



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Ordinary Council Meeting

20 July 2022



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

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

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

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1. DECLARATION OF OPENING

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

2. ACKNOWLEDGEMENT TO COUNTRY

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

3. ATTENDANCE

Council:

Shire President	C R Antonio
Deputy Shire President	M P Ryan arrived at 5:32pm
Councillors	D Galloway
	J E G Williams
	D A Hughes
	H Appleton
	P Curtis

Staff:

Chief Executive Officer	J B Whiteaker
Executive Manager Engineering Services	S Patterson
Executive Manager Development Services	C B Hunt
Executive Manager Community Services	J Metcalf
Executive Manager Corporate Services	C Young
Acting Governance Coordinator	A C McCall

Gallery

Chief Bush Fire Control Officer	Chris Marris
Senior Bush Fire Control Officer	Kris Brown
Public	Sally Hart
ABC	Sam McManus

3.1 APOLOGIES

Councillor	A J Mencshelyi
	R W Tinetti

3.2 APPROVED LEAVE OF ABSENCE

Cr M I Girak has been granted leave of absence from 13 June 2022 to 22 July 2022 (inclusive).

3.3 ABSENT

Nil.

4. DISCLOSURE OF INTERESTS

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

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

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

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

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

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Bush Fire Advisory Committee Meeting held on 14 June 2022	12.1	Cr C R Antonio	Impartiality	Nominated Fire Control Officers are known to Cr Antonio, including his brother (Paul Antonio – nominated as a Fire Control Officer for Southern Brook Bush Fire Brigade).
Bush Fire Advisory Committee Meeting held on 11 July 2022	12.2	Cr C R Antonio	Impartiality	Nominated Fire Control Officers are known to Cr Antonio.
		Cr J E G Williams	Impartiality	Some of the nominated people are known to Cr Williams (including those nominated for

Item Name	Item No.	Name	Type of Interest	Nature of Interest
				positions paid an honorarium).
Proposed Airbnb – 34 Broome Terrace, Northam	13.3.1	Cr C R Antonio	Impartiality	The owner and applicant is known to Cr Antonio.
Proposed Amendment – Co-Operative Bulk Handling, Leeming Road, Grass Valley	13.3.2	Cr C R Antonio	Financial	Cr Antonio's farming operation holds a \$2 share in CBH.
Rates Exemption – 8 Frankish Road, Northam	13.4.3	Cr J E G Williams	Impartiality	Cr Williams daughter is the reporting officer.
Airport Lease Fees	14.1	Cr J E G Williams	Impartiality	Cr Williams sister and brother-in-law have a hangar at the Northam Airport.
Lease Agreement for a Portion of 44 Peel Terrace, Northam	14.2	Cr M P Ryan	Impartiality	The applicant is known to Cr Ryan.

Cr M P Ryan entered the meeting at 5:32pm.

5. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Visitations and Consultations	
16/06/2022	Wheatbelt District Emergency Committee – Exercise - Northam
16/06/2022	Media Interview with ABC Perth and other media on Yongah Hill detention centre altercation.
16/06/2022	Regional Capitals Video Conference Meeting
17/06/2022	Planning Institute of Australia Conference – Northam
17/06/2022	Closing Address – Planning Institute of Australia - Northam
19/06/2022	ABC Midwest and Wheatbelt Radio Interview on Regional Forum Conference
20/06/2022	Triple M Fortnightly Radio Interview
23/06/2022	WA Farmers Conference Opening Ceremony - Muresk
23/06/2022	Northam Chamber of Commerce Business After Hours
24/06/2022	Local Government Grant Commission Public Hearing - Northam
24/06/2022	Book Launch of “A Cage in the Bush” - Northam
24/06/2022	Drum Muster Facility Launch - Northam
24/06/2022	WA Farmers Conference - Muresk
24/06/2022	Citizenship Ceremony - Northam
25/06/2022	Eastlink public consultation – Bakers Hill
27/06/2022	Avon-Midland WALGA Zone Meeting – Video conference
28/06/2022	Meeting with Steve Meeting, MLC Agricultural Zone - Northam
28/06/2022	ABC Midwest and Wheatbelt Radio Interview on Yongah Hill Detention Centre
29/06/2022	Northam Senior High School Unity March - Northam
30/06/2022	Northam Liquor Accord Meeting
01/07/2022	Triple M Radio Interview on 20 th Anniversary Steve Fossett Ballooning Record
02/07/2022	Lions Community Markets - Northam
07/07/2022	NAIDOC Week Celebration – Bilya Koort Boodja Northam
18/07/2022	Triple M Fortnightly Radio Interview
18/07/2022	AROC Governance Meeting - Toodyay
19/07/2022	Wheatbelt Health Professionals Network Sundowner - Northam
Upcoming Events	
21/07/2022	CBH Regional Member Forum – Buckland Estate
22/07/2022	Eclipse Brewery – Wheatbelt Launch - Northam
27/07/2022	Nyoongar Cultural Advisory Group Meeting - Northam
28/07/2022	Wheatbelt Local Government COVID-19 Information video conference
01/08/2022	Triple M Fortnightly Radio Interview

06/08/2022	Lions Community Markets - Northam
12/08/2022	Bilya Festival - Northam
13/08/2022	Avon Descent – Official Start
13/08/2022	Avon Descent Festival - Toodyay
14/08/2022	Avon Descent – End of race presentations
15/08/2022	Triple M Fortnightly Radio Interview
16/08/2022	Northam Chamber of Commerce and Shire regular Catch up

Operational Matters:

The Shire of Northam Performance Dashboard is a web link that allows anyone to track a range of varying metric. This allows a view at the many of the Shire of Northam's performance measures.

The following link is also available to any member of the public and is also available on the Shire of Northam Website and some Social Media Channels.

<https://www.northam.wa.gov.au/shire-of-northam-statistics.aspx>

Events Calendar

When perusing over the events calendar on the Shire of Northam Website, it is very clear that there are many events and functions people of all ages and for locals and visitors alike, over the next short period.

On a quick count, there were at least 15 events listed between the July and August Shire of Northam Council Meetings. These events continue to prove what a dynamic and vibrant local community we have.

The major event in the middle of August is the annual Bilya Festival and perennial Avon Descent Race. These events will attract many visitors to the Shire.

Strategic Matters:

The Shire of Northam is currently finalising its review of the Strategic Community and Corporate Business Plans. These have been developed after public consultation over a number of months.

Currently being reviewed is our Local Planning Strategy, which will complement the Strategic Community Plan and cater for our future growth and direction over the next few years.

6. PUBLIC QUESTION TIME

6.1 PUBLIC QUESTIONS

Nil.

7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

8. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

8.1 PETITIONS

Nil.

8.2 PRESENTATIONS

Nil.

8.3 DEPUTATIONS

Nil.

9. APPLICATION FOR LEAVE OF ABSENCE

Nil.

10. CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING HELD ON 15 JUNE 2022

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4495

Moved: Cr Ryan

Seconded: Cr Galloway

That the minutes of the Ordinary Council meeting held on Wednesday, 15 June 2022 be confirmed as a true and correct record of that meeting.

CARRIED 7/0

10.2 NOTES FROM THE COUNCIL FORUM MEETING HELD ON 13 JULY 2022

RECOMMENDATION

That Council receive the notes from the Council Forum meeting held Wednesday, 13 July 2022.

MOTION / COUNCIL DECISION

Minute No: C.4496

Moved: Cr Hughes

Seconded: Cr Appleton

That Council receive the notes from the Council Forum meeting held Wednesday, 13 July 2022 subject to the following amendment:

- Cr Paul Curtis being recorded as an apology from 5:40pm.

CARRIED 7/0

Note: Cr Paul Curtis advised the Shire President at 5:40pm on 13 July 2022 that he was unable to attend the meeting.

Attachment 1 – Forum Notes



Shire of Northam

Notes

Council Forum Meeting

13 July 2022

Council Forum Meeting Notes
13 July 2022



DISCLAIMER

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

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Preface

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

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

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

Unconfirmed Notes

These notes were approved for distribution on 15 July 2022.



JASON WHITEAKER
CHIEF EXECUTIVE OFFICER

Received Notes

These notes were received at an Ordinary Meeting of Council held on 20 July 2022.

Signed: 

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

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13 July 2022



1. DECLARATION OF OPENING

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

2. ACKNOWLEDGEMENT TO COUNTRY

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

3. ATTENDANCE

Council:

Shire President	C R Antonio
Deputy Shire President	M P Ryan
Councillors	D Galloway
	R W Tinetti
	A J Mencshelyi
	J E G Williams
	D A Hughes
	H Appleton

Staff:

Chief Executive Officer	J B Whiteaker
Executive Manager Engineering Services	S Patterson
Executive Manager Development Services	C B Hunt
Executive Manager Community Services	J Metcalf
Executive Manager Corporate Services	C Young
Executive Assistant – CEO	A C McCall
Coordinator Governance/ Administration	C F Greenough
Manager Planning & Environment	J Jurmann

Gallery:

The Light Car Club of WA Inc.	Wendy Walker
	Randle Beavis
Public	Jane Leeming
	Rebecca Davey
	1 x unknown
Chief Bush Fire Control Officer	Chris Marris
Senior Bush Fire Control Officer	Kris Brown
Clackline Muresk Bush Fire Brigade	Jo Marasco
Wundowie Bush Fire Brigade	Mathew Macqueen
Bakers Hill Bush Fire Brigade	Bryan Petersen

3.1 APOLOGIES

Councillor	P Curtis
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Council Forum Meeting Notes
13 July 2022



3.2 APPROVED LEAVE OF ABSENCE

Cr M I Girak has been granted leave of absence from 13 June 2022 to 22 July 2022 (inclusive).

3.3 ABSENT

Nil.

4. DISCLOSURE OF INTERESTS

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

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

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

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

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

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Bush Fire Advisory Committee Meeting held on 14 June 2022	12.1	Cr C R Antonio	Impartiality	Nominated Fire Control Officers are known to Cr Antonio, including his brother (Paul Antonio – nominated as a Fire Control Officer for Southern Brook Bush Fire Brigade).

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13 July 2022



Item Name	Item No.	Name	Type of Interest	Nature of Interest
				Southern Brook Bush Fire Brigade).
Bush Fire Advisory Committee Meeting held on 11 July 2022	12.2	Cr C R Antonio	Impartiality	Nominated Fire Control Officers are known to Cr Antonio.
Proposed Airbnb – 34 Broome Terrace, Northam	13.3.1	Cr C R Antonio	Impartiality	The owner and applicant is known to Cr Antonio.
Proposed Amendment – Co-Operative Bulk Handling, Leeming Road, Grass Valley	13.3.2	Cr C R Antonio	Financial	Cr Antonio's farming operation holds a \$2 share in CBH.
Proposed Club Motor Sport Events – Northam Racecourse, Yilgarn Ave, Malabaine	13.3.3	Cr A J Mencshelyi	Impartiality	The objector to the development application is known to Cr Mencshelyi.
Rates Exemption – 8 Frankish Road, Northam	13.4.3	Cr J E G Williams	Impartiality	Cr Williams daughter is the reporting officer.
Airport Lease Fees	14.1	Cr J E G Williams	Impartiality	Cr Williams sister and brother-in-law have a hangar at the Northam Airport.
Lease Agreement for a Portion of 44 Peel Terrace, Northam	14.2	Cr M P Ryan	Impartiality	The applicant is known to Cr Ryan.

Council Forum Meeting Notes
13 July 2022



5. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

No queries were raised in relation to this item.

6. PUBLIC QUESTION TIME

6.1 PUBLIC QUESTIONS

Nil.

7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

8. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS

8.1 PETITIONS

Nil.

8.2 PRESENTATIONS

Nil.

8.3 DEPUTATIONS

Name: Randle Beavis.

Agenda Item: 13.3.3 - Proposed Club Motor Sport Events – Northam Racecourse, Yilgarn Ave, Malabaine.

Deputation: Good evening everyone,

For those who don't me my name is Randle Beavis.

I am a resident ratepayer of the Shire of Northam and 4th generation Northam Businessperson.

As many of you would be aware I have been actively involved in promoting and participating in Motorsport within the Shire of Northam for many years.

The Hurricane Go Kart club in Wundowie is a very strong club with state-of-the-art facilities.

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The Northam Motor Sport Festival apart from covid restrictions continues to be a very successful weekend of preserving and highlighting Northam's Motorsport history. It is one of Shire's keystone events.

These clubs and events along with the Northam and District Motorcycle club and the new Northam Motorplex have all enjoyed good support from the Shire of Northam.

Currently there are a number of Northam residents who travel to Beverley, Bunbury and Toodyay to participate in kharacross events, These events attract very good numbers of participants and crews.

