residents of this proposed facility are not drug addicts but are members of our community who have decided to turn their back on misusing alcohol and other drugs by voluntarily admitting themselves to our recovery programme, with the ultimate goal of becoming drug free. They are very different from people who continue to use illicit substances and who are not committed to reducing their drug use or recovering from their addictions.</p>	<p>The submission is noted.</p> <p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration. According to the applicant, the program has a dropout rate of approximately 22%. If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have</p>
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					<p>undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p>
9	Name withheld	I am in agreements with the residents of Spencers Brook. As there is already a big problem with certain people here breaking the law. Give us a break! Let us live peacefully in our retirement. Now living behind locked doors is upsetting for us.	<i>Security, Social Issues, Amenity</i>	There is no reason for you to expect your current lifestyle to change. On the contrary, we would like you to be examples of good citizens so that our clients have positive role models.	<p>The submission is noted.</p> <p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a</p>

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					<p>Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p>
10	Name withheld	My partner works away for long periods at a time. Therefore I am regularly home alone with our baby. Having this clinic located just down the road will put our safety in jeopardy. Can you guarantee the security of my baby and me?	<i>Security</i>	We do not expect the safety and security of you and your baby to be compromised in any way if we were to operate our recovery centre.	<p>The submission is noted.</p> <p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill</p>

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					<p>facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p>
<b>11</b>	Name withheld	Question: Could you the Shire please supply information on the treatment for ice addicts who will be residing at the proposed rehab centre at 659 Spencers Brook Road, Muluckine?	<i>Enquiry</i>	Information about how we treat ice addicts is available via our website and also via our Treatment Services Information Booklet that is available from our Clinic.	<p>The submission is noted.</p> <p>Further information in regard to FreshStart's treatment program can be found in the information booklet on the Shire's website and on the FreshStart website.</p>
<b>12</b>	Name withheld	<p>Property owner - big concerns with these people being able to wander away from this proposed facility.</p> <p>Big concern with these people moving around outside of facility as its open to public. Also concerns it will affect property valuations if this facility is approved.</p>	<i>Security</i>	Trespassing on nearby properties or any illegal activities would not be tolerated and is likely to result in immediate exit. Given the sacrifices the clients have made to be part of the Programme, we believe that this would be a significant disincentive and a very unlikely event.	<p>The submission is noted.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to</p>

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					<p>be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration. According to the applicant, the program has a dropout rate of approximately 22%. If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.</p> <p>Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application and making a determination, impact on property value is not a</p>
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					detailed consideration, therefore, cannot contribute to making a determination on this application.
<b>13</b>	Name withheld	<p>My interest as a resident property owner will be affected by having these patients in an unsecure location and only a short distance from my home - they could wander out of the facility and be a concern on the roads if they are under the influence of drugs.</p> <p>Further concerns are that this location is 12km from Northam &amp; if disturbances occur with the patients then police will not be able to be there quickly. It will also affect value of property in the market place.</p>	<i>Security , access to emergency services</i>	We rarely need to engage the Police as our clients are committed to their recovery and not to disturbing the peace.	<p>The submission is noted.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p>

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					Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application and making a determination, impact on property value is not a detailed consideration, therefore, cannot contribute to making a determination on this application.
<b>14</b>	Name withheld	<p>Our safety &amp; security would be affected and I do believe Northam town offers these patents all the resources and amenities they will need to be use, a short distance from current premises in central Northam.</p> <p>In regards to the proposal, I would like to say that I don't think our safety has been considered. The public response time to a situation would be considerably longer than if this facility is based in Northam.</p> <p>Can you tell me know up to 96 persons are going to be secure in this premises and one you, Shire of Northam &amp; Freshstart going to take responsibility if patients do leave this premises and break in/steal/assault us at our homes in Spencers Brook due to the fact that</p>	<i>Security, Traffic Impact, Land Use Compatibility</i>	See above.	<p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration. According to the applicant, the program has a dropout rate of approximately 22%. If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been</p>

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	<p>they would be needing money, transport, phone or illicit substances.</p> <p>Has Freshstart noted there is a pub at Spencers Brook and that various illicit substances could still be made available to patients either at Spring Hill site or when they go to Northam for various appointments of shopping etc. Just to remind the Shire of Northam when the Detention Centre was being discussed, 2 fences were going to stop Detainees from leaving also. Later the public found that several escapes had happened and were not made aware in any form whatsoever.</p> <p>I believe more thought &amp; public discussion should be completed before the 'deals' are almost sealed. The quarry on Spencers Brook Road, the trucks damaging the road was not thought about beforehand? If it had surely there are enough venues, businesses and facilities in Northam that need using to keep them running?</p> <p>Please reject this proposal as it puts my and the immediate communities safety &amp; security at risk. Not enough planning &amp; assurance of this facility has been</p>			<p>operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p> <p>The application specifies that patients do not have access to personal vehicles or bicycles during their stay which would mean that any increase of road traffic on Spencers Brook Road would be minimised. The Quarry located on Spencers Brook Road is subject to a separate planning approval</p>
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		<p>explained or put to the community, showing a deluded lack of respect and it seems like out of sight out of Northam is ok to set up at Spencers Brook. There appears to be no real gain to anybody for this move (besides Ellele Ministries).</p>			<p>with conditions relating the use of Spencers Brook Road.</p> <p>The applicant has advised that they intend to retain the facility located within the Northam townsite. The proposed facility at Springhill would allow them to increase the number of patients and allow patients to participate in rural based rehabilitation activities which currently cannot be accommodated at the town facility which is at maximum capacity. This would mean that there would be opportunities for more people to recover from their addiction which would benefit the community.</p>
15	Name withheld	<p>My reason for living at Spencers Brook was for the peaceful, tranquil relatively safe area where I know most other residents &amp; commit to being a part of and contributing to the progression of the community, with all other like-</p>	<p><i>Amenity, Security, Access to Emergency Services,</i></p>	<p>The facility could accommodate these numbers, should we choose to have so many staff and clients. It does not need to be a “secure” facility in the</p>	<p>Activities proposed to be undertaken on the site are rural and agricultural based which is consistent with the intensions of the surrounding rural zoned properties. Therefore, it is</p>

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	<p>minded residents. This I feel, will be compromised further after SERCO, QUARRY and REHAB FACILITY!</p> <p>Please take into consideration my comments listed below before rejecting the above mentioned proposal. Apologies for any comments not supported by facts as in the time given to consider this proposal I could not access all information in the very short time given.</p> <ul style="list-style-type: none"> <li>• The facility at Springhill does not look like it could accommodate 20 staff &amp; 96 patients, can it?</li> <li>• NRC is referred to as '<u>secure</u>' but this is not used to describe Springhill. Is it a '<u>secure</u>' facility at Springhill?</li> <li>• Why would you move 8kms from Northam &amp; then have to transport <u>all 96</u> patients to shops, Drs, Hospital, Centrelink, Court, Community Corrections, Mental Health, Disability Services, Advocacy and Homeswest, DCP, family Support, Crisis intervention, accessing education &amp; assistance, funding, employment etc. etc. etc., when this is all within walking distance from NRC?</li> </ul>		<p>sense of a prison or other type of detention centre. We believe that the tranquil, rural setting at 659 Spencers Brook Road is more therapeutic than a town centre. Our clients mainly require a place to rest and concentrate on their personal development. Given the sacrifices our clients have made to be in our facility, it would be unusual and unlikely that residents would self-exit before completing their recovery program. Our Program Manager follows agreed protocols to address all likely scenarios, including clients self-exiting and being absent without leave. While there could be up to 20 employees and 96 recovery clients on site if we were to use all the available beds currently available, these numbers would be achieved only after some years of operation as our current numbers going through the</p>	<p>considered that the proposed facility would not cause undue impact upon the amenity of surrounding properties.</p> <p>There are a number of existing accommodations buildings on site which could accommodate a maximum of 96 patients and up to 20 staff once operating a full capacity.</p> <p>The applicant has advised that they intend to retain the facility located within the Northam townsite. The proposed facility at Springhill would allow them to increase the number of patients and allow patients to participate in rural based rehabilitation activities which currently cannot be accommodated at the town facility which is at maximum capacity. This would mean that there would be opportunities for more people to recover from their addiction which would benefit the community.</p>
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	<ul style="list-style-type: none"> <li>• A major concern considering my safety (as a single &amp; one of many) person residing on their own) is the fact that if a patient leaves during the program, they have no money, phone, public transport, access to money, vehicle to go or get anywhere &amp; the patients then cannot return, but apply to do the course again later. So what other course of action do they have but to try to phone, get money etc. from the nearest possible buildings:- the community of Spencers Brook!</li> <li>• Surely FreshStart have had to take this into consideration &amp; I would like to know what actions/plans they have in place for this “to be fully expected” scenario?</li> <li>• No secure fencing, caretaker &amp; manager only? Residing on site for 90 patients seems utterly ridiculous and I would like to know how they propose to monitor such a large, dark perimeter and how the staff who had <u>‘difficulties from time to time for management control’</u> on Northam at NRC, are going to combat this by moving 8kms to Springhill?</li> </ul>		<p>program less than half of this.</p>	<p>Agricultural land uses, cottage industries and the keeping livestock animals is not permitted within the Northam townsite in accordance with the Shire’s Local Health Law 2008 and Local Planning Scheme No.6 and therefore cannot take place at the FreshStart premises in Gairdner Street.</p> <p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration. According to the applicant, the program has a dropout rate of approximately 22%. If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years</p>
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	<ul style="list-style-type: none"> <li>• Patients, 96 (mainly all men, I am not sure?), with vastly different psychological, mental, violent, prison, institution, lower socio &amp; education &amp; income families, dependencies, different medications etc. etc. etc. are not going to all mix socially together or for a period of up to 6 months. I consider this a very dangerous environment where I could expect the patients to 'walk out' of the facility &amp; then be the situation where my safety, security and peace will be compromised.</li> <li>• Northam Police would take longer to get to either a situation at the facility or to one of the residents houses within the broad area of the community of Spencers Brook. What has the Shire of Northam and FreshStart put in place to make sure my and all the community of Spencers Brook's safety? Why wouldn't you stay in Northam? Vendors of illicit substances can drive to Spencers Brook and there is also a pub less than 1km from the facility???</li> <li>• Very recently, we have had the purchaser of existing house at Spencers Brook, rob and burgle a</li> </ul>			<p>that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks, mental health assessments and urine testing on a regular basis. Patients are not permitted to have access to private vehicles and as such would be driven to Northam by staff.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard</p>
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		<p>lot of the houses at Spencers Brook. They are known to the police, DCP etc and are known 'substance abusers'. One is now in jail again and the other is being sought by police now. This is only 2 people and have rocked &amp; shocked the residents (mainly elder/single persons) of Spencers Brook so this proposal has come at a time where we now have had a small enlightenment into this horror, real and dangerous side of today's world.</p> <ul style="list-style-type: none"><li>• Rather than opening another venue for conference/seminars etc. to the public, NRC should utilise the existing venue available in Northam, so it helps businesses survive in Northam, rather than a lot go 'under' because they weren't used enough. There is already a MENS SHED in Northam, with equip, machinery &amp; other men there with skills etc.</li><li>• Education - HORT/AG/MECH can already be provided using Northam TAFE &amp; or enrolling at Muresk Institute for courses - this peace of education needs more students to ensure they don't fold!!</li></ul>			<p>as a condition of planning approval.</p> <p>The application specifies that patients do not have access to personal vehicles or bicycles during their stay which would mean that any increase of road traffic on Spencers Brook Road would be minimised.</p> <p>It should be noted that the Detention Centre is under the jurisdiction of the Commonwealth Government, any complaints regarding the Detention Centre should be directly the Commonwealth Government's Department of Immigration. The Quarry is subject to a separate planning approval and is not subject to this application.</p>
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|  | <ul style="list-style-type: none"><li>• Conferences/Seminars etc can be held at numerous venues in Northam, Bridgley, Town Hall, Lesser Hall, Rec Centre, Visitor Centre, Country Club, Masonic Hall, any primary or tertiary school in Northam would have these facilities, never mind most of the HOTELS! Perhaps SERCO Detention Centre may be available if not being used - perfect.</li><li>• NRC would be available if not being to 'recruit more volunteers' if they didn't have to travel.</li><li>• Self-sufficiency &amp; cottage industries do not take up a huge amount of room these days, so can be easily established on the 'pleasant, shaded and secure' grounds at NRC!</li><li>• How moving to Springhill is going to improve interaction and links with local AOD services &amp; sector agencies or with local community Mental Health Services? I would like to know. Wouldn't it be better assessable and serviced if patients were in Northam?</li><li>• I also would like to know how or/and when patients have previously been to 'vendors of a variety of illicit substances' and to one or more of</li></ul> |  |  |  |
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		<p>the alcohol vendors in Northam? If this is the case, <u>are the patients 'supervised at all times' when leaving &amp; walking from the NRC premises?</u></p> <ul style="list-style-type: none"> <li>• I do not believe that moving to Springhill will 'remove some of the stumbling blocks and hurdles' mentioned by FreshStart of the NRC premises. These same 'hurdles' are at Springhill or able to get there. I would like more info on the reasoning behind this 'explanation'.</li> <li>• In summary, I would like Shire of Northam to reject this proposal, deal with SERCO &amp; the Quarry before setting up another 'venture' to dump at or near Spencers Brook. This proposal is unsafe to us as a community, it would be another business setting up to fail and there is no real reason to move this facility from Northam - 8kms - to Spencers Brook, unless "out of sight, out of mind' is the reason.</li> </ul>			
16	Name withheld	<p>I am an elderly private citizen and owner/occupier of property and feel that my personal safety would be threatened by the proposed rezoning, and housing a large number of drug &amp; alcohol addicts.</p>	<p><i>Security, Social Issues</i></p>	<p>Clients, staff and visitors could be asked not to use the service track along the West side of the railway line and the walkway along Burlong Pool if local</p>	<p>The submission is noted.</p> <p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11%</p>

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I am just one of a number of elderly citizens in this area whose lives would be at risk by patients wandering through our area en route to Northam. The service track along the west side of the railway line and the walk-way from Burlong Pool into Northam being used for concealment.

residents are not comfortable with this.

of patients enter the drop directly from incarceration. According to the applicant, the program has a dropout rate of approximately 22%. If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.

Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.

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					<p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks, mental health assessments and urine testing on a regular basis. Patients are not permitted to have access to private vehicles and as such would be driven to Northam by staff.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p>
17	Name withheld	<p>As long term owners and occupiers of the farm Springhill Estate on Spencers Brook Road, we would like to state how our interests will be affected by the proposed rezoning of 659 Spencers Brook Road, to make it to a Drug Rehabilitation facility.</p> <p>The grounds on which we oppose the rezoning are: The social issues, the compatibility of the rezoning within its context, the increase in traffic, the loss</p>	<p><i>Social Issues, Security, Compatibility of the use, Traffic</i></p>	<p>We see no reason why you should not feel safe inside your own home or that there is any threat to your possessions being stolen, including guns. We have not had this problem with our residents in Northam.</p> <p>The security has been carefully worked out for the nature of the operations and the type of client. These are</p>	<p>The submission is noted.</p> <p>The application is proposing a rehabilitation centre that will also provide for the rehabilitation of alcohol &amp; tobacco addiction in addition to drugs.</p> <p>Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application and</p>

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	<p>of value to our property and the potential fire risks.</p> <p><u>Social Issues</u>  As far as we are concerned our personal security is a big issue. Given the proposed staff/client ratio and the proximity to our house and buildings we feel it will be impossible for us to be safe in our own home and that the owners of the facility will not be able to guarantee our safety.</p> <p>There is a perception that Farmers have unlocked homes, vehicles, shed, fuel tanks and machinery. Farmers also have guns in locked cabinets, but with plenty of equipment available to grand guns out of their cabinets. This would make us a target. Any of the clients wanting to leave will need at least a vehicle and money.</p> <p>The proposed facility has no security at all. Although there are rules governing the client's behaviour, and they are asked to leave if this misdemean, there is no assurance for us that this dynamic is controllable, given the number of proposed clients.</p>		<p>not dangerous criminals, drug users or badly behaved people. They have to be on their best behaviour to both enter and remain in the Programme.</p> <p>We don't believe that the mix of residents will create social issues that are any worse than you may find in any social setting. In fact, the different experiences and backgrounds can be helpful for the therapeutic community to grow and develop, as each resident provides a different contribution to each other's recovery journey.</p> <p>The particular approach that we take to helping people with addictions has a very good theoretical base and over the past 15 years has been shown to be very effective. We are experts in this field and invite you to visit our current facilities, both in Perth and Northam,</p>	<p>making a determination, impact on property value is not a detailed consideration, therefore, cannot contribute to making a determination on this application.</p> <p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration. According to the applicant, the program has a dropout rate of approximately 22%. If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the</p>
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	<p>The 90 men will also come from different backgrounds. This will include their educational status, socioeconomic background and status, ethic, racial and criminal backgrounds. This means that there will be men from white collar backgrounds mixing with men who are unable to read and write and who have criminal backgrounds. These are insurmountable social issues. This may have little to do with accommodation, the dynamics are likely to produce behavioural problems. The clients will not be supervised in the evenings when issues may arise that result in violent behaviours.</p> <p>The system of having a revolving door, whereby clients enter and exit at certain stages in their rehabilitation will also add to the dynamic and make social problems a reality. The fact that there will be a moving population thorough the facility means staff will have a difficult time building relationships and even actually knowing who is who. Jails are known for their violent incidents and this situation has the potential to develop similar situations. There will be no security, no guards, no fences and at some point there will also be</p>		<p>to learn about our work and talk to some of our clients. We invite you to meet with our our staff and clients to discuss its effectiveness. This is our expertise area and we can explain or justify the type of facility we would like to run and the way in which we intend to use the mix of accommodation units.</p> <p>We do not discriminate against people with a criminal record. It is their decision to join a therapeutic, abstinent community. We have confidence in our security measures for storing these medications and do not have problems in the current facility. Our staff and resident leaders would be available to help if any type of incident or accident occurred in the local area.</p> <p>FSRP has an environmental policy that restricts the use</p>	<p>behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks, mental health assessments and urine testing on a regular basis. Patients are not permitted to have access to private vehicles and as such would be driven to Northam by staff.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p> <p>The application specifies that patients do not have access to</p>
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	<p>workshops with potentially dangerous machinery etc. Chainsaws.</p> <p>The dormitory style accommodation also adds to the dynamic of men's different backgrounds. Although alcohol, drugs weapons etc are not permitted, it is obvious the policing of this will be difficult, if not completely impossible. Phone are exactly the same. As it will not be a locked facility, visitors will be free to bring in or hide contraband for the inmates. Hails, schools etc have a difficult time dealing with these issues so we can only assume this situation would be the same. Men's sharing houses, rooms and facilities is not ideal.</p> <p>Criminal status of some of these clients also presents a big security issues. If they are on parole or are the subject of a Court Order or Community Service Order, rehabilitation is only an option to keep them out of the Criminal Justice System. They are not really making a personal choice to get off drugs, it's the only choice if they don't want to go back to jail. The type of criminal backgrounds will also be varied and it is an easy assumption given that drugs are</p>		<p>of cars and other vehicles using fossil-fuels to a minimum. We order our food in bulk and mainly transport residents by bus.</p> <p>We share your concerns about the risk of fire. FSRP has a Risk Management Plan that includes fire safety and response to fire and other emergencies that may require evacuation of all people on site. The Risk Management Plan is regularly reviewed by the Board of Directors and the Fire Safety Plan for each of our facilities is regularly reviewed by the CEO in conjunction with the facility manager, as well as overseeing regular external audits by fire safety consultants. This includes adequate, up-to-date and monitored fire suppression equipment and regular fire drills.</p>	<p>personal vehicles or bicycles during their stay which would mean that any increase of road traffic on Spencers Brook Road would be minimised.</p> <p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks, mental health assessments and urine testing on a regular basis. Patients are not permitted to have access to private vehicles and as such would be driven to Northam by staff.</p> <p>It is the responsibility of FreshStart to manage the security of medications on their premises.</p> <p>It is considered that the proposed Change of Use on this site is not a significant departure from the current use of the site as specified in Local Planning Scheme No.6. It is considered that the applicant has appropriate</p>
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involved, that some of these men will have violent and dangerous backgrounds. The medial portrayal of such individuals is relentless and their potential for creating physical violence is well documented, particularly “Ice”.

There is also an issue of the drugs and medications that will be on site and their management. Given that these individuals are recovering drug addicts, there would be mental health issues involved including depression and psychosis and the medications required for the management of such. Although administered by staff in blister packs, they will still be on site. These drugs could range from antipsychotic and antidepressants to sleeping pills and painkillers. For 90 men that is a considerable amount of drugs.

These are not the sorts of people we want on our doorstep. I spend a great deal of time at the Farm by myself or with my daughter and her small children. I do not want to be in a situation where I am made to feel insecure. We have lived at Springhill for 30 years and to date have had no problems, We would also question the

FSRP is not a privately owned business, it is a not-for-profit health charity owned by a Company limited by guarantee that is governed by a Board of Directors. Our purpose and vision is truly altruistic – “to help families with addictions” and to “solve the world’s addiction problems”. We do not “make money” but rely on our many supporters and donors to break even each year.

mechanisms in place to manage impacts upon the amenity of surrounding properties including patient curfews, restrictions of the use of vehicles for patients and restrictions in place to manage visitors to the site.

This is the first application the Shire has received from FreshStart for a facility on this site. FreshStart is a not for profit registered health charity and is not a business.

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	<p>response time of the Police if there was an 'incident'/ Our house is at last 20 minutes from town. A long time if you need help, also assuming that help might even be on its way.</p>			
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Our safety is a huge issue.

This leads to whether or not the facility would be compatible with its context. We would defiantly challenge the idea that a drug rehabilitation centre is suited to a quiet rural community where children are being brought up in a happy, healthy and safe environment. There are also single, elderly people in this community who also choose to live in the country, out of town, because they feel safer. A facility such as the one proposed would shatter any of those illusions.

The traffic would also increase because of the service providers necessary to bring supplies to the facility. At least a hundred people having three meals a day would be a considerable amount of food. Spencers Brook Road is not built to take any more traffic. With the now defunct quarry the road has deteriorated considerably. The road is

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used by large agricultural machinery such as tractors, boom sprays, semi-trailers and headers. The facility opens on to a short straight stretch of road with blind corners at either end. There has already been a fatality on this section of the road. The school bus stop is also opposite the entrance of the site, which would become unsafe with the increased traffic.

#### Fire Hazard

Another issued in this rezoning would be the plans needed to ensure no fire risk. This would be impossible to police and maintain. It is basically a bush block with one exit and one entrance. One can only imagine the chaos of having to find and marshal men wandering all over the block at any one time. The maintenance and operation of fire-fighting equipment would be an issue. We are on the boundary and have crops and livestock at risk if there is a fire. Not to mention our home.

#### Loss of Land Value

Although this does not come under the prescribed list of reasons for a submission, it is one that is obviously going to affect us.

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Springhill, approximately 600 hectares, is in farming terms, a small property and could be considered a “lifestyle” block. The home is a historical homestead made from stone. There are several other historically significant buildings, including cottages and a shearing shed. It has an extensive history, from both its historical and farming heritage and its use during WW2.

None of this is compatible with having a drug rehabilitation centre in such close proximity. People wanting to buy a “lifestyle”, such as that provided by “Springhill Estate” would be put off. We have spent 30 years developing this property into the beautiful place it is today.

We would also like to question the reasons why the Shire is considering rezoning this property if it is not in the future Town Plan already. This facility is actually a private business presumably wanting, like any other business, to make a profit.

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		<p>At face value this proposed rezoning suggests that the community at large will be better off if there are less people dependent on drugs. The reality is that it is a business, where the drug culture is its gravy train. As such, it is about making money for its owners, not about making anyone else happy.</p> <p>We strongly oppose the rezoning of Lot 659 Spencers Brook Road for the use of Rehabilitation, Education and Accommodation.</p>			
18.	Name Withheld	<p>My vulnerability as a resident of Spencers Brook and the risk to my Tavern as it is within walking distance of the proposed property. My comments are voiced as a member of the Spencers Brook Progress Assoc. The residents were unanimous in their vehement objection to the proposal. My position as a Tavern owner make me at most risk of burglary due to the fact I carry alcohol. I repeat, I am within walking distance of the proposal site.</p> <p>We are already victims of thefts relating to drugs due to a resident now living in our community. This person has had many dealings with the police but is still residing here, which makes all residents</p>	<i>Security</i>	See Above Comments	<p>The submission is noted.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStart has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p>

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		<p>feel very vulnerable. I believe these people who are attempting to be rehabilitated should be located in a remote area where they are not within walking distance to any temptation or are not a risk to any community members whether they are elderly or women who are sometimes alone as their husbands work away. Spencers Brook is not remote enough.</p> <p>I would like to know who would have the responsibility if there were to be an incident. My son and daughter were subjected to thefts and anti-social behaviour relating to a similar clinic in Subiaco ... so incidents do occur.</p> <p>As the Council is now representing our community in Spencers Brook we would as ratepayers expect our voice to be carefully and the proposal be rejected.</p>			<p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks, mental health assessments and urine testing on a regular basis.</p> <p>The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.</p>
19	Name Withheld	<p>I object to the proposed change of use on the basis of an adverse impact on my amenity and security.</p> <p>I purchased my property with the expectation that I would be living in a rural environment and I do not consider the establishment of a drug clinic at 659 Spencers Brook Rd is conducive to that expectation.</p>	<p><i>Security, Compatibility of the use within its setting, Amenity</i></p>	See Above Comments	<p>The submission is noted.</p> <p>The applicant has advised that the majority of patients enter the program on a voluntary basis, with approximately 11% of patients enter the drop directly from incarceration. According to the applicant, the</p>

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		<p>In addition, the housing of drug affected persons in the near neighbourhood will threaten the security of myself, my wife and that of my property. Regardless of the policies of the clinic to prohibit drugs and alcohol at the premises, it is obvious that the clinic will be unable to effectively enforce such policies. Similar policies are in place for our State Prisons yet the Dept. of Corrective Services has difficulty in fully enforcing this policy despite its significant prison security force.</p> <p>Should a patient at the clinic access drugs and cause a social disturbance or adverse incident, Police response time to Muluckine and or Spencers Brook are considerably longer than those in a location close to a Police Station.</p>			<p>program has a dropout rate of approximately 22%. If a patient wishes to leave the program, the applicant has advised that they would be picked up by family, put on a train at the Northam train station or driven back to Perth by FreshStart staff.</p> <p>It is considered that the proposed Change of Use on this site is not a significant departure from the current use of the site as specified in Local Planning Scheme No.6. It is considered that the applicant has appropriate mechanisms in place to manage impacts upon the amenity of surrounding properties including patient curfews, restrictions of the use of vehicles for patients and restrictions in place to manage visitors to the site.</p> <p>Activities proposed to be undertaken on the site are rural and agricultural based which is consistent with the intentions</p>
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					<p>of the surrounding rural zoned properties. Therefore, it is considered that the proposed facility would not cause undue impact upon the amenity of surrounding properties.</p> <p>Given that the Shire has not received a complaint at any time during the past 15 years that FreshStar has been operating in Northam, it is considered that FreshStart can appropriately manage the behaviour of patients on the site. The patients proposed to be housed in the Springhill facility have already received a Naltrexone implant and have undergone detox at FreshStart's Perth facility before being brought to Northam.</p> <p>The applicant has advised that patients are monitored by their peers and supervised by staff who conduct head checks, mental health assessments and urine testing on a regular basis.</p>
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					The applicant would be required to submit a risk management plan that addresses the bushfire hazard as a condition of planning approval.
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### 13.2.2 LOT 360 NO.64 EAST STREET, NORTHAM- NEW TRANSPORTABLE DWELLING WITH ROOF PITCH VARIATION & CARPORT WITH SIDE SETBACK VARIATION

Name of Applicant:	Paul Allen
Name of Owner:	Andrew Tataru
File Ref:	A14605 / P2079
Officer:	Courtney Wynn / Chadd Hunt
Officer Interest:	Nil
Policy:	Local Planning Policy 3 - New Transportable, Relocated & Second Hand Dwellings
Voting:	Simple Majority
Date:	16 September 2015

#### PURPOSE

Council is requested to consider an application for a new transportable dwelling with roof pitch variation and carport with side setback variation at Lot 360 No.64 East Street, Northam. This application is being referred to Council for consideration, as an objection was received from a nearby land owner during the public consultation period.

#### BACKGROUND

The application received is for a new transportable dwelling that is currently located at 887 Thomas Road, Anketell which is proposed to be relocated to Lot 360 No.64 East Street, Northam. The transportable dwelling is in new condition and is approximately 2 years old and has not been lived in previously. The application includes the proposal for the 112.93m<sup>2</sup> dwelling, detached carport, garden shed and verandah's along the front and rear of the dwelling.

The applicant has also requested that Council consider a variation to the Residential Design Codes of Western Australia and Local Planning Scheme No.6 which require a minimum lot boundary setback of 1m to the proposed carport on this lot and a minimum roof pitch of 15 degrees to the dwelling respectively. The application is proposing a 0.5m setback to the proposed carport and a roof pitch of 12.5 degrees.

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

Date	Item / Outcome
4 <sup>th</sup> August 2015	The Shire received the subject planning application.
7 <sup>th</sup> August 2015	Shire Officers conducted a site visit.
6 <sup>th</sup> August 2015	Advertising Period Commenced
20 <sup>th</sup> August 2015	Advertising Period Closed with one objection received.
28 <sup>th</sup> August 2015	Report prepared for Council.

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**STATUTORY REQUIREMENTS**

Lot 360 is zoned 'Residential R30' and is 868m<sup>2</sup> in area.

The minimum lot boundary setback for buildings are outlined in Section 5.1.3 of the Residential Design Codes of Western Australia (R-Codes). In this case, the minimum setback for the carport is 1m. The application is proposing a 0.5m setback.

However, Clause 5.6 of Local Planning Scheme No.6 specifies that the local government has the authority to approve the application, despite non-compliance with the R-Codes.

**5.6 Variations to Site and Development Standards and Requirements**

- 5.6.1 *Except for development in respect of which the Residential Design Codes apply, if a development is the subject of an application for planning approval and does not comply with a standard or requirement prescribed under the Scheme, the local government may, despite the non-compliance, approve the application unconditionally or subject to such conditions as the local government thinks fit.*
- 5.6.2 *In considering an application for planning approval under this clause, where, in the opinion of the local government, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is the subject of consideration for the variation, the local government is to -*
- (a) consult the affected parties by following one or more of the provisions for advertising uses under clause 9.4; and*
  - (b) have regard to any expressed views prior to making its determination to grant the variation.*
- 5.6.3 *The power conferred by this clause may only be exercised if the local government is satisfied that -*
- (a) approval of the proposed development would be appropriate having regard to the criteria set out in clause 10.2; and*
  - (b) the non-compliance will not have an adverse effect upon the occupiers or users of the development, the inhabitants of the locality or the likely future development of the locality.*

All new transportable dwellings require planning approval from the Shire of Northam and are assessed against Council's Local Planning Policy 3 - New Transportable, Relocated & Second Hand Dwellings (LPP3) which specifies the design criteria required for new transportable dwellings as follows;

*Design Criteria for New Transportable Dwellings*

*All transportable dwellings:*

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- (a) *shall be designed to reflect the existing character of development surrounding the subject site;*
- (b) *shall have a minimum roof pitch of 15° if the majority of the surrounding dwellings are of similar design;*
- (c) *shall have cladding of materials to the satisfaction of the Shire. Finishes such as brick veneer, hardiplank sheets, spray render and factory painted steel are acceptable materials. Other finishes will require consideration by the Shire.*
- (d) *where deemed necessary by the Shire, verandah(s), carports and/or painting/recladding shall be undertaken to enhance the dwelling;*
- (e) *where deemed necessary by the Shire, landscaping shall be undertaken around the dwelling;*
- (f) *where the Shire requests any work to be carried out to enhance the appearance of the building and/or its surrounds, it may seek the payment of a bond/bank guarantee to ensure that such works are completed; and*
- (g) *within 8 weeks of the building being located on the approved site, an Officer of the Shire will carry out a final inspection to ensure that all the conditions of approval have been complied with. If these have not been met, then the Shire may consider issuing an order to have the building removed from the site.*

The application is proposing a variation to criteria (b) which requires a minimum roof pitch of 15 degrees. The application is proposing a transportable dwelling with a roof pitch of 12.5 degrees.

**PUBLIC CONSULTATION**

As the application is proposing a variation to the R-Codes and LPP3, advertising to adjoining landowners is required in accordance with Section 9.4 of LPS 6.

Public advertising commenced on 6<sup>th</sup> June 2015 and closed on 20<sup>th</sup> August 2015. A copy of the site plan, elevations, floor plan and location map was sent to the adjoining property owners.

During the advertising period 1 submission was received objecting to the proposal (refer to attachment for a summary of the submissions). The submission raised an objection to the style and appearance of the proposed transportable dwelling in relation to the existing dwellings in the surrounding area.

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN**

OBJECTIVE C1: Create an environment that provides for a caring and healthy community

STRATEGY C1.7: Provide an environment that enhances and builds on the liveability of the Shire.

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New Transportable and modular style dwellings are considered to be an acceptable style of residential dwelling provided that they are enhanced by design features such as verandahs and finished to a high standard. The affordable nature of this style of dwelling contributes to the liveability of people wishing to live in a new dwelling in the Northam Shire.

**BUDGET IMPLICATIONS**

The cost of the planning application fee and advertising fee was a total of \$577.00.

**OFFICER'S COMMENT**

Transportable and modular style dwellings are becoming more common in the Shire of Northam as they are a more affordable option and can be placed on a site much faster than a house that is constructed in situ.

The objection received, is against the appearance of transportable dwellings and the roof pitch of the dwelling proposed in the context of the surrounding area. Officer's conducted a site visit and found that the majority of the existing surrounding dwellings are fibro style cottages, with some newer homes constructed of brick. Whilst it is acknowledged that there are no transportable dwellings in the vicinity of East Street, there are a number of new transportable dwellings in the Northam townsite. The Shire has approved subject to conditions eight new and second hand transportable dwellings in the Shire of Northam alone in the past few months.