I'm here tonight supporting the Light Car club's application as a club member and motorsport enthusiast.

The potential to introduce grass roots level motorsport to Northam in an inexpensive controlled fun environment can only be viewed as a positive step towards road safety. Ancillary benefits are the dollars spent within the town prior, during and after these events. A great opportunity for the Northam Race club and the Shire of Northam to promote themselves to another audience.

With Shire's officers satisfied that all criteria has been met and recommending to Council to approve the application I am asking that council follow that advice given by the Manager of Planning & Environment and supported by the Executive Manager Development Services.

Thankyou for your time.

Name:	Wendy Walker – President, Light Car Club of WA
Agenda Item:	13.3.3 - Proposed Club Motor Sport Events – Northam Racecourse, Yilgarn Ave, Malabaine.
Summary of Deputation:	<ul style="list-style-type: none">• Outlined the proposal of using racecourse.• Outlined that it is a family sport.• Advised that Healthway is working with them.• Advised that they are wanting to instil community spirit.

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Name: Rebecca Davey.

Agenda Item: 14.2 - Lease Agreement for a Portion of 44 Peel Terrace, Northam.

Summary of Deputation:

- Advised that the past year was their first year leasing the Recreation Centre.
- The Education Regulatory Unit has changed their licence and they are now only allowed four children which reduces their income by approximately \$500.00 a week.
- Request that Council extend the lease with the same rental amount as the previous year.

Name: Jane Leeming.

Agenda Item: 13.3.1 - Proposed Airbnb – 34 Broome Terrace, Northam.

Summary of Deputation:

- Outlined that the house was purchased with the intent to live in one day.
- Understand that there is a need for accommodation in Northam and this proposal is hoping to fulfil this need.
- Airbnb guidelines give the property owner the ability to choose who can stay and set rules to manage antisocial behaviour.

Name: Chris Marris – Chief Bush Fire Control Officer.

Agenda Item: 12.2 - Bush Fire Advisory Committee Meeting held on 11 July 2022.

13.3.4 - Position Statement for ongoing Management of the Volunteer Bushfire Service.

Summary of Deputation:

- Outlined that that there was a short timeframe for the Bush Fire Advisory Committee to consider this item and provide feedback.
- 6 of the 8 brigade representatives were supportive of the Volunteer Bush Fire Association position, 1 representative was unable to comment due to not having sufficient time to consult with the brigade and 1 representative was more in favour of the WALGA Advocacy position recommended.

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- The brigade representative not present at this meeting confirmed that their brigade would also be supportive of the Volunteer Bush Fire Association position.
- Reference was made to the meeting held mid-last year with the DFES Commissioner. This was to discuss a potential shift to DFES management. There currently is this option to shift and the outcome at that time was to keep the status quo.
- Advised that outside of the Kimberley region there is only one local government where the volunteer bush fire service is managed by DFES, this is believed to be Rockingham.

Name: Mathew Macqueen – Wundowie Bush Fire Brigade.

Agenda Item: 12.1 - Bush Fire Advisory Committee Meeting held on 14 June 2022.

12.2 - Bush Fire Advisory Committee Meeting held on 11 July 2022.

13.3.4 - Position Statement for ongoing Management of the Volunteer Bushfire Service.

Summary of Deputation:

- In relation to item 12.1, it was outlined that the Wundowie Fire Shed has been an ongoing issue for a considerable period.
- In relation to item 12.2 and 13.3.4, it was advised that the Wundowie Bush Fire Brigade's position was to support the transfer of the Volunteer Bush Fire Service to DFES.

Name: Jo Marasco – Clackline Muresk Bush Fire Brigade.

Agenda Item: 12.2 - Bush Fire Advisory Committee Meeting held on 11 July 2022.

13.3.4 - Position Statement for ongoing Management of the Volunteer Bushfire Service.

Summary of Deputation:

- Outlined that the Clackline Muresk Bush Fire Brigade support the Volunteer Bush Fire Association position.

Council Forum Meeting Notes
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- Name:** Bryan Petersen – Bakers Hill Bush Fire Brigade.
- Agenda Item:** 12.2 - Bush Fire Advisory Committee Meeting held on 11 July 2022.
- 13.3.4 - Position Statement for ongoing Management of the Volunteer Bushfire Service.
- Summary of Deputation:** • Outlined that the Bakers Hill Bush Fire Brigade support the WALGA Advocacy position however were undecided as they need more information.

9. APPLICATION FOR LEAVE OF ABSENCE

Nil.

10. CONFIRMATION OF MINUTES

10.1 ORDINARY COUNCIL MEETING HELD ON 15 JUNE 2022

No queries were raised in relation to this item.

10.2 NOTES FROM THE COUNCIL FORUM MEETING HELD ON 13 JULY 2022

No queries were raised in relation to this item.

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

The Shire President, Cr C R Antonio advised that the following agenda items would be brought forward:

- 12.1 - Bush Fire Advisory Committee Meeting held on 14 June 2022;
- 12.2 - Bush Fire Advisory Committee Meeting held on 11 July 2022;
- 13.3.4 - Position Statement for ongoing Management of the Volunteer Bushfire Service;
- 13.3.1 - Proposed Airbnb – 34 Broome Terrace, Northam;
- 13.3.3 - Proposed Club Motor Sport Events – Northam Racecourse, Yilgarn Ave, Malabaine; and
- 14.2 - Lease Agreement for a Portion of 44 Peel Terrace, Northam.

Cr C R Antonio declared an "Impartiality" interest in item 12.1 - Bush Fire Advisory Committee Meeting held on 14 June 2022 as nominated Fire Control Officers are known to Cr Antonio, including his brother (Paul Antonio – nominated as a Fire Control Officer for Southern Brook Bush Fire Brigade).

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13 July 2022



12.1 BUSH FIRE ADVISORY COMMITTEE MEETING HELD ON 14 JUNE 2022

Clarification was sought in relation to:

- The funding for the Wundowie Bush Fire Brigade Shed.
The Executive Manager Development Services advised that Council has been unsuccessful on several funding applications. Council allocated a budget to build a basic truck shed near the Wundowie Pavilion to leverage the existing facilities. This was proposed as an interim solution while continuing to apply for funding.
- What will happen with the budget process if Council is unsuccessful with the funding application.
The Chief Executive Officer advised that if the funding application was unsuccessful another item would be presented to Council as there is no budget allocation to build a facility in the 2022/23 budget. Council would need to decide in relation to whether it feels strongly enough to fund something which is a state government responsibility. The Executive Manager Development Services advised that Department of Fire and Emergency Services has upgraded the brigade's unit however will not provide funding for a facility to store this.
- The funding available for upgrading the fire rating signage as a result of the new national rating system.
The Executive Manager Development Services advised that Council has allocated a budget for LED signage and officers have been waiting for this system to be launched prior to upgrading the signs. This budget will be carried forward and the funding provided will replace signs like for like. Staff are seeking advice as to whether some signs can be upgraded to LED signs as part of this process.

Cr C R Antonio declared an "Impartiality" interest in item 12.2 - Bush Fire Advisory Committee Meeting held on 11 July 2022 Nominated Fire Control Officers are known to Cr Antonio.

12.2 BUSH FIRE ADVISORY COMMITTEE MEETING HELD ON 11 JULY 2022

Clarification was sought in relation to:

- The basis for supporting the WALGA position.
The Chief Executive Officer advised that this position is recommending that there be a clearer pathway if local governments wanted to handover the volunteer bush fire service. While local governments can currently do this, the Bush Fire Act is clear that it is the local government responsibility, and under the current system the local government cannot reassign those responsibilities totally. The recommendation is requesting that a clear pathway be provided as currently there is no clarity. The recommendation is not specific in relation to the position the Council may or may not take in relation to future management of the volunteer brigades in the Shire.

Council Forum Meeting Notes
13 July 2022



- What consultation has been undertaken by WALGA with volunteers as part of their position statement?
The Executive Manager Development Services advised that he is not aware of the consultation undertaken and whether this was with individual brigades of the Volunteer Bush Fire Association however this can be confirmed.

Additional Comment

The information provided does not indicate any specific consultation has occurred however Officers have sought clarification from WALGA which will be provided at the Ordinary Council Meeting.

- Whether the extension granted is for the Shire's submission to WALGA?
The Executive Manager Development Services confirmed that this is for the Shire's submission which must be made prior to 27th July 2022. The matter is proposed to go to the WALGA State Council meeting in September 2022.
- Whether this will be discussed at another BFAC meeting.
The Executive Manager Development Services advised this will not be discussed at a future BFAC meeting as the submission is due on 27th July 2022.
- What is the Volunteer Bush Fire Associations position?
The Chief Bush Fire Control Officer advised that 7 of the 9 brigades supported this which is essentially option 2 of the WALGA Position Statement, i.e. to keep the status quo.

It was noted that additional questions can be submitted by email or asked at the Ordinary Council Meeting as the minutes were only distributed on 13th July 2022.

13.3.4 Position Statement for ongoing Management of the Volunteer Bushfire Service

Clarification was sought in relation to:

- Whether there is a general feeling that transferring to DFES will become overrun with bureaucracy.
The Chief Bush Fire Control Officer advised that there are several concerns from the volunteer bush fire brigade members. This includes loss of local knowledge, accountability with the community and communication with volunteers. There is also a lack of information in relation to what the new legislation will look like and the WALGA Advocacy position is supporting change without this information. To the Chief Bush Fire Control Officers knowledge, there has been no consultation with the volunteers in our Shire.

Council Forum Meeting Notes
13 July 2022



Cr C R Antonio declared an "Impartiality" interest in item 13.3.1 - Proposed Airbnb – 34 Broome Terrace, Northam as the owner and applicant is known to Cr Antonio.

Mr Kris Brown and one (1) unknown member of the gallery left at 6:07pm.

13.3.1 Proposed Airbnb – 34 Broome Terrace, Northam

Clarification was sought in relation to:

- Whether this requires different zoning.
The Executive Manager Development Services advised that the zoning is the same however it is a different use class.
- The vehicle access to the property.
The Manager Planning and Environment advised that the current driveway is on the corner of Hampton Street and Broome Terrace which could result in an accident. There is room for one car off street however this would be reversing onto an intersection. It has been determined that there is more visibility from Broome Terrace which is a more suitable access point.
- Whether there is sufficient parking off Broome Terrace.
The Manager Planning and Environment advised that there is sufficient parking.
- Whether verge parking is encouraged.
The Manager Planning and Environment advised that this is not encouraged and should be off street.
- The number of neighbours consulted.
The Manager Planning and Environment advised that the application was advertised to 5 neighbours with 3 submissions being received.
- Whether other Airbnb's have development approval.
The Manager Planning and Environment advised that research indicates that there are a number of Airbnb's operating without approval. Officers have received a number of enquiries and have encouraged them to apply, however this is the first application received. Information was provided in relation to the difference between hosted b&b's which are the traditional type, and un-hosted b&b's which is what relates to this application.
- Whether there are any building upgrade requirements.
The Manager Planning and Environment advised that this application is not changing classification under the building code and therefore there are no requirements.
- The number of Airbnb's currently operating.
The Manager Planning and Environment advised that this is estimated around 20.
- Whether there is a Council policy to deal with these applications.
The Manager Planning and Environment advised that there is currently no policy. The WA Planning Commission has released a position statement

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13 July 2022



and proposing a registration system, however these are still in draft form. Officers have been watching this space in terms of providing guidance to local governments.

- Would there potentially be the same issues with respect to parking if the property was a rented house?

The Manager Planning and Environment advised that this is possible.

- How many complaints have been received for Airbnbs?

The Manager Planning and Environment advised that a couple of complaints have been received. Some are used for workers accommodation which has caused issues around parking and noise.

Ms Jane Leeming left the meeting left at 6:16pm.

Cr A J Mencshelyi declared an "Impartiality" interest in item 13.3.3 - Proposed Club Motor Sport Events – Northam Racecourse, Yilgarn Ave, Malabaine as the objector to the development application is known to Cr Mencshelyi.

13.3.3 Proposed Club Motor Sport Events – Northam Racecourse, Yilgarn Ave, Malabaine

Clarification was sought in relation to:

- The consultation undertaken with neighbours around the facility. The Manager Planning and Environment advised that the application was advertised within a 1km radius and 1 submission was received.
- Whether the location is sufficiently removed from the Northam Caravan Park. The Manager Planning and Environment advised that Officers are confident any noise can managed and that it is a sufficient distance. Reference was made to the noise testing undertaken.
- If approved by Council, will this proceed. The Chief Executive Officer advised that Officers cannot see why this wouldn't proceed.
- The frequency of the meets. Ms Wendy Walker advised that this is once a month, 6 times a year.
- Whether there is a circuit for racing every weekend. Ms Wendy Walker advised that most clubs hold an event once a month and referred to events in surrounding localities.
- Whether the vehicles can have a modified exhaust. Ms Wendy Walker advised that this is not permitted and vehicles must be in accordance with the specifications of Motor Sport Australia. Mr Randle Beavis advised that the noise levels from the Northam Motor Sport Festival are far louder than these vehicles.
- Whether this is open to electric vehicles? Ms Wendy Walker advised that this is open to vehicles that meet the vehicle requirements (e.g. relating to noise).
- What dust mitigation strategies are in place. Ms Wendy Walker advised that at this stage it is unknown as they are unsure how the track will hold

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13 July 2022



up. If needed, the track will be wet with a water cart however it was advised that it was a winter sport.

14.2 LEASE AGREEMENT FOR A PORTION OF 44 PEEL TERRACE, NORTHAM

No queries were raised in relation to this item.

Ms Rebecca Davey, Mr Randle Beavis and Ms Wendy Walker left the meeting at 6:24pm.

12. REPORTS OF COMMITTEE MEETINGS

13. OFFICER REPORTS

13.1 CEO'S Office

13.1.1 Nyoongar Cultural Advisory Group Committee – Disband

Clarification was sought in relation to:

- The financial / resource implications with respect to the payments to working group members.
The Chief Executive Officer advised that this is outlining that Officers believe it will be raised at the first working group meeting. Any outcomes from this meeting will be reported back to a future meeting of Council, with recommendations where a decision of Council is required.
- Whether payments would be allowed under this system?
The Chief Executive Officer advised that payments would be permitted under this structure.
- Whether there are other groups where its members receive payment.
The Chief Executive Officer advised that this would be the only group.
- Whether the membership has been decreased as the current committee allows 2 members per family.
The Chief Executive Officer advised that this allowed for a proxy and was to assist in limiting who votes on items under the re-existing Committee structure. The new structure will provide more flexibility around who can contribute, with the families names being considered the minimum contributors desired.
- Whether payment to members would help increase engagement.
The Chief Executive Officer advised that payment is one element however as the current structure is very formal this is believed to be a major contributing factor to low engagement. There are committee members with various backgrounds, ages and educational levels, with agendas being as large as 40 pages being sent out for review – this is also considered a significant factor. The intent with the working group structure is to provide agendas with themes, discussion points and be dot point based. Officers are of the view that this will be a better structure.

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- Whether monthly meetings are too frequent.
The Chief Executive Officer advised that the current structures frequency is quarterly. The feedback from the group was to meet monthly initially to get traction.

13.2 ENGINEERING SERVICES

13.2.1 RFT 01 of 2022 Northam RV Construction

Clarification was sought in relation to:

- Whether the old swimming pool is part of this.
The Chief Executive Officer advised that the old swimming pool is not part of this RFT. An item will be presented to a future meeting of Council in terms of its options and a determination on how it wants to proceed with the old swimming pool.
- Will the amount spent on this component impact what can be done with the old swimming pool.
The Chief Executive Officer advised that the original allocation was notional given the short lead times. As part of the COVID-19 stimulus package, amounts were assigned to projects without detailed designs however the original allocation was envisaged for the entire precinct.
- Whether the local price preference has been applied.
The Executive Manager Engineering Services confirmed that this has been applied.
- The reason for so many exclusions in the various tender submissions.
The Executive Manager Engineering Services advised that this was to encourage a wide range of submissions.
- What is asphalt corrector?
The Executive Manager Engineering Services advised that this is thicker asphalt which corrects the levels.

13.3 DEVELOPMENT SERVICES

Cr C R Antonio declared a "Financial" interest in item 13.3.2 - Proposed Amendment – Co-Operative Bulk Handling, Leeming Road, Grass Valley as Cr Antonio's farming operation holds a \$2 share in CBH.

Cr C R Antonio left the meeting at 6:36pm.

13.3.2 Proposed Amendment – Co-Operative Bulk Handling, Leeming Road, Grass Valley

No queries were raised in relation to this item.

Cr C R Antonio returned to the meeting at 6:36pm.

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13 July 2022



13.4 CORPORATE SERVICES

13.4.1 Accounts & Statements of Accounts 1 June 2022 to 30 June 2022

No queries were raised in relation to this item.

13.4.2 Financial Statement for the period ending 30 June 2022

No queries were raised in relation to this item.

Cr J E G Williams declared an "Impartiality" interest in item 13.4.3 - Rates Exemption – 8 Frankish Road, Northam as Cr Williams daughter is the reporting officer.

13.4.3 Rates Exemption – 8 Frankish Road, Northam

Clarification was sought in relation to:

- Whether Council has a choice? The Executive Manager Corporate Services confirmed the application complies with LG Act requirements, so Council does not really have a choice.
- Whether all schools are treated the same.
The Executive Manager Corporate Services confirmed that this applies to all schools.
- Whether the property was rated until now.
The Executive Manager Corporate Services confirmed this is correct, when the purpose changed this triggered the request.
- Whether the existing church is on a separate title?
The Executive Manager Development Services confirmed this property is on a separate title.

13.5 COMMUNITY SERVICES

Nil.

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13 July 2022



14. MATTERS BEHIND CLOSED DOORS

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4493

Moved: Cr Ryan

Seconded: Cr Mencshelyi

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

- 14.1 Airport Fees as the item relates to a contract entered into or which may be entered into.
- 14.3 Chief Executive Officer Review Committee Meeting held on 8 June 2022 as the item related to a matter affecting an employee.

CARRIED 8/0

The gallery left the meeting at 6:42pm.

Cr J E G Williams declared an "Impartiality" interest in item 14.1 – Airport Lease Fees as Cr Williams sister and brother-in-law have a hangar at the Northam Airport.

14.1 AIRPORT LEASE FEES

Refer to confidential addendum.

Cr M P Ryan declared an "Impartiality" interest in item 14.2 - Lease Agreement for a Portion of 44 Peel Terrace, Northam as the applicant in known to Cr Ryan.

14.3 CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE MEETING HELD ON 8 JUNE 2022

No queries were raised in relation to this item.

Council Forum Meeting Notes
13 July 2022



RECOMMENDATION / COUNCIL DECISION

Minute No: C.4494

Moved: Cr Ryan

Seconded: Cr Appleton

That Council move out from behind closed doors.

CARRIED 8/0

The gallery returned to the meeting at 6:45pm.

15. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

16. URGENT BUSINESS APPROVED BY DECISION

Nil.

17. DECLARATION OF CLOSURE

The Shire President, Cr C R Antonio declared the meeting closed at 6:45pm.

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

The Shire President, Cr C R Antonio advised that the following agenda items would be brought forward:

- 12 – Report of Committee Meetings, including agenda item 12.1 and 12.2 for the Bush Fire Advisory Committee meeting minutes for the meetings held on 14 June 2022 and 11 July 2022.
- 13.3.4 - Position Statement for ongoing Management of the Volunteer Bushfire Service.

12. REPORTS OF COMMITTEE MEETINGS

Cr C R Antonio declared an "Impartiality" interest in item 12.1 - Bush Fire Advisory Committee Meeting held on 14 June 2022 as nominated Fire Control Officers are known to Cr Antonio, including his brother (Paul Antonio – nominated as a Fire Control Officer for Southern Brook Bush Fire Brigade).

Cr J E G Williams declared an "Impartiality" interest in item 12.1 - Bush Fire Advisory Committee Meeting held on 14 June 2022 as some of the nominated people are known to Cr Williams (including those nominated for positions paid an honorarium).

12.1 BUSH FIRE ADVISORY COMMITTEE MEETING HELD ON 14 JUNE 2022

Receipt of Minutes:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4497

Moved: Cr Hughes

Seconded: Cr Appleton

That Council receive the minutes from the Bush Fire Advisory Committee meeting held on 14 June 2022.

CARRIED 7/0

Adoption of Recommendations:

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4498

Moved: Cr Hughes
Seconded: Cr Galloway

That Council:

- 1. Note the Community Emergency Services Manager Report as provided.**
- 2. Note the Chief Bush Fire Control Officer Report as provided.**
- 3. Appoints the following as Fire Control Officers for the 2022/23 Season in accordance with the criteria in section 5 of the Shire of Northam Bushfire Manual:**

Clackline/Muresk VBFB

Blair Wilding

Matthew Letch

Justin Fox (subject to meeting the minimum training requirements before the start of the 2022/23 season)

Richard Welch

Grass Valley VBFB

Phil Lloyd

Paul Reynolds

Mark Littlefair

Chris Marris

Irishtown VBFB

Robert Herzer

Bakers Hill VBFB

Simon Peters

Kris Brown

Tristan Davey

Wundowie VBFB

Matthew McQueen

Jason Cacic

Inkpen VBFB

TBC

Southern Brook VBFB

Paul Antonio

Jennapullin VBFB

Aaron Smith (subject to meeting the minimum training requirements before the start of the 2022/23 season)

Northam VFRS

TBC

Wundowie VFRS

TBC

- 4. Subject to the 2022/23 LGGS being unsuccessful, secure appropriate land within the immediate Wundowie Townsite before the end of the 2022/2023 financial year and a fit for purpose facility based off the DFES facility modelling be built and the brigade moved in prior to 1st of November 2023.**
- 5. Seek written clarification from DFES in relation to the reason for radios not being provided to FCO's and request DFES to provide an action plan on how they plan to address the current communication issues.**

CARRIED 7/0

OFFICER COMMENT

Recommendation 4

The Wundowie VBFB was created by Council in 2018 based on the advice from senior ranking DFES officials to address an area of high risk on the North West of the Shire of Northam district.

Shire staff assessed the need via a comprehensive Risk to Resources process, which identified a need for the brigade to be formed, and also identified the appliance types most suitable for the area.

DFES has since adopted a "Risk to Capability" system that similar to the bushfire mitigation space, takes a tenure/ownership blind approach to assess a given risk in an area against the resources within a specific proximity to identify capacity gaps across WA to ensure the efficient use of tax payer funding.

Council has requested funding via the LGGS (ESL) funding committee for the provision of a facility to house the Wundowie BFB members and appliances annually since 2018/19 which has proven unsuccessful each time due to competing priorities across WA.

Based on verbal feedback from regional DFES personnel, and as a result of the R2C process being completed in 2022, it is unlikely that funding will be made available in the short to medium future for the provision of a standalone facility for the Wundowie BFB.

Officer Recommendation – Council has allocated funding through the mid-year budget review process for a standalone temporary facility to be constructed adjacent to the Wundowie sporting pavilion, Officers recommend that this project be expedited in the interim to provide a temporary facility, whilst further clarification is sought from the Dept. Fire & Emergency Services for a definitive answer on the likelihood of funding being made available in the future to house the brigade on a more permanent basis.

Recommendation 5

Clarification has been provided by DFES in relation to the Shire of Northam being provided with communications hardware above and beyond what is allowed under the DFES basis of allocation.

Officers are continuing to work with DFES, however in the interim have provided further advice to brigades as part of the 11 July 2022 Special BFAC Meeting.

Attachment 1 – Bush Fire Advisory Committee Minutes 14 June 2022



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Bush Fire Advisory Committee

14 June 2022



Bush Fire Advisory Committee Meeting Minutes
14 June 2022



DISCLAIMER

The minutes of Council meeting held to discuss these minutes should be read to ascertain the decision of the Council.

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

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Bush Fire Advisory Committee Meeting Minutes
14 June 2022



1. DECLARATION OF OPENING

The Presiding Member, Mr Chris Marris declared the meeting open at 5:31pm.

2. ACKNOWLEDGEMENT TO COUNTRY

The Presiding Member, Mr Chris Marris acknowledged the Traditional Owners of the land on which we meet, the Ballardong and Whadjuk people of the Nyoongar nation and paid our respects to Elders, past, present and emerging.

3. ATTENDANCE

Voting Committee:

Councillor – Shire of Northam	Paul Curtis
Chief Bush Fire Control Officer	Chris Marris
Inkpen Bush Fire Brigade	Nic Dewar
Clackline Muresk Bush Fire Brigade	Blair Wilding
Bakers Hill Bush Fire Brigade	Kristopher Brown
Grass Valley Bush Fire Brigade	Garry Shepherdson
Irishtown Bush Fire Brigade	Rob Herzer entered at 5:36pm
Jennapullin Bush Fire Brigade	Aaron Smith
Southern Brook Bush Fire Brigade	Paul Antonio
Wundowie Bush Fire Brigade	Jason Cacic
Northam Central Bush Fire Brigade	Kim Hampton

Staff:

Executive Manager Development Services	Chadd Hunt
Executive Assistant - CEO	Alysha McCall

Gallery:

Clackline Muresk Bush Fire Brigade	Joe Marasco Carla Miller
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3.1 APOLOGIES

Voting Committee:

Grass Valley Bush Fire Brigade	Mark Littlefair
Deputy Bush Fire Control Officer	Simon Peters

Non-Voting:

Community Emergency Service Manager	Brendon Rutter
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Bush Fire Advisory Committee Meeting Minutes
14 June 2022



3.2 APPROVED LEAVE OF ABSENCE

Cr M I Girak has been granted leave of absence from the 13 June 2022 to 22 July 2022 (inclusive).