The applicant is proposing to enhance the look of the proposed dwelling by adding front and rear timber verandahs and decking, horizontal hardiplank wall cladding, colorbond roof and matching carport. Despite not complying with the minimum roof pitch of 15 degrees, it is considered that the proposed transportable dwelling is of a high standard and compliant with the objectives of LPP3 which is to ensure that no development adversely impacts upon the amenity of the area and to promote high quality sustainable housing within the Shire of Northam.

The applicant has specified that he wishes a variation to LPP3 because he desires to move to Northam to work and to live in the proposed dwelling. He states that he chose the transportable style dwelling as it is a more affordable option. It is considered that the applicant is genuinely committed to developing the property in an appropriate manner that is consistent with the intentions for the Residential zone with the plans including a garden shed, verandahs and a carport. The applicant has also stated his intention to landscape the property.

The applicant is requesting a variation to the side setback boundary to allow for a detached double carport to be constructed alongside the proposed dwelling. As the proposed carport does not have any solid walls and neighbours the adjoining dwellings parapet garage wall, there are no overshadowing implications for the adjoining property.

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and the proposed carport demonstrates compliance with Section 5.1.3 of the R-Codes design principles.

**RECOMMENDATION**

**That Council:**

**Grant Planning Approval for a new transportable dwelling with roof pitch variation and carport with side setback variation at Lot 360 East Street, Northam subject to the following conditions:**

- 1. All development being in accordance with the approved plans.**
- 2. The owner ensuring that the land is not laid bare of vegetation resulting in loose or erodible conditions.**
- 3. All fencing forward of the primary street setback to be a maximum 1.2m high or to be visually permeable. Fencing within this setback over 1.8m of solid panels or masonry is not permitted to be constructed.**
- 4. Boundary fencing being constructed along the property boundary in accordance with the Shire's Fencing Local Law and agreed to by the adjacent landowner. Where fencing cannot be agreed to it shall be to the satisfaction of the local government.**
- 5. The underside of the building being screened from view to the satisfaction of the Local Government.**
- 6. No second hand materials being used in the construction of the building without the prior approval of the Local Government.**
- 7. Approval to construct the dwelling is dependent upon construction of a carport on the property. Construction of an approved carport is to have commenced within 12 months of the approval date and completed within 2 years of the approval date.**
- 8. A Stormwater Design Plan being submitted to and approved by the Local Government prior to a Building Permit being issued.**
- 9. The roof of the dwelling not being clad in Zincolume or other highly reflective materials/finishes.**
- 10. The area between the primary and secondary street boundaries and the buildings of the lot is to be fully landscaped and the driveway sealed or paved to the satisfaction of the local government. Landscaping is to be maintained to the satisfaction of the local government.**

**NOTE: A Building Permit being obtained prior to the commencement of any works.**

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

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

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

**NOTE:** The development is required to comply with the Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974.

**NOTE:** The applicant is required to construct a crossover to the property prior to occupation. All vehicle crossovers are to be designed, constructed and maintained in accordance with the Local Government's Crossover Policy with plans being submitted to and approved by the Local Government prior to construction.

**NOTE:** The building application is required to comply with the applicable Wind Classification, Earthquake Factor (Northam = 0.14) and Energy efficiency measures (Climate Zone 4).

**NOTE:** All structural plans and details are to be certified by an appropriately qualified engineer and ink signed as part of the building application.

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**Structural Project Engineering (WA) Pty Ltd**  
ABN: 93 061 808 707

31 Curtis St  
LESMURDIE WA 6076  
Email: [wblisner@inet.net.au](mailto:wblisner@inet.net.au)

Ph: (08) 9291 8975  
Mob: 040 222 4425



**NPER (Civil & Structural) #397706**

Building Surveyor  
PO Box 613,  
Northam WA 6401

1<sup>st</sup> August 2015

**REPORT FOR TRANSPORTABLE BUILDING**  
**CLIENT: A. TATARU**  
**64 EAST ST.**  
**NORTHAM WA 6401**

1. The owner Mr. A. Tataru proposes to relocate a 3 year old purpose built transportable building to the subject address. It is proposed to add verandas and a carport as per the drawings after the building is moved to site. The purpose built two section transportable has a reinforced concrete base with timber framed roof and walls. The following building plans are referenced.
  - Dwg Nos. 7 of 7 being A01 rev A, A.01.1 rev A, A02 rev A, A.02.1 rev A, A03 rev A, A04 rev A, A05 rev A dated 21/6/2015, 28/5/2015, 19/6/2015, 28/5/2015, 21/6/2015, 21/6/2015 and 19/6/2015 resp showing site plan, floor plan, elevations, patio details and carport.
  - Transportable building photographs 2 of 2.
2. The building, verandas and carport are considered suitable for installation in Wind Region A TC2 as per AS1170.2
3. The building is considered suitable for installation in the Wheatbelt seismic region hazard factor  $Z = 0.22$  and earthquake risk Importance Level 2 building type as for residential as per AS1170.4.
4. It is proposed to locate the transportable home on 600 dia x 600 mm deep concrete footings suitable for Class A, S and M soils with concrete levelling discs supplied by the concrete base manufacturer.
5. The building has been evaluated by the undersigned for its suitability to be transported as per above details.

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Ph: (08) 9291 8975  
Mob: 040 222 4425



**NPET (Civil & Structural) #397706**

**Recommendation:**

6. It is recommended that the proposed building is structurally adequate to be relocated to the owner's requirements to Northam.
7. Part demolition, disconnection of services, reconnection of services including electricity, water, sewerage, communications and smoke alarms, transport, traffic control and load security arrangements are required to be adhered to as per all applicable local government, regulatory, Worksafe and permit issued conditions.

Structural Project Engineering (WA) P/L  
*W Blisner* 1/8/2015  
W Blisner Chartered Professional Engineer  
NPET (Civil & Structural) #397706

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**NPER (Civil & Structural) #397706**



Photo #1



Photo #2

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To whom it may concern,

In relation to the email I received on the 25<sup>th</sup> of August 2015 regarding the objection made to my building application for Lot 360 – No 64 East St, Northam:

The relocatable building that will be transported on site is a brand new, un - lived in home. Although it will not be a brick home, the style and design of the home will be very well suited to the area.

Please see below for the design and material specifications:

**Frontage:** The home is clad with Scyon Stria Cladding manufactured by James Hardie. This is a high quality; modern design cladding that was carefully selected to suit the design of the home.

**Roof:** Monument coloured roof – chosen to compliment the neutral colour of the home, and monument trims around windows and verandah.

A spacious verandah will run down the entire front of the home, constructed out of timber with timber decking. This will be painted in colours to suit the house. The carport to the side of the home will also be constructed in the same style and design as the house.

**Garden:** I will design the garden with luscious hardy plants to create a lovely feel to the home. I will be planting large, established trees and plants to make the home fit in with the other established properties.

I carefully designed this home for me and my family to live in. It's a high quality beautiful house that I plan to live in for years to come. I would not settle for anything but top quality materials for my own home.

Please consider this application carefully. After issues with my previous plans to locate the home nearby, I would be devastated to have my plans rejected and start all over again elsewhere. I have invested a lot of time and money to build in Northam and have made plans to live and work there. I will be happy to consider minor design changes to the property to suit the area so we can get the approval as soon as possible.

I have attached some photos of the display home of the property I purchased. The home I purchased is the same design and this will give you more of an idea of how it will look once completed on site. This will also show how the house will look like an established home that was built on site, not a relocatable building.

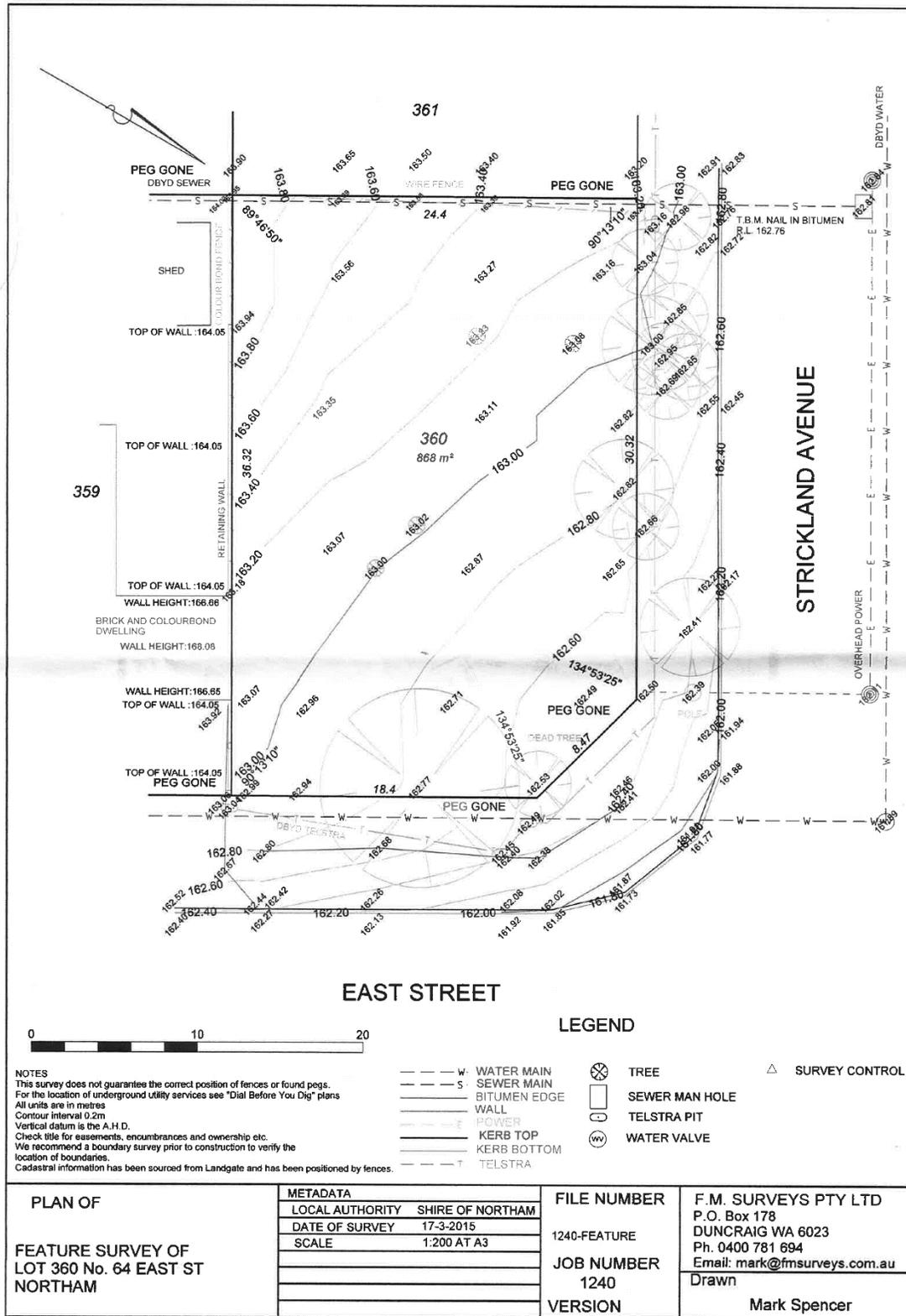
If you have any questions or would like any more information, please give me call.

Kind Regards,  
Andrew Tataru

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**NOTES**  
 This survey does not guarantee the correct position of fences or found pegs.  
 For the location of underground utility services see "Dial Before You Dig" plans  
 All units are in metres  
 Contour interval 0.2m  
 Vertical datum is the A.H.D.  
 Check title for easements, encumbrances and ownership etc.  
 We recommend a boundary survey prior to construction to verify the location of boundaries.  
 Cadastral information has been sourced from Landgate and has been positioned by fences.

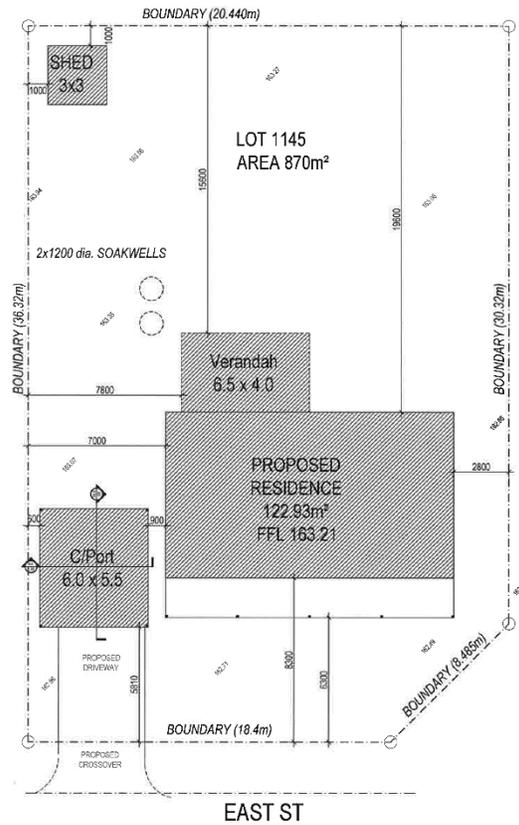
- LEGEND**
- W WATER MAIN
  - S SEWER MAIN
  - BITUMEN EDGE
  - WALL
  - P POWER
  - K KERB TOP
  - K KERB BOTTOM
  - T TELSTRA
  - ⊗ TREE
  - SEWER MAN HOLE
  - TELSTRA PIT
  - ⊙ WATER VALVE
  - △ SURVEY CONTROL

<p style="text-align: center;"><b>PLAN OF</b></p> <p style="text-align: center;">FEATURE SURVEY OF LOT 360 No. 64 EAST ST NORTHAM</p>	<b>METADATA</b>	<b>FILE NUMBER</b>	<b>F.M. SURVEYS PTY LTD</b>	
	LOCAL AUTHORITY	SHIRE OF NORTHAM	1240-FEATURE	P.O. Box 178
	DATE OF SURVEY	17-3-2015	<b>JOB NUMBER</b>	DUNCRAIG WA 6023
	SCALE	1:200 AT A3	1240	Ph. 0400 781 694
			<b>VERSION</b>	Email: mark@fmsurveys.com.au
			Drawn Mark Spencer	

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**SITE PLAN**  
SCALE 1:200

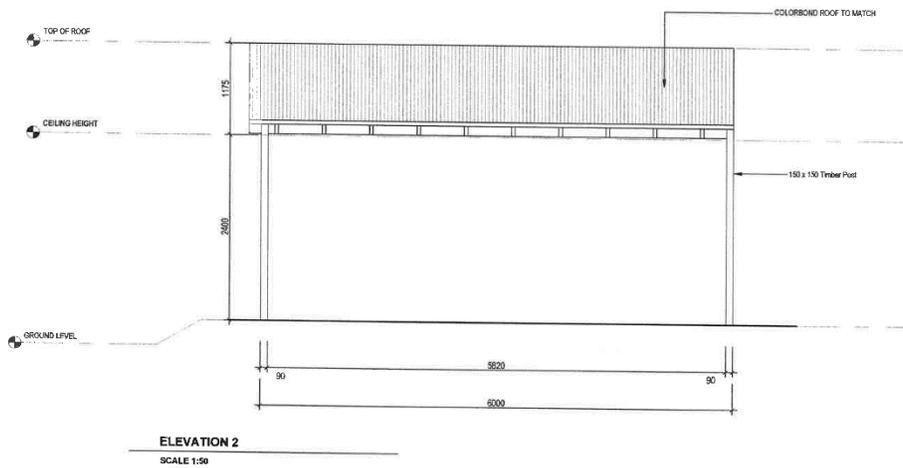
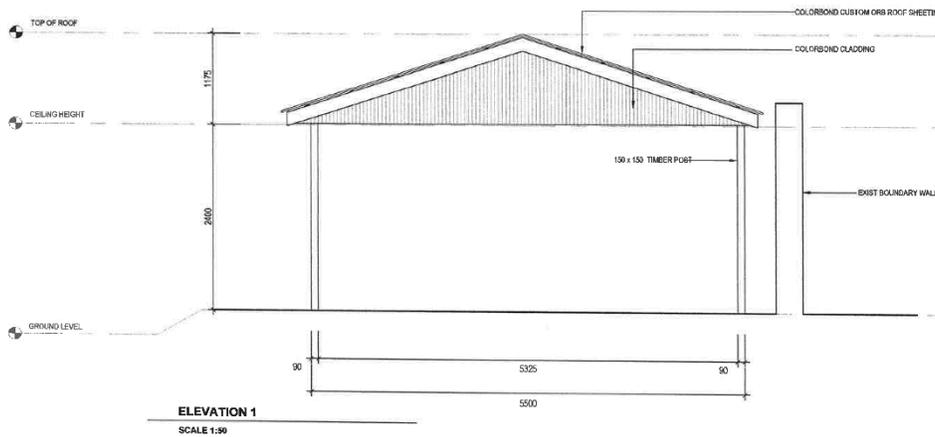
	<b>Allen</b> design	henry@allegedesign.com.au   @allegedesign 9 Parkside Cres, Northam WA Ph: 08 9454 4111   0834 www.henryallegedesign.com.au	Andrew Tolan, GA, East St, Northam, Western Australia	SHEET NO: SITE PLAN 1:200	SHEET NO: A02	SHEET NO: A
		DATE: 26/07/15			SCALE: 1:200	

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Structural Project Engineering (WA) P/L  
*Wayne Blaine* 18/2015  
 Wayne Blaine MBEAust CP Eng  
 NPER (Civil & Structural) #307708

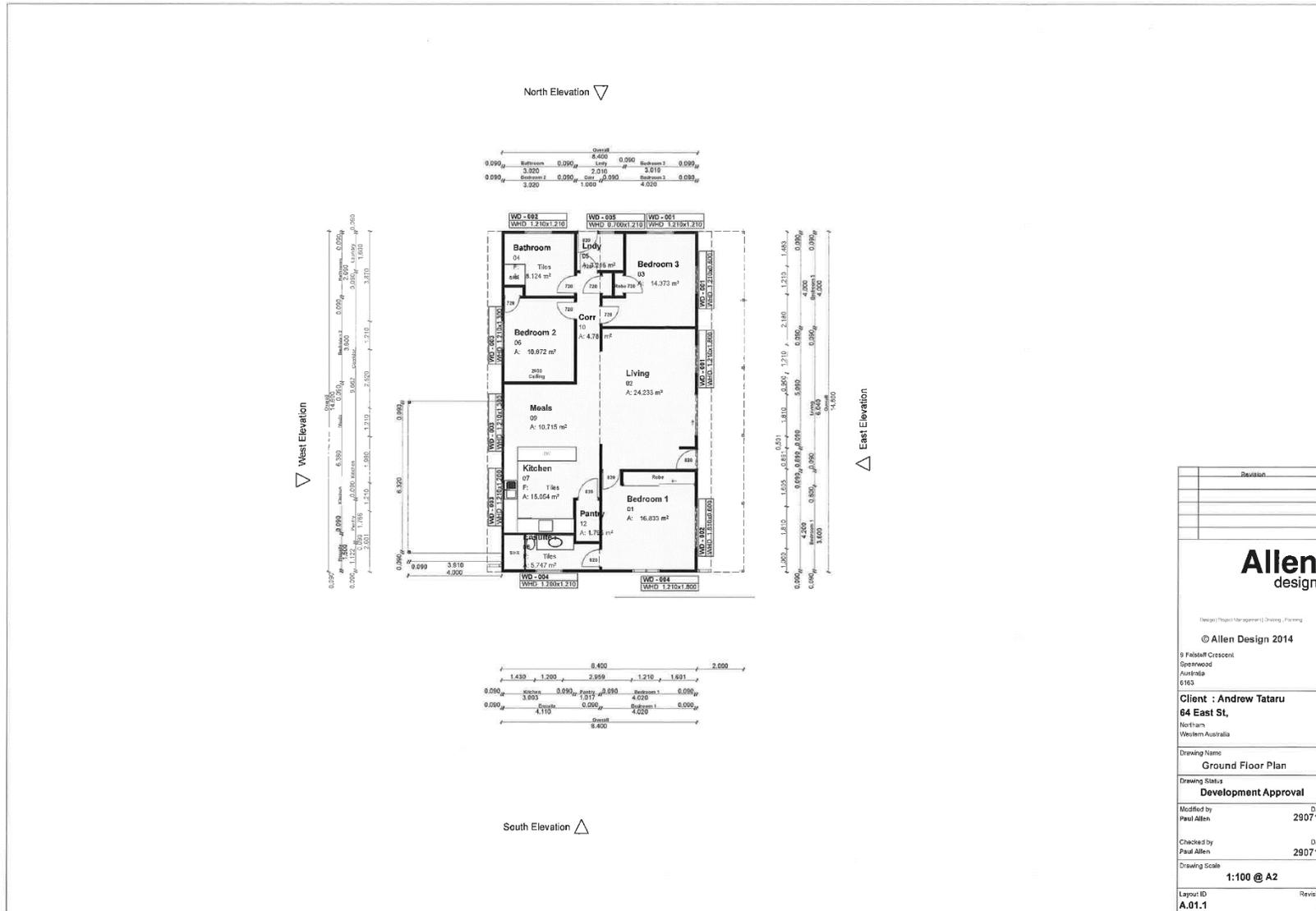
<b>Allen design</b>	henkdesign01@gmail.com 9 Pastall Crce, Smeethwood W. 0424 411 634 www.henkdesign.com	CLIENT: Andrew Tazaru 64 East St Northam, Western Australia	DRAWING TITLE: Carport Elevations 1:50	DRAWING NUMBER: A05	PROJECT NUMBER: A
				DATE: 19/02/15	SCALE: 1:50



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## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

### 13.2.3 CONSIDERATION OF SUBMISSIONS AND FINAL ADOPTION OF AMENDMENT NO.3 TO SHIRE OF NORTHAM LOCAL PLANNING SCHEME NO.6 – REZONING OF LOTS 56, 57 AND 58 LUNT STREET NORTHAM FROM ‘RURAL RESIDENTIAL’ TO ‘SPECIAL USE’ FOR THE PURPOSE OF AN AIRPARK

Name of Applicant:	Kelvin Oliver Planning Consultant on behalf of the landowners
Name of Owner:	Bushjade Signs (Lot 56) & A.L. Allitt (Lots 57 & 58)
File Ref:	A16065; A16066; A16067
Officer:	Chadd Hunt / Kobus Nieuwoudt
Officer Interest:	Nil
Policy:	Local Planning Scheme No.6 Northam Regional Centre Growth Plan Planning & Development Act 2005 Planning Regulations 2009
Voting:	Simple Majority
Date:	26 August 2015

#### PURPOSE

For Council to assess and determine the submissions made in respect of proposed Scheme Amendment No.3 to Shire of Northam Local Planning Scheme No.6 seeking to rezone Lots 56, 57 and 58 Lunt Street, Northam from ‘Rural Residential’ zone to ‘Special Use’ zone for the purpose of ‘Airpark’, and to consider adopting it, with or without modification, for the purpose of seeking Final Approval of the Hon Minister for Planning.

#### BACKGROUND

Council initiated Amendment No.3 to its Local Planning Scheme No.6 on 18<sup>th</sup> March 2015 (Minute No. C.2401). The proposed Amendment relates to Lots 56, 57 and 58 Lunt Street, Northam. The required documentation has been prepared and lodged by Kelvin Oliver Planning Consultant on behalf of the landowners, Bushjade Signs (Lot 56) & A.L. Allitt (Lots 57 & 58).

A copy of the Planning Report prepared by Kelvin Oliver Planning Consultant is attached (Attachment 1).

#### Purpose of Amendment:

The purpose of the proposed Amendment is to:

1. Rezone Lots 56, 57 and 58 Lunt Street, Northam from ‘Rural Residential’ to ‘Special Use’ for the purpose of ‘Airpark’;

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2. Amend Schedule 1 – ‘Dictionary of defined words and expressions’ of the Scheme Text by inserting the following definition under sub-heading 2 – ‘Land use definitions’ after the definition for the term “agroforestry” and before the definition for the term “amusement parlour”:

“airpark” means land and buildings used for the housing, parking, storage, servicing and repairing of light aircraft;

3. Amend Schedule 4 of the Scheme Text by including suitable provisions applicable to the future subdivision, land use and development of Lots 56, 57 and 58 Lunt Street, Northam; and
4. Amend the Scheme Map accordingly.

Environmental Assessment:

After Council’s resolution, assessment of the Amendment by the Environmental Protection Authority (EPA) was undertaken. The EPA advised in a letter received 15<sup>th</sup> June 2015 that the Amendment is unlikely to have a significant impact on the environment and does not warrant formal assessment under Part IV of the *Environmental Protection Act 1986* (EP Act). The EPA further advised that it has identified ‘Amenity – Noise’ as an environmental factor relevant to Amendment No.3 and provided the following advice and recommendations:

*The EPA has based its decision on the scheme amendment documentation provided by the Shire.*

*The EPA notes that there is Rural Residential zoned land immediately adjacent to the amendment area, and there is the potential for dwellings located on the Rural Residential zoned land to be impacted by noise from the airpark.*

*The EPA recommends that development proposals within the amendment area are subject to specific noise studies and any necessary mitigation measures to minimise noise impacts on nearby residences.*

*The EPA supports the scheme provisions to require a detailed structure plan, informed by site specific noise studies, for any further subdivision and development of an airpark. The EPA expects that this advice will be implemented as part of the local planning scheme and subsequent subdivision and development applications.*

Advertising:

Subsequent to the EPA advice, the Amendment was advertised in accordance with the *Town Planning Regulations 1967* in the following manner:

- Publication of a notice in *The Advocate* of 26<sup>th</sup> June 2015;
- Placement of a notice in the Council noticeboard from 26<sup>th</sup> June 2015 until 10<sup>th</sup> August 2015;

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- Publication of a notice on the Shire’s website from 26<sup>th</sup> June 2015 until 10<sup>th</sup> August 2015;
- Displaying an A3 notice on each site from 26<sup>th</sup> June 2015 until 10<sup>th</sup> August 2015;
- Notifying a total of 13 landowners in writing on 19<sup>th</sup> June 2015 and inviting comment;
- Notifying the following agencies in writing on 19<sup>th</sup> June 2015 and providing a copy of the Amendment Document:
  - Western Power;
  - Main Roads WA; and
  - Water Corporation.

A public submission period of 42 days ended on Monday 10<sup>th</sup> August 2015.

Submissions Received (also refer Attachment 2):

*Main Roads WA*

Main Roads WA advises that the proposed scheme amendment will not have an adverse impact on the MRWA network. There is no objection to the Amendment.

*Water Corporation*

Water Corporation advises that reticulated water is currently available to the subject land.

**STATUTORY REQUIREMENTS**

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

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN**

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

The proposed scheme amendment will provide a business opportunity for the private sector in the development of an airpark subdivision.

**BUDGET IMPLICATIONS**

The applicant has paid the necessary statutory fees and charges associated with processing the scheme amendment.

**OFFICER’S COMMENT**

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Commensurate with the advice and recommendations received by the EPA regarding the potential for dwellings located on the Rural Residential zoned land to be impacted by noise from the airpark, officers recommend Council consider amending the current structure plan provisions in Schedule 4 ('Special Use Zones' provisions) of proposed Amendment No.3 by modifying the provisions under heading 1, 'Structure Plan', as follows:

<b>Current provisions</b>	<b>Proposed modified provisions</b>
<p>1. Structure Plan</p> <p>1.1 Subdivision shall be generally in accordance with the Structure Plan as adopted by Council and signed by the Chief Executive Officer.</p> <p>1.2 Minor variations to the subdivision design may be approved by Council and the Western Australian Planning Commission but further subdivision of the lots created shall not be permitted</p> <p>1.3 Development shall generally be in accordance with the Structure Plan adopted by Council and signed by the Chief Executive Officer.</p> <p>1.4 In order to alert prospective purchasers/residents of newly created lots in the area of potential noise emanating from light aircraft using the airpark area the WAPC may require new titles to be endorsed with appropriate notification.</p>	<p>1. <i>Structure Plan</i></p> <p>1.1 <i>Subdivision of the subject area is not permitted until a Structure Plan is prepared and adopted by Council and endorsed by the Western Australian Planning Commission.</i></p> <p>1.2 <i>The Structure Plan is to be referred to the Environmental Protection Authority for comment and, where appropriate, their comments and requirements are to be incorporated into the Structure Plan. The issues to be addressed include, but is not limited to: - boundary setbacks of hangars; minimum lot sizes and materials to be used for hangars, etc.</i></p> <p>1.3 <i>No lot is to have more than one hangar of floor space greater than 400m<sup>2</sup> unless otherwise permitted by the Structure Plan.</i></p> <p>1.4 <i>Subdivision shall be generally in accordance with the Structure Plan as adopted by Council and signed by the Chief Executive Officer.</i></p> <p>1.5 <i>Minor variations to the subdivision design may be approved by Council and the Western Australian Planning Commission but further subdivision of the lots created shall not be permitted.</i></p> <p>1.6 <i>Development shall generally be in accordance with the Structure Plan adopted by Council and signed by the Chief Executive Officer.</i></p>

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It is also recommended that reference to “Town Planning Scheme No.6” throughout the Scheme Amendment Document be substituted with “Local Planning Scheme No.6”. This is because, until the gazettal of the *Planning & Development Act 2005*, Planning Schemes were known as Town Planning Schemes whereas the new Act changed their description to Local Planning Schemes with the objective of seeking to overcome the obvious connotation that Town Planning Schemes related only to towns which, manifestly, has not been the case for many years.

Lastly, it is also recommended point 2 of the resolution deciding to amend the Scheme is modified to read as follows:

1. *Amend Schedule 1 – ‘Dictionary of defined words and expressions’ of the Scheme Text by inserting the following definition under sub-heading 2 – ‘Land use definitions’ after the definition for the term “agroforestry” and before the definition for the term “amusement parlour”:*

*“airpark” means land and buildings used for the housing, parking, storage, servicing and repairing of light aircraft;*

This minor modification will clarify where the definition of ‘airpark’ will be placed in the Shire’s Local Planning Scheme No.6.

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

**RECOMMENDATION**

**That Council;**

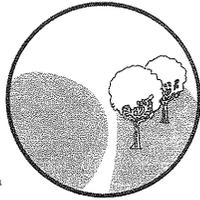
- 1. Receive the Schedule of Submissions that forms the subject of Attachment 2 to the report;**
- 2. Adopts the recommendations in the Schedule of Submissions that formed the subject of Attachment 2 to the report;**
- 3. Amend the proposed Scheme Amendment No. 3 document as expressed in the Schedule of Modifications that formed the subject of Attachment 3 to the report;**
- 4. Adopts Amendment No.3 to Shire of Northam Local Planning Scheme No.6 be adopted for final approval as expressed in the Amendment Document (as modified); and**
- 5. Authorise the President and Chief Executive Officer to execute three (3) copies of the Amendment Documents for Amendment No.3 to Shire of Northam Local Planning Scheme No.6 in accordance with regulation 22 of the *Town Planning Regulations 1967* (as amended), including the fixing of the Council’s Seal in the event that the Minister for Planning approves the Amendment without further modification.**

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**ATTACHMENT 1 – PLANNING REPORT**

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Your ref: - A 16065 / O31049  
Our ref: - Lunt St Northam

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

15 Dec 2014

**Attention:- Roy Djanegara.**

**Dear Sir,-- Re: Lot 56-58 Lunt St, Northam.**

Further to our discussions concerning a proposal for an Amendment to the Shire of Northam LPS 6 relative to the above properties adjacent to Lunt St and abutting the Northam Airfield for the purpose of an 'Airpark'.

Please find enclosed 2 copies of the DRAFT formal documents. Please note that once the documents are formally accepted by Council and an amendment number and Special Use number are allocated then they will be modified along with any other possible changes prior to distribution to relevant authorities for comment.

It would be greatly appreciated if the proposal can be given a quick once over and then I can attend a meeting with your staff to discuss any issues prior to your submission to Council.

For any discussion please contact me on 9496 0692 or by email at [koplan@nw.com.au](mailto:koplan@nw.com.au)

Yours truly,

Kelvin Oliver  
9496 0692

From the Office of  **KOPLAN**  
**KELVIN OLIVER PLANNING CONSULTANT**

SHIRE OF NORTHAM	
RECEIVED	ABN 47 098 731 633
17 DEC 2014	
FILE A16065	STATUS OUT
DOC 176227	RES No. ROY.

Kelvin Oliver Planning Consultant  
7 Kobus Hts  
ROLYSTONE WA 6111

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**SHIRE OF NORTHAM**  
**TOWN PLANNING SCHEME No. 6**  
**Amendment No. XXX**

**Lots 56, 57 and 58 Lunt St.**

**NORTHAM**

**Kelvin Oliver Planning Consultant**

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**APPLICATION TO REZONE**

**Lots 56, 57 and 58 Lunt St.**

**NORTHAM**

The owners of the above specified properties wish to apply for the rezoning of their land from its current zone of Rural Residential to a zone that will permit the construction of aircraft hangars and the use of the land for the parking, storage, servicing and repair of aircraft together with other specified uses.

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FORM 1C

PLANNING AND DEVELOPMENT ACT 2005 (AS AMENDED)  
RESOLUTION DECIDING TO AMEND A TOWN PLANNING SCHEME

SHIRE OF NORTHAM  
TOWN PLANNING SCHEME No. 6  
AMENDMENT No. XXX

Resolved that Council in pursuance of the Planning and Development Act 2005 (as amended) amend the above Town Planning Scheme by

1. Rezoning Lots 56, 57 and 58 Lunt St Northam from 'Rural Residential' to 'Special Use – Airpark'
2. Adding the following to definitions:-

Airpark means land and buildings used for the housing, parking, storage, servicing, repairing of light aircraft.

3. adding the following to Schedule 4 :-

No.	Description of Land	Special Use	Conditions
SU?	Lots 56-58 Lunt St	Airpark	<u>1. Structure Plan</u>

*1.1 Subdivision shall be generally in accordance with the Structure Plan as adopted by Council and signed by the Chief Executive Officer.*

*1.2 Minor variations to the subdivision design may be approved by Council and the Western Australian Planning Commission but further subdivision of the lots created shall not be permitted.*

*1.3 Development shall generally be in accordance with the Structure Plan adopted by Council and signed by the Chief Executive Officer.*

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*1.4 In order to alert prospective purchasers/residents of newly created lots in the area of potential noise emanating from light aircraft using the airpark area the WAPC may require new titles to be endorsed with appropriate notification.*

2.0 Objective of the Zone.

*2.1 To provide for the construction of aircraft hangars, parking, servicing and other related operations of aircraft and for those aircraft to access to and from the adjoining Northam Air Field.*

3.0 Land Use

*3.1 In addition to the uses of the lots as described in point 2 above to also provide for the construction and use of a single residence and associated outbuildings on each lot as permitted in the Rural Residential zone which adjoins the subject properties.*

*3.2 To allow for the construction of stables and the keeping of livestock as permitted in the Rural Residential zone on each lot to a standard and stocking rates at the discretion of Council.*

*3.3 Incidental activities which are consistent with the objectives of this Special Use zone may be considered and approved by Council.*

4.0 Location of Buildings and Structures

*4.1 Setbacks for buildings and structures shall be as determined by the R5 code of the Residential Design Codes of Western Australia.*

*4.2 All other setbacks shall be determined by Council in accordance with the Structure Plan.*

*4.3 Notwithstanding the above aircraft hangars may be approved with a nil setback on all lots adjacent to taxiways subject to compliance with the Building Code of Australia.*

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*5.0 Building Design, Materials and Colour*

*5.1 Dwellings and outbuildings shall be designed and constructed of materials which complement the character of the area as determined by Council.*

4. Modify the Scheme Maps accordingly.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

**SHIRE OF NORTHAM**  
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REPORT – AMENDMENT No. XXX

FILE No.  
PART OF AGENDA

MINISTER FOR PLANNING  
PROPOSAL TO AMEND A TOWN PLANNING SCHEME

- |   |  |
|---|--|
| 1. Local Authority:                     | Shire of Northam.  |
| 2. Description of Town Planning Scheme: | Shire of Northam<br>Town Planning Scheme No. 6                                 |
| 3. Type of Scheme:                      | District Zoning Scheme   |
| 4. Serial No. of Amendment:             | Amendment No. XXX  |
| 5. Proposal:                            | To rezone the subject land from 'Rural Residential' to 'Special Use – Airpark' |
| 6. Location:                            | Lunt St Northam.   |

**7 - INTRODUCTION**

The purpose of this report is to present to the Shire of Northam a proposal seeking support for the rezoning of the subject lots leading to facilitate their subsequent development, use and possible future subdivision for the purpose of storage, maintenance, servicing etc of light aircraft that utilise the adjacent Northam Airfield.

**7.1 - SUBJECT SITE:**

The land the subject of this proposal being Lots 56, 57 and 58 Lunt St Northam are identified by Landgate data as being:-

1. Lot 56 on Plan 2805 with a total area of 4.0053ha with a frontage to Lunt St of 148m.
2. Lot 57 on Plan 2805 with a total area of 4.7896ha with a frontage to Lunt St of 148m.
3. Lot 58 on Plan 2805 with a total area of 4.9 with a frontage to Lunt St of 133m and 390m to Pittaway St .

**7.2 - ZONING:**

Shire of Northam TPS No. 6.

Under the provisions of the Shire of Northam Town Planning Scheme No. 6 the subject land is zoned 'Rural Residential'.

A copy of relevant zoning sheet of TPS 6 is included in this submission.

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**7.3 - LOCALITY.**

The subject land is located approximately 5km east north/east from the Town of Northam and approximately 106 km east north/east from the City of Perth.

In general terms the surrounding lands are mostly of a 'semi rural' nature which have been subject to clearing and subsequent use for pasture and grazing, mainly by sheep and horses. To the east lies the Mortlock River which is a seasonal water course and has no direct impact on the land the subject of this proposal. Primary road access to the subject lots is via Great Eastern Hwy and Goomalling Road.

Northam Air Field commenced operations in about 1971 and has been in operation ever since. The runway, generally in a SE/NW alignment is just under 1km long and is sealed with landing lights. The Northam Airfield includes hangars on site for lease/rent together with club facilities and ancillary facilities associated with the airfield.

A locality plan is included within this submission.

**7.4 - THE LAND.**

The following page contains a plan of the properties and adjacent lands with an air photo superimposed.

It can be seen from the plan that the subject properties are bounded to the front (south west) by Lunt St which is of good gravel construction and to the south east side by Pittaway St which is unconstructed. To the north west is further private land and to the rear (north east) lies the Northam Airfield.

**Existing Land Use.**

All three lots have been cleared of indigenous vegetation, except for a strip of land abutting the drainage line which contains some remnant native trees. All native understorey vegetation has been removed due to decades of grazing.

Consequently the proposed use of the land as an 'airpark' will have no adverse impact on native or indigenous vegetation.

The small seasonal natural drain line which traverses the three subject lots has been impacted upon over decades of grazing and the construction of small contour banks and minor excavations to provide water supply for grazing stock.

If at some future date subdivision of the area is proposed Council will require the preparation and adoption of an Structure Plan as described in Clause 5.31 and within that ODP Council can impose requirements and conditions relative to drainage and tree preservation.

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**7.5 - SERVICES.**

All services relevant for the site being developed as an 'Airpark' are available to the properties. In essence this proposed rezoning will basically permit only the same uses and development as currently permitted under the existing zoning, that is a residence, shed(s) and the parking of machinery including light aircraft.

If at some future date subdivision is proposed then appropriate engineering reports and designs will be submitted to the appropriate authorities for assessment of services and works necessary for subdivision. Subdivision will not proceed until the relevant authorities approve the installation and construction of all services.

**7.6 - SUBDIVISION and DEVELOPMENT RATIONAL.**

The intent of this proposal is to rezone the subject land for the use as an 'Airpark'. If at some time in the future an owner wishes to subdivide his/her land then the applicant/owner will be required to prepare and submit to Council a Structure Plan to be in accordance with Clause 5.31 of the Scheme which will have to be adopted by Council and endorsed by the Western Australian Planning Commission prior to any subdivision taking place. At this stage and after the Airpark zoning on lots 56-58 have been subject to market knowledge and due consideration by all relevant authorities and the public a better understanding of future market demand for extra lots including the most desired lot sizes will be available. This can therefore form the basis for the preparations of a Structure Plan for Council consideration.

**7.7 - JUSTIFICATION FOR AIRPARK.**

An airpark, although not uncommon in other parts of Australia or overseas is not a common form of development in Western Australia. There are situations in WA where hangars are provided at airports eg Esperance and Denmark. There are no similar situations where properties adjacent to an airport contain a hangar(s) in conjunction with a residence and associated buildings/uses such as garages, shed(s) and in this instance stables as the subject land is within a Rural Residential precinct. As a consequence this proposal is expected to be a market leader in this field to fulfil a particular niche market.

**Rationalisation for proposal.**

- Northam Airfield is probably the closest such facility to Perth where private land abuts an existing airfield and is capable of being developed and or subdivided to provide properties whereby the owner can have direct access to the airfield. In this instance pilots can taxi directly to and from the airfield runway for fly-in and fly-out services and or recreational and tourism pursuits.
- Although the initial proposal, being the subject of this rezoning, will only directly affect three properties it has the potential subject to demand for other lots through future subdivision to grow into a resource that will have attributes as included in some of the following points.
- Owners of the properties may use the facility for either personal or business activities. Business uses, depending on the scale, may require separate Council approval although if it is of a Home Occupation composition this would generally be acceptable.

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- Based on other areas of Australia and due to Western Australia's existing and growing regional business's related to mining and agriculture there is a demand for owner/operators to reside with their aircraft. Reasons relate to convenience, security, economy and general ease of operation.
- The Town of Northam is a well established and mature town site with a good variety and balance of commercial and community infrastructure that will both support and prosper from a more robust airport facility.
- The existing airport is well established and will benefit in terms of long term stability and future prosperity of additional users.
- It will also assist in supporting the stability of the State's regional business's, including tourism, interests.

**7.8 - SCHEDULE 4 PROVISIONS.**

**Provisions of Special Use Table.**

Included within this proposed Scheme amendment is a schedule of conditions which are to be incorporated into Schedule 4 of the Scheme. Each of the condition is listed below together with an explanation and elaboration as to the reason for their inclusion:-

**1. Structure Plan**

- 1.1 Subdivision shall be generally in accordance with the Structure Plan as adopted by Council and signed by the Chief Executive Officer.*
- 1.2 Minor variations to the subdivision design may be approved by Council and the Western Australian Planning Commission but further subdivision of the lots created shall not be permitted.*
- 1.3 Development shall generally be in accordance with the Structure Plan adopted by Council and signed by the Chief Executive Officer.*
- 1.4 In order to alert prospective purchasers/residents of newly created lots in the area of potential noise emanating from light aircraft using the airpark area the WAPC may require new titles to be endorsed with appropriate notification.*

It is the intention of this Scheme Amendment to 'rezone' the subject land to 'Special Use Airpark' to allow each of the subject 3 lots to be developed with a residence, ancillary outbuildings and a specific aircraft hangar building to store small light aircraft. The intention being to provide a lifestyle for people who wish to build a home adjacent to the Northam Airfield and to utilise the airfield and park their aircraft on their own property within a secure and protective building.

After the finalisation of the Special Use Airpark zoning it is anticipated that there will be potential for the land to be subdivided into smaller lots in order to provide for additional properties for the construction of a residence and hangar. The intention of provisions/conditions 1.1; 1.2 and 1.3 is to prevent further subdivision of the subject 3 lots until a Structure Plan has been prepared, submitted to Council and approved by Council and endorsed by the Western Australian Planning Commission. As part of the Structure Plan there will have to be relevant reports plans etc to demonstrate the justification and potential for further subdivision, minimum lot size, land uses etc prior to any subdivision.

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2.0 Objective of the Zone.

*2.1 To provide for the construction of aircraft hangars, parking, servicing and other related operations of aircraft and for those aircraft to access to and from the adjoining Northam Air Field.*

The purpose of this statement is to specify the purpose of the zone and to make it clear that the land is intended to be used as an 'Airpark' in association with the Northam Airfield.

3.0 Land Use

*3.1 In addition to the uses of the lots as described in point 2 above to also provide for the construction and use of a single residence and associated outbuildings on each lot as permitted in the Rural Residential zone which adjoins the subject properties.*

*3.2 To allow for the construction of stables and the keeping of livestock as permitted in the Rural Residential zone on each lot to a standard and stocking rates at the discretion of Council.*

*3.3 Incidental activities and uses which are consistent with the objectives of this Special Use zone may be considered and approved by Council.*

Currently the subject land is zoned as Rural Residential which under the provisions of the Scheme allows certain uses such as the construction and use of a residence together with limited rural activities. It is proposed to allow similar uses as permitted under the surrounding Special Use zone at the discretion of Council.

4.0 Location of Buildings and Structures

*4.1 Setbacks for buildings and structures shall be as determined by the R5 code of the Residential Design Codes of Western Australia.*

*4.2 All other setbacks shall be determined by Council in accordance with the Structure Plan.*

*4.3 Notwithstanding the above aircraft hangars may be approved with a nil setback on all lots adjacent to taxiways subject to compliance with the Building Code of Australia.*

This provision clarifies building setbacks and given that the current standard for the Rural Residential zone is as per the R5 code of the Residential Design Codes of Western Australia it is intended to retain that standard.

5.0 Building Design, Materials and Colour

*5.1 Dwellings and outbuildings shall be designed and constructed of materials which complement the character of the area as determined by Council.*

This provision allows Council to determine the built form and character of the area.

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**CONCLUSION.**

Having due regard to the above issues it is considered that the proposal as submitted forms the basis for a particular land use that will be a benefit to the Shire of Northam and to a lesser degree the State of Western Australia.

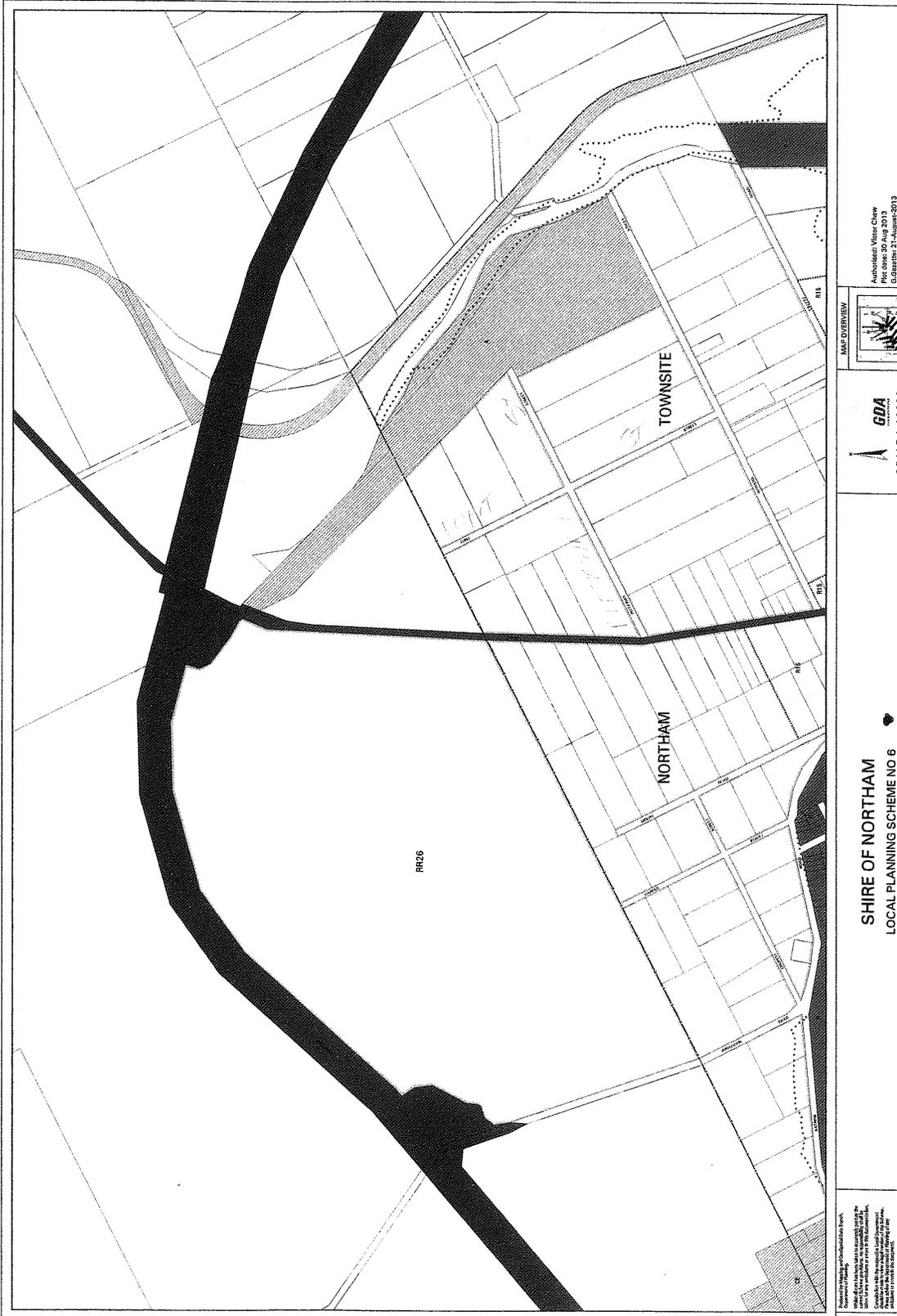
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**ZONING PLAN**

Contained on the following page is a copy of relevant section of the zoning maps of the Shire of Northam TPS No. 6 showing the relevant existing zoning of the subject and nearby land.

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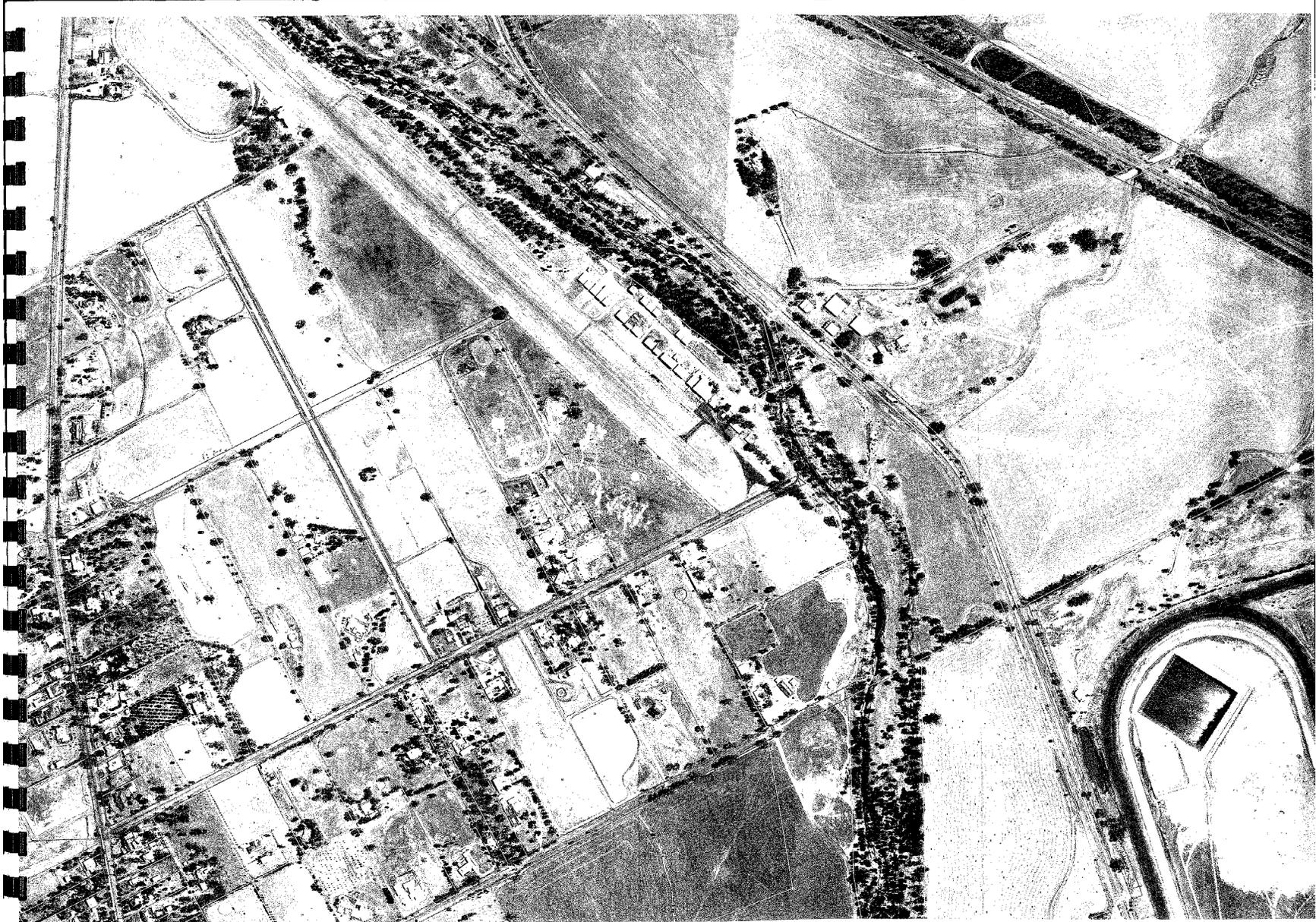
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**AIR PHOTO.**

On the following there is an air photo showing the subject land.

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**SCHEME AMENDMENT**  
**PLANNING AND DEVELOPMENT ACT 2005**  
**SHIRE OF NORTHAM**

The Council of the Shire of Northam under and by virtue of the power conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends Town Planning Scheme No. 6 by:

1. Rezoning Lots 56, 57 and 58 Lunt St Northam from 'Rural Residential' to 'Special Use – Airpark'
2. Adding the following to definitions:-

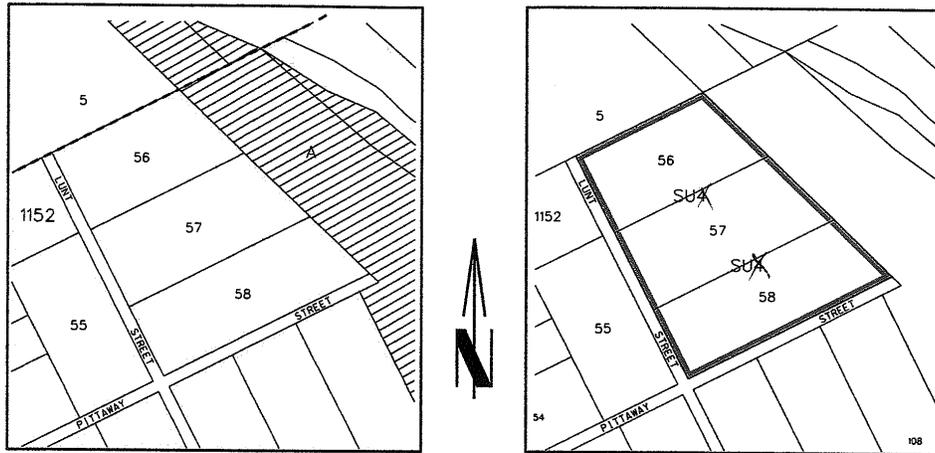
Airpark means land and buildings used for the housing, parking, storage, servicing, repairing of light aircraft.

3. Adding a series of conditions to Schedule 4.

The specific properties are more clearly shown on the Scheme Amendment Map on the following page.

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**SCHEME AMENDMENT MAP**



EXISTING ZONING

SCALE 1.10000

PROPOSED ZONING

**LEGEND**

**ZONES**



RURAL RESIDENTIAL



RURAL

**LOCAL SCHEME RESERVES**



PUBLIC PURPOSES  
A AIRPORT

**OTHER**



SPECIAL USE AREA  
(SEE SCHEME TEXT)



TOWN SITE - LAND ACT

**SHIRE OF NORTHAM**

**TOWN PLANNING SCHEME NO 6 - AMENDMENT NO. XX**

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**Initiate Scheme Amendment**

Adopted by resolution of the Council of the Shire of Northam at the Ordinary Meeting of the Council held on this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

**Final Approval of Scheme Amendment**

Adopted for final approval by resolution of the Shire of Northam at the Ordinary Meeting of the Council held on this \_\_\_\_\_ day of \_\_\_\_\_ 201\_\_ .

The Common Seal of the Shire of Northam was hereunto affixed by the authority of a resolution of the Council in the presence of :

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
CHIEF EXECUTIVE OFFICER

**Recommended / Submitted for final approval**

\_\_\_\_\_  
DELEGATED UNDER S. 16 OF THE  
PLANNING and DEVELOPMENT ACT 2005.

\_\_\_\_\_  
DATE

**Final Approval Granted**

\_\_\_\_\_  
MINISTER FOR PLANNING

\_\_\_\_\_  
DATE

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**ATTACHMENT 2 – SCHEDULE OF SUBMISSIONS**

*Shire of Northam Local Planning Scheme No.6  
 Amendment No.3 Schedule of Submissions*

Shire of Northam Local Planning Scheme No.6  
 Amendment No.3  
**Schedule of Submissions**

No.	Date Received	Name	Address	Land Affected	Summary of Comments Made	Council Recommendation
1	9 July 2015	Main Roads WA	PO Box 333 NORTHAM WA 6401	N/A	The proposed Amendment will not have an adverse impact on the MRWA network and therefore advises no objection to the proposal.	Submission noted – no modification of Amendment required.
2	11 August 2015	Water Corporation	PO Box 100 LEEDERVILLE WA 6007	N/A	Advises that reticulated water is currently available to the subject land.	Submission noted – no modification of Amendment required.

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**ATTACHMENT 3 – SCHEDULE OF MODIFICATIONS**

Shire of Northam Local Planning Scheme No.6  
 Amendment No.3 Schedule of Modifications

Shire of Northam Local Planning Scheme No.6  
 Amendment No.3  
**Schedule of Modifications**

No.	Modification Requested	Reason for Modification
1	Substitute reference to "Town Planning Scheme No.6" throughout the Scheme Amendment Document with "Local Planning Scheme No.6".	Until the gazettal of the <i>Planning &amp; Development Act 2005</i> , Planning Schemes were known as Town Planning Schemes whereas the new Act changed their description to Local Planning Schemes with the objective of seeking to overcome the obvious connotation that Town Planning Schemes related only to towns which, manifestly, has not been the case for many years.
2	Modify point 2 of the resolution deciding to amend the Scheme to read as follows: 2. <i>Amend Schedule 1 – 'Dictionary of defined words and expressions' of the Scheme Text by inserting the following definition under sub-heading 2 – 'Land use definitions' after the definition for the term "agroforestry" and before the definition for the term "amusement parlour":</i>  <i>"airpark" means land and buildings used for the housing, parking, storage, servicing and repairing of light aircraft;</i>	To clarify where the definition of 'airpark' will be placed in the Scheme.
3	Amend the structure plan provisions in Schedule 4 ('Special Use Zones' provisions) by inserting an additional provision under heading 1, 'Structure Plan', as follows: 1. <u>Structure Plan</u> 1.1 <i>Subdivision of the subject area is not permitted until a Structure Plan is prepared and adopted by Council and endorsed by the Western Australian Planning Commission.</i> 1.2 <i>The Structure Plan is to be referred to the Environmental Protection Authority for comment and, where appropriate, their comments and requirements are to be incorporated into the Structure Plan. The issues to be addressed include, but is not limited to: - boundary setbacks of hangars; minimum lot sizes and materials to be used for hangars, etc.</i> 1.3 <i>No lot is to have more than one hangar of floor space greater than 400m<sup>2</sup> unless</i>	To recognise the advice and recommendations received by the Environmental Protection Authority.

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*Shire of Northam Local Planning Scheme No.6  
Amendment No.3 Schedule of Modifications*

	<p><i>otherwise permitted by the Structure Plan.</i></p> <p>1.4 <i>Subdivision shall be generally in accordance with the Structure Plan as adopted by Council and signed by the Chief Executive Officer.</i></p> <p>1.5 <i>Minor variations to the subdivision design may be approved by Council and the Western Australian Planning Commission but further subdivision of the lots created shall not be permitted.</i></p> <p><i>Development shall generally be in accordance with the Structure Plan adopted by Council and signed by the Chief Executive Officer.</i></p>	
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**13.2.4 APPLICATION TO KEEP 3-6 DOGS (NOT A KENNEL)**

Name of Applicant:	Clinton Jones
Name of Owner:	Clinton Jones
File Ref:	5.2.1.6
Officer:	Chadd Hunt / Kellee Walters
Officer Interest:	Nil
Policy:	Shire of Northam Dogs Local Law 2008 Part 3
Voting:	Simple Majority
Date:	2 <sup>nd</sup> September 2015

**PURPOSE**

For the Council to make a determination on an application for a permit to keep 3-6 dogs (not a kennel) for which an objection has been received from one adjoining property owner.

**BACKGROUND**

On 13 August 2015 the Shire of Northam received a 3-6 Dog application from the resident of 41 Robinson Street, Northam. The applicant was seeking to keep a total of three (3) dogs on a 0.1019 hectare property zoned as Residential R30. Councils Local Laws require the immediate adjoining neighbours to be advised of the application to establish if they have any objections.

The 3 dogs in the application comprised of:

- Bull Terrier Cross (M)
- Bull Terrier Cross (F)
- Bull Terrier Cross (F)

A total of 15 notification letters were sent with one response received. The response had objections on the following grounds:

- Barking concerns which could become unbearable
- Loss of property value

The objector was the owner of one of the units that backs onto the rear fence of the applicant's property. They were concerned that these problems may present themselves, evidence at present indicates that this not current issue at the time of the application.

The applicant has

- All three dogs registered

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- A Ranger inspected the premises on the 31st August 2015 and is satisfied that the fencing and confinement requirements are of a high standard
- There are no recorded breaches of the Dog Act against these dogs or this property
- The three dogs have been at the residence without complaint for several months, albeit not legally. The applicant is now attempting to be compliant with the Dog Act 1976 and Shire of Northam Local Dog Laws.

**STATUTORY REQUIREMENTS**

**Dog Act 1976 Part V — The keeping of dogs**

26. Limitation as to numbers

- (1) A local government may, by a local law under this Act —
  - (a) limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or
  - (b) limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.
- (2) A local law mentioned in subsection (1) —
  - (a) may limit the number of dogs that can be kept in or at premises to 2, 3, 4, 5 or 6 only
- (3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —
  - (a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and
  - (b) cannot authorise the keeping in or at those premises of —
    - (i) more than 6 dogs that have reached 3 months of age;

**Shire of Northam – Dogs Local Law 2008**

**3.2 Limitation on the number of dogs**

- (1) This clause does not apply to premises which have been -
  - (a) licensed under Part 4 as an approved kennel establishment; or
  - (b) granted an exemption under section 26(3) of the Act.

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN**

STRATEGIC INITIATIVE C1.1: Provide quality regulatory services.

ACTION / PROJECT:                      Ensure compliance with and advocate for responsible animal (dog/cat) ownership/management requirements.

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**BUDGET IMPLICATIONS**

Nil

**OFFICER'S COMMENT**

There have been no breaches of legislation or local laws recorded against this property or these dogs to this date. Given this fact and the nature of the application received staff recommend condition approval for the application.

**RECOMMENDATION**

The application for a 3-6 Dog permit for Clinton Jones of 41 Robinson Street, Northam be approved to keep the 3 dogs listed on the application subject to the following conditions;

1. The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.
2. Any proven complaints from neighbours regarding the dogs offending against the Dog Act 1976, could see the permit being revoked and the numbers having to be reduced to a maximum of two within 14 days;
2. Once approved, the applicant must hold and maintain valid registrations for each dog kept on the premises, the exemption is only valid for the life of the dogs, should any of the dogs die, be sold, go missing or given away, it cannot be replaced prior to seeking further approval; and
3. The permit is not transferable to any other dog or person.
4. At any time following approval, authorised Council officers can inspect the subject property to check fencing, number of dogs and registration details.

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**13.2.5 APPLICATION TO KEEP 3-6 DOGS (NOT A KENNEL)**

Name of Applicant:	Tara Meling
Name of Owner:	Tara Meling
File Ref:	5.2.1.6
Officer:	Chadd Hunt / Kellee Walters
Officer Interest:	Nil
Policy:	Shire of Northam Dogs Local Law 2008 Part 3
Voting:	Simple Majority
Date:	2 September 2015

**PURPOSE**

For the Council to make a determination on an application for a permit to keep 3-6 dogs (not a kennel) for which objections have been received from neighbouring properties.

**BACKGROUND**

On 4th October 2014 the Shire of Northam received a 3-6 Dog application from the owner of 125 Tamma Road, Bakers Hill. The applicant was seeking to keep a total of four (4) dogs on a 1.4 hectare property zoned as Rural Residential 2. Councils Local Laws require the immediate adjoining neighbours to be advised of the application to establish if they have any objections.

The 4 dogs in the application comprised of:

- Border Collie (F)
- Husky (F)
- Chihuahua (F)
- Pomeranian (M)

A total of 5 notification letters were sent with two responses received. The two responses had objections on the following:

- Barking/noise concerns
- Inadequate fencing
- Dogs not being confined
- Neighbourly angst caused because the neighbours do not think the applicant should have 4 dogs
- One respondent in his objection that he has lost sheep due to dog attacks, however it is not sustained or even alleged that it was these dogs
- Both of these respondents also objected to the previous multiple dog application in 2014

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- One respondent reports that since the applicant has been at the property one dog in particular has been returned to them by other neighbours many times. This is unable to be substantiated with Shire records.
- The other respondent - directly adjacent to the applicant reports that since the previous multiple dog application approval he has had to return one dog in particular 5 times with the sixth time being the 10th July 2015 he contacted the Shire of Northam Rangers and the dog was impounded.

Both respondents jointly cite the barking/noise and the dogs wandering as a major concern. In 2014 one respondent was sent a barking dog diary, however all that was sustained from this was an account of one incident where the dogs barked for a period of two hours shortly after the applicant moved in.

On the 25th March 2014 Council resolved to approve the more than 2 dogs application and the applicant was given conditions that had to be adhered to.

On the 14th April 2015 the applicant has again applied for a more than 2 dogs permit advising that the Collie is deceased and that they had purchased another Collie puppy to keep the remaining outdoor dog company.

The applicant has, since the application further implemented to following

- GPS tracking collar which signals an alert if dog leaves property
- Pool fencing extended to 7 foot around entire length of back yard and all gates have self closing hinges.
- New boundary fence with electric wire the length about 20 cm from ground to deter both small and larger dogs
- Invisible dog fence perimeter around entire property
- Replacing front gate with electric self closing gate  
*(refer to attached photos)*

## **STATUTORY REQUIREMENTS**

### **Dog Act 1976 Part V — The keeping of dogs**

#### 26. Limitation as to numbers

- (1) A local government may, by a local law under this Act —
  - (a) limit the number of dogs that have reached 3 months of age that can be kept in or at premises in the local government's district; or
  - (b) limit the number of dogs of a breed specified in the local law that can be kept in or at premises in the local government's district.
- (2) A local law mentioned in subsection (1) —
  - (a) may limit the number of dogs that can be kept in or at premises to 2, 3, 4, 5 or 6 only
- (3) Where by a local law under this Act a local government has placed a limit on the keeping of dogs in any specified area but the local government is satisfied

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in relation to any particular premises that the provisions of this Act relating to approved kennel establishments need not be applied in the circumstances, the local government may grant an exemption in respect of those premises but any such exemption —

- (a) may be made subject to conditions, including a condition that it applies only to the dogs specified in the exemption; and
- (b) cannot authorise the keeping in or at those premises of —
  - (i) more than 6 dogs that have reached 3 months of age;

**Shire of Northam – Dogs Local Law 2008**

**3.2 Limitation on the number of dogs**

- (1) This clause does not apply to premises which have been -
  - (a) licensed under Part 4 as an approved kennel establishment; or
  - (b) granted an exemption under section 26(3) of the Act.

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN**

STRATEGIC INITIATIVE C1.1: Provide quality regulatory services.

ACTION / PROJECT: Ensure compliance with and advocate for responsible animal (dog/cat) ownership/management requirements.