3.3 ABSENT

Voting Members:

Wundowie Volunteer Fire and Rescue Service	Jeffrey Roberts
Northam Volunteer Fire and Rescue Service	Scott Horlin

Non Voting

Department of Parks and Wildlife (Wheatbelt)	Graeme Keals
Department of Parks and Wildlife (Perth Hills)	Michael Pasotti

4. DISCLOSURE OF INTERESTS

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

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

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

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

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

Bush Fire Advisory Committee Meeting Minutes
14 June 2022



Item Name	Item No.	Name	Type of Interest	Nature of Interest
Brigade Nominations – Bushfire Control Officers	6.3	Mr Paul Antonio	Impartiality	Nominated as Bushfire Control Officer.
		Mr Robert Herzer	Impartiality	Nominated as Bushfire Control Officer.
		Mr Jason Cacic	Impartiality	Nominated as Bushfire Control Officer.
		Mr Kristopher Brown	Impartiality	Nominated as Bushfire Control Officer.
		Mr Chris Marris	Impartiality	Nominated as Bushfire Control Officer.
		Mr Blair Wilding	Impartiality	Nominated as Bushfire Control Officer.
		Mr Aaron Smith	Impartiality	Nominated as Bushfire Control Officer.

5. CONFIRMATION OF MINUTES

Mr Rob Herzer entered the meeting 5:36pm.

5.1 COMMITTEE MEETING HELD ON 8 MARCH 2022

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.271

Moved: Mr Nic Dewar

Seconded: Mr Kristopher Brown

That the minutes of the Bush Fire Advisory meeting held on 8 March 2022 be confirmed as a true and correct record of that meeting, subject to the following amendment:

- Item 3 of the note under section 5.1 being amended to reflect attachment 3 & 4.

CARRIED 11/0

Bush Fire Advisory Committee Meeting Minutes
14 June 2022



6. COMMITTEE REPORTS

6.1 COMMUNITY EMERGENCY SERVICES MANAGER REPORT

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

BRIEF

For the Committee to receive and note the update provided by the Community Emergency Services Manager.

ATTACHMENTS

- Attachment 1: Open BFAC Decisions.
Attachment 2: WHS Guide.

A. BACKGROUND / DETAILS

N/A.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 3: Safety and Security

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

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

Bush Fire Advisory Committee Meeting Minutes
14 June 2022



B.5 Stake Holder Engagement / Consultation

Nil.

B.6 Risk Implications

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

C. OFFICER'S COMMENT

LGGS Application 2022/23

This years application has been submitted with Council being advised of the outcome by July, with advice pertaining to capital expense applications being advised in August 2022

The cost of running the volunteer bushfire service is increasing annually and as such staff provided an alternate budget for the LGGS Committee to consider. Cost increases in operational expenditure are largely in response to an increasing focus on PPC suitability lifecycles, as well as the provision of additional PPC for our most active members to enable & encourage the safe laundering of PPC in line with OHS guidelines. The other significant cost factor is in response to our improved appliance maintenance and repairs processes.

Bushfires Manual Review

Staff will be initiating the review of the Bushfire Manual, specifically section 4 initially with section 5 to follow, also section 8 - SOP's is also under development. After several stalled attempts to review the manual via multiple workshops, the focus will now be on ensuring the manual aligns with the requirements of legislation, ensuring its meeting Councils obligations, as well as factoring in provisions for brigade autonomy in certain areas. Once the review has been completed in consultation with the volunteer leadership group, the draft will be provided to brigades for a period of 30 days for feedback, after which the manual will be presented to this committee and Council in September.

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Training & Work health & Safety legislation.

Since the implementation of the WHS act there has been an increased focus on the bushfire service as an area of significant risk to the local government. There has been a lot of discussion about the impacts on volunteers and staff have provided the attached guidelines "Work Health & Safety for Volunteer Organisations" document for brigade perusal, this document has been developed by WorkSafe Western Australia..

Additional copies of this document are being sought and will be provided to brigades via the BART document wallet for ease of access.

Training has received a lot of attention with a strong focus on currency vs competency for our volunteers who are all working in high risk environments.

Staff, together with the CBFCO & DCBFCO will be meeting over the off season with brigade training officers & Captains, with the intent of looking at any training gaps that may exist within each brigade while developing a strategy to address and close these gaps in a pragmatic way, with a focus on pre season training in CCP and driver training.

Staff via the CESM are also developing a "HAZMAT Awareness" training package to be delivered at Brigade level. Once this package is finalised there will be a "handover" process to brigade training officers, this will enable our training officers to deliver this awareness level training on brigade training nights.

Quarterly Brigade Visits - CESMsA relatively new initiative from the Goldfields Midlands region is for operational managers to meet with brigades more frequently, this has been occurring with VFRS/VFES & SES BGU's for some time with feedback around this approach being positive.

These visits provided an opportunity for direct interaction between the CESM and our volunteer personnel & leadership team, and will provide an avenue for additional specialist/strategic training drills/mentoring, and relationship building to occur in a casual atmosphere where perceived barriers can be broken down, with a BBQ supper being provided as part of this initiative.

By exception the District Officer-Northam will be invited to attend subject to availability, again to encourage that relationship building with some of our other regional staff, it is envisaged that on some of these occasions, the Supt could also be invited to attend subject to competing commitments, to again encourage open and mutually beneficial communications between the Volunteer BFS personnel and snr DFES regional staff.

Some of these visits may be brigade specific, however the focus will be on encouraging inter-brigade relationships and training opportunities.

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Consolidated Emergency Services Act (CES Act 2023)

The Minister for Emergency Services the Hon. Stephen Dawson MLC has been tasked by the Dept of Premiere and Cabinet to after 10 years in development, to facilitate and expedite the implementation of the CES Act 2023.

This single piece of legislation will replace the current Bushfires Act 1954, Fire Brigades Act 1942 & Fire & Emergency Services Act 1998 and associated regulations.

This brings WA inline with the rest of the country, and will address some of the legislative difficulties in WA of having multiple pieces of emergency service legislation trying to govern service deliver in the Metropolitan, and Rural/Remote WA.

This is a significant change and is something that has been in development since the first draft was prepared for public consultation in 2012.

The timelines currently being worked to by the State Government is for the Draft exposure bill to be released in 2023 for a brief public comment/feedback opportunity, with an implementation timeframe within 6-12 months due to the substantial consultation and time commitment already gone into the new legislation.

More information will be provided via our operations command meetings in due course, to allow the information to be disseminated back to brigades as it comes to hand.

Resource to Risk (R2C)

After many years in the making the Resource to Risk (R2R) model has now been replaced with a new model, the Resource to Capability model.

The aim of this model is to take a holistic view of capability vs risk across WA and through the testing of the model stages is producing the results required to assist with future brigade and resource development in response to our changing environments.

The R2C process is designed to produce a fairer, more efficient model of operations across WA, and is by design assisting with the development of a program that ensures that the correct appliance types is assigned to a brigade based on profile & location. This will identify areas for improvement which will ultimately ensure the operational readiness of BGU's across all services.

The R2C process will result in the correct appliance types, to suit the designated brigade profiles being identified to meet the growing community needs, and to ensure that brigade capability is being maintained for the future. More will be provided when available. Our volunteer leadership teams and the

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operations command will be provided opportunities for inclusion as this process is endorsed and rolled out across WA.

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.272

Moved: Mr Jason Cacic

Seconded: Cr Paul Curtis

That Council note the Community Emergency Services Manager Report as provided.

CARRIED 11/0

The Executive Manager Development Services provided an overview of the report.

Clarification was sought in relation to:

- Once the new R2C modelling is complete, would this assist the Wundowie BFB in being equipped with a station? The Executive Manager Development Services advised that this is possible however this was already identified through the current document. It was advised that it was difficult to comment without seeing what that document entails.
- The implications of the R2C modelling at local level planning. The Executive Manager Development Services advised that we should be proactive and review what we have currently and hopefully this can drop into the broader overarching document. This will be a discussion point at the next meeting for how the Committee wants to review the current internal document.
- When the CESM will start the Brigade visits/training? The Executive Manager Development Services advised that this will be commenced prior to the season.
- The process improvements made in relation to the vehicle servicing and repair process mentioned under the LGGs section. The Executive Manager Development Services advised that this related to the compliance and repair processes. The process moving forward will include more stringent timeframes for pre-season appliance servicing.
- Whether vehicles are on track for July/August servicing. The Executive Manager Development Services advised that he is not aware of any issues with this timeframe however this will need to be clarified. It was raised that the vehicles need to match the manuals to ensure the correct parts are ordered.
- Whether a tender will be put out for the servicing. The Executive Manager Development Services advised that this will be put out as a

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request for quote and is open to any local businesses if they have the capability/capacity. One of the items to be included is the requirement to provide afterhours service.

In addition to the report provided, The Executive Manager Development Services advised that Council has agreed to appoint a Bushfire Risk Management Coordinator. This is currently in the process of being finalised by DFES. This will be a cost share arrangement between the Shire's of Northam, Kellerberrin and Quairading as they are in the same stage as our Shire for bushfire planning.

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Attachment 1 – Open Motions

Motion No	Decision Date	Item No	Subject	Motion	Action By	Comments
C.4100	16/12/2020	11.3	BUSH FIRE ADVISORY COMMITTEE MEETING HELD ON 8 DECEMBER 2020	That Council: 1. Notes the Community Emergency Services Manager Report as provided. 2. Notes the Chief Bush Fire Control Officer Report as provided. 3. Approve the matter of extending the leadership positions of Bush Fire Control Officers, Chief Bush Fire Control Officer and Deputy Chief Bush Fire Control Officer to a two year term is included as part of the discussions at the next Bush Fires Manual workshop, is brought to the brigades for comment, and is then presented to the next Bush Fire Advisory Committee meeting.	Brendon Rutter	Update 03/06/2022 1. No Action Required. 2.No Action Required 3. no action to date, meeting being held in July with Operational Command team to discuss, further discussions with LGIS representative being arranged for same meeting Update 15/09/2021 1. No Action Required. 2.No Action Required 3. no action to date, meeting being held in July with Operational Command team to discuss, further discussions with LGIS representative Update 15/09/2021 3. No outcome from Operational Command Meeting in July or no feedback received from the brigades as requested. 12/10/2021 3. No update, no further discussions have come from brigades, does not appear to have support from brigades due to lack of communications. 09-11-2021 3. To be included in next Operational Command Meeting agenda