**BUDGET IMPLICATIONS**

Nil

**OFFICER'S COMMENT**

There have been two registered complaints regarding the dogs to this date;

- 24th March 2015 -Husky on property Lot 115 Tamma Road, Bakers Hill (ICS9358 refers)
- 10 July 2015 - Husky in shed at 15 Accedens Rise, Bakers Hill (ICS50701 refers)

The applicant has exhausted all possible means known to confine these dogs so as not to affect the amenity of the neighbours.

**RECOMMENDATION**

**The application for a 3-6 Dog permit for Tara Meling of 125 Tamma Road, Bakers Hill be approved to keep the 4 dogs listed on the application subject to the following conditions;**

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- 1. The approval is valid only for the nominated dogs within the application form and should any of the dogs die, be sold, go missing or be given away, it cannot be replaced prior to further Council approval.**
- 2. Any proven complaints from neighbours regarding the dogs offending against the Dog Act 1976, could see the permit being revoked and the numbers having to be reduced to a maximum of two within 14 days;**
- 3. Once approved, the applicant must hold and maintain valid registrations for each dog kept on the premises, the exemption is only valid for the life of the dogs, should any of the dogs die, be sold, go missing or given away, it cannot be replaced prior to seeking further approval; and**
- 4. The permit is not transferable to any other dog or person.**
- 5. At any time following approval, authorised Council officers can inspect the subject property to check fencing, number of dogs and registration details.**

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**13.2.6 SUBDIVISION OF LOT 17 (21) GERALD TERRACE, NORTHAM**

Name of Applicant:	FM Surveys
Name of Owner:	Paul and Thy Godfrey
File Ref:	151848 and A11458
Officer:	Chadd Hunt / Roy Djanegara
Officer Interest:	Nil
Policy:	LPP 10 - Developments Abutting Rights of Way
Voting:	Simple Majority
Date:	27 August 2015

**PURPOSE**

For Council to consider its advice to the Western Australian Planning Commission (WAPC) regarding referral of a proposed two lot battle-axe subdivision application at Lot 17 (21) Gerald Terrace, Northam.

**BACKGROUND**

The WAPC has referred for Council's comment an application relating to the creation of a freehold 2 lot battle-axe subdivision on Lot 17 (21) Gerald Terrace, Northam (the subject site).

*The Proposal*

The subject site is zoned 'Residential' R30 by Council's Local Planning Scheme No.6 with frontage to Gerald Terrace. The site has been developed with a single house and ancillary outbuildings.

The subject site abuts a 5m wide laneway (described on Deposited Plan 54365 as 'Lot 100'). It is proposed to subdivide the existing 1,032m<sup>2</sup> lot into two lots of 572m<sup>2</sup> and 450m<sup>2</sup> respectively as shown on the attached plan of subdivision (refer Attachment 1). Access to the proposed battleaxe lot will be facilitated via Gerald Terrace.

An assessment of the proposal against the provisions of Clause 5.1.1 (Site area) of the Residential Design Codes (R-Codes) shows the proposed freehold subdivision complies with the *deemed-to-comply requirements* of the R-Codes and its intent for green title infill development.

The proposal, however, is also subject to Council's Local Planning Policy No. 10 – Developments Abutting Rights of Way (LPP10). LPP10 applies to all developments abutting a Right of Way (ROW) and/or a dedicated road which was originally created as a ROW. It also includes dedicated laneways that were recognised by the Shire's Laneway Strategy adopted by Council on 17<sup>th</sup> August 2011.

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LPP10 establishes, among other things, that residential developments involving residential infill are required to use the ROW (or laneway) for primary access. The proposal, in its current guise (battleaxe configuration), is therefore inconsistent with this particular provision in LPP10 because it proposes primary access to the rear lot via Gerald Terrace.

Staff previously provided advice back to Department of Planning in line with the existing LPP10. Following further discussions with both the applicant and staff from the Department of Planning and some of the inconsistencies as highlighted in this report it was recommended that the matter is referred to Council. In addition the existing LPP10 is specific in that only Council can vary the requirements of that particular policy.

### **STATUTORY REQUIREMENTS**

The *Planning and Development Act 2005* controls the subdivision process in Western Australia. The WAPC is responsible for approving all subdivision applications.

The WAPC refer subdivision proposals to any affected local government, public authority or utility services provider for comment, including the WA Heritage Council where relevant.

Council as the relevant local government authority can request conditions to be placed on a subdivision approval to ensure compliance with its Local Planning Scheme (including all relevant Local Planning Policies), as well as ensure local government services, such as roads, laneways and public open space are adequately addressed.

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

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

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

OBJECTIVE P1: Promote a diverse mix of development opportunities throughout the Shire; and

OBJECTIVE P2: Accessible and legible communities.

### **BUDGET IMPLICATIONS**

There are no direct budget/financial implications of the recommendations of this report.

### **OFFICER'S COMMENT**

#### **State Planning Policy 3.1 Residential Design Codes of WA**

As stated under 'Background' of this report, the subject site is zoned Residential R30 under Local Planning Scheme No.6. In accordance with Table 1 of the R-Codes, the subject site can be subdivided with a minimum and average lot size of 260m<sup>2</sup> and 300m<sup>2</sup>

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respectively. Lots with a battleaxe configuration requires an area of at least 410m<sup>2</sup> inclusive of the vehicular access leg.

Clause 5.3.5 of the R-Codes states that, where available, access to on-site car parking spaces are to be provided from a right of way where one exists. However, clause 5.1.1 relating to site area of the R-Codes states the following:

*“in the case of a rear battleaxe site, the site area is inclusive of the access leg provided that the area of the access leg contributes no more than 20 per cent of the site area as required by Table 1. Where the battleaxe lot (excluding the access leg) adjoins or abuts a right-of-way or reserve for open space, pedestrian access, school site or equivalent, half the width (up to a maximum depth of 2m) may be added to the site area.”*

Clause 5.1.1 refers to situations where a battleaxe lot may abut a right of way. The R-Codes therefore allows a battleaxe lot configuration even where there is opportunity for vehicular access from a right of way.

**State Planning Policy 2.2 Residential Subdivision**

The State Planning Policy 2.2 (SPP 2.2) relating to residential subdivision, states the following relating to battleaxe subdivisions:

*“3.6.3 In existing areas, the WAPC recognises that battleaxe subdivisions can provide housing choice and make effective use of land where no other access is practicable. The WAPC, however, considers that where opportunities are provided by dedicating existing laneways and rights of way as public roads both as a means of providing alternative access and a street aspect, this is a preferred outcome to the provision of battleaxe lots.*

*3.6.4 Where local governments consider that battleaxe subdivisions are likely to seriously threaten the character of an established residential area which ought to be protected (e.g. heritage precincts or special design control areas) density controls and other provisions may be included in local planning schemes to limit or otherwise ensure that battleaxe subdivisions are in keeping with their surroundings. Provisions should take into account the character and built form outcome of the particular area.”*

The SPP 2.2 acknowledges that where a dedicated ROW is available, primary access from rights of way and laneways is preferred.

**Shire of Northam Laneway Strategy**

The subject site abuts Laneway #16 as per the Shire’s Laneway Strategy (the Strategy) adopted by Council on 17 August 2011.

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Currently Laneway 16 (Lot 100 on DP 54365) is still privately owned (owner – Gerald Throssell) and remains as a gravel road base with no drainage and services. The Shire is currently liaising with the Department of Lands to dedicate the laneway as a public road.

The Strategy also recommends Laneway #16 is widened from 5 to 6 metres to comply with the WAPC's Liveable Neighbourhoods policy and WAPC Bulletin No. 33 requirement for a minimum width of 6 metres laneways.

**Western Australian Planning Commission Bulletin No. 33**

The Western Australian Planning Commission's Planning Bulletin No. 33 relates to rights-of-ways in established residential areas. The bulletin states:

*"Where sole vehicle access via a right-of-way is proposed for residential subdivision and/or development and the right-of-way is not a public road, applicants should be required to demonstrate (by submission of copies of the Certificate of Title and original Plan or Diagram of Survey or other documentation) that they have a right to use the right-of-way"*

Planning Bulletin No.33 further states:

*"The present owners of abutting lots (providing the lots, or lots from which they were created, were included on the Plan or Diagram of Survey in which the right-of-way was created) have the right to upgrade, seal and drain and to use, along with guests and invitees, the right-of-way for vehicular and pedestrian access".*

The laneway was created at the same time as the lots abutting it in 1925. Therefore the owner of Lot 17 (No.21) Gerald Terrace has the right to use the laneway.

**S.167a of the Transfer of Land Act 1893 (TLA)**

S.167a of the TLA states as follows:

*"167A . Rights of way generally not public ways or thoroughfares*

*(1) Subject to subsection (2), every right of way shown and marked as such upon any map or plan deposited with the Registrar, under the provisions of Part VIII, on the subdivision of any land shall, unless the contrary is stated, be deemed an easement appurtenant to the land comprised in such map or plan and abutting upon such right of way, and not a public way or thoroughfare.*

*(2) Subsection (1) does not apply, and is deemed never to have applied, to or in relation to land —*

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- (a) *vested in the Crown under section 20A of the Town Planning and Development Act 1928 or section 152 of the Planning and Development Act 2005 for the purpose of a pedestrian accessway or right of way; or*
- (b) *shown and marked as a footway or right of way on a map or plan (being a map or plan deposited with the Registrar of Titles) and transferred to the Crown —*
  - (i) *at the same time as, or after, the registration of certificates of title in accordance with that map or plan; and*
  - (ii) *before the commencement of section 20A of the Town Planning and Development Act 1928.*

Officers have, in consultation with Department of Planning officers, established that subsection (1) of s.167a of the TLA does not apply to the right of way abutting the subject site. This is because the right of way (Lot 100 on DP 54365) has been marked on a plan (Plan 4764) deposited with Landgate as a Right of Way. **It is understood that this implied right of carriageway is sufficient to enable a subdivision to proceed using the existing laneway as the sole means of access.**

**Staff have confirmed that the Department of Lands has received a formal request to dedicate the laneway as a public road however have required further clarification on several points to progress the dedication of the laneway. This includes further consultation, clarification on its usage and further details on the tenure of the land.**

### **LPP 10 – Developments Abutting Rights Of Way**

LPP10 states:

*“This Policy applies to all developments abutting a Rights of Way (“ROW”) or a dedicated road which was originally created as a ROW. Reference to ROW hereinafter includes ROW and includes dedicated laneways that were recognised by the Shire’s Laneway Strategy adopted by Council on 17 August 2011”.*

LPP10 further states that *“this policy applies to all development abutting rights of ways...”*

The definition of development in the *Planning and Development 2005* is as follows:

*“Development means the development or use of any land, including:*

- (a) *any demolition, erection, construction, alteration of or addition to any building or structure on the land;*
- (b) *the carrying out on the land of any excavation works;*
- (c) *in the case of a place to which a Conservation Order made under section 59 of the Heritage of Western Australia Act 1990 applies...”*

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It would appear that the definition of development does not cover subdivision and therefore “subdivision” is not “development”. It is considered that LPP10 may not be applicable to the applications for subdivision. However, further development of the subject site will be subject to the provisions of LPP10.

In regards to the residential development, LPP10 states:

*“Residential developments involving residential infill are required to use the ROW for primary access;”*

**Notwithstanding the above, while** subdivision is not considered to be “development”, any dwelling constructed on the newly created lot at the rear of the existing dwelling will be required to utilise the laneway for primary access. For this reason **it is staff’s position** the proposed subdivision should comply with this requirement.

Furthermore, LPP10 clearly states that only Council may vary any provisions contained within the Policy.

The laneway is currently underutilised due to this being the first subdivision within the vicinity of the laneway. This application may set a precedent for subdivisions and developments abutting laneways in Northam.

Council has recently upgraded several laneways within the Northam townsite in accordance with the Laneway Strategy. It is recommended that should the proposed subdivision proceed in the manner recommended by staff that Council consider the upgrading of Laneway 16 in the 2015/16 Budget process. An initial estimate from Council’s Engineering Department indicates that the estimated cost to upgrade Laneway 16 is approximately \$100,000.

### **Shire of Northam Local Planning Scheme No. 6**

The Shire’s Local Planning Scheme No. 6 does not prohibit “battleaxe” subdivisions.

### **Conclusion**

Officers are generally of the view that the proposed battleaxe subdivision of Lot 17 (21) Gerald Terrace, Northam is contrary to the objectives of LPP10. While Council has discretionary powers to vary the provisions of its policies, officers recommend Council resolve to advise the WAPC that the application in its current ‘battleaxe’ configuration, is not supported by reason of its inconsistency with the purpose and intent of LPP10, which seeks to promote the use of rights-of-way in Northam townsite for primary access. Officers are also concerned that recommending approval to the WAPC may set an unnecessary precedent which may compromise Council’s position on the future development and enhancement of laneways in Northam townsite.

Officers further recommend Council advise the WAPC that Council would be prepared to support a revised proposal for the subdivision of the subject site showing primary access

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to the newly created lot from the abutting right-of-way, subject to the conditions and advice notes outlined in the officer's Recommendation.

However, should Council consider the proposed subdivision **in its current format** warrants support, officers recommend Council request the WAPC impose the same general conditions as outlined in **part 2 of the officer's** recommendation **and a requirement to comply with Local Planning Policy 10**, on any approval.

**RECOMMENDATION**

**That Council:**

- 1. Advise the Western Australian Planning Commission that the application for subdivision of Lot 17 (No.21) Gerald Terrace, Northam (WAPC Ref. No. 151848) in its current 'battle-axe' configuration, is not supported by reason of its inconsistency with the purpose and intent of Council's Local Planning Policy No. 10 (Developments Abutting Rights of Way) seeking to promote the use of rights-of-way in Northam townsite for primary access;**
- 2. Advise the Western Australian Planning Commission that it would support an amended application **proposing primary access from** Laneway 16 **subject to** the following conditions;**
  - a. All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation including the Local Planning Scheme and Building Regulations of Australia.**
  - b. Other than buildings, outbuildings and/or structures shown on the approved plan for retention, all buildings, outbuildings and/or structures present on Lot 17 at the time of subdivision approval being demolished and materials removed from the lot.**
  - c. The existing dwelling being retained is to comply with the requirements of the Residential Design Codes.**
  - d. A 1.5m truncation is to be provided at the junction of the driveway of the rear lot and the laneway.**
  - e. A restrictive covenant, to the benefit of the local government, pursuant to section 129BA of the Transfer of Land Act 1893 (as amended) is to be placed on the certificate of title of the proposed lot advising of the existence of a restriction on the use of the land. Notice of this restriction to be included on the diagram or plan of survey (deposited plan). The restrictive covenant is to state as follows:  
"No new development shall occur within 0.5m of the right-of-way abutting the eastern boundary of the lot to accommodate widening of the right-of-way should it be required in the future."**
  - f. The land being filled, stabilised, drained and/or graded as required to ensure that:**

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- (i) lots can accommodate their intended development; and
  - (ii) finished ground levels at the boundaries of the lot(s) the subject of this approval match or otherwise coordinate with the existing and/or proposed finished ground levels of the land abutting; and
  - (iii) stormwater is contained on-site, or appropriately treated and connected to the local drainage system.
- g. That section of the ROW directly adjacent to and abutting Lot 17 (20.12m in length) is to be sealed, drained and the remaining section made trafficable to the nearest street in accordance with Shire of Northam Local Planning Policy No. 10 - Developments Abutting Rights of Way to the satisfaction of the Executive Manager Development Services.

### Advice Notes to the WAPC:

**Note 1:** In regard to Condition 1, the Western Australian Planning Commission will accept building clearance requirements as specified in the relevant local planning scheme operative at the time the subdivision approval was granted by the Western Australian Planning Commission.

**Note 2:** In regard to Condition 2, planning approval and/or a demolition permit may be required to be obtained from the local government prior to the commencement of demolition works.

**Note 3:** The applicant/owner is advised that any development at the rear Lot shall comply with Shire of Northam Local Planning Scheme No.6 and Shire of Northam Local Planning Policy No.10 – Development abutting a Right of Way.

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21 August 2015

Chadd Hunt  
Executive Manager Development Services, Shire of Northam  
*Attention: President, Deputy President and Councillors*  
Shire of Northam  
PO Box 613  
**NORTHAM WA 6401**

Dear Mr Hunt, President, Deputy President and Councillors,

**NO. 21 (LOT 17) GERALD TERRACE, NORTHAM - PROPOSED TWO (2) LOT FREEHOLD SUBDIVISION**

We act on behalf of our client, Mr Paul Godfrey, in relation to the abovementioned battleaxe configuration subdivision application held with the Western Australian Planning Commission ('WAPC') for No. 21 Gerald Terrace, Northam.

Mr Godfrey has been in contact with the Shire's Executive Manager Development Services in relation to the subdivision conditions which are proposed to be applied to the Shire's recommendation to the WAPC. Currently the Shire has advised the following conditions will be applied, in addition to several others:

- (5) *The plan of subdivision is to be modified so that the battleaxe access leg servicing proposed Lot 1 is removed to show access via the abutting right of way.*
- (6) *The plan of subdivision is to be modified so that the proposed rear lot (Lot 1) is provided with a 1 metre pedestrian access leg clear of any encroachments or projections associated with the existing dwelling including pipework, water heater systems, air condition units, eaves or other such projections associated with the existing dwelling, to the satisfaction of the Western Australian Planning Commission.*

Mr Godfrey wishes to contest the above two (2) conditions as the intent of the subdivision application is to create a two (2) green title lots in a battleaxe configuration. It is noted that the application of the above conditions will alter the intent of the application in its entirety as the application would become a survey strata application.

**STATE PLANNING POLICY 3.1 RESIDENTIAL DESIGN CODES OF WA**

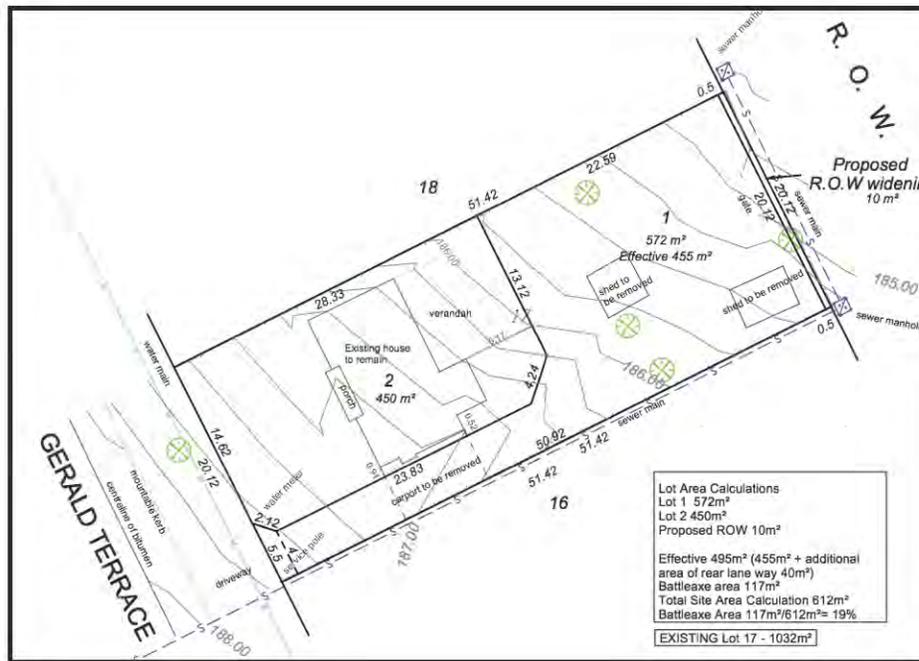
The subject lot is zoned residential R30 and in accordance with Table 4 of the Residential Design Codes ('R-Codes') the applicant may apply for a survey strata subdivision where the lots are to have with a minimum and av-

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verage lot size of 260sqm and 300sqm, respectively, or a battleaxe subdivision whereby the rear lot requires an area of 410sqm inclusive of the vehicular access leg, as demonstrated below.



It is noted that clause 5.3.5 of the R-Codes states that where available, access to on-site car parking spaces are to be provided from a right of way where one exists. However, clause 5.1.1 relating to site area of the R-Codes states the following:

*"in the case of a rear battleaxe site, the site area is inclusive of the access leg provided that the area of the access leg contributes no more than 20 per cent of the site area as required by Table 1. Where the battleaxe lot (excluding the access leg) adjoins or abuts a right-of-way or reserve for open space, pedestrian access, school site or equivalent, half the width (up to a maximum depth of 2m) may be added to the site area.."*

Clause 5.1.1 refers to situations where a battleaxe lot may abut a right of way. By sheer virtue of the reference to a right of way abutting a battleaxe lot in this clause, the R-Codes therefore allows a battleaxe lot configuration even where there is opportunity for vehicular access from a right of way. Figure 1b of the R-Codes shown below, identifies a right of way abutting a proposed lot of subdivision however demonstrates that a battleaxe configuration is acceptable provided sufficient lot size is available.



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In regards to clause 3.6.4 of the SPP 2.2, it is considered that the proposed battleaxe subdivision will not 'seriously threaten' the character of the established area as the proposal does not result in the demolition of the existing dwelling and will not interrupt the existing character of the streetscape.

Given the width of the lot is 20.12m there is potential for an amended design whereby two (2) narrow lots side by side are proposed. It is considered that a proposal of this nature would have a greater impact on the character of the existing established streetscape, as it will result in demolition of the existing dwelling and new development where the 4m front setback would apply.

It is therefore considered that the proposed lot layout for a green title battleaxe subdivision complies with SPP 2.2 and more specifically clauses 3.6.3 and 3.6.4.

**WESTERN AUSTRALIAN PLANNING COMMISSION BULLETIN NO. 33**

The Western Australian Planning Commission's Bulletin No. 33 relates to rights-of-ways in established residential areas. The bulletin states:

*"...redevelopment adjacent to unmade private rights-of-way may increase vehicle usage and create management problems for which there is no identifiable responsible authority.*

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*Where sole vehicle access via a right-of-way is proposed for residential subdivision and/or development and the right-of-way is not a public road, applicants should be required to demonstrate (by submission of copies of the Certificate of Title and original Plan or Diagram of Survey or other documentation) that they have a right to use the right-of-way"*

TPA has been advised by the Shire that the ROW has not formally been acquired, it is therefore considered inappropriate to deviate from the allowance of a battleaxe subdivision of the R-Codes and require sole access from the ROW. The ROW is not sealed or drained and may be privately owned, these recommended conditions will increase the vehicle traffic of the ROW and may result in interim management problems which cannot be resolved given the ownership (care and control) of the ROW is unclear.

The applicant is not proposing access from the ROW and therefore is not required to demonstrate rights of access over the ROW, thus the battleaxe configuration is considered acceptable given the deemed-to-comply requirements of the R-Codes.

#### **SHIRE OF NORTHAM TOWNSITE LANEWAY STRATEGY ADOPTED 17 AUGUST 2011**

No. 21 Gerald Terrace, Northam abuts laneway No. 16 as per the Shire's Townsite Laneway Strategy undertaken by RPS and adopted by Council on 17 August 2011.

RPS have recommended the follow with respect to ROW No. 16:

*"Acquisition by the Shire of Northam, Conversion to Public Road with Possible One Way Traffic Flow and Upgrade."*

Given the subject ROW may still be within private ownership, despite the recommendation provided by RPS, the Shire is not in the care and control of the ROW until acquisition is undertaken. Therefore the ROW still remains as a gravel road base with no drainage and services. Upgrading and ongoing maintenance can only be undertaken by the Shire after the ROW is vested in the crown. It is therefore considered unreasonable for No. 21 Gerald Terrace, Northam, to obtain sole access from the ROW when it is not sealed or maintained by the Shire. It is also unclear if the subject lot has rights of access to the ROW given it is in private ownership.

#### **LPP 10 DEVELOPMENTS ABUTTING RIGHTS OF WAY**

The Shire's policy relating developments abutting right of way intends to ensure primary access to rear lots is from the abutting right of way. The policy fails to address battleaxe lot layouts, privately owned and unsealed rights of way. The policy statement includes the following:

*"This Policy applies to all developments abutting a Rights of Way ('ROW') or a dedicated road which was originally created as a ROW. Reference to ROW hereinafter includes ROW and includes dedicated laneways that were recognised by the Shire's Laneway Strategy adopted by Council on 17th August 2011."*

The subject ROW abutting the lot is not identified as a dedicated ROW as the ROW is privately owned and was not created as a crown ROW by the Minister of Lands under the *Land Act 1933* or earlier legislation, as detailed in the RPS laneway strategy ('strategy'). ROWs created under crown ownership are considered access way reserves and are used for vehicle access by all lots under the care and control of the Shire. However privately owned ROWs do not have the same rights of access and there are no publicly available documents suggesting who has rights of access over this laneway. Therefore the policy statement suggests this policy only relates to rights of way vested in the Crown.

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Notwithstanding the above, the policy suggests all access should be taken from the ROW where one is available. However, it does not adequately address the sealing and upgrading of ROWs that are currently gravel and under utilised. It is noted that the policy requires the upgrading of the ROWs adjacent to the subject lot requiring access however, does reference the remainder of the access way. As such, the subject ROW is not suitable for increased traffic until the Shire obtains ownership, upgrades and maintains the ROW.

Furthermore, the policy does not address freehold subdivisions whereby a battleaxe subdivision is permitted. Given there is no clause within the policy not permitting such a subdivision layout the Council cannot recommend conditions requiring a modified lot layout to exclude the battleaxe leg for vehicle access.

It is also noted that the policy statement states that *"this policy applies to all development abutting rights of ways..."* The definition of development in the Planning and Development 2005 is as follows:

*"development means the development or use of any land, including:*

- (a) any demolition, erection, construction, alteration of or addition to any building or structure on the land;*
- (b) the carrying out on the land of any excavation works;*
- (c) in the case of a place to which a Conservation Order made under section 59 of the Heritage of Western Australia Act 1990 applies..."*

The definition of development does not cover subdivision and therefore subdivision is not development. It is therefore considered that this policy should not apply to applications for subdivision.

**SHIRE OF NORTHAM LOCAL PLANNING SCHEME NO. 6**

The Shires Local Planning Scheme No. 6 (LPS 6) does not include a clause prohibiting battleaxe subdivision layouts.

**Conclusion**

In light of the above, the Council should not apply proposed conditions 5 and 6 as not only will the application of these conditions result in a complete amendment to the intent of the green title battleaxe subdivision proposal, it is considered that overall subdivision application is consistent with the objectives of state planning policy and is fully compliant with the deemed-to-comply provisions of the R Codes.

If you have any queries regarding the above, or would like to discuss further, please contact Bianca Sandri or Daniella Mrdja.

Kind Regards,



**Bianca Sandri**  
Principal Consultant  
0403 911 329  
[bianca@tpaus.com](mailto:bianca@tpaus.com)



**Daniella Mrdja**  
Principal Consultant  
0407 302 152  
[daniella@tpaus.com](mailto:daniella@tpaus.com)

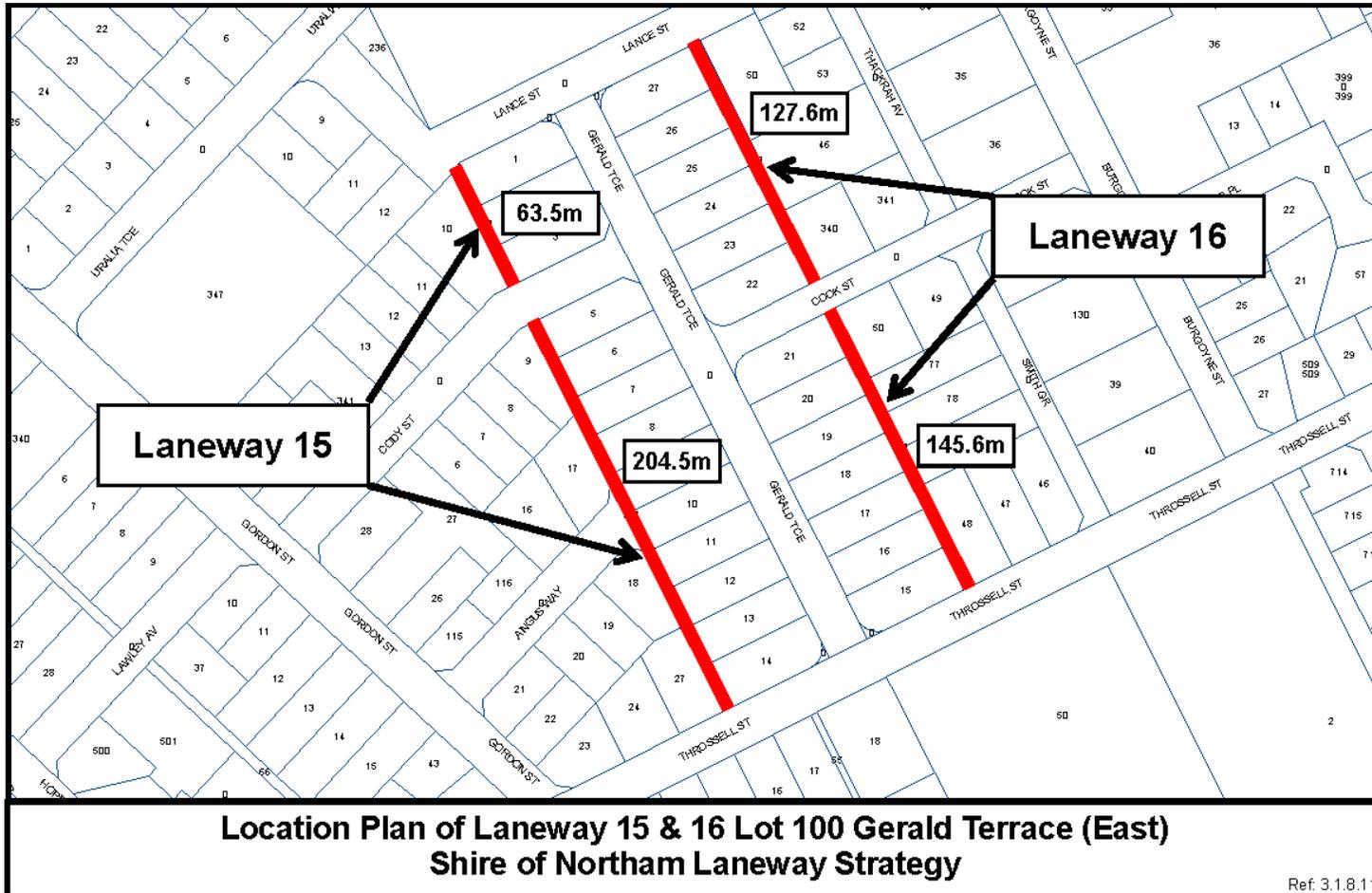
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**13.3. CORPORATE SERVICES**

**13.3.1 ACCOUNTS AND STATEMENTS OF ACCOUNTS**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Leasa Osborne / Denise Gobbart
Officer Interest:	Nil
Policy	Nil
Voting	Simple Majority
Date:	31 August 2015

**PURPOSE**

The Accounts due and submitted to the Ordinary Council Meeting on 16 September 2015 are attached.

**RECOMMENDATION**

That Council endorse the payments for the period 1 August 2015 to 31 August 2015, as listed, which have been made in accordance with the delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

<b>Municipal Bank Vouchers 34247 to 34276</b>	<b>\$ 96,360.94</b>
<b>Trust Bank Vouchers 1913 to 1918</b>	<b>\$ 12,484.09</b>
<b>Municipal Bank Electronic Fund Transfer EFT20573 to EFT20818 and EFT20820 to EFT20825</b>	<b>\$ 1,021,651.87</b>
<b>Trust Bank Electronic Fund Transfer EFT20819 to EFT20819</b>	<b>\$ 500.00</b>
<b>Direct Debit Fund Transfer 8884.1 and 8917.1 to 8917.13 and 8968.1 to 8968.1</b>	<b>\$ 62,260.32</b>
<b>Municipal Bank Electronic Fund Transfer Payroll 13/08/2015</b>	<b>\$ 176,157.72</b>
<b>Municipal Bank Electronic Fund Transfer Payroll 27/08/2015</b>	<b>\$ 194,985.35</b>
<b>TOTAL</b>	<b>\$ 1,564,400.29</b>

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**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL AUGUST 2015**

<b>CHQ/EFT</b>	<b>DATE</b>	<b>NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT \$</b>
1913	13/08/2015	ANDREW WILLIAM DRAFFIN	KERB BOND REFUND FOR LOT 378 FAIRWAY BEND A15035 APPLICATION# 14211.	- 1,500.00
1914	13/08/2015	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BUILDING FEES COLLECTED FOR BSL FOR THE MONTH OF JULY 2015.	- 4,672.84
1915	13/08/2015	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BUILDING FEES COLLECTED FOR BCITF FOR THE MONTH OF JULY 2015.	- 5,075.25
1916	13/08/2015	SHIRE OF NORTHAM	MONTHLY BUILDING COMMISSION FOR BSL & BCITF FOR JULY 2015.	- 181.00
1917	13/08/2015	SPADACCINI CONSTRUCTIONS	KERB BOND REFUND FOR LOT 74, 23 QUEEN STREET NORTHAM A12573 APPLICATION# 10234	- 1,000.00
1918	24/08/2015	MATTHEW SEDEY	CAT TRAP BOND REFUND WAS STOLEN BUT REPORTED TO POLICE. POLICE REPORT# IRZI0815092187988.	- 55.00
			<b>TOTAL TRUST CHEQUES</b>	- <b>12,484.09</b>
EFT20573	05/08/2015	AUSTRALIAN CIVILS PTY LTD	VARIATION #1 & VARIATION #2 NETWORK 1-5 FOR WUNDOWIE TOWN DRAINAGE IMPROVEMENTS & CLAIM #3 NETWORK 1 & 5 KURINGAL & ZAMIA WUNDOWIE TOWN DRAINAGE IMPROVEMENTS.	- 45,425.27
EFT20574	05/08/2015	BOUNCY FUN CASTLES	HIRE OF BOUNCY CASTLES FOR AVON RIVER FESTIVAL 2015.	- 1,800.00
EFT20575	05/08/2015	DENIS GRAHAM BERESFORD	COUNCILLOR MONTHLY PAYMENT FOR JULY 2015.	- 1,726.69
EFT20576	05/08/2015	DESMOND ARNOLD HUGHES	COUNCILLOR MONTHLY PAYMENT FOR JULY 2015.	- 1,726.69
EFT20577	05/08/2015	JULIE ELLEN WILLIAMS	COUNCILLOR MONTHLY PAYMENT FOR JULY 2015.	- 1,726.69
EFT20578	05/08/2015	KATHLEEN DAWN SAUNDERS	COUNCILLOR MONTHLY PAYMENT FOR JULY 2015.	- 1,726.69
EFT20579	05/08/2015	LLEWELLYN A W	COUNCILLOR MONTHLY PAYMENT FOR JULY 2015.	- 1,865.04
EFT20580	05/08/2015	ORH TRUCK SALES	PURCHASE OF X1 USED 2012 HINO FM500 SERIES WATER TRUCK REGISTRATION 1DZI621 & ELECTRIC SPARE TYRE WINCH MOUNTED ON HEADBOARD FOR ENGINEERING SERVICES.	- 131,529.99
EFT20581	05/08/2015	POLLARD FAMILY SUPERANNUATION FUND T/A POLLARD ENTERPRISES PTY LTD	SUPERANNUATION MONTHLY CONTRIBUTION FOR JULY 2015.	- 2,500.00
EFT20582	05/08/2015	ROBERT WAYNE TINETTI	COUNCILLOR MONTHLY PAYMENT FOR JULY 2015.	- 1,726.69
EFT20583	05/08/2015	STEVEN BRUCE POLLARD	COUNCILLOR MONTHLY PAYMENT FOR JULY 2015.	- 2,779.69

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EFT20584	05/08/2015	TERRY MATTHEW LITTLE	COUNCILLOR MONTHLY PAYMENT FOR JULY 2015.	-	2,862.90
EFT20585	05/08/2015	ULO RUMJANTSEV	COUNCILLOR MONTHLY PAYMENT FOR JULY 2015.	-	2,182.53
EFT20586	12/08/2015	JR & A HERSEY PTY LTD	PURCHASE OF X12 BOSTON PENE & MULTILUBE, X10 GLO PINK FLAGGING TAPE, X24 WHITE MARKING PAINT, X12 RIGGER GLOVES, X1 EASYCLEAN LENS WIPES, X1 EARPLUGS, X2 EZYREACH, X3 FLURO YELLOW NO 8 X 100M, X1 CHALK BOTTLE, X1 CHALK LINE REEL & X12 9V ENERGISER INDUSTRIAL BATTERIES.	-	895.03
EFT20587	12/08/2015	ABBOTT & CO PRINTERS	PURCHASE OF X20,000 A4 LETTERHEAD FOR SHIRE ADMIN.	-	1,237.50
EFT20588	12/08/2015	ABS WEST	SUPPLY X50 ONLY ACTIVA T200 EXTERIOR TACTILE 300X300MM YELLOW TILES FOR ENGINEERING SERVICES.	-	1,540.00
EFT20589	12/08/2015	ACES ANIMAL CARE EQUIPMENT SERVICES PTY LTD	PURCHASE OF X2 DAZER 11 FOR RANGER SERVICES.	-	121.90
EFT20590	12/08/2015	ADASOUND PUBLIC ADDRESS	SUPPLY SOUND EQUIPMENT & STAFF FOR REPLAY OF SOUND TRACK FOR FIREWORKS DISPLAY AT THE AVON RIVER FESTIVAL 31/07/2015.	-	592.50
EFT20591	12/08/2015	ADVANCE PRESS	PURCHASE OF X6000 RECLYCLING CALENDERS FOR THE SHIRE OF NORTHAM.	-	3,982.00
EFT20592	12/08/2015	ASLAB PTY LTD	BASECOURSE TESTING OF FOOTPATHS AT BYFIELD STREET, EAST STREET & BURGOYNE STREET, BASECOURSE TESTING OF THE WALKWAY AT GEORGE NUICH PARK & TEST SOIL AT RAILWAY STATION CARPARK PRIOR TO EARTHWORKS.	-	1,926.27
EFT20593	12/08/2015	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA	BRONZE MEMBERSHIP 2015/2016.	-	200.00
EFT20594	12/08/2015	AUSTRALIAN TRAINING MANAGEMENT	FRONT END LOADER & SKID STEER TRAINING & ASSESSMENTS AT NORTHAM DEPOT ON 30/06/2015 TO 02/07/2015 & SKID STEER TRAINING & ASSESSMENTS ON 07/07/2015 & 08/07/2015.	-	7,000.00
EFT20595	12/08/2015	AV-SEC SECURITY SERVICES	ALARM ATTENDANCE AT NORTHAM REC CENTRE ON 30/06/2015, 01/07/2015 & 05/07/2015.	-	242.00
EFT20596	12/08/2015	AVON COMMUNITY DEVELOPMENT FOUNDATION	ANNUAL SUBSCRIPTION FOR 2015/2016.	-	1,100.00
EFT20597	12/08/2015	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD 21/07/2015 TO 03/08/2015.	-	1,568.00
EFT20598	12/08/2015	AVON DESCENT ASSOCIATION	AVON DESCENT SPONSORSHIP 2015.	-	22,000.00

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EFT20599	12/08/2015	AVON PAPER SHRED	SHREDDING OF X1 240LT BIN OF CONFIDENTIAL OFFICE PAPERS FROM THE SHIRE ADMIN BUILDING.	-	55.00
EFT20600	12/08/2015	AVON TELECOMS PTY LTD	SECURITY MONITORING FOR THE NORTHAM VISITOR CENTRE, NORTHAM SES, BERT HAWKE OVAL, WUNDOWIE LIBRARY & TELECENTRE, NORTHAM REC CENTRE & WASTE DISPOSAL CENTRE FOR SEPTEMBER 2015.	-	287.86
EFT20601	12/08/2015	AVON VALLEY ARTS SOCIETY (INC)	PURCHASE OF ASSORTED JEWELLERY ITEMS, SOAPS, CUSHIONS, BEANIES & WELLNESS KITS FOR NORTHAM VISITOR CENTRE.	-	368.10
EFT20602	12/08/2015	AVON VALLEY CONTRACTORS	HIRE OF LOWLOADER TO SHIFT POLES AROUND TOWN FOR ENGINEERING SERVICES ON 24/07/2015.	-	330.00
EFT20603	12/08/2015	AVON VALLEY NISSAN	40,000KM SERVICE ON NISSAN DUALIS N.3433.	-	228.00
EFT20604	12/08/2015	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION FOR THE FORTNIGHT ENDING 24/07/2015.	-	112,650.87
EFT20605	12/08/2015	AVW ELECTRICAL	CABLE LOCATION AT KILLARA FOR SIGN FOOTING.	-	203.50
EFT20606	12/08/2015	BEDROCK	BAND PERFORMANCE FOR AVON RIVER FESTIVAL 2015.	-	600.00
EFT20607	12/08/2015	BLACKWELL PLUMBING PTY LTD	SERVICE BOSCH 10H HOT WATER SYSTEM, REPAIR TOILET FLOAT VALVE AT UNIT 1 KURINGAL VILLAGE & REPAIR LEAKING TOILET & REPAIR FLICKMIXER IN LAUNDRY AT KILLARA.	-	601.35
EFT20608	12/08/2015	BOC LIMITED	BALLOON GAS FOR THE PERIOD 08/04/2015 TO 28/05/2015.	-	31.05
EFT20609	12/08/2015	BOOTH PRINT	PRINT X8 A4 TRIPPLICATE SWIMMING POOL INSPECTION BOOKS FOR DEVELOPMENT SERVICES.	-	434.50
EFT20610	12/08/2015	BORAL RESOURCES WA LTD (ASPHALT)	PURCHASE OF X2 205 LITRE DRUMS OF EMULSION FOR ENGINEERING SERVICES.	-	563.75
EFT20611	12/08/2015	BURGESS RAWSON (WA) PTY LTD	WATER USAGE FOR THE PERIOD 14/05/2015 TO 15/07/2015 & WATER & SEWERAGE RATES FROM 01/07/2015 TO 31/08/2015 AT THE SULLAGE WASTE POINT PEEL TCE.	-	44.74
EFT20612	12/08/2015	CADD'S FASHIONS	PURCHASE OF X1 LEATHER CBD MESSENGER BAG FOR KEVIN KANE'S FAREWELL GIFT.	-	80.00
EFT20613	12/08/2015	CEMETERIES & CREMATORIA ASSOCIATION OF WA	ORDINARY MEMBERSHIP RENEWAL 2015/2016.	-	110.00

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EFT20614	12/08/2015	CENTRAL MOBILE MECHANICAL REPAIRS	REPAIR BROKEN HYDRAULIC FITTING ON VOLVO BACKHOE N.004, REMOVE & REFIT NEW DOOR LOCKS ON MULTIPAC ROLLER N.1709, CHECK OIL LEAK ON HYDRAULIC VALVE BLOCK ON VOLVO GRADER N.002, 9,833HR SERVICE ON MULTIPAC ROLLER N.1709, REPLACE HYDRAULIC FITTINGS ON CLARK BOBCAT N.006, 131,202KM SERVICE ON MITSUBISHI TRUCK N.3885 & TRAILER N.5477, 8,460KM SERVICE ON WUNDOWIE COMMUNITY BUS N460, REMOVE GEAR SHIFT HOUSING & REPLACE O-RINGS TO STOP AIR LEAK ON MITSUBISHI TRUCK N.3885, REMOVE DAMAGED HYDRAULIC HOSES ON VOLVO BACKHOE N.4177, REPAIR BRAKE SYSTEM ON MITSUBISHI CANTER TRUCK N.003, INSPECT STEERING FAULT ON WATER TRUCK N.007, SERVICE FOOTPATH SWEEPER 1DWH350, REPAIR HYDRAULIC LEAK ON VOLVO GRADER N.002 & REMOVE DAMAGED SEAT & FIT NEW SEAT IN DYNAPAC ROLLER N.9166.	-	6,507.52
EFT20615	12/08/2015	CJD EQUIPMENT PTY LTD	PURCHASE OF ASSORTED BLADES, SCREWS & NUTS TO SUIT BACKHOES N.004 & N.4177.	-	1,403.03
EFT20616	12/08/2015	COLIN DUNCAN GRANT	CLEANING AT NORTHAM DISTRICT SES ON 15/07/2015.	-	110.00
EFT20617	12/08/2015	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE & METER READING ON SHIRE ADMIN COPIER & COMMUNITY SERVICES COPIER.	-	2,392.97
EFT20618	12/08/2015	COURIER AUSTRALIA	FREIGHT CHARGES FOR ENGINEERING SERVICES & DEVELOPMENT SERVICES IN JULY 2015.	-	47.23
EFT20619	12/08/2015	COVS PARTS PTY LTD	PURCHASE OF X1 BATTERY FOR HUSQVARNA RIDE ON LAWNMOWER.	-	99.26
EFT20620	12/08/2015	CROSSLAND & HARDY PTY LTD	FEATURE SURVEY OF INKPEN ROAD WASTE MANAGEMENT FACILITY & SURVEY PLAN.	-	4,141.50
EFT20621	12/08/2015	D CLEMENTS SMASH REPAIRS	INSURANCE EXCESS FOR REPAIRS TO SV6 COMMODORE N.4030.	-	1,000.00
EFT20622	12/08/2015	DAMIAN'S PLUMBING	FIT NEW TOILET SEAT & CHECK ALL TAPS & DRAINS AT CLACKLINE TOILETS & CHECK ALL DRAINS & REPAIR LEAK AT BAKERS HILL PUBLIC TOILET.	-	380.60
EFT20623	12/08/2015	DEBBIE HUGHES - PERTH FACE PAINTING COMPANY	FACE PAINTERS FOR AVON RIVER FESTIVAL 2015.	-	990.00
EFT20624	12/08/2015	DEPENDABLE LAUNDRY SOLUTIONS	SERVICE CALL TO KILLARA RESPITE ON 09/06/2015 TO FIT FERITE & WATER VALVE.	-	572.00
EFT20625	12/08/2015	DOMUS NURSERY	PURCHASE OF X170 ASSORTED PLANTS FOR ROUNDABOUT REPLACEMENT.	-	1,004.58

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

EFT20626	12/08/2015	DUNNING INVESTMENTS PTY LTD	DUNNINGS FUEL ACCOUNT FOR JULY 2015.	-	21,727.62
EFT20627	12/08/2015	EASTERN HILLS SAWS & MOWERS	PURCHASE OF X1 STIHL FS250 BRUSHCUTTER, X1 FILE HOLDER STANDARD CHARGER, X1 AP180 BATTERY, X1 30CM BAR & X2 1/4" FILE SET FOR ENGINEERING SERVICES.	-	1,306.40
EFT20628	12/08/2015	ELDERS LIMITED	PURCHASE OF X3 20L DRUMS OF ROUNDUP & X1 TRICLOPYR 20L FOR ENGINEERING SERVICES.	-	645.59
EFT20629	12/08/2015	ELITE CHAMPION MMA	KIDSPORT FUNDING.	-	600.00
EFT20630	12/08/2015	ENVIRONMENTAL HEALTH AUSTRALIA (NEW SOUTH WALES) INCORPORATED	I'M ALERT ONLINE FOOD SAFETY TRAINING SUBSCRIPTION 2015-2016 & FULL MEMBERSHIP WA FOR GILLIAN MANSFIELD FOR THE PERIOD 17/07/2015 TO 30/06/2016.	-	660.00
EFT20631	12/08/2015	EP PROPERTY CARE SERVICES	GARDEN MAINTENANCE AT NORTHAM SWIMMING POOL DURING JUNE 2015 & BBQ CLEANED & WASHED WEEKLY, CLEAN FILTERS, SWEEP AREA & CLEAN BENCH SEAT AT APEX PARK, BROOME TCE & BERNARD PARK FOR JULY 2015.	-	1,546.05
EFT20632	12/08/2015	EXPERIENCE PERTH	NORTHAM REGIONAL FOCUS CAMPAIGN FUNDING CONTRIBUTION FOR AVONLINK.	-	1,000.00
EFT20633	12/08/2015	FLAT OUT FREIGHT	FREIGHT FROM NORTHAM POOL TO ROYAL LIFE SAVING IN MT CLAREMONT FOR NORTHAM REC CENTRE ON 07/05/2015.	-	62.15
EFT20634	12/08/2015	FM SURVEYS	SURVEY OLD RAILWAY STATION CARPARK PRIOR TO EARTHWORKS, SURVEY GEORGE NUICH PARK FOR PLAYGROUND INSTALLATION & WUNDOWIE PIPELINE ROAD CROSSING & BASIN AS CONSTRUCTED SURVEYS.	-	5,255.25
EFT20635	12/08/2015	FRAMESWEST	MODIFY X10 BANNER POLES, SUPPLY HOLDING DOWN BOLTS & PAINT BANNER POLES FOR ENGINEERING SERVICES.	-	7,755.00
EFT20636	12/08/2015	GCM AGENCIES PTY LTD	PURCHASE X1 DOOR LOCK SET & KEYS FOR MULTIPAC ROLLER N.1709.	-	202.40
EFT20637	12/08/2015	GLENN STUART BEVERIDGE	INSPECT SWINGING BRIDGE VIEWING PLATFORMS & BRIDGE OVER SWAN PONDS, REPLACE DAMAGED TIMBER SLATS TO SWING PLAYGROUND AT WUNDOWIE PARK, REPAIR ROOF AT MEMORIAL HALL & WUNDOWIE HALL & REPAIR ELECTRICAL BOX AT SKATE PARK.	-	1,008.70
EFT20638	12/08/2015	GRAFTON ELECTRICS	REPAIR FAULT WITH BERNARD PARK WATER PLAYGROUND & CHECK PUMP AT RUSHTON PARK.	-	214.50

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EFT20639	12/08/2015	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED	PROFESSIONAL SERVICES PROVIDED BY FRANK EPPE PROJECT SUPERVISOR WUNDOWIE TOWN DRAINAGE IMPROVEMENTS FOR THE WEEK ENDING 28/06/2015.	- 3,520.00
EFT20640	12/08/2015	HOLCIM AUSTRALIA PTY LTD	CONCRETE FOR FOOTINGS BANNER POLES PEEL TERRACE.	- 585.86
EFT20641	12/08/2015	I.T. VISION GROUP (INC)	IT VISION USER GROUP MEMBERSHIP SUBSCRIPTION 2015/2016.	- 715.00
EFT20642	12/08/2015	IMMACU SWEEP	SWEEPING OF TOWN CENTRE FOOTPATHS & GULLY EDUCATION SERVICES FROM 01/06/2015 TO 27/06/2015.	- 15,048.00
EFT20643	12/08/2015	INDEPENDENT VALUERS OF WESTERN AUSTRALIA	VALUATION OF HANGERS 11, 12 & 39 AT 105 WITHERS STREET NORTHAM ON 28/07/2015.	- 1,100.00
EFT20644	12/08/2015	INTERFIRE AGENCIES PTY LTD T/A LOVETT FAMILY TRUST	PURCHASE OF X2 HAZARD LED GRILL DASH COVERT RED/AMBER 12VDC & EXPRESS DELIVERY CHARGES FOR RANGER SERVICES.	- 458.26
EFT20645	12/08/2015	INVISION SIGNS AND DESIGNS	PURCHASE OF X1 NAME BADGE WITH MAGNETIC BACK FOR CLUB DEVELOPMENT OFFICER RACHEL.	- 59.40
EFT20646	12/08/2015	IXOM OPERATIONS PTY LTD	SERVICE FEE FOR X3 920KG OF CHLORINE FOR TREATED WASTE WATER RETICULATION & NORTHAM POOL FOR THE PERIOD OF 01/07/2015 TO 31/07/2015.	- 522.74
EFT20647	12/08/2015	JEF SALES & SERVICE	ASSESS & REPAIR FAULTY STIHL BLOWER FOR ENGINEERING SERVICES.	- 82.50
EFT20648	12/08/2015	K & N TRADITIONAL LANDSCAPES	BEING PART PAYMENT FOR WORKS PROGRESSED AT KILLARA RESPITE CENTRE TO SUPPLY & INSTALL ARTIFICIAL TURF, PLANTS, SEATING, STONE WALLING & RETICULATION.	- 15,000.00
EFT20649	12/08/2015	KLEENHEAT GAS	YEARLY FACILITY FEES FOR 45KG VAP CYLINDERS AT KINGSWAY AQUATIC, KILLARA, MEMORIAL HALL & NORTHAM REC CENTRE.	- 409.20
EFT20650	12/08/2015	KLEENWEST DISTRIBUTORS	PURCHASE OF X4 CARPI WIPES, X8 48PK TOILET ROLLS, X6 HAND TOWELS, X1 250PK 80LTR BIN BAGS & X1 100PK 240LTR BIN LINERS FOR NORTHAM REC CENTRE.	- 939.13
EFT20651	12/08/2015	KOMATSU AUSTRALIA PTY LTD	1,000HR SERVICE & CHECKS TO 380H-6 FRONTWHEEL LOADER AT INKPEN LANDFILL SITE.	- 2,898.92

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**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

EFT20652	12/08/2015	LANDGATE	RURAL UV'S CHARGEABLE SCHEDULE R2015/5 DATED 21/03/2015 TO 15/05/2015, GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE G2015/5 DATED 11/04/2015 TO 08/05/2015 & MINING TENEMENTS CHARGEABLE SCHEDULE M2015/5 DATED 14/04/2015 TO 14/05/2015.	- 333.66
EFT20653	12/08/2015	LANDMARK	PURCHASE OF X2 CAMLOCK 3IN COUPLER, X1 18KG GAS FOR TOYOTA FORKLIFT, X2 5L BAIN MEASURING JUG, X1 20L NUFA KAMBA, X1 10KG BARM BUNNY BAIT & X5 GALVANISED STAR POSTS FOR ENGINEERING SERVICES.	- 783.70
EFT20654	12/08/2015	LED SIGNS	REPAIR OF SCOREBOARD CONTROLLER, SCOREBOARD CPU & WIRELESS BOARD FOR NORTHAM REC CENTRE.	- 819.50
EFT20655	12/08/2015	CANCELLED PAYMENT		
EFT20656	12/08/2015	LLOYDS EARTHMOVING	PURCHASE OF X8 NATIVE PLANTS FOR CITIZENSHIP CEREMONY ON 10/07/2015.	- 72.00
EFT20657	12/08/2015	LO-GO APPOINTMENTS	PROFESSIONAL SERVICES PROVIDED BY DOMENICO BONO RATES OFFICER FOR THE PERIOD 29/06/2015 TO 17/07/2015.	- 6,239.10
EFT20658	12/08/2015	LOCAL GOVERNMENT MANAGERS AUSTRALIA WA DIVISION INC	AGE FRIENDLY COMMUNITIES PROFESSIONAL DEVELOPMENT DAY HELD ON 24/07/2015 REGISTRATION FOR ROSS RAYSON, NICOLE HAMPTON & MICHELLE BLACKHURST & 2015-2016 COUNCIL CORPORATE MEMBERSHIP SUBSCRIPTIONS.	- 1,611.00
EFT20659	12/08/2015	LOUI'S PLANT HIRE	REMOVE 3 CUBS OF SPOIL FROM PLAYGROUND & BACK FILL WITH SAND 300MM THICK AROUND PLAY EQUIPMENT AT FRIEND PARK, APEX PARK,	- 25,370.00

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

			MORREL PARK, MAY STREET PARK, RUSHTON PARK & DUNLOP PARK.	
EFT20660	12/08/2015	MEGA-FIX	PURCHASE OF X1 NITTO HOSE TAIL SOCKET 1/2" & X1 SAFETY WELDERS APRON FOR ENGINEERING SERVICES.	- 47.81
EFT20661	12/08/2015	METRO BEVERAGE CO PTY LTD	PURCHASE OF ASSORTED DRINKS FOR NORTHAM REC CENTRE.	- 398.70
EFT20662	12/08/2015	CANCELLED PAYMENT		
EFT20663	12/08/2015	MICHAEL SPERANZA	ROVING ENTERTAINMENT FOR AVON RIVER FESTIVAL 2015.	- 560.00
EFT20664	12/08/2015	NAVMAN WIRELESS PTY LTD	SUBSCRIPTION SERVICE FEE & MONTHLY SATELLITE SERVICE FEE FOR THE PERIOD 15/07/2015 TO 14/08/2015.	- 439.78
EFT20665	12/08/2015	NETSIGHT	MYOSH MONTHLY SUBSCRIPTION FOR JULY & AUGUST 2015.	- 1,326.60
EFT20666	12/08/2015	NORTHAM & DISTRICTS GLASS SERVICE	FIT REPLACEMENT REAR WINDOW & INVISI-GUARD WOVEN STAINLESS STEEL SECURITY SCREEN TO JOHN DEERE TRACTOR N11063.	- 1,782.20
EFT20667	12/08/2015	NORTHAM CENTRAL NEWSAGENCY	NEWSPAPER DELIVERIES FOR SHIRE ADMIN FOR THE PERIOD 01/07/2015 TO 01/08/2015.	- 47.40
EFT20668	12/08/2015	NORTHAM DISCOUNT DRUG STORE	PURCHASE OF X1 SPACER & X1 NDSS FOR KILLARA.	- 35.19
EFT20669	12/08/2015	NORTHAM HARDWARE	PURCHASE OF X3 5MM SPLIT LINKS FOR BIN INSTALLATION & X2 400MM MICRO STAKE VINYL TUBE & X2 SPRINKLERS FOR NORTHAM VISITOR CENTRE.	- 21.90
EFT20670	12/08/2015	NORTHAM HOLDEN	REPLACE BROKEN MUD FLAP ON HOLDEN COLORADO N.4021 & 45,000KM SERVICE ON HOLDEN CAPTIVA N.4092.	- 401.87
EFT20671	12/08/2015	CANCELLED PAYMENT		

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

EFT20672	12/08/2015	NORTHAM NURSERY	PURCHASE OF X10 BAGS OF MANURE FOR ENGINEERING SERVICES.	- 65.00
EFT20673	12/08/2015	NORTHAM SPRINGFIELD FOOTBALL CLUB	KIDSPORT FUNDING.	- 2,295.00
EFT20674	12/08/2015	NORTHAM VETERINARY CENTRE	EUTHANASIA OF X2 DOGS, FERAL CATS FROM KURINGAL VILLAGE UNIT 4 WUNDOWIE, X3 CATS FROM 393 MITCHELL AVENUE & DIAZAPAN MEDICATION TO SEDATE AGGRESSIVE DOG.	- 1,301.61
EFT20675	12/08/2015	NORTHAM WADO RYU KARATE CLUB	KIDSPORT FUNDING.	- 200.00
EFT20676	12/08/2015	NORTHAM WESTEND CONVENIENCE STORE	SUPPLY & DELIVER OF X350 175MM GREVILLIA TUCKERS DWARF FOR VERGE GARDENS ON FITZGERALD STREET NORTHAM.	- 3,407.25
EFT20677	12/08/2015	OFFICEWORKS SUPERSTORES PTY LTD	PURCHASE OF ASSORTED STATIONERY ITEMS FOR KILLARA.	- 159.85
EFT20678	12/08/2015	OXTER SERVICES	PURCHASE OF X1 HAND TOWEL & X1 48PK TOILET ROLLS FOR NORTHAM LIBRARY, X1 5L HAND WASH FOR NORTHAM DEPOT, BAKERS HILL TOWNSITE INVOICING FOR THE PERIOD 06/07/2015 TO 31/07/2015 & CEMETERY INVOICING FOR THE FORTNIGHT ENDING 17/07/2015 & CHARGES FOR NEW GRAVE & GRAVE CERTIFICATION FOR BEAZLEY & PRIEST.	- 3,494.11
EFT20679	12/08/2015	CANCELLED PAYMENT		
EFT20680	12/08/2015	PROMAPP SOLUTIONS LIMITED	PROMAPP PROCESS MANAGER, SOFTWARE AS A SERVICE, MONTHLY SUBSCRIPTION ENTERPRISE 50 LICENSE FOR JULY 2015.	- 1,020.00
EFT20681	12/08/2015	PROMPT SETTLEMENTS	REFUND OF LANDGATE ACCOUNT ENQUIRY FEE FOR	- 145.00

**SHIRE OF NORTHAM**  
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			RATES & ORDERS FOR 31 LOBELIA AV WUNDOWIE.	
EFT20682	12/08/2015	RED DOT STORES	ASSORTED ITEMS FOR THE LOST WORLD WAR 1 COUNTRY ARTS SHOW 2015.	- 315.79
EFT20683	12/08/2015	ROAD SPECIALIST AUSTRALIA PTY LTD	REPLACE WATER PUMP, CHANGE LIGHTS & FIX EMULSION PUMP ON WA HINO FLOCON N.008.	- 1,729.81
EFT20684	12/08/2015	RYDGES PERTH	MEALS & ACCOMMODATION FOR CR JULIE WILLIAMS, MEALS, ACCOMMODATION & VALET PARKING FOR CR DES HUGHES, CR BERT LLEWELLYN, CR TERRY LITTLE & CR ROB TINETTI FOR LOCAL GOVERNMENT WEEK 2015 FOR THE PERIOD 05/08/2015 TO 08/08/2015.	- 6,094.50
EFT20685	12/08/2015	SLAV'S CLEANING SERVICE	CLEANING OF THE ADMIN BUILDING, DEPOT, APEX PARK TOILETS, BERNARD PARK TOILETS, VISTORS CENTRE & NORTHAM LIBRARY FOR THE MONTH OF JULY & EXTRA CLEANING AT BERNARD PARK TOILETS ON 12/07/2015 & 13/07/2015 & APEX PARK TOILETS ON 12/07/2015.	- 8,721.21
EFT20686	12/08/2015	CANCELLED PAYMENT		
EFT20687	12/08/2015	SPECIALE SMASH REPAIRS	EXCESS DUE ON INSURANCE CLAIM FOR MAZDA CX-9 N4082.	- 1,000.00
EFT20688	12/08/2015	SPECIALISED TREE SERVICE	REMOVE TREE FROM 195 MITCHELL AVE NORTHAM INCLUDING TRAFFIC CONTROL.	- 5,323.38
EFT20689	12/08/2015	SQUIRE PATTON BOGGS (AU)	FEES IN RELATION TO NATIVE TITLE CLAIMS SNC#1 (WAD6006/2003) & SNC#2 (WAD6012/2003) FROM 13/03/2015 TO 23/06/2015.	- 40.72
EFT20690	12/08/2015	ST JOHN AMBULANCE AUSTRALIA	SERVICING OF ASSORTED SHIRE FIRST AID KITS.	- 969.15

**SHIRE OF NORTHAM**  
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EFT20691	12/08/2015	STATE LAW PUBLISHER	GOVERNMENT GAZETTE ADVERTISING ON 31/07/2015 FOR SCHEME AMENDMENT 1.	- 71.25
EFT20692	12/08/2015	CANCELLED PAYMENT		
EFT20693	12/08/2015	SUSAN MAE CONNELL	REIMBURSEMENT FOR PARKING ON 04/08/2015 FOR CONTRACT MANAGEMENT COURSE.	- 25.75
EFT20694	12/08/2015	SWAN EVENT HIRE	HIRE OF MARQUEE FOR THE AVON RIVER FESTIVAL 2015.	- 3,195.77
EFT20695	12/08/2015	T-QUIP	PURCHASE OF X1 BRUSH LIFT CABLE & X1 OIL FILTER FOR HAKO FOOTPATH SWEEPER 1DNH350.	- 222.65
EFT20696	12/08/2015	THE LIMES ORCHARD STAY - PT & JA PERKINS	PURCHASE OF X12 750ML LIME CORDIAL FOR THE NORTHAM VISITOR CENTRE.	- 67.20
EFT20697	12/08/2015	THE WORKWEAR GROUP	PURCHASE OF UNIFORMS FOR KELLEE WATERS, ROBERTA O'NEIL, LEASA OSBORNE & ANASTASIA WILLIAMS.	- 458.86
EFT20698	12/08/2015	VODAFONE	VODAFONE MESSAGING CHARGES FOR SES & BRIGADE FOR THE PERIOD OF 01/07/2015 TO 31/07/2015.	- 89.10
EFT20699	12/08/2015	CANCELLED PAYMENT		
EFT20700	12/08/2015	WATER FEATURES BY DESIGN	PURCHASE OF X1 STAINLESS GROUND SPRAYS 4NO FOR THE NORTHAM REC CENTRE.	- 660.00
EFT20701	12/08/2015	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION MEMBERSHIP SUBSCRIPTION 2015/16, WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION LOCAL LAWS SUBSCRIPTION 2015/16 & PURCHASE OF ROMAN II POCKET RAMM DEVICE FOR ENGINEERING SERVICES.	- 16,441.49

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ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

EFT20702	12/08/2015	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REPAIR BOTH MIRRORS ON MITSUBISHI FUSO TRUCK N10759, REPAIR LIGHTING ISSUE ON AFRON ELEVATED WORK PLATFORM N.3662, REMOVE OLD BEACON & REPLACE WITH A NEW BEACON ON DYNAPAC ROLLER N9166, REPAIR ANTENNA ON CASE IH TRACTOR N.017, REMOVE OLD FILTERS & CLEAN EVAPORATOR UNIT ON CLARK BOBCAT LOADER N.006, REPAIR BEACON & REVERSE LIGHT/BEEPER ON HINO TIPTRUCK N.4012, REPAIR WIRING & REPLACE FUSE ON ISUZU TIPPER N.4096, REPAIR HEAD LIGHTS ON COMMUNITY BUS N.009 & INSTALL BREAKAWAY BOX ON BOBCAT TRAILER 1TNU484.	- 5,076.50
EFT20703	12/08/2015	WHEATBELT GENERAL PRACTICE TOODYAY	PRE-EMPLOYMENT MEDICAL FOR ANGELA MCCLUSKEY.	- 151.25
EFT20704	12/08/2015	WHEATBELT SAFETYWEAR	PURCHASE OF X1 2PK DISPOSABLE MASKS, X3 GOGGLES, X3 SUNSCREEN, X6 DISPOSABLE OVERALLS, X1 PACKET OF DANGER TAGS, X1 PACKET OF CAUTION TAGS & X1 SLING FOR ENGINEERING SERVICES.	- 317.00
EFT20705	12/08/2015	WILD-CARD.ORG	PURCHASE OF ASSORTED MUSICAL NATIVE BIRD CARDS FOR THE NORTHAM VISITOR CENTRE.	- 155.10
EFT20706	12/08/2015	WINIFRED JANICE UNDERDOWN	RATES REFUND FOR ASSESSMENT A2548 ALMOND AVENUE BAKERS HILL.	- 1,705.53
EFT20707	12/08/2015	WORMALD FIRE (WA)	ROUTINE INSPECTION & MAINTENANCE AT THE NORTHAM TOWN HALL FOR THE PERIOD 01/07/15 TO 31/07/15.	- 143.89

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### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

EFT20708	12/08/2015	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	PURCHASE OF FUEL AT EL CABALLO ROADHOUSE FOR BAKERS HILL BFB 1 & 2 ON 26/07/2015.	- 100.68
EFT20709	12/08/2015	WUNDOWIE AND DISTRICTS MENS SHED INC	REIMBURSEMENT FOR FUEL FOR WUNDOWIE COMMUNITY BUS N460 TO TRAVEL TO WESTERN POWER FOR ANNUAL INSPECTION.	- 23.00
EFT20710	12/08/2015	WW SOUVENIRS GIFTS & HOMEWARES PTY LTD	PURCHASE OF ASSORTED COASTERS, ANIMAL PEWTERS, CUSHION COVERS & TWO UP SETS FOR THE NORTHAM VISITOR CENTRE.	- 238.51
EFT20711	13/08/2015	ABS WEST	SUPPLY ONLY T200 YELLOW EXTERIOR TACTILES FOR FOOTPATHS ON STIRLING STREET.	- 739.20
EFT20712	13/08/2015	ADASOUND PUBLIC ADDRESS	SUPPLY STAFF & SOUND EQUIPMENT FOR AVON RIVER FESTIVAL STREET PARADE 2015.	- 1,487.50
EFT20713	13/08/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAYROLL 29/07/2015 TO 11/08/2015.	- 45,794.00
EFT20714	13/08/2015	CENTRAL MOBILE MECHANICAL REPAIRS	ENGINE REPAIRS TO MITSUBISHI TRUCK N.3885.	- 327.80
EFT20715	13/08/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS.	- 314.58
EFT20716	13/08/2015	EASTERN HILLS SAWS & MOWERS	PURCHASE OF X1 AL100 STANDARD CHARGER FOR ENGINEERING SERVICES.	- 45.00
EFT20717	13/08/2015	MAXXIA PTY LTD	PAYROLL DEDUCTIONS.	- 514.32
EFT20718	13/08/2015	OXTER SERVICES	GRASS VALLEY TOWNSITE MAINTENANCE INVOICING FOR THE PERIOD 06/07/2015 TO 31/07/2015.	- 765.60
EFT20719	14/08/2015	LGC TRAFFIC MANAGEMENT	TRAFFIC CONTROL FOR TREE LOPPING AT PEEL TERRACE ON 23/06/2015.	- 1,131.90
EFT20720	18/08/2015	COLLIERS INTERNATIONAL (WA) PTY LTD	DISPLAY AREA AT NORTHAM BOULEVARD FOR COMMUNITY CONSULTATION ON 27/08/2015 & 28/08/2015 IN RESPECT TO THE HERITAGE PRECINCT,	- 330.00