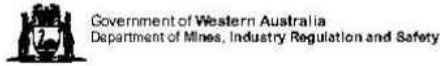
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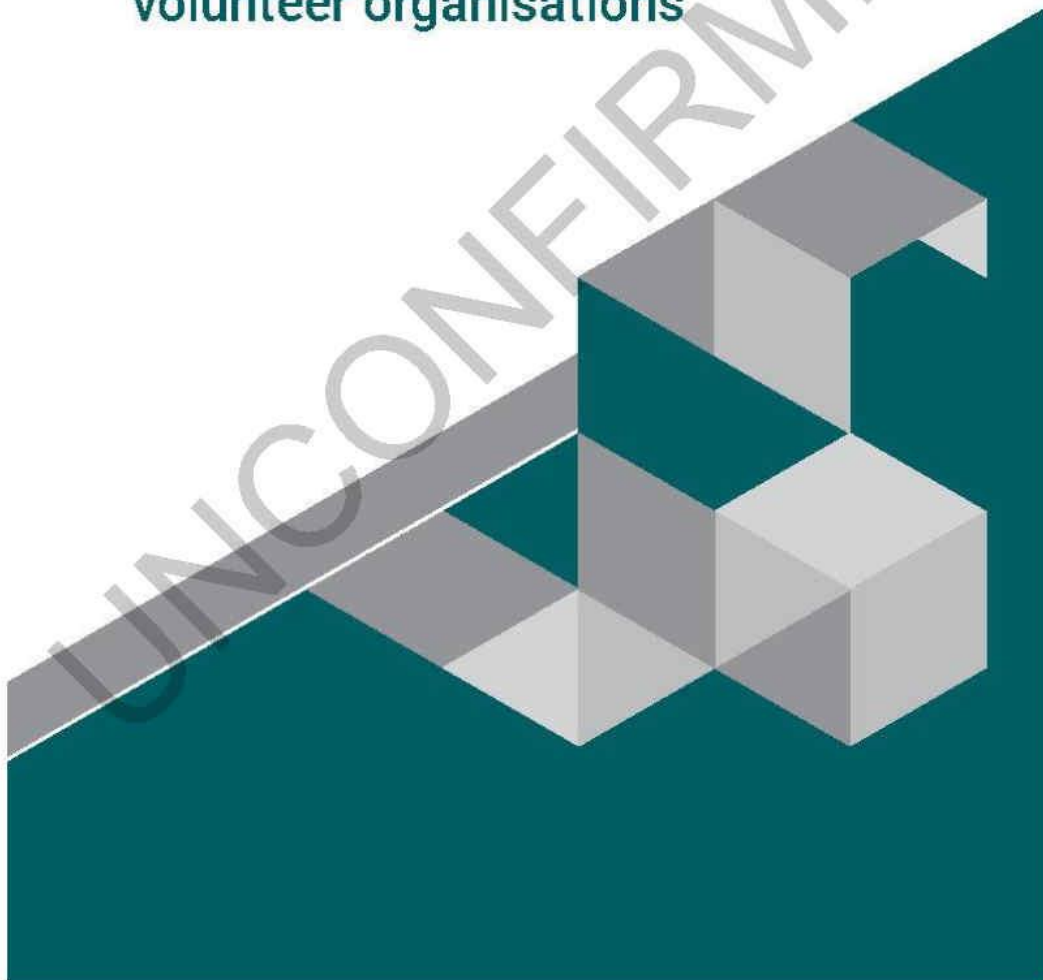
Motion No	Decision Date	Item No	Subject	Motion	Action By	Comments
						3-12-2021 To be included in next BFAC agenda (2022) 13-01-2022 To be included in next BFAC 28/02/2022 1. no action required 2. no action required 3. no action to date 12/04/2022 1. no action required 2. no action required 3. no action to date 11/05/2022 1. no action required 2. no action required 3. no action to date, awaiting OPS Command meeting

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Attachment 2 – WHS Guide



GUIDE
Work health and safety for
volunteer organisations



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Disclaimer

The information contained in this publication is guidance material only. It is provided in good faith and believed to be reliable and accurate at the time of publication.

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Loss includes loss, damage, liability, cost, expense, illness and injury (including death).

Reference

Department of Mines, Industry Regulation and Safety, 2021, Work health and safety for volunteer organisations – guide: Department of Mines, Industry Regulation and Safety, Western Australia, 21 pp.

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This publication is available on request in other formats for people with special needs.

Further details of safety publications can be obtained by contacting:

Safety Regulation Group – Regulatory Support
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303 Sevenoaks Street
CANNINGTON WA 6107

Telephone: 1300 307 877

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Email: Safety@dmirs.wa.gov.au

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Introduction

Everyone has the right to be safe at work, including volunteers. Volunteers play a vital role in communities across Australia and make significant contributions by carrying out unpaid work for a variety of organisations every day.

This guide provides information on how the *Work Health and Safety Act 2020* applies to organisations that engage volunteers. It outlines the primary duty that organisations employing workers and engaging volunteers have under the WHS Act and explains how to meet this duty.

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1 Who has duties under the WHS laws?

1.1 Organisations and their duties

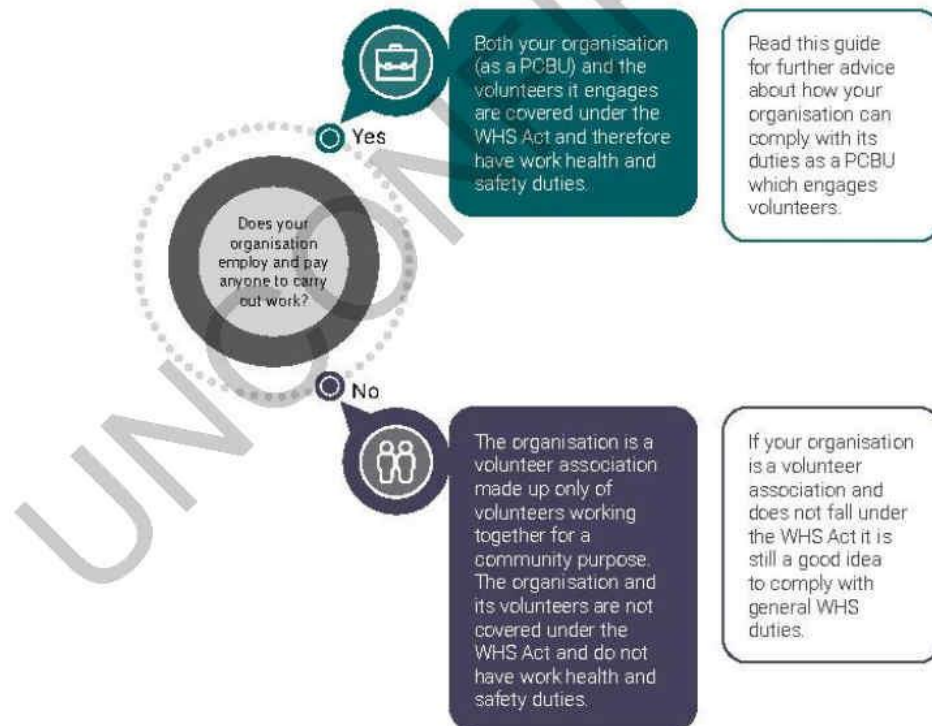
A volunteer organisation will have WHS duties as a person conducting a business or undertaking (PCBU) under the *Work Health and Safety Act 2020* (WHS Act) where one or more persons are employed to carry out work for the organisation. A person may be employed by either:

- the organisation itself
- the organisation's members, whether alone or jointly with any other members.

The organisation will owe a duty to both the paid worker and any volunteers it (or its members) engages.

The WHS Act does not apply if the organisation is a 'volunteer association' (whether incorporated or unincorporated). A volunteer association is a group of volunteers working together for one or more community purposes and none of the volunteers, either separately or jointly, or the association itself employ a person to carry out any work for the association.

Use the flow chart below to find out if the organisation owes health and safety duties.



2. Visit health and safety for volunteer organisations guide

General and common law duties of organisations who engage volunteers are well established. Australian courts have long recognised that volunteers are owed a general duty of care by the people and the organisations they support. So even if the organisation is a volunteer association and does not fall under the WHS Act it is a good idea to comply with general WHS duties.

1.2 Organisations with state divisions or local groups and their duties

An organisation can consist of a national body with state divisions and local groups. The national body will be a PCBU if they engage paid workers. The national body as a PCBU will owe duties to all workers, including the volunteers of the state divisions or local groups that are volunteer associations. This is because the work of those volunteers is directed or influenced by the national body.

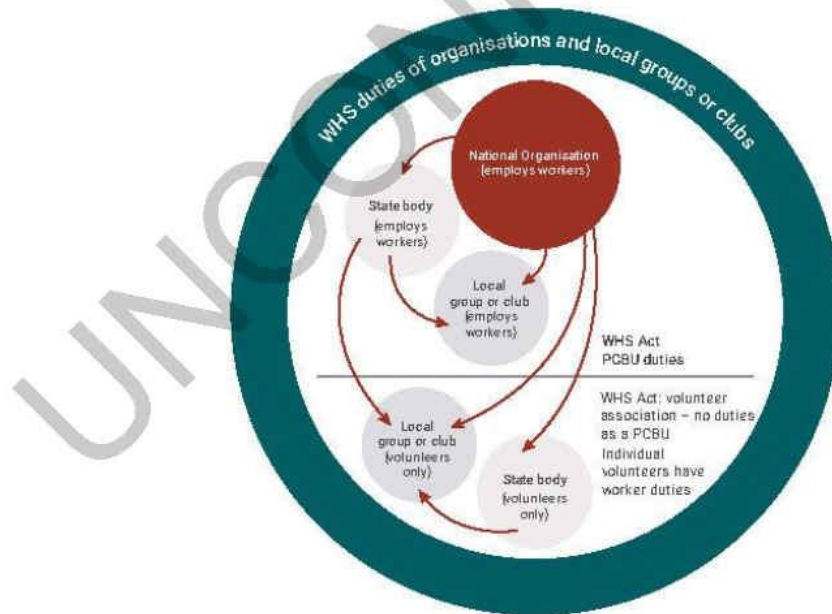
If a state division or local group of the organisation:

- is a separate entity from the national body, and
- engages paid workers to perform work for the organisation (as an incorporated association or through its members as an unincorporated association)

it will owe WHS duties to their volunteers and the volunteers of the local groups to the extent that they direct or influence the work that is carried out.

If the state division or local group (or its members) does not employ workers and is made up entirely of volunteers working for the same community purpose, it is a volunteer association and will not have any duties as PCBUs.

The diagram below illustrates how these duties work.



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The duty the national body or state division owes to the local volunteers is qualified by what is reasonably practicable for them to do or what is reasonably able to be done. What is reasonably practicable will vary depending on the:

- specific structure and circumstances of each organisation, and
- the extent to which each organisation can control or influence a particular thing or the actions of another person.

To meet their duty to workers including local volunteers, the national body or state division could, for example:

- ensure the distribution of WHS policies and procedures on a range of topics to each division or group, and
- set up processes to ensure consultation can occur between the national body and state and local groups or divisions.

The WHS Act requires that where more than one PCBU has a duty for the same issue, each person retains responsibility for the matter and must discharge the duty to the extent they can influence and control the issue. In these situations, each person with a duty must, so far as is reasonably practicable, consult, cooperate and coordinate activities with all other persons with a duty in relation to the same matter.

PCBUs that share the same duty may enter into an arrangement that only one PCBU takes the required action. However, in order to fulfil their duties, the other PCBUs must make sure and check that the other PCBU is carrying out the required action. For example, a PCBU may not need to provide first aid equipment or facilities if these are already provided by another PCBU at the workplace but must check that the equipment and facilities are adequate and accessible for workers.

PCBUs that consult, cooperate and coordinate activities with others who are involved in the work will make controlling risks more likely and help each duty holder comply with their duty. It can also improve the efficiency of health and safety measures.

1.3 Volunteers

Under the WHS Act a volunteer is a person who works for an organisation without payment or financial reward (but they may receive out of pocket expenses). The law also recognises volunteers as workers. This means that the PCBU must provide the same protections to its volunteers as it does to its paid workers.

As a worker, a volunteer has duties under the WHS Act. A volunteer may also be an officer of a business or undertaking with due diligence duties under the WHS Act (see [Officer duties](#)).

2 What activities are covered by the WHS laws?

Only work activities are covered by the WHS Act. Activities that are purely domestic, social, recreational or private in nature are not included. Whether an activity is considered work may depend on specific circumstances. The following criteria may help determine if an activity is work under the WHS Act:

- the activity involves physical or mental effort or the application of particular skills for the benefit of someone else or for themselves (if self-employed), whether or not for profit or payment
- activities where someone would ordinarily be paid may be considered work
- activities that are part of an ongoing process or project may be work if some of the activities are paid
- an activity may be more likely to be work if someone is managed or controlled by another person when they undertake that activity
- formal, structured or complex arrangements may be considered to be work than ad hoc or unorganised activities.

The activity may be work even though one or more of the criteria are absent or minor.

Examples of activities that may be considered work include:

- maintenance of the things needed to enable an organisation to carry out its work. For example, maintenance work on a hall where a volunteer group meets
- activities that people are ordinarily paid to do but are carried out for the organisation by a volunteer, for instance, driving clients to appointments
- activities that the organisation has a great degree of direction or influence over, or
- activities carried out in accordance with formal or structured arrangements.

3 What does the organisation need to do?

If a volunteer organisation is a PCBU under the WHS Act it must ensure, so far as is reasonably practicable, the health and safety of all of its workers, including volunteers. This means that the organisation must provide the same protections to its volunteers as it does to its paid workers. The protection covers the physical safety and mental health of all workers, including volunteers.

The primary duty of a PCBU is qualified by 'so far as is reasonably practicable'. This means the organisation does not have to guarantee that no harm will occur but must do what is reasonably able to be done to ensure health and safety. If the organisation is run by volunteers, this is a factor that will be taken into account in determining what is reasonably practicable for the organisation to do in any given circumstance.

Other factors that will be taken into account in determining what the organisation is required to do to protect its workers, including volunteers, are:

- the type of business or undertaking it is
- the type of work that the organisation carries out
- the nature of the risks associated with that work and the likelihood of injury or illness occurring
- what can be done to eliminate or minimise those risks
- the location or environment where the work is carried out.

The primary duty of an organisation includes ensuring, so far as is reasonably practicable:

- the provision and maintenance of a work environment without risks to health and safety
- the provision and maintenance of safe plant and structures and safe systems of work
- the safe use, handling and storage of plant, structures and substances
- the provision of accessible and adequate facilities for the welfare at work of workers, including volunteers, for example, toilets, first aid facilities
- the provision of information, training and instruction or supervision that is necessary to protect all persons from risks to their health and safety arising from their work.

3.1 Managing health and safety risks

A safe and healthy workplace does not happen by chance or guesswork. Organisations will have to think about what could go wrong at the workplace and what the consequences could be. Then it must do whatever it can—whatever is reasonably practicable—to eliminate or minimise the health and safety risks arising from the work the organisation undertakes.

The process of eliminating or minimising health and safety risks is called risk management and involves four steps:

1. Identify hazards – find out what could cause harm.
2. Assess the risks – understand the nature of the harm that could be caused by the hazard, how serious the harm could be and the likelihood of it happening.
3. Control the risks – implement the most effective control measure that is reasonably practicable in the circumstances.
4. Review control measures – to ensure they are working as planned.

3.2 What are some of the risks to volunteers engaging in work?

Volunteers, like other workers, face a wide range of possible risks and injuries from carrying out work. Such injuries may be physical or psychological and can result from common activities carried out by volunteers undertaking community services. The level of care that is required will depend on individual circumstances, such as the age of the volunteer, where the work is carried out and the relationship between the organisation and volunteer.

Psychological injuries and illness can be caused by challenging behaviour that the volunteer is confronted with or poor management of organisational change.

Physical injury or illness can be caused by work equipment, for example, by electrocution or electric shock, exposure to hazardous chemicals or contact with moving machinery parts. Injury or illness can also be caused by working in unsafe or unhealthy work environments caused by unsafe or unstable structures or extreme temperatures particularly when working outdoors.

3.3 Providing information, training and instruction to volunteers

Volunteers must be provided with information, training, instruction or supervision so they can carry out their work safely. Training and information should be tailored to the type of work the volunteers do and where they work.

3.4 Talking about health and safety

The WHS Act requires PCBUs to consult with workers, including volunteers, so far as reasonably practicable, about WHS matters that affect them. PCBUs must also talk to workers when it proposes changes that may affect the workers' health or safety.

The aim of the consultation is to ensure that volunteers are given an opportunity to contribute to the identification of hazards and the assessment and control of any risks they face when they carry out their work. The organisation must take volunteer's ideas into consideration when making decisions about safety in the workplace.

3.5 Finding the right consultative arrangements

Some workplaces may need a mix of consultation arrangements to suit the different types of workers and work situations within the organisation. There is no 'one right way' to talk about WHS. How the organisation does it will depend on factors like:

- the nature and size of the organisation
- the type of work that is carried out
- the current engagement arrangements of workers, including volunteers.

For example, if there are a number of full-time workers in an organisation, structured arrangements involving a health and safety committee may be suitable. Whereas an organisation that engages contractors, on-hire workers or volunteers to carry out specific tasks may find 'toolbox meetings' (short discussions on specific health and safety topics relevant to the task) are the most practical way to consult.

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Organisations must consult with workers when making decisions on the process and arrangements for consultation. Both the organisation and workers should agree to and be happy with the arrangements in place for consultation. Some of the ways the organisation might consult with its volunteers include:

- sending out regular newsletters via mail, email or relevant app which feature WHS news, information and updates
- regularly updating the volunteer section of its notice board website or app with information, including its latest safe work policies and procedures
- having a 'suggestions' email box for workers, including volunteers to send suggestions to about ways to work safely and other matters
- holding regular meetings to talk to volunteers about the work they do and how to do it in the safest way. Meetings can be via teleconference or online if required
- holding short 'toolbox meetings' where specific health and safety topics relevant to the task at hand are discussed
- through health and safety representatives (HSRs), if requested by workers.

Health and safety representatives (HSRs)

A health and safety representative (HSR) is one way for workers to be represented in relation to WHS matters. If workers are represented by an HSR you must include them in the consultation process.

The appointment of HSRs is not mandatory, and an HSR is not obliged to undertake training. An untrained HSR can exercise most powers except for directing that unsafe work cease or issuing provisional improvement notices (PINs).

The organisation must facilitate the election of an HSR if one or more of the workers, whether paid or volunteer, ask for an HSR to be elected to represent their health and safety matters. To ensure the best representation of workers, HSRs are elected to represent specific work groups. Work groups must be determined before an HSR can be elected. There is also the option for the WHS regulator to become involved if an agreement cannot be reached. The regulator can determine if it is not appropriate for there to be an HSR.

Health and safety committees (HSCs)

Health and safety committees (HSCs) are another way for larger organisations to facilitate consultation. HSCs are not mandatory but must be established within two months of a request to do so from an HSR or five or more workers, who may be volunteers. An organisation can also establish an HSC without a request from workers.

HSCs can assist in developing health and safety policies and procedures for the organisation.

The organisation should also let the volunteers know what to do and who to contact if something happens when they are volunteering. If volunteers notice a health and safety matter that needs fixing they should know who to raise it with.

3.6 Notifying serious incidents

PCBUs are required to let the regulator know if any 'notifiable incidents' occur as a result of the work of the organisation as soon as it is reasonably able.

A notifiable incident is a serious incident that relates to the work an organisation carries out and involves:

- the death of a person
- the serious injury or illness of a person
- a dangerous incident.

Note: There are additional notification requirements under the WHS Regulations.

To help determine what type of incident must be notified, 'serious injury or illness' and 'dangerous incident' are defined in the WHS Act.

A *serious injury or illness* is one that:

- requires a person to have:
 - medical treatment within 48 hours of exposure to a substance
 - immediate treatment as an in-patient in a hospital
 - immediate treatment for a serious injury or illness such as a serious head injury, a serious burn or a spinal injury and a number of other injuries listed in the WHS Act
- occurs in a remote location and requires the person to be transferred urgently to a medical facility for treatment
- in the opinion of a medical practitioner, is likely to prevent the person from being able to do the person's normal work for at least 10 days after the day on which the injury or illness occurs.

'Treatment' means the kind of treatment that would be required for a serious injury or illness and includes 'medical treatment' by a registered medical practitioner, treatment by a paramedic or treatment by a registered nurse practitioner.

Importantly, it does not matter whether a person actually received the treatment referred to in this definition, just that the injury or illness could reasonably be considered to need the treatment.

A *dangerous incident* (also known as a near miss) is an incident in a workplace that exposes a worker or any other person to a serious risk to their health or safety emanating from an immediate or imminent exposure to a number of risks. These risks include an uncontrolled escape, spillage or leakage of a substance, an electric shock, a fall from a height or the collapse of a structure.

Additional notification requirements under WHS Regulations

If a volunteer organisation places volunteers on a mine, petroleum or geothermal energy operation, there may be incident notification requirements under the WHS (Mines) Regulations or WHS (Petroleum and Geothermal Energy Operations) Regulations. Contact WorkSafe for clarification if this circumstance could arise.

3.7 Resolving issues

The WHS Act outlines a process for the resolution of issues about WHS arising out of:

- work carried out at the workplace, or
- the conduct of the organisation.

The issue resolution process applies after a WHS matter is raised but not resolved to the satisfaction of any party after discussing the matter. All parties involved in the issue must make reasonable efforts to come to an effective, timely and final solution of the matter.

If a WHS matter cannot be resolved by talking with all involved parties then the organisation needs to follow the process it and workers have agreed to in writing, or if there is no agreed process, the default issue resolution process set up in the WHS Regulations.

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4 Volunteers working from their or other person's home

The organisation may engage volunteers who carry out work for the organisation in their own home. If this is the case, the organisation still needs to talk to its volunteers about doing work safely.

Volunteers that are engaged by the organisation to do work from their own home still need to take reasonable care of their own health and safety and ensure what they do for the organisation does not affect others. They also need to follow any reasonable instructions given to them by the organisation and cooperate with reasonable policies and procedures of the organisation that relate to WHS.

4.1 Private homes as a workplace

Because the organisation obviously does not own, control or manage the places that these volunteers work from (their homes) it means the organisation has a limited ability to ensure a volunteer's health and safety when at work. However, the organisation must still comply with its duty to ensure the health and safety of its volunteers, but what is reasonably practicable for the organisation will be different than if the volunteers worked in a workplace that the organisation has control over.

For example, to meet this duty the organisation might:

- give its volunteers who work from their own home information or advice about how to set up a comfortable workstation, or safely carry out the work they have been assigned
- give volunteers information on why they should not be sedentary for long periods of time and how to avoid this
- ensure volunteers have all the equipment they need to do the work they are given
- require volunteers to familiarise themselves and comply with good ergonomic practices and safe lifting techniques, consistent with any of the organisation's policies and procedures
- establish good communication between the organisation and volunteer including a contact person who volunteers can talk to about any concerns when working in their home.

Similar to when a volunteer works in another person's private home, the organisation might ask its volunteers who work from their own home questions about their homes to gather enough information so that the instructions the organisation provide are appropriate and practical to address the relevant risks to volunteer's health and safety when carrying out the work.

4.2 Volunteering in other people's homes

The organisation might engage volunteers who carry out work in other people's homes. If this is the case, the organisation should provide these volunteers with information about the home they will be visiting before they go there. The organisation might tell its volunteers about specific hazards to be aware of in the home, for example:

- the presence of domestic animals in the yard
- instructions and/or training on how to use unfamiliar machinery or equipment
- the presence of other people in the home
- the layout of the property including any structures that may pose a risk such as stairs, that are particularly steep.

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If volunteers visit a number of homes it may not be reasonably practicable for the organisation to provide information about specific hazards in each home. However, the organisation should provide its volunteers with information about the types of hazards they might encounter.

The organisation should also consider asking volunteers questions relating to the work environment to determine if there are any specific risks that should be addressed before the volunteer visits other people's homes. For example:

- is the volunteer comfortable around domestic pets
- does the volunteer have any mobility issues that may impede their ability to access the home (e.g. uses a walking stick or frame and the house has stairs)
- does the volunteer have an allergy
- does the volunteer hold a first aid certificate.

The organisation should always provide the volunteers with any other information that they need to carry out their volunteer work safely. The organisation should also consider the risk of volunteers being exposed to violence when performing volunteering work in a person's home. Violence can harm both the person it is directed at, and anyone witnessing it, both physically and psychologically.

The best way to reduce the likelihood of violence is to eliminate the risk of exposure to it. If that's not possible, the organisation will need to minimise the risk so far as is reasonably practicable. While it is not a requirement that two volunteers attend a home to carry out work for an organisation at any time, the organisation may ask the volunteers to do so as a way of reducing the risk of violence. Other control measures may include providing volunteers with a reliable means of communicating with the organisation to request and obtain assistance when needed.

5 What do the volunteers need to do?

Volunteers also have health and safety duties to:

- take reasonable care for their own health and safety
- take reasonable care to ensure they do not affect the health and safety of other people, for example, other volunteers, members of the public or clients they may be assisting
- comply, so far as they are reasonably able, with any reasonable instruction that is given to them by the organisation, and
- cooperate with any reasonable policy or procedure that the organisation has provided to them.

Essentially what is reasonable care and what is expected of workers is what a reasonable person would do in the circumstances having regards to things like:

- their knowledge
- their role
- their skills and the resources available to them
- their qualifications
- the information that they have
- the consequences to health and safety of a failure to act in the circumstances.

5.1 Volunteers and prosecution

If the volunteers comply with the health and safety duties when carrying out work for the organisation, they cannot be fined or prosecuted under the WHS Act.

6 Officer duties

6.1 Who is an officer

Under the WHS Act an officer of an organisation is not necessarily a volunteer or other worker who has 'officer' in their job title, for example, first aid officer, health and safety officer or administrative officer.

An officer is a person who makes, or participates in making, decisions that affect the whole, or a substantial part, of the organisation's activities. Volunteers may sit on the board of the organisation or be in another role where they make or participate in making such decisions. Their decisions may also have the capacity to significantly affect the organisation's financial standing. Only if a person makes, or participates in making, these kinds of decisions are they an 'officer' under the WHS Act.

6.2 Duties of officers

Any officer of an organisation, whether volunteer or paid, has a number of duties, also known as their due diligence obligations. They must exercise due diligence to ensure that the organisation complies with its health and safety duties. This means they must ensure that the organisation has appropriate systems of work in place and they must actively monitor and evaluate health and safety management within the organisation.