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## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

			SWAN ENCLOSURE & AVON MALL.	
EFT20721	24/08/2015	NORTHAM CHAMBER OF COMMERCE	SHIRE OF NORTHAM FUNDING FOR FINANCIAL YEAR 2015/2016.	- 66,000.00
EFT20722	24/08/2015	ALAN'S AUTO ELECTRICS	REPAIR TRAILER PLUG ON NISSAN NAVARA N.4057 & X1 BATTERY CHARGER CTEK 12V 7A FOR BRIGADES.	- 336.25
EFT20723	24/08/2015	ANDY'S PLUMBING SERVICE	UNBLOCK LADIES TOILETS, CLEAR SEWER LINE, REPAIR TOILET CISTERN & TOILET DUCT AT NORTHAM REC CENTRE, UNBLOCK MALE TOILETS AT BERNARD PARK, REPAIR URINAL CISTERN, TOILET CISTERN & BROKEN PAN SEATS AT APEX PARK & REPAIR WATER PUMP AT NORTHAM SWIMMING POOL.	- 2,580.05
EFT20724	24/08/2015	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	PURCHASE OF X1440 CHAIN GRADE70 8MM, X4 RATCH LOADBINDER 8MM, X4 CHAIN SPLIT LINK 10MM, X5 SHAFT LOCKING PINS 11MMX58MM FOR ENGINEERING SERVICES.	- 434.55
EFT20725	24/08/2015	AROC-SHIRE OF DOWERIN	HIRE OF EQUIPMENT FOR AVON DESCENT 2015.	- 110.00
EFT20726	24/08/2015	ASLAB PTY LTD	BASECOURSE TESTING FITZGERALD STREET CARPARK NEAR SHIRE OFFICE NORTHAM & ASPHALT THICKNESS TESTING AT BYFIELD STREET FOOTPATH.	- 1,358.02
EFT20727	24/08/2015	AUSTRALIA POST	AUSTRALIA POST ACCOUNT FOR ADMIN, KILLARA & LIBRARY FOR JULY 2015.	- 2,417.63
EFT20728	24/08/2015	AUTOPRO NORTHAM	PURCHASE OF X1 BATTERY FOR CATERPILLAR SKID STEER 1CAX990 & X1 EMERGENCY HAMMER FOR TOYOTA COASTER BUS N.009.	- 166.79

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

EFT20729	24/08/2015	AV-SEC SECURITY SERVICES	ALARM ATTENDANCE AT NORTHAM REC CENTRE ON 17/07/2015, 31/07/2015 & 31/07/2015, CHECK COMMUNICATION LINE AT OLD RAILWAY STATION MUSEUM & SECURITY FOR THE AVON RIVER FESTIVAL 2015.	- 2,794.50
EFT20730	24/08/2015	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD 07/07/2015 TO 19/07/2015 & 04/08/2015 TO 16/08/2015	- 3,192.00
EFT20731	24/08/2015	AVON SANDS AND MINERALS	SUPPLY & DELIVER WHITE WASHED SAND FOR FRIEND PARK, MORRELL PARK, APEX PARK, DUNLOP PARK, RUSHTON PARK, PERINA PARK, BERT HAWKE OVAL & SHIRE DEPOT YARD.	- 17,325.00
EFT20732	24/08/2015	AVON VALLEY NISSAN	REPAIR FRONT SPRINGS & REAR ENGINE MOUNT ON FUSO FIGHTER N.007 & REPAIR CHAIR LIFT SYSTEM ON WHEELCHAIR BUS KILLARA2.	- 4,221.36
EFT20733	24/08/2015	AVON WASTE	HIRE OF BINS FOR AVON RIVER FESTIVAL 2015 & DOMESTIC & COMMERCIAL WASTE COLLECTION IN THE SHIRE OF NORTHAM FOR THE FORTNIGHT ENDING 07/08/2015.	- 34,271.80
EFT20734	24/08/2015	AWP GROUP	SUPPLY & INSTALLATION OF X1 CLEAR PVC BLIND TO REPLACE VANDALISED ONE BESIDE BROADWALK AT RIVERS EDGE CAFE.	- 1,413.50
EFT20735	24/08/2015	BALLS N ALL	ARCADE GAMES FOR AVON RIVER FESTIVAL 2015.	- 3,500.00
EFT20736	24/08/2015	BEAUREPAIRES	REPAIR TYRE ON MITSUBISHI FUSO TRUCK N10759, SUPPLY & FIT 2 REAR TYRES ON HOLDEN COLORADO N.4021 & REPAIR TYRE ON WHEELCHAIR BUS KILLARA2.	- 652.45

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

EFT20737	24/08/2015	BENARA NURSERIES	PURCHASE OF X16 STREET TREES FOR ENGINEERING SERVICES.	- 2,543.75
EFT20738	24/08/2015	BLACKWELL PLUMBING PTY LTD	EXPOSE LEAKING PRESSURE PIPE & REPAIR AT NORTHAM AIRPORT, CONDUCT FIRE SERVICE PRESSURE TEST AT NORTHAM REC CENTRE & CLAIM TO CONVERT STANDPIPES FOR AUGUST.	- 14,085.20
EFT20739	24/08/2015	C.Y.O'CONNOR INSTITUTE	COURSE FEES FOR ALYSHA MAXWELL FOR DEVELOP A MARKETING STRATEGY & CERTIFICATE III IN AGED CARE FOR GAIL PIETERSIE, JOANNE FRENCH & RACHEL HAMPTON.	- 645.92
EFT20740	24/08/2015	CJD EQUIPMENT PTY LTD	SUPPLY PARTS TO REPAIR BROKEN ARM ON CIRCLE HYDRAULIC CYLINDER & REPLACE ARM & BEARINGS ON VOLVO GRADER N.001.	- 2,388.58
EFT20741	24/08/2015	COFFEY ENVIRONMENTS	PROFESSIONAL SERVICES FOR BIANNUAL GME FOR OLD FUEL STATION WORKS.	- 1,501.50
EFT20742	24/08/2015	COMMUNITYWEST (INC)	BEING A HACC SUPPORT WORKER FOR BEV BULL, CHRIS MCLELLAN, ELIZABETH MCINTOSH, MARIE UNGVARY & SHANE OVERTON NON ATTENDANCE.	- 544.50
EFT20743	24/08/2015	COUNTRY COPIERS NORTHAM	PURCHASE OF X15 2 RING BINDERS FOR CORPORATE SERVICES, X2 BROTHER TN2350 TONER FOR ENGINEERING SERVICES & ASSORTED PRINTING FOR AVON RIVER FESTIVAL 2015 FOR NORTHAM VISITORS CENTRE.	- 526.35
EFT20744	24/08/2015	COURIER AUSTRALIA	COURIER CHARGES FOR LIBRARY, DEVELOPMENT SERVICES & ENGINEERING SERVICES FOR JULY 2015.	- 312.56
EFT20745	24/08/2015	COVS PARTS PTY LTD	PURCHASE OF X2 ADBLUE DIESEL ADDITIVE 20L FOR WHEELCHAIR BUS KILLARA2,	- 225.81

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

			X1 MARKALINE DUAL HEAD CHUCK & X2 15KG BAGS OF RAGS FOR ENGINEERING SERVICES.	
EFT20746	24/08/2015	DEPARTMENT OF ENVIRONMENT REGULATION	OLD QUARRY ROAD LANDFILL SITE DER LICENCE FEES 2015/2016.	- 5,324.93
EFT20747	24/08/2015	CANCELLED PAYMENT		
EFT20748	24/08/2015	DFES DIRECT BRIGADE ALARM ACCOUNT	DFES ANNUAL MONITORING 2015-2016 FOR NORTHAM TOWN HALL WELLINGTON STREET.	- 1,728.71
EFT20749	24/08/2015	DUN & BRADSTREET AUSTRALIA	PROFESSIONAL SERVICES PROVIDED FOR ASSORTED RATES PROPERTIES.	- 688.30
EFT20750	24/08/2015	ENVIRONMENTAL HEALTH AUSTRALIA	FULL MEMBERSHIP FOR CARMEN SADLIER FROM 17/07/2015 TO 30/06/2016.	- 330.00
EFT20751	24/08/2015	EP PROPERTY CARE SERVICES	CLEANING OF BENCH SEATS IN BROOME TCE PARK & OUTSIDE NORTHAM LIBRARY ON 10/07/2015 & 24/07/2015.	- 110.00
EFT20752	24/08/2015	FE TECHNOLOGIES PTY LTD	ANNUAL MAINTENANCE FOR CIRCULATION ASSIST, SP 2 COL GATE COUNT RAMP EXTRA & MOBILE SCANNING UNIT V4 FOR THE PERIOD JUNE 2015 TO MAY 2016.	- 1,804.00
EFT20753	24/08/2015	FRAMESWEST	SUPPLY & WELD HINGES TO GATE AT BERNARD PARK, MODIFY S/STEEL HAND RAILS AT NORTHAM VISITOR CENTRE, RE-WELD KICK PLATE AT PARK & SUPPLY 1L OF 50MM S/STEEL TUBE 6M AT NORTHAM CEMETERY.	- 792.00
EFT20754	24/08/2015	FREMANTLE COMMERCIAL DIVING	INVESTIGATION OF MAIN FILTERED WATER LINE & POOL JOINTS/CRACKS TO INVESTIGATE LEAK FOR NORTHAM POOL CONDITION ASSESSMENT.	- 6,600.00
EFT20755	24/08/2015	GARPEN PTY LTD	PURCHASE OF X1 TRACTOR SEAT FOR DYNAPAC ROLLER N9166 & X1 2IN HP CAST IRON T60 PUMP 10HP DIESEL LARGE	- 1,250.00

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

			FUEL TANK FOR WUNDOWIE STORMWATER HARVESTING PROJECT.	
EFT20756	24/08/2015	GIDGEGANNUP HORSE & PONY CLUB INC	KIDSPORT FUNDING.	- 200.00
EFT20757	24/08/2015	GLENN STUART BEVERIDGE	REPAIR ELECTRICAL BOX AT REC CENTRE BMX TRACK, FIX LEAKING ROOF AT NORTHAM REC CENTRE & FIX MAIN GATE FOOTING & HINGES AT APEX PARK.	- 1,276.00
EFT20758	24/08/2015	GO GO ON HOLD PTY LTD	ON HOLD MESSAGES SERVICE 6 MONTHLY FOR NORTHAM REC CENTRE.	- 414.00
EFT20759	24/08/2015	GRACE SMITH	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK & NATIONAL POLICE CLEARANCE.	- 143.80
EFT20760	24/08/2015	HILLS RANGERS FOOTBALL CLUB INC	KIDSPORT FUNDING.	- 185.00
EFT20761	24/08/2015	HOLCIM AUSTRALIA PTY LTD	CONCRETE FOR THE INSTALLATION OF GOAL POSTS AT RUSHTON PARK.	- 412.50
EFT20762	24/08/2015	INLAND PLUMBING & TOTAL RETICULATION	PURCHASE OF X20 I20 ULTRA PLAST SPRINKLERS FOR RUSHTON PARK.	- 890.56
EFT20763	24/08/2015	INVISION SIGNS AND DESIGNS	PURCHASE OF X1000 BALLOONS & X500 LOLLIPOPS, X10 HI-VIS SAFETY VESTS FOR CASUAL STAFF, X2 PVC BANNERS 500MM X 1000MM, X6 RESKIN REFLECTIVE EVENT SIGNS, DIGITALLY PRINT & RESKIN X1 SPONSOR ROSTER SIGN, RESKIN & REPLACE UPDATED INFORMATION TO CUSTOMER SUPPLIED BANNER & X1 1000MM X 3000MM PVC BANNER DIGITALLY PRINTED WITH APPROVED ARTWORK FOR THE AVON RIVER FESTIVAL 2015.	- 2,899.60
EFT20764	24/08/2015	ISOBEL ROBERTS	PURCHASE OF ASSORTED EMBROIDED SOUVENIRS FOR NORTHAM VISITOR CENTRE.	- 197.60

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**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

EFT20765	24/08/2015	JOHN SLOPER AND SONYA VINEN	BAND PERFORMANCE FOR AVON RIVER FESTIVAL.	- 900.00
EFT20766	24/08/2015	KENNARDS HIRE PTY LTD	HIRE OF LIGHT UP SIGN FOR THE PERIOD 24/07/2015 TO 31/07/2015 FOR AVON RIVER FESTIVAL 2015.	- 790.00
EFT20767	24/08/2015	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO G2015/7 DATED 06/06/2015 TO 03/07/2015, MINING TENEMENTS CHARGEABLE SCHEDULE NO M2015/6 DATED 10/06/2015 TO 02/07/2015 & RURAL UV'S CHARGEABLE SCHEDULE R2015/7 DATED 16/05/2015 TO 10/07/2015.	- 406.97
EFT20768	24/08/2015	LANDMARK PRODUCTS LTD	PURCHASE OF X2 STANDARD BICYCLE RACKS WITH BOLTDOWN LEGS FOR ENGINEERING SERVICES.	- 2,810.50
EFT20769	24/08/2015	LGC TRAFFIC MANAGEMENT	X2 TRAFFIC CONTROLLERS AT WAMBYN ROAD FOR WINTER GRADING ON 17/07/2015.	- 402.60
EFT20770	24/08/2015	LGIS - RISK MANAGEMENT	LGISWA GENERAL RISK MANAGEMENT SUPPORT & SERVICES PROJECT NUMBER 8751 SERVICES TO 09/07/2015.	- 2,027.30
EFT20771	24/08/2015	LOCAL GOVERNMENT MANAGERS AUSTRALIA WA DIVISION INC	2015/2016 MEMBERSHIP SUBSCRIPTIONS LGMA FOR EXECUTIVE MANAGER DEVELOPMENT SERVICES.	- 505.00
EFT20772	24/08/2015	LOCAL HEALTH AUTHORITIES ANALYTICAL COMMITTEE	ANALYTICAL SERVICES FOR 2015/2016.	- 2,827.55
EFT20773	24/08/2015	LOUI'S PLANT HIRE	REMOVE OLD SAND & DIG OUT TO A MINIMUM DEPTH OF 300MM REPLACE WITH SOFT WHITE SAND APPROX 40 TONNE AT PERINA PARK.	- 4,620.00
EFT20774	24/08/2015	LRA CIVIL PTY LTD	PROGRESS CLAIM NO 3 WUNDOWIE DRAINAGE REUSE & ASSOCIATED PUMP STATION WORKS.	- 25,669.71

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

EFT20775	24/08/2015	MARKETFORCE	ADVERTISEMENT FOR THE SHIRE OF NORTHAM NEWSLETTER FOR JULY 2015, NOTICE OF INTENTION TO LEVY DIFFERENTIAL RATES 2015/2016, TRAFFIC CONTROLLER/PLANT OPERATOR POSITION, CIVIL DESIGNER TRAINEE POSITION & PLANT OPERATOR/GENERAL HAND POSITION.	- 5,064.89
EFT20776	24/08/2015	MAYBERRY HAMMOND & CO	LEGAL FEES FOR ACQUISITION OF LANEWAYS.	- 1,374.70
EFT20777	24/08/2015	METTLER-TOLEDO LIMITED	REPAIR OLD QUARRY ROAD WEIGHBRIDGE.	- 6,264.50
EFT20778	24/08/2015	MIDLAND MOWERS	PURCHASE OF X2 PUMP DRIVE BELTS FOR FERRIS MOWER N.4019 & N.4060.	- 135.20
EFT20779	24/08/2015	MILMAR DISTRIBUTORS	PURCHASE OF X24 TILL RECEIPT ROLLS FOR CORPORATE SERVICES.	- 72.40
EFT20780	24/08/2015	NORTHAM AUTO ELECTRICS	TEST & REPLACE BATTERY IN FORD FALCON UTE N10728.	- 150.00
EFT20781	24/08/2015	NORTHAM CENTRAL NEWSAGENCY	NEWSPAPERS FOR KILLARA FOR THE PERIOD OF 01/07/2015 TO 31/07/2015.	- 43.80
EFT20782	24/08/2015	NORTHAM COURIER SERVICE	DELIVERY CHARGES FOR ENGINEERING SERVICES FOR JULY 2015.	- 57.20
EFT20783	24/08/2015	NORTHAM HARDWARE	PURCHASE OF ASSORTED ITEMS FOR THE AVON RIVER FESTIVAL 2015 & SHIRE FLOAT.	- 194.85
EFT20784	24/08/2015	NORTHAM HOLDEN	90,000KM SERVICE ON HOLDEN COLORADO N.4021.	- 891.63
EFT20785	24/08/2015	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X4 2PKT D BATTERIES, X2 9V BATTERIES, X1 500ML SOLVENT CEMENT, X2 150MM STORMWATER PIPE, X21 5MM LINK SPLIT REPAIR, X3 40MM PADLOCK, X1 30PCE HEX KEY WRENCH SET, X5 RED/WHITE DANGER TAPE, X4 1L TRIGGER SPRAYERS & X4 22L PLASTIC JERRY CANS FOR ENGINEERING SERVICES.	- 575.06

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## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

EFT20786	24/08/2015	NORTHAM QUICK SERVE - DRYCLEANERS	X2 RANGER BADGES SEWN ONTO RANGER JUMPERS FOR CHRIS SUMNERS & DOMINIQUE WEBB.	- 20.00
EFT20787	24/08/2015	NORTHAM TYREPOWER	REPAIR FRONT TYRE ON FERRIS LAWNMOWER N.4019.	- 35.00
EFT20788	24/08/2015	OXTER SERVICES	PURCHASE OF X5 48PK TOILET ROLLS & X30 2PLY FACIAL TISSUES FOR KILLARA, X1 HANDTOWEL, X5 50PK 80 LITRE GARBAGE BAGS, X1 TOILET CLEANER FOR THE SENIORS MEMORIAL HALL, CEMETERY INVOICING FOR THE FORTNIGHT ENDING 31/07/2015, GRAVE RE-OPENING FOR MCCAWE, EATON, HUBBLE & WALSH & NEW GRAVE & GRAVE CERTIFICATION FOR BUSZAN & CEMETERY INVOICING FOR THE FORTNIGHT ENDING 14/08/2015, GRAVE RE-OPENING FOR MARTIN, NEW GRAVE FOR LAWRENCE & GRAVE CERTIFICATION FOR MARTIN & LAWRENCE.	- 6,859.25
EFT20789	24/08/2015	PHOENIX PAINTS PTY LTD	PURCHASE OF X3 20 LITRE DRUMS OF BLACK SPRAY MARKING PAINT FOR BERT HAWKE OVAL, HENRY STREET OVAL & JUBILEE OVAL.	- 318.65
EFT20790	24/08/2015	QUAD SERVICES PTY LTD	CLEANING OF WUNDOWIE HALL, WUNDOWIE PUBLIC TOILETS, CLACKLINE TOILETS, BAKERS HILL TOILETS, BAKERS HILL PAVILLION, KATRINE TOILETS, WUNDOWIE LIBRARY FOR JULY & AUGUST 2015.	- 7,394.24
EFT20791	24/08/2015	QUIN'S GOURMET BUTCHERS	PURCHASE OF ASSORTED MEATS FOR KILLARA & BACON & EGGS FOR VIP BREAKFAST AT AVON DESCENT 2015.	- 545.35

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EFT20792	24/08/2015	RADIOWEST BROADCASTERS PTY LTD	RADIO ADVERTISING FOR AVON DESCENT FLOAT PARADE DURING JULY 2015 & AROUND THE TOWNS JUNE & JULY 2015.	- 2,112.00
EFT20793	24/08/2015	RED DOT STORES	PURCHASE OF WHITE WINE STEM GLASSES FOR THE LOST WORLD WAR 1 COUNTRY ARTS WA 2015.	- 320.00
EFT20794	24/08/2015	ROAD SIGNS AUSTRALIA	PURCHASE OF ASSORTED SIGNS FOR ENGINEERING SERVICES.	- 480.70
EFT20795	24/08/2015	ROADSWEST ENGINEERING GROUP WA PTY LTD	PROVISION OF ROAD ENGINEERING INSPECTION, ASSESSMENT REPORT SERVICES & COSTING SERVICES FOR BORONIA AVENUE, SOUTHERN BROOK ROAD, CHEDARING ROAD & AUGUSTINI ROAD.	- 11,369.05
EFT20796	24/08/2015	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ASSORTED ADVERTISING IN THE AVON VALLEY ADVOCATE FOR JUNE & JULY 2015.	- 7,739.63
EFT20797	24/08/2015	SACRED HEART SCHOOL	KIDPSORT FUNDING.	- 146.30
EFT20798	24/08/2015	SOLAR LIGHTING TOWERS PTY LTD	EVENT LIGHTING FOR AVON RIVER FESTIVAL 2015.	- 2,807.20
EFT20799	24/08/2015	SONNY RUTHERFORD	REIMBURSEMENT FOR FUEL COSTS AS FUEL CARD HAS BEEN MISPLACED.	- 80.00
EFT20800	24/08/2015	SPECIALE SMASH REPAIRS	EXCESS ON INSURANCE CLAIM FOR TOYOTA HILUX UTILITY N01709.	- 1,000.00
EFT20801	24/08/2015	STATE LIBRARY OF WESTERN AUSTRALIA	PURCHASE OF X30 DELIVERY OF BETTER BEGINNINGS PROGRAM YELLOW PACKS FOR NORTHAM LIBRARY.	- 165.00
EFT20802	24/08/2015	STATE WIDE TURF SERVICES	TRACTOR HIRE FOR VERTI DRAINING ON HENRY STREET OVAL ON 07/07/2015.	- 2,145.00
EFT20803	24/08/2015	CANCELLED PAYMENT		
EFT20804	24/08/2015	SUBARU OSBORNE PARK	25,000KM SERVICE TO SUBARU OUTLANDER N10931.	- 414.90
EFT20805	24/08/2015	SWAN EVENT HIRE	BALANCE OF PAYMENT FOR INVOICE 7466 FOR MARQUEE	- 319.58

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

			HIRE FOR THE 2015 AVON DESCENT.	
EFT20806	24/08/2015	TOURISM COUNCIL	NORTHAM VISITORS CENTRE ACCREDITATION 2015/2016.	- 1,298.00
EFT20807	24/08/2015	TRANSWEST ASSET PTY LTD	SCREENED ROAD BASE TO BE DELIVERED TO THE RAILWAY MUSEUM CARPARK AT 425 FITZGERALD STREET NORTHAM.	- 4,594.59
EFT20808	24/08/2015	TRISLEY'S HYDRAULIC SERVICES PTY LTD	PRESSURE TEST TO POOL FILTRATION LINE AS PART OF CONDITION ASSESSMENT ON THE NORTHAM SWIMMING POOL.	- 2,200.00
EFT20809	24/08/2015	UDLA	LANDSCAPE ARCHITECTURAL CONSULTANCY SERVICES ASSOCIATED WITH AVON CENTRAL MALL NORTHAM FOR COMPLETION OF CONCEPT PLAN.	- 1,405.58
EFT20810	24/08/2015	VALMAI JOY HENDERSON	CROSSOVER REBATE FOR A14058 30 GORDON ST (CNR OF BURNSIDE) NORTHAM.	- 500.00
EFT20811	24/08/2015	WA CONTRACT RANGER SERVICES	CAT MANAGEMENT FOR JULY 2015.	- 385.00
EFT20812	24/08/2015	WA NATURALLY PUBLICATIONS	PURCHASE OF X15 LANDSCAPE 2015 CALENDARS & X15 POCKET BOOKS FOR THE NORTHAM VISITOR CENTRE.	- 247.50
EFT20813	24/08/2015	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	EMPLOYEE RELATIONS SUBSCRIPTION, COUNCILS CONNECT SUBSCRIPTION, PROCUREMENT CONSULTANCY SERVICE SUBSCRIPTION, TAX SERVICE SUBSCRIPTION, LG ACT SUBSCRIPTION & ROMAN 11 SUBSCRIPTION FOR THE PERIOD 01/07/2015 & SHORT COURSE BOOKING IN MANAGING CONTRACTS IN LOCAL GOVERNMENT FOR SUSAN CONNELL.	- 25,503.66

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EFT20814	24/08/2015	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REPLACE STARTER MOTOR & GLOW PLUGS IN CATERPILLAR SKID STEER 1CAX990.	- 841.00
EFT20815	24/08/2015	CANCELLED PAYMENT		
EFT20816	24/08/2015	WHEATBELT SAFETYWEAR	PURCHASE OF X1 PAIR OF SAFETY BOOTS FOR MARK FERNIHOUGH & X4 30MTR ROLLS OF FLAG BUNTING FOR ENGINEERING SERVICES.	- 200.00
EFT20817	24/08/2015	WUNDOWIE AND DISTRICTS MENS SHED INC	MANUFACTURE SANDBLAST & PAINT X10 60L RUBBISH BINS FOR NORTHAM CEMETERY.	- 2,500.00
EFT20818	24/08/2015	YORK HOCKEY CLUB INC	KIDSPORT FUNDING.	- 920.00
			<b>SUB TOTAL EFT MUNICIPAL</b>	- <b>947,156.48</b>
EFT20819	25/08/2015	TIA COMERY	REFUND OF BOND ON LESSER HALL BOOKING# 1950 ON 17/06/2015.	- 500.00
			<b>SUB TOTAL EFT TRUST</b>	- <b>500.00</b>
EFT20820	28/08/2015	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG PAYRUN 12/08/2015 TO 25/08/2015.	- 54,781.00
EFT20821	28/08/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS.	- 315.18
EFT20822	28/08/2015	GEORDAS THARIYATH	REIMBURSEMENT OF NATIONAL POLICE CLEARANCE & EA (ENGINEERING AUSTRALIA) PROFESSIONAL MEMBERSHIP RENEWAL.	- 603.80
EFT20823	28/08/2015	MAXXIA PTY LTD	PAYROLL DEDUCTIONS.	- 514.32
EFT20824	28/08/2015	RETAIL DECISIONS (COLES)	COLES ACCOUNT FOR JULY 2015.	- 2,603.89
EFT20825	28/08/2015	R & JT CONTRACTORS PTY LTD	EXTENSION TO EXISTING RETICULATION AT WUNDOWIE OVAL.	- 15,677.20
			<b>SUB TOTAL EFT MUNICIPAL</b>	- <b>74,495.39</b>
34247	05/08/2015	SHIRE OF NORTHAM	RETENTION FOR WUNDOWIE TOWN DRAINAGE IMPROVEMENTS CONTRACT 2 OF 2015 FOR AUSTRALIAN CIVILS INVOICE# 2155 DATED 20/07/2015.	- 10,934.42

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

34248	05/08/2015	SYNERGY	ELECTRICITY CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 13/05/2015 TO 22/07/2015.	- 3,149.10
34249	05/08/2015	TELSTRA CORPORATION	LANDLINE CHARGES FOR BAKERS HILLS BUSHFIRE BRIGADE FOR THE PERIOD 23/6/2015 TO 22/7/2015, NORTHAM REC CENTRE FOR THE PERIOD 04/07/2015 TO 04/08/2015 & NORTHAM DISTRICT SES FOR THE PERIOD 15/06/2015 TO 14/07/2015.	- 195.66
34250	05/08/2015	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 09/05/2015 TO 23/07/2015.	- 8,359.92
34251	12/08/2015	ANGI MCCLUSKEY	REIMBURSEMENT OF NATIONAL POLICE CLEARANCE FOR LIBRARY MANAGER.	- 61.80
34252	12/08/2015	LUCY'S TEAROOMS	ASSORTED SANDWICHES FOR STAFF TRAINING ON 24/06/2015, 30/06/2015, 01/07/2015, 02/07/2015, 07/07/2015, 08/07/2015 & 15/07/2015.	- 275.00
34253	12/08/2015	NORTHAM BETTA HOME LIVING	PURCHASE OF X3 SAMSUNG 1TB HDD & X1 SAMSUNG 2TB HDD FOR ENGINEERING SERVICES.	- 536.00
34254	12/08/2015	PFD FOOD SERVICES PTY LTD	PURCHASE OF ASSORTED FOOD ITEMS FOR KILLARA.	- 406.40
34255	12/08/2015	SHIRE OF CHITTERING	REIMBURESEMENT FOR PRO-RATE LSL FOR TOM FINDLAY ON RESIGNATION 31/07/2015.	- 6,057.70
34256	12/08/2015	SYNERGY	ELECTRICITY CHARGES FOR STREET LIGHTING & ASSORTED SHIRE PROPERTIES FOR THE PERIOD 20/05/2015 TO 27/07/2015.	- 24,764.60
34257	12/08/2015	TELSTRA CORPORATION	MOBILE ACCOUNT FOR THE PERIOD 25/06/2015 TO 24/07/2015.	- 1,333.12

**SHIRE OF NORTHAM**  
**AGENDA**  
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34258	12/08/2015	THE DOG LINE	PURCHASE OF X3 DOG HARNESSSES FOR RANGER SERVICES.	- 68.80
34259	12/08/2015	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 08/05/2015 TO 29/07/2015.	- 5,490.55
34260	13/08/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	- 25.10
34261	13/08/2015	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	- 41.00
34262	13/08/2015	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	- 1,105.00
34263	13/08/2015	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 22/05/2015 TO 22/07/2015.	- 84.12
34264	24/08/2015	NORTHAM BETTA HOME LIVING	PURCHASE OF X1 SUNBEAM 5LTR KETTLE FOR KILLARA & X50 FITBIT FLEX BLACK FOR THE HEALTH & WELL BEING PROGRAMME.	- 5,599.00
34265	24/08/2015	NORTHAM TOYWORLD	PURCHASE OF ASSORTED GAMES FOR RECREATION PROGRAMS MIND GAMES MONDAY & KASEY'S KIDS KORNER.	- 177.95
34266	24/08/2015	PERFECT COMPUTER SOLUTIONS PTY LTD	TRAVEL TO THE DEPOT ON 31/07/2015.	- 330.00
34267	24/08/2015	PERTH COLLEGE	REFUND FOR OVER CHARGE TEA & COFFEE FOR MEETING ON 04/08/2015.	- 60.00
34268	24/08/2015	PETTY CASH	PETTY CASH REIMBURSEMENT FOR THE LIBRARY FOR THE PERIOD 02/07/2015 TO 17/08/2015.	- 98.65
34269	24/08/2015	SYNERGY	ELECTRICITY ACCOUNT FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 05/05/2015 TO 27/07/2015.	- 17,118.18

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

34270	24/08/2015	TELSTRA CORPORATION	LANDLINE TELEPHONE CHARGES FOR THE PERIOD OF 04/08/2015 TO 04/09/2015, TELEPHONE CHARGES FOR NORTHAM REC CENTRE FOR THE PERIOD 05/08/2015 TO 04/09/2015 & ADSL CHARGES FOR NORTHAM DISTRICT SES FOR THE PERIOD 15/07/2015 TO 14/08/2015.	- 4,816.73
34271	24/08/2015	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 06/06/2015 TO 13/08/2015.	- 3,191.04
34272	24/08/2015	YORK JUNIOR FOOTBALL CLUB INC	KIDSPORT FUNDING.	- 360.00
34273	24/08/2015	YORK SENIOR NETBALL ASSOCIATION	KIDSPORT FUNDING.	- 450.00
34274	28/08/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	- 25.10
34275	28/08/2015	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	- 41.00
34276	28/08/2015	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	- 1,205.00
			<b>TOTAL MUNICIPAL CHEQUES</b>	- <b>96,360.94</b>
DD8884.1	04/08/2015	BANKWEST	D GOBBART MASTERCARD 23/6/15 TO 23/7/15, NORTHAM NEWS AGENCY STATIONERY, LIQUOR BARONS NORTHAM, GREAT EASTERN MOTOR LODGE - ACCOMMODATION - K SCHOLZ LICENCING, GST	- 1,006.27
DD8884.1	04/08/2015	BANKWEST	J WHITEAKER MASTERCARD 23/6/15 TO 23/7/15, CSIRO PUBLISHING - FUTURE PARK, TACTICAL URBANISM, SKIDDAW -RIVERSIDE HOTEL- EX MNG PLANNING COLLIE, CITY OF PERTH - PARKING - REGIONAL CENTRE MEETING, WEB JET TRAVEL - MG PLANNING INTERVIEW, BEST WESTERN ALBANY 17/7/15-	- 1,076.03

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

			JASON WHITEAKER, BEST WESTERN ALBANY 17/7/15- ROSS RAYSON, MCDONALDS ALBANY, GST	
DD8884.1	04/08/2015	BANKWEST	CLINTON KLEYNHYANS MASTERCARD 23/6/15 TO 23/7/15, SHIRE OF NORTHAM - LICENCE NISSAN NAVARA N11084, SHIRE OF NORTHAM - LICENCE NISSAN NAVARA N11084-RECORDING FEE & PLATE FEE, EXCELL SERV SOLUTIONS FUEL, PRIME CREATIVE MEDIA - SUBSCRIPTION, MCCDONALDS - STAFF TRAINING TOOLBOX BREAKFAST, WOOLWORTHS LESSONS WORKSHOP, WOOLWORTHS LESSONS WORKSHOP, WOOLWORTHS LESSONS WORKSHOP, GST	- 531.18
DD8884.1	04/08/2015	BANKWEST	ROSS RAYSON MASTERCARD 23/6/15 TO 23/7/15, CITY OF PERTH PARKS5, EATCH HEART OUT CATER - ALBANY, GST	- 77.90
DD8917.1	11/08/2015	WA SUPER	PAYROLL DEDUCTIONS.	- 23,156.30
DD8917.2	11/08/2015	EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS.	- 128.67
DD8917.3	11/08/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS.	- 219.92
DD8917.4	11/08/2015	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS.	- 335.00
DD8917.5	11/08/2015	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS.	- 140.76
DD8917.6	11/08/2015	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	- 2,038.07
DD8917.7	11/08/2015	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	- 178.54
DD8917.8	11/08/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	- 159.94

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

DD8917.9	11/08/2015	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 237.30
DD8968.1	25/08/2015	WA SUPER	PAYROLL DEDUCTIONS.	- 26,315.95
DD8968.2	25/08/2015	EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS.	- 132.52
DD8968.3	25/08/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS.	- 246.31
DD8968.4	25/08/2015	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS.	- 374.81
DD8968.5	25/08/2015	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS.	- 190.33
DD8968.6	25/08/2015	COMMONWEALTH BANK GROUP SUPER	SUPERANNUATION CONTRIBUTIONS.	- 100.90
DD8968.7	25/08/2015	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	- 2,259.37
DD8968.8	25/08/2015	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	- 199.88
DD8968.9	25/08/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	- 178.53
DD8917.10	11/08/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	- 521.95
DD8917.11	11/08/2015	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	- 310.58
DD8917.12	11/08/2015	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	- 266.73
DD8917.13	11/08/2015	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 255.77
DD8968.10	25/08/2015	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 265.78
DD8968.11	25/08/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	- 521.95
DD8968.12	25/08/2015	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	- 310.58
DD8968.13	25/08/2015	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	- 266.73
DD8968.14	25/08/2015	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 255.77
			<b>TOTAL DIRECT DEBIT</b>	- <b>62,260.32</b>

# SHIRE OF NORTHAM

## AGENDA

ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

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PAYROLL	13/08/2015	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	- 176,157.72
PAYROLL	27/08/2015	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	- 194,985.35
			<b>TOTAL PAYROLL</b>	<b>- 371,143.07</b>
			<b>TOTAL EFT MUNICIPAL</b>	<b>-\$ 1,021,651.87</b>
			<b>TOTAL EFT TRUST</b>	<b>-\$ 500.00</b>
			<b>TOTAL CHEQUE MUNICIPAL</b>	<b>-\$ 96,360.94</b>
			<b>TOTAL CHEQUE TRUST</b>	<b>-\$ 12,484.09</b>
			<b>TOTAL DIRECT DEBIT</b>	<b>-\$ 62,260.32</b>
			<b>TOTAL PAYROLL</b>	<b>-\$ 371,143.07</b>
			<b>TOTAL</b>	<b>-\$ 1,564,400.29</b>

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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The payment of cheque numbers 34247 to 34276 from Municipal Fund (dated 1<sup>st</sup> August 2015 to 31<sup>st</sup> August 2015), the payment of trust cheque numbers 1913 to 1918 from the Trust Fund and the payment of Electronic Funds Transfer numbers EFT20573 to EFT20818 and EFT20820 to EFT20825 (dated 1<sup>st</sup> August 2015 to 31<sup>st</sup> August 2015). EFT Trust Fund EFT20819 to EFT20819 and Direct Debits 8884.1 and 8917.1 to 8917.13 and 8968.1 to 8968.14 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Bank Vouchers 34247 to 34276	\$ 96,360.94
Trust Bank Vouchers 1913 to 1918	\$ 12,484.09
Municipal Bank Electronic Fund Transfer EFT20573 to EFT20818 and EFT20820 to EFT20825	\$ 1,021,651.87
Trust Bank Electronic Fund Transfer EFT20819 to EFT20819	\$ 500.00
Direct Debit Fund Transfer 8884.1 and 8917.1 to 8917.13 and 8968.1 to 8968.1	\$ 62,260.32
Municipal Bank Electronic Fund Transfer Payroll 13/08/2015	\$ 176,157.72
Municipal Bank Electronic Fund Transfer Payroll 27/08/2015	\$ 194,985.35
 TOTAL	 \$ 1,564,400.29

**CERTIFICATION OF THE PRESIDENT**

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$1,564,400.29 was submitted to the Ordinary Meeting of Council on Wednesday, 16 September 2015.