Officers cannot delegate these duties. They are legally responsible for ensuring:

- workers and other persons are protected against harm
- the organisation has suitable safe work systems in place.

Exercising due diligence as an officer means that officers must take reasonable steps to:

- continuously learn about and keep up-to-date with WHS matters
- have an understanding of the nature of the work the organisation does and stay aware of the hazards and risks workers and volunteers may face when working for the organisation
- ensure and verify that the organisation has available for use, and uses, appropriate resources and processes to eliminate or minimise risks to health and safety
- ensure and verify the organisation has processes in place for communicating and considering information regarding WHS and responding to that information, and
- ensure and verify the organisation has, and implements, processes for complying with any duties and requirements under the WHS laws.

There are things that the organisation can do to help volunteer officers fulfil their due diligence duty and at the same time ensure that their organisation is complying with its health and safety duties. For example, the organisation may:

- make WHS a standing agenda item on board meeting agendas
- implement a process for evaluation and review of safe work policies and procedures
- provide officers with an avenue or contact person to ask questions about WHS in the organisation, for example, the WHS manager or the human resource manager
- provide training or information to its officers about the WHS laws and the work of the organisation which is carried out by its workers, including volunteers.

6.3 Prosecution of volunteer officers

A volunteer officer cannot be prosecuted for failing to comply with their officer duties under the WHS Act. This immunity for volunteer officers is designed to ensure that voluntary participation at the officer level is not discouraged. A volunteer officer can however be prosecuted in their capacity as a worker if they do not take reasonable care as a worker (see [What do the volunteers need to do?](#)).

Officers who are not volunteers can be prosecuted for failing to comply with due diligence duties under the WHS Act.

UNCONFIRMED

7 Emergency service volunteer organisations

Emergency service organisations have always owed duties to take care of the health and safety of their workers and others at their place of work. The WHS Act makes it clear that the duties of organisations are owed to all workers, including volunteers. Volunteers are entitled to the same protections as paid workers.

The WHS Act does not affect the ability of emergency service organisations to respond to incidents as long as they continue to ensure, so far as is reasonably practicable, the health and safety of their workers, including volunteers, and other people. This does not mean the emergency service organisation must guarantee the health and safety of its workers; it simply needs to ensure it does all that can be reasonably done to keep its workers, including volunteers, safe.

7.1 Duties of emergency service organisations

The WHS laws treat emergency service organisations in exactly the same way as any other organisation or volunteer association. The primary duty on an organisation is to ensure, so far as is reasonably practicable, the health and safety of its workers, including volunteers of local groups or clubs, and others. Organisations, including emergency services, also have duties for the management and control of workplaces and the management or control of fixtures, fittings or plant at the workplace, so far as is reasonably practicable.

7.2 Emergency service volunteers and 'officers'

Under the WHS Act an officer of an organisation does not mean someone with the word 'officer' in their job title, for example first aid officer, health and safety officer or administrative officer.

An officer is a person who makes, or participates in making, decisions that affect the whole, or a substantial part, of the organisation's activities. Some workers, including volunteers may sit on the board of an organisation or be in another role where they make, or participate in making, such decisions. The decisions they make may also have the capacity to significantly affect the organisation's financial standing. Only if a volunteer makes, or participates in making, these kinds of decisions are they are an officer under the WHS Act.

Officers under the WHS Act have duties to exercise due diligence to ensure that the emergency service organisation has appropriate and robust WHS measures in place for all its staff and volunteers (see [Officer duties](#)).

7.3 Is an 'incident controller' an officer?

Under the WHS Act an incident controller is unlikely to be an officer. An incident controller is generally regarded to be in control of the current situation rather than the whole or substantial part of an organisation.

An officer under the WHS Act is determined by the individual's level of involvement in decision making for the whole or substantial part of the organisation. It is not determined by a role taken in response to a specific emergency (see [Officer duties](#)).

7.4 Attending the same incident as other emergency service organisations

Sometimes more than one emergency service organisation will attend the same incident. Each PCBU represented at the scene has a duty to ensure, so far as is reasonably practicable, the health and safety of their workers, including volunteers. Workers and volunteers also have duties under the Act. They also must ensure, so far as is reasonably practicable, that their activities do not expose others to unnecessary risk.

To help each PCBU meet their duty under the WHS Act each organisation must also, so far as is reasonably practicable, consult, cooperate and coordinate activities with each other, depending upon the circumstances.

7.5 Risk assessments

The PCBU must have a process in place to ensure a risk assessment is completed to eliminate or minimise the risks to health or safety so far as is reasonably practicable.

There is no need for emergency service organisations to stop and complete paper work before responding to the emergency situation at hand.

However, to help to minimise risks the emergency service organisation may want to develop a checklist to remind incident controllers of things to look out for and steps to follow in an emergency.

UNCONFIRMED

8 Bullying, harassment and discrimination

The organisation has a WHS responsibility to ensure not only the physical health of the volunteers but also their mental health. This includes doing what you can to ensure they are not exposed to workplace bullying, harassment and discrimination.

Bullying in the workplace is repeated, unreasonable or inappropriate behaviour directed towards a worker, or group of workers, that creates a risk to health and safety. Some examples of workplace bullying include abusive or offensive language or comments, aggressive and intimidating behaviour, belittling or humiliating comments, practical jokes or initiation and unjustified criticism or complaints.

The responsibility to prevent workplace bullying, harassment and discrimination is covered in the WHS Act by the duty to provide a healthy and safe working environment and safe systems of work.

Volunteers also have a duty under the WHS Act to ensure that their actions do not constitute a risk to their own health and safety or that of other people in the workplace.

Volunteers may also be covered by the national workplace bullying laws. See the Fair Work Commission's website for further information.

Western Australian public servant volunteer workers should contact their agency's Human Resources area or union for advice.

The organisation needs to send a clear message that bullying will not be tolerated and provide information to volunteers about who they can contact if they are bullied in the workplace.

The WHS Act also expressly prohibits the discrimination or unfair treatment of workers, including volunteers, because they have raised a WHS concern. A person found to be engaging in this type of discrimination may be liable to criminal penalties.

9 Other laws

WHS laws are not the only laws that the organisation should be aware of. Below is an outline of some of the laws that the organisation should know about when engaging volunteers. The organisation should seek further information on these laws and other laws from the relevant government body. Organisations in Western Australia can also seek further information on volunteers from [Volunteering WA](#).

Workplace relations laws

- The [Fair Work Ombudsman](#) website has information on when an arrangement between a person and an organisation is a volunteer arrangement as opposed to an employment relationship, for organisations which operate under the national industrial relations system, such as:
 - Ltd companies (e.g. Smith Corp Ltd)
 - Pty Ltd businesses that are trading or financial corporations (e.g. Smith Pty Ltd trading as Jane's Beauty)
 - incorporated associations and other not-for-profit bodies (that are trading or financial corporations)
- The [Wageline](#) website has information for organisations which operate under the state industrial relations system, such as:
 - sole traders (e.g. Jane Smith trading as Jane's Café)
 - unincorporated partnerships (e.g. Jane and Bob Smith trading as Jane's Café)
 - unincorporated trust arrangements (Jane and Bob Smith as trustees for Jane's Café)
 - any incorporated associations or not for profit bodies that are not trading or financial corporations
- Western Australian Government organisations that engage volunteer workers should contact their agency's Human Resources area for industrial relations advice. The Human Resources area may seek further advice from [Government Sector Labour Relations](#) at the Department of Mines, Industry Regulation and Safety.

Anti-discrimination laws

State, territory and Commonwealth anti-discrimination laws prohibit discrimination of a person because of that person's attributes.

- The [Australian Human Rights Commission](#) provides information about Commonwealth anti-discrimination laws.
- The [Equal Opportunity Commission](#) website provides information about Western Australia's anti-discrimination laws.

Workers' compensation, insurance and civil liability

Organisations should have appropriate insurance that adequately covers its workers including volunteers and the activities they carry out when volunteering. Organisations will be liable to pay any compensation for personal injury, property damage or financial loss caused by the volunteer. With some exceptions, volunteers are protected by law from incurring personal civil liability. The [Volunteering Australia](#) website provides information about the most common types of insurance that covers volunteers.

It is also important the organisation has insurance, as volunteers are generally not covered by workers' compensation laws. Contact [WorkCover WA](#) for more information.

10 Checklist

If the organisation is covered by WHS laws, this checklist may be used as a guide to assist in complying with WHS duties. You may need to adapt this for your particular circumstances and work environment. When creating a checklist, ensure that the principles of what is reasonably practicable apply (see [How to determine what is reasonably practicable to meet a health and safety duty, Interpretive guideline](#)).

Question	Yes	No
Duties of organisations		
If you answer 'No' to questions 1-7 or are unsure, the organisation will need to take corrective action to meet WHS duties, so far as is reasonably practicable		
1.	Does the organisation have and keep up-to-date safe work policies, instructions and procedures?	
2.	Does the organisation tailor and distribute its safe work policies, instructions and procedures?	
3.	Does the organisation make sure all its volunteers are provided with training, information, instruction or supervision so that they can do their work safely?	
4.	Does the organisation provide the same protections to its volunteers as its paid workers?	
5.	Does the organisation consult its volunteers about WHS matters that affect them?	
6.	Does the organisation provide its volunteers a way to raise WHS matters and make suggestions for WHS practices?	
7.	Does the organisation consult, cooperate and coordinate with other PCBUs at a shared workplace?	
Officer duties		
If you answer 'No' to any relevant questions at 8-15, you need to take corrective action to ensure the organisation meets its WHS duties, so far as is reasonably practicable.		
8.	Do all officers in the organisation, whether paid or volunteer, know what their duties are under the WHS Act?	
9.	Do the members of the organisation's board talk about WHS matters, policies, procedures and safe work practices at its meetings?	
Volunteers working from their own or other people's homes		
10.	Does the organisation provide its volunteers who work from their home instructions, information and procedures relating to working from home?	
11.	Does the organisation provide its volunteers who volunteer in other people's homes information about the hazards they may encounter when visiting another person's home including work-based violence?	

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Government of Western Australia
Department of Mines, Industry Regulation and Safety

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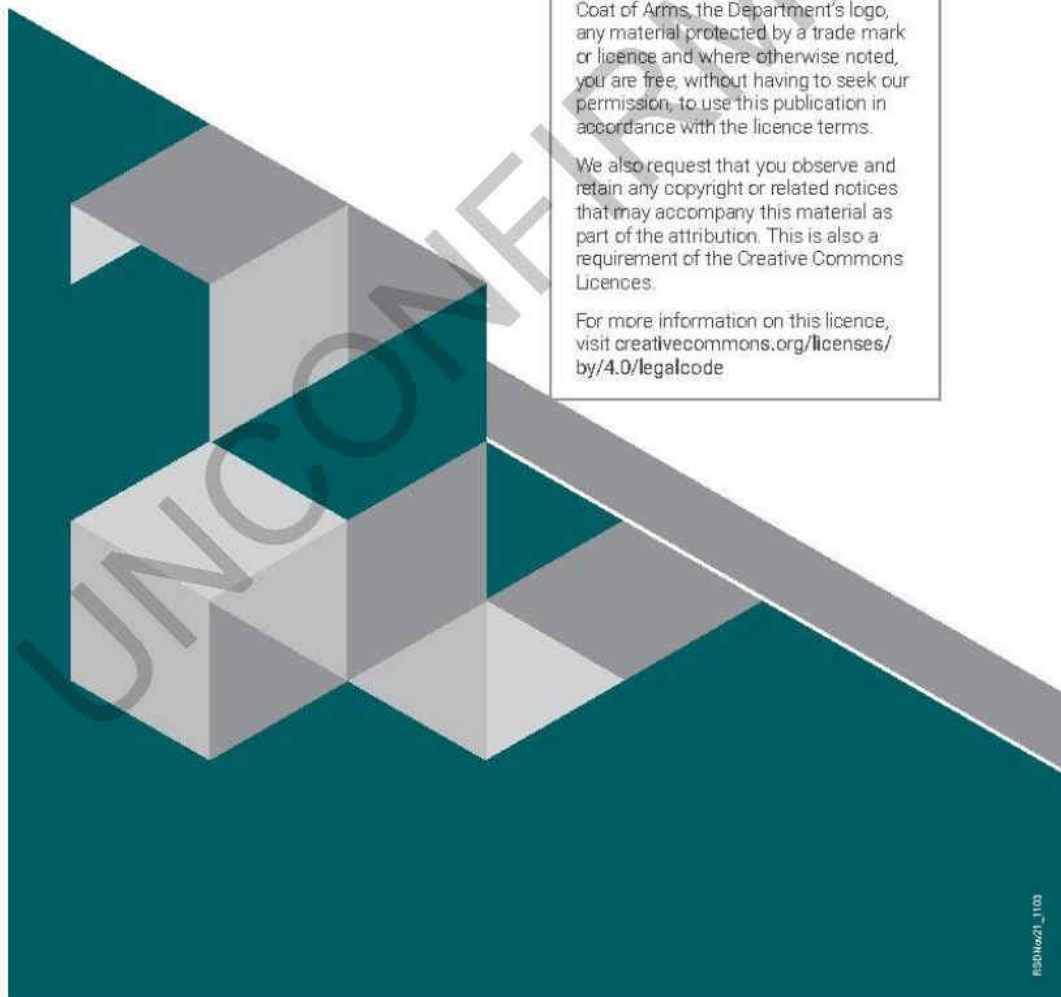
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6.2 CHIEF BUSH FIRE CONTROL OFFICER (CBFCO) REPORT

File Reference:	5.1.3.1
Reporting Officer:	Chris Marris, Chief Bush Fire Control Officer
Responsible Officer:	Chadd Hunt, Executive Manager Development Services
Officer Declaration of Interest:	Nil.
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For the Committee to receive and note the update provided by the CBFCO.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

N/A.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 3: Safety and Security

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

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Nil.