\_\_\_\_\_ CERTIFICATION OF THE PRESIDENT

**CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER**

This schedule of accounts paid covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$1,564,400.29 was submitted to each member of the Council on Wednesday, 16 September 2015, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.

\_\_\_\_\_ CHIEF EXECUTIVE OFFICER

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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**13.3.2 FINANCIAL STATEMENTS TO 31 JULY 2015**

Name of Applicant:	Internal Report
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Zoe Macdonald
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	28 August 2015

**PURPOSE**

The Statement of Financial Activity for the period ending 31 July 2015 is included as a separate attachment to this Agenda and includes the following reports:

- Statement of Financial Activity;
- Acquisition of Assets;
- Disposal of Assets;
- Information on Borrowings;
- Reserves;
- Net Current Assets;
- Rating Information;
- Trust Funds;
- Operating Statements;
- Balance Sheet;
- Financial Ratio;
- Budget to Actual Material Variance; and
- Bank Reconciliation

**RECOMMENDATION**

**That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 31 July 2015.**

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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**SHIRE OF NORTHAM**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015**

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# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

**SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015**

	NOTE	July 2015 Actual \$	July 2015 Y-T-D Budget \$	Projected 2015/2016 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
<b>Operating</b>						
<b>Revenues/Sources</b>	8					
Governance		131	4,562	54,800	(4,431)	(97.13%)
General Purpose Funding		19,026	2,177,182	2,177,182	(2,158,156)	(99.13%)
Law, Order, Public Safety		3,484	86,999	1,044,095	(83,515)	(96.00%)
Health		1,745	4,166	50,000	(2,421)	(58.11%)
Education and Welfare		225,450	111,083	1,333,066	114,367	102.96%
Housing		5,174	3,870	46,465	1,304	33.70%
Community Amenities		76,068	205,818	2,469,929	(129,750)	(63.04%)
Recreation and Culture		15,568	251,919	3,023,244	(236,351)	(93.82%)
Transport		16,698	58,556	2,277,699	(41,858)	(71.48%)
Economic Services		42,726	47,853	574,419	(5,127)	(10.71%)
Other Property and Services		1,596	4,514	54,200	(2,918)	(64.64%)
		407,666	2,956,522	13,105,099	(2,548,856)	(86.21%)
<b>(Expenses)/(Applications)</b>	8					
Governance		(291,906)	(95,069)	(1,201,997)	(196,837)	(207.05%)
General Purpose Funding		(12,072)	(30,403)	(364,868)	18,331	60.29%
Law, Order, Public Safety		(61,710)	(89,785)	(1,131,201)	28,075	31.27%
Health		(20,269)	(23,359)	(296,919)	3,090	13.23%
Education and Welfare		(82,671)	(124,384)	(1,502,295)	41,713	33.54%
Housing		(995)	(8,569)	(105,856)	7,574	88.39%
Community Amenities		(201,243)	(283,517)	(3,419,277)	82,274	29.02%
Recreation & Culture		(216,228)	(345,418)	(4,285,143)	129,190	37.40%
Transport		(298,764)	(428,757)	(4,760,181)	129,993	30.32%
Economic Services		(128,166)	(160,669)	(2,036,106)	32,503	20.23%
Other Property and Services		(140,002)	4,185	(27,040)	(144,187)	3445.33%
		(1,454,026)	(1,585,745)	(19,130,883)	131,719	(8.31%)
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	2	0	12,002	144,029	(12,002)	100.00%
Movement in Accrued Interest		0	0	0	0	0.00%
Movement in Accrued Salaries and Wages		0	0	0	0	0.00%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%
Movement in Employee Benefit Provisions		(23,050)	0	0	(23,050)	0.00%
Depreciation on Assets		0	271,963	3,263,710	(271,963)	100.00%
<b>Capital Revenue and (Expenditure)</b>						
Purchase Land Held for Resale	1	0	0	0	0	0.00%
Purchase Land and Buildings	1	(14,540)	(3,402,847)	(3,402,847)	3,388,307	99.57%
Purchase Plant and Equipment	1	(119,573)	(1,279,054)	(1,279,054)	1,159,481	90.65%
Purchase Furniture and Equipment	1	0	0	0	0	#DIV/0!
Purchase Bush Fire Equipment	1	0	(460,000)	(460,000)	460,000	100.00%
Purchase Playground Equipment	1	0	0	0	0	0.00%
Purchase Infrastructure Assets - Roads	1	(132,776)	(3,350,383)	(3,350,383)	3,217,607	96.04%
Purchase Infrastructure Assets - Bridges	1	0	0	(260,000)	0	
Purchase Infrastructure Assets - Footpaths	1	(55,097)	(44,183)	(611,151)	(10,914)	(24.70%)
Purchase Infrastructure Assets - Drainage	1	(108,511)	(2,264,980)	(2,264,980)	2,156,469	0.00%
Purchase Infrastructure Assets - Parks & Ovals	1	(46,140)	(649,264)	(649,264)	603,124	92.89%
Purchase Infrastructure Assets - Airfields	1	0	0	0	0	#DIV/0!
Purchase Infrastructure Assets - Streetscape	1	(23,431)	(22,029)	(264,371)	(1,402)	(6.36%)
Purchase Infrastructure Assets - Other	1	0	(410,042)	(410,042)	410,042	100.00%
Proceeds from Disposal of Assets	2	0	28,720	344,642	(28,720)	100.00%
Repayment of Debentures	3	(50,447)	(17,510)	(210,154)	(32,937)	(188.10%)
Proceeds from New Debentures	3	0	0	0	0	0.00%
Advances to Community Groups		0	0	0	0	0.00%
Self-Supporting Loan Principal Income	3	0	2,508	30,099	(2,508)	0.00%
Transfers to Restricted Assets (Reserves)	4	(5,362)	(963,385)	(963,385)	958,023	99.44%
Transfers from Restricted Asset (Reserves)	4	0	1,858,061	1,858,061	(1,858,061)	0.00%
Transfers from Restricted Asset (Other)		0	0	0	0	#DIV/0!
ADD Net Current Assets July 1 B/Fwd	5	5,914,519	5,914,519	5,919,675	0	0.00%
LESS Net Current Assets Year to Date	5	4,154,635	4,024	4,024	4,150,611	103146.41%
<b>Amount Raised from Rates</b>	6	<b>134,597</b>	<b>(3,409,151)</b>	<b>(8,595,223)</b>	<b>3,543,748</b>	<b>(103.95%)</b>

This statement is to be read in conjunction with the accompanying notes.

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

1. ACQUISITION OF ASSETS	July 2015 Actual \$	2015/2016 Budget \$
The following assets have been acquired during the period under review:		
<b><u>By Program</u></b>		
<b>Governance</b>		
CEO Vehicle	0.00	55,000
<b>Law, Order &amp; Public Safety</b>		
CESM Vehicle	0.00	40,000
Brigade Appliance -3.4 Grass Valley	0.00	335,000
Brigade Appliance - Light Tanker Irishtown BFB	0.00	125,000
Inkpen Fireshed	0.00	280,851
Clackline/Muresk Fire Shed	0.00	51,975
Electronic Conversion of Standpipe	0.00	12,500
Ranger Vehicle	0.00	35,000
Ranger Vehicle	0.00	25,000
CCTV - Fitzgerald St & Peel Tce	0.00	24,200
<b>Health</b>		
Snr EHO Vehicle	0.00	35,000
<b>Education &amp; Welfare</b>		
NRCP Vehicle	0.00	38,500
Fluffy Ducks Patio & Power Relocation	0.00	10,455
Land & Buildings - Respite Centre Construction	13,821.36	19,852
<b>Community Amenities</b>		
Gate House - Inkpen Landfill	0.00	10,000
Drainage - Bernard Park Supertowns	0.00	338,026
Drainage - Town Centre Stage 2	0.00	1,027,386
Area Drainage	0.00	459,335
Aerators - Supertowns	0.00	241,123
Snr EHO Vehicle	0.00	35,000
Avon Mall Streetscaping	0.00	148,138
Buildings Cemetery	345.68	0
Cemetery Drainage	0.00	2,769
Cemetery Lot Development	0.00	18,600

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

1. ACQUISITION OF ASSETS (Continued)	July 2015 Actual \$	2015/2016 Budget \$
<b><u>By Program (Continued)</u></b>		
<b>Recreation and Culture</b>		
Land & Building - Replace Balcony	22.37	178,200
Northam Pool Bowl Tiles	0.00	14,000
Filter - Wundowie Pool	0.00	24,600
Rec Centre Air Conditioning	351.00	500,000
Rec Centre Additional Exit Doors	0.00	25,000
Bakers Hill Golf & Tennis - Kitchen	0.00	60,365
EMComms Vehicle	0.00	40,000
George Nuich park Playground/ Shade	1,647.93	85,895
Play Equipment Wundowie	0.00	9,796
Install Cricket Pitch - Jubilee Oval	0.00	27,000
Henry Street Oval Fencing WAFL Grant	0.00	3,223
Free Standing Stackable Seating	0.00	3,580
BMX Lighting	0.00	20,000
Bert Hawke Drainage	0.00	40,000
Bert Hawke Lighting	0.00	20,000
Wundowie Skate park	0.00	194,032
Henry Street Oval Drainage	0.00	6,780
Playground POS Improvements	44,492.28	178,069
Parks Seating & Play Equipment	0.00	40,000
Retic Wundowie Oval	0.00	20,889
Drink Fountain - Rec Centre	0.00	5,500
Railway Precinct Upgrade	0.00	49,284
AVVVA - Building Renewal	0.00	42,000
AVVVA - Kitchen Refurbishment	0.00	36,365
Aboriginal & Environmental Building	0.00	2,100,000
Carpark/ Drop Zone Old Railway Station	20,131.80	70,376

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

1. ACQUISITION OF ASSETS (Continued)	July 2015 Actual \$	2015/2016 Budget \$
<b><u>By Program (Continued)</u></b>		
<b>Transport</b>		
Northam Depot Relocation Feasibility	0.00	10,000
Footpath Construction	55,096.90	530,253
Rural Drainage	0.00	106,570
GEH Deproclamation Funds	0.00	60,726
Southern Brook Road RRG 15/16	0.00	249,244
Jennapullin Road RRG 15/16	0.00	82,067
Roadworks - General Construction	94,000.86	596,917
Bridge Construction	0.00	260,000
Roadworks - Roads to Recovery	0.00	1,158,217
Roadworks - Supplementary Funding	0.00	237,917
Laneway Land Acquisition	0.00	28,500
Roadworks - Blackspot Funding	17,343.89	223,556
Infra Development - Super Towns	0.00	14,962
Roadworks - Gravel Sheeting	21,430.81	619,203
Kerb Renewal	0.00	107,574
Culvert Renewal	0.00	46,018
Footpath Renewal	0.00	80,898
Plant & Equipment - Road Plant Purchases	119,572.72	915,554
<b>Economic Services</b>		
Christmas Decorations	0.00	17,436
Information Bays	3,299.10	35,857
Signs Tower - GEH	0.00	10,000
Building Mtc Supervisor Vehicle	0.00	25,000
Snr Building Surveyor Vehicle	0.00	35,000
Bakers Hill Water Project	0.00	25,000
Wundowie Stormwater Harvest	108,511.48	262,645
Car Park Medical Centre	0.00	49,314
	500,068.18	12,952,092

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

1. ACQUISITION OF ASSETS (Continued)	July 2015 Actual \$	2015/2016 Budget \$
<b><u>By Class</u></b>		
Land Held for Resale	0.00	0
Land and Buildings	14,540.41	3,402,847
Plant and Equipment	119,572.72	1,279,054
Furniture and Equipment	0.00	0
Bush Fire Equipment	0.00	460,000
Playground Equipment	0.00	0
Infrastructure Assets - Roads	132,775.56	3,350,383
Infrastructure Assets - Footpaths	55,096.90	611,151
Infrastructure Assets - Bridges & Culverts	0.00	260,000
Infrastructure Assets - Drainage	108,511.48	2,264,980
Infrastructure Assets - Parks & Ovals	46,140.21	649,264
Infrastructure Assets - Airfields	0.00	0
Infrastructure Assets - Streetscape	23,430.90	264,371
Infrastructure Assets - Other	0.00	410,042
	500,068.18	12,952,092

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

2. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	July 2015 Actual	2015/2016 Budget	July 2015 Actual	2015/2016 Budget	July 2015 Actual	2015/2016 Budget
	\$	\$	\$	\$	\$	\$
<b>Governance</b>						
PN1315 CEO Vehicle (N4082) MV1315	0.00	46,647	0.00	29,000	0.00	(17,647)
<b>Law, Order, Public Safety</b>						
PN1315 CESM Vehicle (N4056) MV1303	0.00	25,001	0.00	10,000	0.00	(15,001)
PN1223 Ranger Vehicle (N4021) MV1228	0.00	20,019	0.00	10,000	0.00	(10,019)
PN1304 Ranger Vehicle (N4057) MV1304	0.00	21,552	0.00	10,000	0.00	(11,552)
<b>Health</b>						
PN1215 SEHO Vehicle (N10734) MV1218	0.00	15,995	0.00	13,000	0.00	(2,995)
<b>Community Amenities</b>						
PN1208 Snr Planner Vehicle (N10714) MV1208	0.00	12,000	0.00	12,000	0.00	0
<b>Recreation &amp; Culture</b>						
PN1306 EMCommS Vehicle (N4092) MV1305	0.00	29,437	0.00	20,000	0.00	(9,437)
<b>Transport</b>						
PN0812 Wundowie Truck (N3647) 9216	0.00	25,000	0.00	31,045	0.00	6,045
PN1201 Flocon (N008) MV1201 & MV1202	0.00	90,751	0.00	73,427	0.00	(17,324)
P5029 Quad Bike (N5173) 9029	0.00	7,417	0.00	7,276	0.00	(141)
PN0905 Ride on Mower (N3779) 9240	0.00	22,169	0.00	8,211	0.00	(13,958)
P5017 Dynapac Vibrating Roller (N9166) 9017	0.00	3,794	0.00	3,047	0.00	(747)
PN1009 Two Way Tip Truck (N3885) RP1009	0.00	111,342	0.00	50,000	0.00	(61,342)
PN1205 Reticulation Utility (N10709) MV1206	0.00	8,635	0.00	12,636	0.00	4,001
Flail Mower Wundowie	0.00	0	0.00	5,000	0.00	5,000
PN1301 SV6 Commodore Sedan (N4030) MV1302	0.00	24,726	0.00	20,000	0.00	(4,726)
<b>Other Economic Services</b>						
PN1221 Building Mtc Vehicle (N10728) MV1213	0.00	11,752	0.00	10,000	0.00	(1,752)
PN1219 Snr Building Surveyor Vehicle (N3433) MV1224	0.00	12,434	0.00	20,000	0.00	7,566
	0.00	488,671	0.00	344,642	0.00	(144,029)

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

2. DISPOSALS OF ASSETS

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

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	July 2015 Actual	2015/2016 Budget	July 2015 Actual	2015/2016 Budget	July 2015 Actual	2015/2016 Budget
	\$	\$	\$	\$	\$	\$
<b>Plant &amp; Equipment</b>						
PN1315 CEO Vehicle (N4082) MV1315	0.00	46,647	0.00	29,000	0.00	(17,647)
PN1315 CESH Vehicle (N4056) MV1303	0.00	25,001	0.00	10,000	0.00	(15,001)
PN1223 Ranger Vehicle (N4021) MV1228	0.00	20,019	0.00	10,000	0.00	(10,019)
PN1304 Ranger Vehicle (N4057) MV1304	0.00	21,552	0.00	10,000	0.00	(11,552)
PN1215 SEHO Vehicle (N10734) MV1218	0.00	15,995	0.00	13,000	0.00	(2,995)
PN1208 Snr Planner Vehicle (N10714) MV1208	0.00	12,000	0.00	12,000	0.00	0
PN1306 EMCommS Vehicle (N4092) MV1305	0.00	29,437	0.00	20,000	0.00	(9,437)
PN0812 Wundowie Truck (N3647) 9216	0.00	25,000	0.00	31,045	0.00	6,045
PN1201 Flocon (N008) MV1201 & MV1202	0.00	90,751	0.00	73,427	0.00	(17,324)
P5029 Quad Bike (N5173) 9029	0.00	7,417	0.00	7,276	0.00	(141)
PN0905 Ride on Mower (N3779) 9240	0.00	22,169	0.00	8,211	0.00	(13,958)
P5017 Dynapac Vibrating Roller (N9166) 9017	0.00	3,794	0.00	3,047	0.00	(747)
PN1009 Two Way Tip Truck (N3885) RP1009	0.00	111,342	0.00	50,000	0.00	(61,342)
PN1205 Reticulation Utility (N10709) MV1206	0.00	8,635	0.00	12,636	0.00	4,001
Flail Mower Wundowie	0.00	0	0.00	5,000	0.00	5,000
PN1301 SV6 Commodore Sedan (N4030) MV1302	0.00	24,726	0.00	20,000	0.00	(4,726)
PN1221 Building Mtc Vehicle (N10728) MV1213	0.00	11,752	0.00	10,000	0.00	(1,752)
PN1219 Snr Building Surveyor Vehicle (N3433) MV1224	0.00	12,434	0.00	20,000	0.00	7,566
	0.00	488,671	0.00	344,642	0.00	(144,029)

**Summary**

Profit on Asset Disposals  
Loss on Asset Disposals

	July 2015 Actual	2015/2016 Budget
	\$	\$
Profit on Asset Disposals	0.00	22,612
Loss on Asset Disposals	0.00	(166,641)
	<u>0.00</u>	<u>(144,029)</u>

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

**3. INFORMATION ON BORROWINGS**

(a) Debenture Repayments

Particulars	Principal 1-Jul-15	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2015/2016 Budget \$	2015/2016 Actual \$	2015/2016 Budget \$	2015/2016 Actual \$	2015/2016 Budget \$	2015/2016 Actual \$	2015/2016 Budget \$	2015/2016 Actual \$
<b>Recreation &amp; Culture</b>									
Loan 208 - Northam Country Club **	25,270	0	0	4,919	0	20,351	25,270	1,938	5
Loan 219 - Northam Bowling Club **	94,923	0	0	25,180	0	69,743	94,923	5,752	19
Loan 223 - Recreation Facilities	579,122	0	0	102,423	50,447	476,699	528,675	37,485	17,795
Loan 224 - Recreation Facilities	976,294	0	0	36,236	0	940,058	976,294	69,264	115
<b>Transport</b>									
Loan 221 - Airstrip Upgrade	37,519	0	0	11,749	0	25,770	37,519	2,435	6
<b>Economic Services</b>									
Loan 225 - Victoria Oval Purchase	798,785	0	0	29,647	0	769,138	798,785	56,671	94
	2,511,913	0	0	210,154	50,447	2,301,759	2,461,466	173,545	18,034

**Note:** \*\* indicates self - supporting loans

All other debenture repayments are to be financed by general purpose revenue.

Loan 221 - No longer a self supporting loan to Northam Aero Club now financed by general purpose revenue.

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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**SHIRE OF NORTHAM**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015**

**3. INFORMATION ON BORROWINGS (Continued)**

(b) New Debentures - 2015/16

The Shire of Northam does not propose to raise any new debenture in 2015/16.

(c) Unspent Debentures

Council had no unspent debenture funds as at 30th June 2015, it is not expected to have any unspent debenture funds as at 30th June 2016.

(d) Overdraft

Council has not utilised an overdraft facility during the financial year although an overdraft facility of \$100,000 with the Bank of Western Australia does exist. It is not anticipated that this facility will be required to be utilised during 2015/16.

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

	July 2015 Actual \$	2015/2016 Budget \$
<b>4. RESERVES - CASH BACKED</b>		
<b>(a) Aged Accomodation Reserve</b>		
Opening Balance	255,465	255,465
Interest	223	6,324
Amount Set Aside / Transfer to Reserve	0	15,900
Amount Used / Transfer from Reserve	0	(41,380)
	255,688	236,309
<b>(b) Employee Liability Reserve</b>		
Opening Balance	494,602	494,602
Interest	432	12,213
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(18,500)
	495,034	488,315
<b>(c) Housing Reserve</b>		
Opening Balance	242,782	242,782
Interest	212	5,995
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	242,994	248,777
<b>(d) Reticulation Scheme Reserve</b>		
Opening Balance	48,750	48,750
Interest	43	1,204
Amount Set Aside / Transfer to Reserve	0	40,000
Amount Used / Transfer from Reserve	0	0
	48,793	89,954
<b>(e) Office Equipment Reserve</b>		
Opening Balance	122,458	122,458
Interest	107	3,024
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	122,565	125,482
<b>(f) Plant &amp; Equipment Reserve</b>		
Opening Balance	600,754	600,754
Interest	524	15,999
Amount Set Aside / Transfer to Reserve	0	488,965
Amount Used / Transfer from Reserve	0	(678,212)
	601,278	427,506
<b>(g) Recreation Reserve</b>		
Opening Balance	18,131	18,131
Interest	16	448
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(18,579)
	18,147	0
<b>(h) Road &amp; Bridgeworks Reserve</b>		
Opening Balance	547,453	547,453
Interest	478	13,479
Amount Set Aside / Transfer to Reserve	0	10,000
Amount Used / Transfer from Reserve	0	(187,180)
	547,931	383,752

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

	July 2015 Actual \$	2015/2016 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(i) Refuse Site Reserve</b>		
Opening Balance	228,755	228,756
Interest	200	5,649
Amount Set Aside / Transfer to Reserve	0	150,105
Amount Used / Transfer from Reserve	0	0
	<u>228,955</u>	<u>384,510</u>
<b>(j) Regional Development Reserve</b>		
Opening Balance	873,646	873,646
Interest	762	21,573
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(80,000)
	<u>874,408</u>	<u>815,219</u>
<b>(k) Speedway Reserve</b>		
Opening Balance	134,967	134,968
Interest	118	3,333
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>135,085</u>	<u>138,301</u>
<b>(l) Community Bus Replacement Reserve</b>		
Opening Balance	31,138	31,139
Interest	27	769
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>31,165</u>	<u>31,908</u>
<b>(m) Septage Pond Reserve</b>		
Opening Balance	324,006	324,006
Interest	283	8,001
Amount Set Aside / Transfer to Reserve	0	26,415
Amount Used / Transfer from Reserve	0	0
	<u>324,289</u>	<u>358,422</u>
<b>(n) Killara Reserve</b>		
Opening Balance	154,372	154,372
Interest	135	7,000
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(30,000)
	<u>154,507</u>	<u>131,372</u>
<b>(o) Stormwater Drainage Projects Reserve</b>		
Opening Balance	27,441	27,441
Interest	24	1,067
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>27,465</u>	<u>28,508</u>

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

	July 2015 Actual \$	2015/2016 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(p) Recreation and Community Facilities Reserve</b>		
Opening Balance	810,814	810,813
Interest	707	20,022
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(431,296)
	811,521	399,539
<b>(q) Administration Office Reserve</b>		
Opening Balance	671,050	671,050
Interest	585	16,570
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	671,635	687,620
<b>(r) Council Buildings &amp; Amenities Reserve</b>		
Opening Balance	130,204	130,203
Interest	114	3,215
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(100,000)
	130,318	33,418
<b>(s) River Town Pool Dredging Reserve</b>		
Opening Balance	283,686	283,686
Interest	248	7,005
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(223,600)
	283,934	67,091
<b>(t) Parking Facilities Construction Reserve</b>		
Opening Balance	123,583	123,582
Interest	108	3,586
Amount Set Aside / Transfer to Reserve	0	75,000
Amount Used / Transfer from Reserve	0	(49,314)
	123,691	152,854
<b>(u) Art Collection Reserve</b>		
Opening Balance	21,219	21,219
Interest	19	524
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	21,238	21,743
<b>Total Cash Backed Reserves</b>	<b>6,150,638</b>	<b>5,250,600</b>
Total Interest	5,362	157,000

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

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

	July 2015 Actual \$	2015/2016 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>Summary of Transfers to Cash Backed Reserves</b>		
<b>Transfers to Reserves</b>		
Aged Accommodation Reserve	223	22,224
Employee Liability Reserve	432	12,213
Housing Reserve	212	5,995
Reticulation Scheme Reserve	43	41,204
Office Equipment Reserve	107	3,024
Plant & Equipment Reserve	524	504,964
Recreation Reserve	16	448
Road & Bridgeworks Reserve	478	23,479
Refuse Site Reserve	200	155,754
Regional Development Reserve	762	21,573
Speedway Reserve	118	3,333
Community Bus Replacement Reserve	27	769
Septage Pond Reserve	283	34,416
Killara Reserve	135	7,000
Stormwater Drainage Projects Reserve	24	1,067
Recreation and Community Facilities Reserve	707	20,022
Administration Office Reserve	585	16,570
Council Buildings & Amenities Reserve	114	3,215
River Town Pool Dredging Reserve	248	7,005
Parking Facilities Construction Reserve	108	78,586
Art Collection Reserve	19	524
	<u>5,362</u>	<u>963,385</u>
<b>Transfers from Reserves</b>		
Aged Accommodation Reserve	0	(41,380)
Employee Liability Reserve	0	(18,500)
Housing Reserve	0	0
Reticulation Scheme Reserve	0	0
Office Equipment Reserve	0	0
Plant & Equipment Reserve	0	(678,212)
Recreation Reserve	0	(18,579)
Road & Bridgeworks Reserve	0	(187,180)
Refuse Site Reserve	0	0
Regional Development Reserve	0	(80,000)
Speedway Reserve	0	0
Community Bus Replacement Reserve	0	0
Septage Pond Reserve	0	0
Killara Reserve	0	(30,000)
Stormwater Drainage Projects Reserve	0	0
Recreation and Community Facilities Reserve	0	(431,296)
Administration Office Reserve	0	0
Council Buildings & Amenities Reserve	0	(100,000)
River Town Pool Dredging Reserve	0	(223,600)
Parking Facilities Construction Reserve	0	(49,314)
Art Collection Reserve	0	0
	<u>0</u>	<u>(1,858,061)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>5,362</u>	<u>(894,676)</u>

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

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#### SHIRE OF NORTHAM

#### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

#### 4. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

##### **Aged Accommodation Reserve**

Provision of future capital works requirements for aged units at Kuringal Village, Wundowie, and other sites within the Shire of Northam.

##### **Employee Liability Reserve**

Provision for employees future liability commitments, ie annual leave, long service leave requirements and negotiated gratuities and sickness payouts.

##### **Housing Reserve**

Reserve established for future construction of Community Housing in Wundowie.

##### **Reticulation Scheme Reserve**

Provision for future replacement/upgrading of water reuse and reticulation infrastructure. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

##### **Office Equipment Reserve**

Acquisition and upgrading of Council offices, furniture, computers and general equipment. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

##### **Plant & Equipment Reserve**

Acquisition and upgrading of Council works plant and general equipment in accordance with plant replacement program. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

##### **Recreation Reserve**

Purpose - Development and improvement of recreation and sporting facilities within the Shire of Northam. It is anticipated that this reserve will be fully utilised in 2015/16.

##### **Road & Bridgeworks Reserve**

Provision for upgrading of road and bridge infrastructure within the Shire of Northam. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

##### **Refuse Site Reserve**

Purpose - Development of Refuse Sites and related infrastructure and equipment, including provision for future replacement facility and/or site. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

##### **Regional Development Reserve**

Purpose - To provide for future projects whereby a broader range of development ideas may be required to be encouraged on a regional basis, in consultation with other stakeholders and/or Local Governments. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

##### **Speedway Reserve**

Purpose - To provide funds for possible future rehabilitation works required at the Northam Speedway site on Fox Road Northam. No date has been specified for the use of this Reserve.

##### **Community Bus Replacement Reserve**

Purpose - To provide funds for future replacement of the Shire of Northam Community Buses. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

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#### SHIRE OF NORTHAM

#### NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

#### 4. RESERVES (Continued)

##### **Septic Pond Reserve**

Purpose - To provide for funds for future upgrades and maintenance to septic ponds and related infrastructure. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

##### **Killara Reserve**

Purpose - To provide a fund for surplus funds from Killara Operations and a restricted cash for and unspent Killara Grants. No date has been specified for the use of this Reserve.

##### **Stormwater Drainage Projects Reserve**

Purpose - To provide funds for stormwater drainage projects. No date has been specified for the use of this Reserve.

##### **Recreation and Community Facilities Reserve**

Purpose - To provide fund for Recreation and Public Facilities within the Shire of Northam. No date has been specified for the use of this Reserve. 2% of net rates levied each year set aside for the provision of recreation and sport facilities.

##### **Administration Office Reserve**

Purpose - To provide a fund for the expansion or relocation of the Shire of Northam Administration Centre. No date has been specified for the use of this Reserve.

##### **Council Buildings & Amenities Reserve**

Purpose - Provision for maintenance and upgrading of Council buildings and amenities. Funds not expected to be used in a set period as further transfer to the reserve account are anticipated.

##### **River Town Pool Dredging Reserve**

Purpose - Provision for dredging and maintenance of the River Town Pool. Funds not expected to be used in a set period as further transfers to the reserve account are anticipated.

##### **Parking Facilities Construction Reserve**

Purpose - Provision for future car parking facilities. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

##### **Art Collection Reserve**

Purpose - Provision for the care and maintenance of the Shire of Northam's art collection, including acquisitions and disposal. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

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**SHIRE OF NORTHAM**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015**

	<b>July 2015 Actual \$</b>	<b>2014/2015 Financial Report \$</b>	<b>2015/2016 Budget \$</b>
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	1,833,911	3,132,848	200,000
Cash - Restricted Unspent Grants	1,638,702	2,107,310	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	6,150,637	6,145,276	5,250,600
Sundry Debtors	727,279	1,277,154	1,141,850
Rates - Current	1,104,558	1,136,116	0
Pensioners Rates Rebate	14,201	16,222	0
Provision for Doubtful Debts	(124,729)	(124,729)	0
GST Receivable	0	175,694	0
Accrued Income/Prepayments	0	0	0
Inventories	0	30,222	10,000
	<u>11,344,559</u>	<u>13,896,112</u>	<u>6,602,450</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(684,998)	(1,207,536)	(2,159,557)
Rates Income in Advance	(178,862)	0	0
GST Payable	0	(104,067)	0
Accrued Salaries & Wages	0	0	0
Accrued Interest on Debentures	(35,622)	(35,622)	0
Payroll Creditors	0	(202,109)	0
Accrued Expenditure	0	0	0
Withholding Tax Payable	0	0	0
Payg Payable	97,550	(26,147)	0
Loan Liability	(159,706)	(210,153)	0
Provision for Annual Leave	(528,020)	(534,837)	0
Provision for Long Service Leave	(304,368)	(320,601)	0
Other Payables	0	0	0
	<u>(1,794,026)</u>	<u>(2,641,072)</u>	<u>(2,159,557)</u>
<b>NET CURRENT ASSET POSITION</b>	<b>9,550,533</b>	<b>11,255,040</b>	<b>4,442,893</b>
Less: Cash - Reserves - Restricted	(6,150,637)	(6,145,276)	(5,250,600)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add: Current Loan Liability	159,706	210,153	223,416
Add: Leave Liability Reserve	495,034	494,602	488,315
Add: Budgetted Leave	100,000	100,000	100,000
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<b><u>4,154,635</u></b>	<b><u>5,914,519</u></b>	<b><u>4,024</u></b>

**SHIRE OF NORTHAM**  
**AGENDA**  
**ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015**

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2015/2016 Rate Revenue \$	2015/2016 Interim Rates \$	2015/2016 Back Rates \$	2015/2016 Total Revenue \$	2015/2016 Budget \$
<b>General Rate</b>								
00 Non-Rateable	0.0000	700	3,343,912	0	0	0	0	0
01 GRV-Townsites Residential	10.5571	2,988	37,552,380	0	0	0	0	3,981,043
02 GRV-Northam Commercial/Industrial	11.6252	248	11,255,466	0	0	0	0	1,309,570
05 Agricultural Local	0.5679	519	160,924,000	0	0	0	0	918,988
06 Agricultural Regional	0.4706	208	111,632,000	0	0	0	0	530,440
07 Rural Small Holdings	0.6474	546	95,829,000	0	0	0	0	623,497
<b>Sub-Totals</b>		5,209	420,536,758	0	0	0	0	7,363,538
<b>Minimum Rates</b>								
	<b>Minimum \$</b>							
01 GRV-Northam Town Gen	865	914	4,211,349	0	0	0	0	790,610
02 GRV-Northam Town Diff	865	48	185,998	0	0	0	0	41,520
05 Agricultural Local	865	136	11,523,418	0	0	0	0	117,640
06 Agricultural Regional	865	205	23,189,539	0	0	0	0	177,325
07 Rural Small Holdings	865	106	13,223,000	0	0	0	0	91,690
<b>Sub-Totals</b>		1,409	52,333,304	0	0	0	0	1,218,785
							0	8,582,323
Ex-Gratia Rates							0	12,900
Excess Rate Receipts							(158,077)	0
<b>Totals</b>							(158,077)	8,595,223

**SHIRE OF NORTHAM**  
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**SHIRE OF NORTHAM**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015**

**6. RATING INFORMATION (Continued)**

All land except exempt land in the Shire of Northam is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2015/16 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

**SHIRE OF NORTHAM**  
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

7. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail		Balance 01-Jul-15 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Town Hall Bond	1	1,500	500	(500)	1,500
Lesser Hall Bond	2	900	500	0	1,400
Nomination Deposits	4	0	0	0	0
POS - Cash in Lieu	6	338,929	0	0	338,929
Bonds - Building	7	34,500	0	0	34,500
Crossovers - Bond	9	86,392	0	0	86,392
Recreation Centre Bond	11	400	0	0	400
Facilities - Bonds	18	200	0	0	200
Footpath/Kerbing Deposit	22	96,500	0	(1,000)	95,500
Retentions	26	169,175	91	0	169,266
Sundry Trust	27	13,310	0	0	13,310
Building & Construction (E	29	0	5,141	0	5,141
Builders Reg Board Levy	30	0	4,788	0	4,788
Standpipe Key	31	6,900	50	0	6,950
Resited Dwellings	32	37,200	0	0	37,200
Deposits-Extractive Indust	33	261,548	193	0	261,741
Other	34	15,747	0	0	15,747
Other - Rental Bond	35	200	0	0	200
Bonds - Animal Traps	36	130	0	0	130
Storm Damage Donations	38	175	0	0	175
		<u>1,063,706</u>	<u>11,263</u>	<u>(1,500)</u>	<u>1,073,469</u>

**SHIRE OF NORTHAM**  
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

8. OPERATING STATEMENT

	July 2015 Actual	2015/2016 Budget	2014/2015 Actual
	\$	\$	\$
<b>OPERATING REVENUES</b>			
Governance	131	54,800	99,624
General Purpose Funding	(139,051)	10,772,405	14,623,507
Law, Order, Public Safety	3,484	1,044,095	431,881
Health	1,745	50,000	38,907
Education and Welfare	225,450	1,333,066	1,233,363
Housing	5,174	46,465	44,286
Community Amenities	76,068	2,469,929	3,594,743
Recreation and Culture	15,568	3,023,244	722,954
Transport	16,698	2,277,699	1,470,920
Economic Services	42,726	574,419	1,528,375
Other Property and Services	1,596	54,200	78,198
<b>TOTAL OPERATING REVENUE</b>	<b>249,589</b>	<b>21,700,322</b>	<b>23,866,759</b>
<b>OPERATING EXPENSES</b>			
Governance	291,906	1,201,997	1,139,980
General Purpose Funding	12,072	364,868	355,250
Law, Order, Public Safety	61,710	1,131,201	1,087,825
Health	20,269	296,919	375,458
Education and Welfare	82,671	1,502,295	1,376,796
Housing	995	105,856	102,994
Community Amenities	201,243	3,419,277	3,021,658
Recreation & Culture	216,228	4,285,143	3,994,252
Transport	298,764	4,760,181	4,638,434
Economic Services	128,166	2,036,106	1,862,060
Other Property and Services	140,002	27,040	210,182
<b>TOTAL OPERATING EXPENSE</b>	<b>1,454,026</b>	<b>19,130,883</b>	<b>18,164,887</b>
<b>CHANGE IN NET ASSETS RESULTING FROM OPERATIONS</b>	<b>(1,204,437)</b>	<b>2,569,439</b>	<b>5,701,872</b>

**SHIRE OF NORTHAM**  
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

9. BALANCE SHEET

	July 2015 Actual \$	2014/2015 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	9,623,250	11,385,434
Receivables	1,751,408	2,622,087
Inventories	0	30,221
<b>TOTAL CURRENT ASSETS</b>	<u>11,374,658</u>	<u>14,037,742</u>
<b>NON-CURRENT ASSETS</b>		
Receivables	400,038	435,458
Inventories	0	0
Land	16,574,100	16,574,100
Property, Plant and Equipment	40,134,538	40,000,425
Infrastructure	50,142,972	49,774,062
<b>TOTAL NON-CURRENT ASSETS</b>	<u>107,251,648</u>	<u>106,784,045</u>
<b>TOTAL ASSETS</b>	<u>118,626,306</u>	<u>120,821,787</u>
<b>CURRENT LIABILITIES</b>		
Payables	801,930	1,722,431
Interest-bearing Liabilities	159,706	207,198
Provisions	832,388	855,439
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,794,024</u>	<u>2,785,068</u>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	2,301,760	2,301,760
Provisions	158,484	158,484
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>2,460,244</u>	<u>2,460,244</u>
<b>TOTAL LIABILITIES</b>	<u>4,254,268</u>	<u>5,245,312</u>
<b>NET ASSETS</b>	<u>114,372,038</u>	<u>115,576,475</u>
<b>EQUITY</b>		
Retained Surplus	78,728,668	79,938,467
Reserves - Cash Backed	6,150,637	6,145,276
Reserves - Asset Revaluation	29,492,732	29,492,732
<b>TOTAL EQUITY</b>	<u>114,372,037</u>	<u>115,576,475</u>

**SHIRE OF NORTHAM**  
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

10. FINANCIAL RATIO

	2016 YTD	2015	2014	2013
Current Ratio	2.76	2.52	1.43	1.82

The above rates are calculated as follows:

Current Ratio equals 
$$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$$

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

**SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015**

<u>Operating</u>	NOTE	July 2015 Actual \$	July 2015 Y-T-D Budget \$	Projected 2015/2016 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<b>Revenues/Sources</b>	8						
Governance		131	4,562	54,800	(4,431)	(97.13%)	
General Purpose Funding		19,026	2,177,182	2,177,182	(2,158,156)	(99.13%)	Rates levied in August
Law, Order, Public Safety		3,484	86,999	1,044,095	(83,515)	(96.00%)	Timing on DFES Capital grant funding new plant
Health		1,745	4,166	50,000	(2,421)	(58.11%)	
Education and Welfare		225,450	111,083	1,333,066	114,367	102.96%	Timing on Killara grant funding
Housing		5,174	3,870	46,465	1,304	33.70%	
Community Amenities		76,068	205,818	2,469,929	(129,750)	(63.04%)	
Recreation and Culture		15,568	251,919	3,023,244	(236,351)	(93.82%)	
Transport		16,698	58,556	2,277,699	(41,858)	(71.48%)	
Economic Services		42,726	47,853	574,419	(5,127)	(10.71%)	
Other Property and Services		1,596	4,514	54,200	(2,918)	(64.64%)	
		<u>407,666</u>	<u>2,956,522</u>	<u>13,105,099</u>	<u>(2,548,856)</u>	<u>(86.21%)</u>	
<b>(Expenses)/(Applications)</b>	8						
Governance		(291,906)	(95,069)	(1,201,997)	(196,837)	(207.05%)	Timing on expenditure relating to Consultants
General Purpose Funding		(12,072)	(30,403)	(364,868)	18,331	60.29%	
Law, Order, Public Safety		(61,710)	(89,785)	(1,131,201)	28,075	31.27%	Timing on budget allocations
Health		(20,269)	(23,359)	(296,919)	3,090	13.23%	
Education and Welfare		(82,671)	(124,384)	(1,502,295)	41,713	33.54%	
Housing		(995)	(8,569)	(105,856)	7,574	88.39%	
Community Amenities		(201,243)	(283,517)	(3,419,277)	82,274	29.02%	Timing on Budget allocations
Recreation & Culture		(216,228)	(345,418)	(4,285,143)	129,190	37.40%	Timing on Budget allocations
Transport		(298,764)	(428,757)	(4,760,181)	129,993	30.32%	Timing on budget allocations
Economic Services		(128,166)	(160,669)	(2,036,106)	32,503	20.23%	Timing on budget allocations
Other Property and Services		(140,002)	4,185	(27,040)	(144,187)	3445.33%	Insurance payments paid, will level back incoming months
		<u>(1,454,026)</u>	<u>(1,585,745)</u>	<u>(19,130,883)</u>	<u>131,719</u>	<u>(8.31%)</u>	
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>							
(Profit)/Loss on Asset Disposals	2	0	12,002	144,029	(12,002)	100.00%	Assets not disposed of
Movement in Accrued Interest		0	0	0	0	0.00%	
Movement in Accrued Salaries and Wages		0	0	0	0	0.00%	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%	
Movement in Employee Benefit Provisions		(23,050)	0	0	(23,050)	0.00%	
Depreciation on Assets		0	271,963	3,263,710	(271,963)	100.00%	Asset Register not yet finalised for 2014/15

# SHIRE OF NORTHAM

## AGENDA

### ORDINARY COUNCIL MEETING TO BE HELD ON 16 SEPTEMBER 2015

SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2015 TO 31 JULY 2015

	NOTE	July 2015 Actual \$	July 2015 Y-T-D Budget \$	Projected 2015/2016 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
<b><u>Operating</u></b>							
<b><u>Capital Revenue and (Expenditure)</u></b>							
Purchase Land Held for Resale	1	0	0	0	0	0.00%	
Purchase Land and Buildings	1	(14,540)	(3,402,847)	(3,402,847)	3,388,307	99.57%	Timing on Building works
Purchase Plant and Equipment	1	(119,573)	(1,279,054)	(1,279,054)	1,159,481	90.65%	Timing on Plant purchases
Purchase Furniture and Equipment	1	0	0	0	0	0.00%	
Purchase Bush Fire Equipment	1	0	(460,000)	(460,000)	460,000	100.00%	Timing unknown for supply by DFES
Purchase Playground Equipment	1	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Roads	1	(132,776)	(3,350,383)	(3,350,383)	3,217,607	96.04%	Timing on budget allocations
Purchase Infrastructure Assets - Bridges	1	0	0	(260,000)	0	#DIV/0!	Quotes obtained - project to be carried forward
Purchase Infrastructure Assets - Footpaths	1	(55,097)	(44,183)	(611,151)	(10,914)	(24.70%)	Timing on budget allocations
Purchase Infrastructure Assets - Drainage	1	(108,511)	(2,264,980)	(2,264,980)	2,156,469	95.21%	Timing on budget allocations
Purchase Infrastructure Assets - Parks & Ovals	1	(46,140)	(649,264)	(649,264)	603,124	92.89%	Timing on budget allocations
Purchase Infrastructure Assets - Airfields	1	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Streetscape	1	(23,431)	(22,029)	(264,371)	(1,402)	(6.36%)	
Purchase Infrastructure Assets - Other	1	0	(410,042)	(410,042)	410,042	100.00%	Timing on budget allocations
Proceeds from Disposal of Assets	2	0	28,720	344,642	(28,720)	100.00%	Assets not disposed of
Repayment of Debentures	3	(50,447)	(17,510)	(210,154)	(32,937)	(188.10%)	
Proceeds from New Debentures	3	0	0	0	0	0.00%	
Advances to Community Groups		0	0	0	0	0.00%	
Self-Supporting Loan Principal Income	3	0	2,508	30,099	(2,508)	100.00%	
Transfers to Restricted Assets (Reserves)	4	(5,362)	(963,385)	(963,385)	958,023	99.44%	
Transfers from Restricted Asset (Reserves)	4	0	1,858,061	1,858,061	(1,858,061)	100.00%	
Transfers from Restricted Asset (Other)		0	0	0	0	0.00%	
ADD Net Current Assets July 1 B/Fwd	5	5,914,519	5,914,519	5,919,675	0	0.00%	
LESS Net Current Assets Year to Date	5	4,154,635	4,024	4,024	4,150,611	103146.41%	
<b>Amount Raised from Rates</b>	6	<b>134,597</b>	<b>(3,409,151)</b>	<b>(8,595,223)</b>	<b>3,543,748</b>	<b>(103.95%)</b>	

This statement is to be read in conjunction with the accompanying notes.

**BANK RECONCILIATION STATEMENT**  
 Period Ending 31th July 2015

	Muni Fund Shire	Trust Fund Shire	Reserve A/c Shire	Unspent DRD DRAINAGE FUNDS Shire
<b>Balance as per Bank Statements</b>				
ANZ 2645-61899	\$ 67,045.13			
Business Bonus 028-0331279	\$1,704,317.57			
Muni Operating A/C 028-5350119	\$81,402.58			
WA TREASURY BANK	\$607,370.72			
Term Deposit (Trust)T183 028-036059-9		\$26,909.31		
Term Deposit (Trust)T396 028-0387254		\$34,557.40		
ANZ Term Deposit (Trust) POS 9975-02546		\$338,929.02		
Term Deposit (Trust) Extractive Industry 028-695773-2		\$94,493.97		
Term Deposit (Trust)T376 & T440 028-0392516		\$81,742.29		
Term Deposit (Trust)T527 028-0386517		\$24,038.07		
Trust Operating A/C 028-5350143		\$372,036.35		
Term Deposit (Trust T701) 028-0397045		\$41,977.79		
Term Deposit (Trust T823) 028-0403591		\$30,004.00		
Term Deposit ( Trust 825) 028-0403583		\$30,000.00		
Business Bonus(Reserve) 028-0364535			\$1,418,687.50	
Term Dep Term Deposit 028-0390108			\$676,922.95	
ANZ Term Deposit 997465749			\$2,011,168.70	
Term Deposit 028-0400828			\$2,043,858.34	
WATC OCF 066-040 19300000				\$1,031,331.30
<b>Total As Per Bank Statements</b>	<b>\$2,460,136.00</b>	<b>\$1,074,688.20</b>	<b>\$6,150,637.49</b>	<b>\$1,031,331.30</b>
<b>Plus</b>				
Outstanding Deposits	8,252.82	411.00		
Outstanding Dep (Trust)				
Outstanding Dep ( Muni)				
	<b>\$8,252.82</b>	<b>\$411.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Less</b>				
Unpresented Cheques	(30,137.35)	(1,630.00)		
	<b>(\$30,137.35)</b>	<b>(\$1,630.00)</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Adjustments</b>				
Transfer from Muni to Reserve				
Transfer from Reserve to Muni				
Transfer of bank fee charges Unspent Grants				
<b>Bank Statement Balance after Adjustments</b>	<b>\$2,438,251.47</b>	<b>\$1,073,469.20</b>	<b>\$6,150,637.49</b>	<b>\$1,031,331.30</b>
<b>General Ledger Accounts</b>				
111000010 MUNI BANK	1,830,880.75			
1111800010 Trust Bank		1,073,469.20		
1111001010 Short Term Investment	607,370.72			
1111501010 Reserve Inv Bank			6,150,637.49	
1111002010 Unspent Grant				\$1,031,331.30
<b>Balance Per General Ledger Accounts</b>	<b>\$2,438,251.47</b>	<b>\$1,073,469.20</b>	<b>\$6,150,637.49</b>	<b>\$1,031,331.30</b>
<b>IMBALANCE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

Prepared by  POSITION: FINANCE OFFICER  
 Confirmed by  POSITION: ACCOUNTANT

**SHIRE OF NORTHAM**  
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**13.3.3 LEASE – C Y O’CONNOR INSTITUTE - FORMER GIRLS SCHOOL**

Name of Applicant:	C Y O’Connor
Name of Owner:	Shire of Northam
File Ref:	A13095
Officer:	Cheryl Greenough/Denise Gobbart
Officer Interest:	N/A
Policy:	Shire of Northam Lease Policy
Voting:	Simple Majority
Date:	17 August 2015

**PURPOSE**

For Council to endorse leasing a portion of Lot 380 (33) Wellington Street Northam to the C Y O’Connor Institute.

**BACKGROUND**

CY O’Connor Institute previously sub-leased the Former Girls School building (green portion of the attached diagram) for a period of two (2) years from the Avon Valley Arts Society (AVAS) for \$6,000 per annum. As AVAS did not have authority to sub-lease, on 6 December 2012 council agreed to lease 33 Wellington Street Northam to C Y O’Connor for a term of one (1) year at the same rate of \$6000 per annum plus CPI resulting in a cost of \$6,120 per annum including GST.

There was no ‘option to renew’ included at that time as the Shire had not decided on the future interests for the building and the lease expired 31 December 2014. C Y O’Connor Institute use the site for 2 days a week.

The Former Girls School building at 33 Fitzgerald Street is situated on a parcel of land 2,860m<sup>2</sup> and zoned ‘reserve - education’.

**STATUTORY IMPACTS**

The process for handling expressions of interest is outlined in the Local Government (Functions & General) Regulations 1996 Reg 30.2(b).

- (2) A disposition of land is an exempt disposition if —
  - (b).“*the land is disposed of to a body, whether incorporated or not —*
    - (i) *the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature; and*
    - (ii) *the members of which are not entitled or permitted to receive any pecuniary profit from the body’s transactions;”*

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Bodies such as educational organisations are exempt from the usual requirements of the *Local Government Act 1995* and do not require the calling of tenders or the advertising of the details of the proposed tenant and rent before entering into the lease”.

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN**

OBJECTIVE C1: Create an environment that provides for a caring and healthy community

STRATEGY C1.2: Advocate for provision of greater choice of educational services within the community

**FINANCIAL IMPLICATIONS**

The proposed rental for the lease is \$7,000 per annum which is the assessed value per annum according to the Valuer General.

In summary it is proposed that the responsibilities of the CY O'Connor Institute are for:

- the costs for public liability, building and contents insurance
- the cost of outgoings
- the cost of drawing up the lease
- maintaining the grounds surrounding the Old Girls School at its cost.

The Shire is responsible for:

- making the building available
- structural and budgeted building maintenance

**OFFICER'S COMMENT**

The C Y O'Connor Institute has managed this area with no known issues during the two (2) years they had use of the building prior to leasing with the Shire and the subsequent one (1) year lease period with the Shire.

It is proposed the previous arrangement is for C Y O'Connor to bear the costs of insurances, outgoings, and lease documentation continues as required in the Shire of Northam Policy Manual:

**“4. Commercial, Government or Government Agencies Agreement:**

4.1. *The Shire has an expectation that it will receive no less than market valuation for any lease or licence of the Shire's property as determined by the Valuer General, and*

4.2. *The Shire recognises that partnerships can be entered into for the benefit of the local community and acknowledges the adopted lease or licence rent will be determined on a case by case basis taking into consideration:*

*Land contribution*

*Building cost contribution*

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*State or Federal legislation  
Level of benefit to local community*

- 4.3. *In the case of a Council building, the Shire will insure the “Demised Premises” at replacement value and perform any structural repairs, improvements and maintenance in accordance with the level stipulated in the agreement.*
- 4.4. *In the case where the “Demised Premises” are owned by the Shire, the Lessee or Licensee will be responsible for:*
- 4.5. *Cost of repair for any internal damage, vandalism, corrective maintenance or damage to external doors, glass windows, security lighting and any other external facility through misuse by a member of staff, representative or guest. The Shire may carry out any corrective works and recoup the full cost from the Lessee.*
- 4.6. *All outgoings.*
- 4.7. *Contents insurance, public liability insurance, and workers compensation to the value stipulated in the agreement.*
- 4.8. *In the case of Lessee or Licensee obtaining approval to carry out extensions, alterations and/or additions, Council will insure the improvements as part of its insurance portfolio at replacement value.*
- 4.9. *In the case of the “Demised Premises” not be built by the Shire, the Lessee or Licensee will be responsible for:*
- 4.10. *Insuring the building at replacement value even though it is or becomes a Council asset.*
- 4.11. *Keeping the improvements well presented, clean and tidy at levels predetermined within the lease arrangements.*
- 4.12. *Contents insurance, public liability insurance, and workers compensation to the value stipulated in the agreement*
- 4.13. *The Lessee or Licensee will be responsible to meet the full cost of the document preparation, registration and other costs associated with the execution of the agreement.”*

CY O'Connor have an excellent working relationship with the Shire and are very happy with the location of the building and the amenities. They are eager to continue using the same site and maintain the same conditions in the lease agreement.

To allow for security in location it is proposed that Council consider a two (2) year lease with a two (2) year option to be appropriate.

**RECOMMENDATION**

**That Council;**

- 1. Lease the Old Girls School building on Lot 380 (33) Wellington Street Northam to the CY O'Connor Institute for a period of 2 years with a two (2) year option commencing from 1 January 2015 until 31 December 2016, with the option ending 31 December 2018 at a rental of \$7,000 per annum including GST.**

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- 2. Endorse the following lease conditions  
CY O'Connor Institute are responsible for:**
- the cost of public liability of \$10,000,000.00;
  - reimbursing the Shire for building insurance;
  - the contents insurance;
  - the cost of outgoings such as water, electricity, telephone and Shire rates;
  - the cost of drawing up the lease; and
  - maintaining the grounds.

**The Shire will be responsible for**

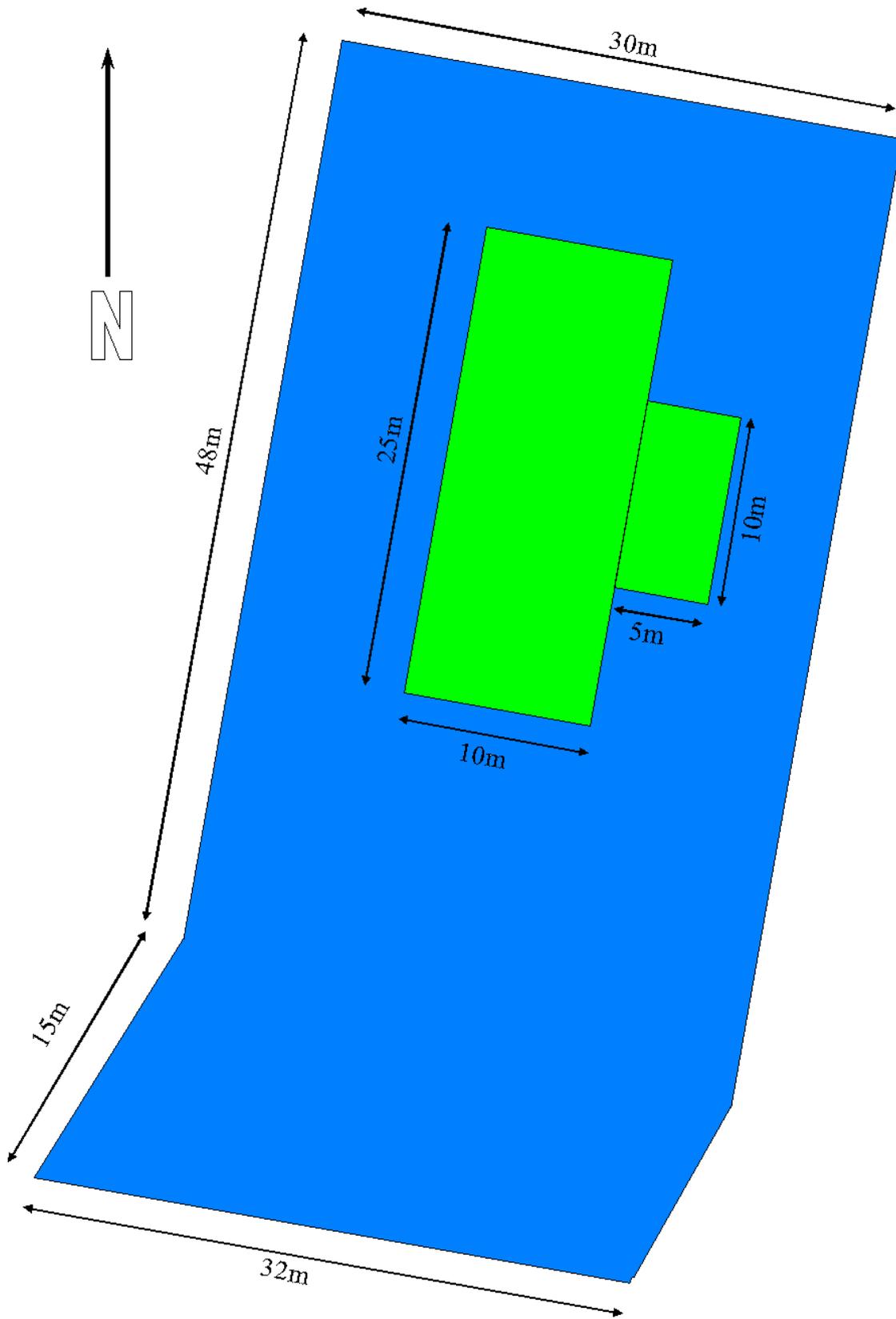
- making the building available
- structural and budgeted building maintenance.

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**13.3.4 NORTHAM MEN'S SHED FEES**

Name of Applicant:	Northam Men's shed
Name of Owner:	Shire of Northam
File Ref:	A10590
Officer:	Cheryl Greenough
Officer Interest:	N/A
Policy:	B7.11
Voting:	Simple Majority
Date:	2 September 2015

**PURPOSE**

To request Councils approval to write off a fee for building insurance incorrectly charged to the Northam Men's Shed (NMS).

**BACKGROUND**

NMS is a community-based, non-profit, non-commercial organisation that is accessible to all men and whose primary activity is the provision of a safe, friendly and healing environment where men are able to work on meaningful projects at their own pace in their own time in the company of other men. A major objective is to advance the well-being and health of their male members and to encourage social inclusion.

Since the commencement of the Northam Men's Shed lease 15 September 2010 they have not been required to pay for building insurance. However on the 25 June 2015 a tax invoice was issued to NMS for \$1,419.30 including re-imbusement to the Shire for building insurance.

**STATUTORY IMPACTS**

***Local Government Act 1995, Part 6, Division 4, Section 6.12***

- 6.12. *Power to defer, grant discounts, waive or write off debts*
- (1) *Subject to subsection (2) and any other written law, a local government may —*
- (a) *when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money; or*
  - (b) *wave or grant concessions in relation to any amount of money; or*
  - (c) *write off any amount of money, which is owed to the local government.*

*\*Absolute majority required.*

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***Shire of Northam Policy B7.11(2.6)***

2.0 Not-for-profit Lease:

The basic principles considered in establishing a standard lease fee reflects a fair and equitable contribution of provision of a facility, the venue's pattern of use, location and the potential to obtain Community Grants assistance, as follows:-

- 2.1 The Shire levy an annual administration rent to all community, sport and recreation groups, that is not for an abovementioned community Hall, which is the equivalent amount of the building insurance applicable to the building and is reviewed annually.
- 2.2 Lessees or Licensees will be responsible for the full cost of the lease document preparation, registration and other costs associated with the execution of the agreement.
- 2.3 Lessees or Licensees must agree with Council to manage the "Demised Premises" on behalf of the community and to offer a service to the community that provides a net benefit.
- 2.4 The Lessee or Licensee will be responsible for the payment of outgoings, operating costs, and minor maintenance obligations.
- 2.5 The Lessee or Licensee will not be responsible for Shire Rates, apart from rubbish service rates.
- 2.6 *The Shire will insure the "Demised Premises" at replacement value and perform any structural repairs, improvements and maintenance in accordance with levels determined within its budget forecast.*

**CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN**

N/A

**FINANCIAL IMPLICATIONS**

As the Shire has already paid the insurance there will not be any other financial implications.

**OFFICER'S COMMENT**

As the Shire Policy is explicit in relation to Not-for-Profit organisations, it is this officer's recommendation that the Council approve writing off the fee.

**RECOMMENDATION**

**That Council, authorise the CEO to write off the amount of \$1,419.30 incorrectly invoiced to the Northam men's Shed.**

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**13.4. COMMUNITY SERVICES**

**13.4.1 AGE FRIENDLY COMMUNITIES GRANT**

Name of Applicant:	Internal Report
File Ref:	8.2.4.6
Officer:	Ross Rayson
Officer Interest:	Nil
Policy:	Nil
Voting:	Absolute Majority
Date:	28 August 2015

**PURPOSE**

For Council to acknowledge receipt of a grant from the Creating Age Friendly Communities Small Value Grant Scheme and endorse the additional out of budget expenditure for additional seating in the CBD area/shopping precinct.

**BACKGROUND**

The Shire applied for funding via the Creating Age Friendly Communities Small Value Grant Scheme for funding to supply additional seating in the CBD / Shopping precinct. This project was identified as one of the priorities during the Age Friendly Communities audit undertaken in February 2015.

The above Grant Scheme had limited capacity, and each Local Government identified small local projects that would be suitable for this scheme from those that were identified in the audit.

The Shire has received a grant of \$10,200 towards additional seating for the CBD / Shopping Precinct.

**STATUTORY REQUIREMENTS**

*Local Government Act 1995*  
*Part 6 – Financial Management*  
*Division 2 – Annual Budget*

**6.8 Expenditure from municipal fund not included in annual budget**

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure –*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government;*
  - (b) *is authorised in advance by resolution\*;* or
  - (c) *is authorised in advance by the mayor or president in an emergency.*

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*\*Absolute majority required.*

- (1a) *In subsection (1) –  
Additional purpose means a purpose for which no expenditure estimate is  
included in the local government's annual budget.  
[Section 6.8 amended by No. 1 of 1998s.19.]*

**CONFORMITY WITH COMMUNITY STRATEGIC PLAN**

OBJECTIVE: Create an environment that provides for a caring and healthy community.  
STRATEGY: Facilitate provision of services for aged persons and people with a disability.

**BUDGET IMPLICATIONS**

The Creating Age friendly Communities Small Value grant was unbudgeted. To undertake the project an expense of \$10,200 is required in GL: 11349404 Infrastructure Parks. This expenditure is to be offset by revenue of \$10,200 in GL: 11343093-Grants. These figures are exclusive of GST.

**RECOMMENDATION**

**That Council;**

- 1. Acknowledge the grant of \$10,200 from the Creating Age Friendly Communities Small Value grant Scheme towards seating for the CBD/Shopping Precinct; and**
- 2. Authorise the Chief Executive Officer to make the required adjustments to the 2015/16 budget for the additional expenditure and matching revenue of \$10,200.00.**

**ABSOLUTE MAJORITY VOTE REQUIRED**

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**13.5. ENGINEERING SERVICES**

Nil.

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

Cr Denis Beresford gave previous notice of intention to move the following motion;

**MOTION**

**Moved Cr Beresford**

**That Council, request the Chief Executive Officer place the provision of electronic signage, either fixed or mobile, on the 2015/16 Budget Consideration list, including recommended locations and budget implications.**

Staff Comment: clarification is sought as to whether the preference is for the request to be incorporated into the draft budget, in which case it would require more specific detail on exactly what is desired (eg mobile or fixed, if fixed what locations or locations, how many, how big). If the intent is to refer it to a consideration list staff could provide a number of options.

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

**15.1. Elected Members**

Nil

**15.2. Officers**

Nil

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**16. CONFIDENTIAL ITEMS**

**16.1 REQUEST FOR REDUCTION IN OUTSTANDING DEBT**

Name of Applicant:	Ms Wilma Regan
Name of Owner:	Shire of Northam
Officer:	Chadd Hunt
Officer Interest:	Nil
Policy:	Shire of Northam Lease Policy
Voting:	Absolute Majority
Date:	1 September 2015

**PURPOSE**

For Council to consider a request from the previous lessee of the Rivers Edge Café to reduce (write off) a portion of the outstanding debt owed to the Shire.

**17. DECLARATION OF CLOSURE**