B.4 Policy Implications

Nil.

B.5 Stake Holder Engagement / Consultation

Nil.

B.6 Risk Implications

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

C. OFFICER'S COMMENT

WHS

Much work is still to be actioned on the identified steps from the December 2021 BFAC meeting. Part of this is the need for members to ensure that they have the minimum training before the forthcoming season. Several steps need to be taken by the Shire to help support this, however, I do implore Brigades to take the opportunity to be proactive in this regard and get both new and existing members through training during the off-season where possible. And if there are opportunities/need for this to be delivered in a flexible way for your Brigade/personnel, please reach out so that we can assist in this regard.

This applies to any training – let us know what we can do to support you.

Covid Vaccination Mandates

Last week saw the dropping of the Covid 19 vaccination mandate for DFES staff and volunteers. Whilst most members had been vaccinated, the removal of the mandate will see some members be able to return to the service. It will also dramatically reduce the burden on the Shire to follow-up vaccination certificates etc. Any member who had not provided their vaccination status and/or had not been vaccinated had been placed on a leave of absence. The Shire will now be touching base with all Captains (I believe this week) to confirm which members are to be returned to active duties. Whilst I hope that this would see most return, I do ask that Brigades take the opportunity to ensure membership lists are reviewed as part of this process.

Leadership Positions

I thank those BFCOs who have again put their hand up to nominate for their position this year as well as new candidates. This is one of our key pipelines for future leaders of our service as well as ensuring local knowledge is central to our fire response, so we must continue to support and encourage people into these roles.

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As has been communicated to Brigades, the current leadership team have pushed hard to see a timeframe for the appointment of the Chief, Deputy/ies and Senior BFCO positions to be finalised by mid-year, rather than on the cusp of the season (as has been the case in recent years) to allow anyone new coming into these roles time to find their feet. Thus I have requested a special BFAC meeting for July for the appointment (recommendation to the Council) of these positions. This means that in the coming days, endorsed BFCOs from tonight will be contacted inviting them to nominate for Chief, Deputy 1, Deputy 2 and Senior BFCO. Brigades will then need to vote on these positions.

I encourage all eligible BFCO candidates to consider stepping up to one of these leadership positions. This is your chance to make an impact and support our service.

A discussion also needs to take place on the appointment process of the second Deputy, as this has not been clearly articulated since this position was re-introduced a few years ago. It is intended that this be discussed this evening.

Australian Fire Danger Rating System

While I have touched on it previously, I think it is important to provide an update on the Australian Fire Danger Rating (FDR) System. This is a national system that will replace our existing system fire danger rating system due to commence in September of this year.



WA will move from its current six FDR's (i.e. very high, extreme, etc), to the national system of four ratings being Moderate, High, Extreme and Catastrophic. This will be driven by a new calculation of Fire Behavior Index (FBI) rather than the current Fire Danger Index (FDI). The FBI will be influenced by more accurate vegetation type, amongst other inputs. Existing tools used to calculate FDI are being updated and we have been assured will still allow for decisions around HVMB and the likes to be made locally

with actual data. A lot of work in finalising these tools is still needed, along with associated training and education.

FBI does not equal FDI and thus the triggers in the legislation will need to be updated. This is due to occur later this month.

This will have impacts locally on signage, our Fire Weather Officers, Permits, HVMB's and associated policies, among other aspects, so will need to be closely monitored and steps taken as the final detail is finalised and communicated to stakeholders over the coming months. I suspect the effects

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on actual decisions to implement HVMB will not be fully known until we get to ground-truth as we enter the season.

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.273

Moved: Mr Robert Herzer

Seconded: Mr Kim Hampton

That Council note the Chief Bush Fire Control Officer Report as provided.

CARRIED 11/0

Mr Chris Marris provided an overview of the report.

It was requested that the Community Emergency Services Manager provide more information to brigades on the fire danger ratings.

Clarification was sought in relation to:

- When will the new fire danger boards be rolled out? The Executive Manager Development Services advised that DFES is looking at replacing like for like. The replacements must be installed by 1st September 2022. In addition, documentation has been provided for firebreak notices. It was noted that community education may be a challenge.

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Mr Paul Antonio, Mr Robert Herzer, Mr Jason Cacic, Mr Kristopher Brown, Mr Chris Marris, Mr Blair Wilding, Mr Aaron Smith declared an "Impartiality" interest in item 6.3 – Brigade Nominations – Bushfire Control Officers as they are nominated as Bushfire Control Officers.

6.3 BRIGADE NOMINATIONS – BUSHFIRE CONTROL OFFICERS

File Reference:	5.1.3.1
Reporting Officer:	Brendon Rutter – Community Emergency Services Manager
Responsible Officer:	Chadd Hunt, Executive Manager Development Services
Officer Declaration of Interest:	
Voting Requirement:	Simple Majority
Press release to be issued:	

BRIEF

For the committee to recommend to Council the appointment of Bush Fire Control Officers (BFCO) for the 2022/23 bush fire season.

ATTACHMENTS

Attachment 1: Current Training Records.

A. BACKGROUND / DETAILS

Council resolved at its meeting held on 15 July 2015 the following (in part)–

5. Endorse that the minimum standard to be appointed a BFCO include the recommendation to complete the following DFES training modules prior to 1st November 2015 and become a requirement in order to qualify to the position of Bushfire Control Officer for the 2016 and future fire seasons.

- Introduction to Fire Fighting
- Bush Fire Fire fighting
- Structural Firefighting
- Crew Leader/Advanced Firefighter and/or Sector Commander
- FCO course or a refresher within the last 5 years

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

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Theme Area 3: Safety and Security

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

B.2 Financial / Resource Implications

Advertising costs

B.3 Legislative Compliance

Section 38 (1) Bush Fire Act 1954 which states as follows:

38. Local government may appoint Bush fire control officer.

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

B.4 Policy Implications

The Shire Northam Bushfire Manual sets out the process for appointment of Bush Fire Control Officers. It is noted that the Manual requires a formal interview process however this not occurred on this occasion as the process needs further refining.

Section 5.6B of the Bush fires Manual establishes the maximum number of BFCO nominations per brigade to a limit of 3, Council may exercise discretion and permit or reject additional nominations from brigades if Council is comfortable there has been sufficient justification provided from brigades.

B.5 Stakeholder Engagement / Consultation

Shire of Northam Bush Fire Brigades.

B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Nil	N/A	N/A
Health & Safety	Appointing volunteers that do not meet the mini training standards as identified in the Bushfire Service	Likely (4) x Major (4) = High (16)	Officers recommend Council to appoint members who meet the minimum level of competency based training qualifications

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	Training Program, may result in significant health and safety issues for volunteers and the general public.		as defined by the Bushfire Manual recognising the intent to comply with Bushfire Service Training Program over the coming seasons
Reputation	BFCO's do not have the ability run incidents resulting in a loss of confidence by the public, community expectations for a critical emergency service not being met	Likely (4) x Medium (3) = High (12)	Officers recommend Council to appoint members who meet the minimum level of competency based training qualifications as defined by the Bushfire Manual recognising the intent to comply with Bushfire Service Training Program over the coming seasons
Service Interruption	Inability to provide essential service at local level without external support	Minor (2) x Likely (4) = Moderate (8)	Officers recommend Council to appoint members who meet the minimum level of competency based training qualifications as defined by the Bushfire Manual recognising the intent to comply with Bushfire Service Training Program over the coming seasons
Compliance	BFCO do not hold the required level of competency based training as identified in the Bushfire Service Training Program	Major (4) x Likely (4) = High (16)	Officers recommend Council to appoint members who meet the minimum level of competency based training qualifications as defined by the Bushfire Manual recognising the intent to comply with Bushfire Service Training Program over the coming seasons
Property	Significant risk to property could arise without having skilled and experienced BFCO's	Possible (3) x Major (4) = High (12)	Officers recommend Council to appoint members who meet the minimum level of competency based

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	in controlling incidents		training qualifications as defined by the Bushfire Manual recognising the intent to comply with bushfire Service Training Program over the coming seasons
Environment	Significant risk to property could arise without having skilled and experienced BFCO's in controlling incidents	Possible (3) x Major (4) = High (12)	Officers recommend Council to appoint members who meet the minimum level of competency based training qualifications as defined by the Bushfire Manual recognising the intent to comply with Bushfire Service Training Program over the coming seasons

C. OFFICER'S COMMENT

Brigades were advised via email on May 5th 2022 outlining this years BFCO nomination process as in recent years the process in the Bush Fires Manual has not been followed due to the process requiring refinement.

Brigades were provided with the following procedure for this year. It is hoped this will provide guidance as each brigade approached their AGM.

1. BFAC meeting in June endorses FCO nominations (June 14th)
2. BFAC to make recommendation on the appointment of 1 or 2 DCBFCO's based on qualifications and competencies of nominations, additionally for the appointment of 1 x Senior BFCO
3. Council to consider recommendations and appointment of eligible BFCO's at June Meeting.
4. Special Meeting of BFAC in July to appoint CBFCO, and either one or two DCBFCO's and a Senior BFCO (date 11th July)
5. Council consideration & appointment of Leadership position at meeting in July (20th)

Candidates that have been nominated for the position of Bush Fire Control Officer that meet the criteria as outlined in the Bush Fires Manual and

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determined as eligible under the current training requirement, to be appointed are included within the recommendation. Please refer to the BFCO summary sheet for training completed – this has been provided as a separate attachment.

Where a nominee has not achieved the minimum training requirements as prescribed by Council, it is recommended by staff that they should be appointed only after further training has been achieved.

Until the required training is completed the member is ineligible to be designated as a fully operational BFCO.

Officers will prepare a development plan and work with all candidates to ensure training requirements are able to be achieved as soon as practical. Once the extra training is achieved and the personnel then meet the requirements of Council formal appointment can be granted by way of Certificate of Appointment, and further advertising as per standard advertising protocols.

As mentioned in the Policy section of this report the process as outlined within the current Bushfire Manual has not been followed, with specific reference to the establishment and conduct of the Selection Panel.

In previous seasons BFAC has recommended and Council appointed a second DCBFCO and a Senior BFCO. The Bushfire Manual does not specifically include the position of the second DBFCO or Senior positions.

It is recommended that the second DCBFCO and Senior BFCO positions be considered for appointment if suitably qualified and experienced nominations are received for that upcoming season.

Clackline/Muresk VBFB

Blair Wilding
Matthew Letch
Justin Fox
Richard Welch

Grass Valley VBFB

Phil Lloyd
Paul Reynolds
Mark Littlefair
Chris Marris

Irishtown VBFB

Robert Herzer

Bakers Hill VBFB

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Simon Peters
Kris Brown
Tristan Davey

Wundowie VBFB
Matthew McQueen
Jason Cacic

Inkpen VBFB
TBC

Southern Brook VBFB
TBC

Jennapullin VBFB
TBC

Northam VFRS
TBC

Wundowie VFRS
TBC

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.274

Moved: Cr Paul Curtis
Seconded: Mr Kris Brown

That Council appoints the following as Fire Control Officers for the 2022/23 Season in accordance with the criteria in section 5 of the Shire of Northam Bushfire Manual:

Clackline/Muresk VBFB

Blair Wilding
Matthew Letch
Justin Fox (subject to meeting the minimum training requirements before the start of the 2022/23 season)
Richard Welch

Grass Valley VBFB

Phil Lloyd
Paul Reynolds
Mark Littlefair
Chris Marris

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Irishtown VBFB

Robert Herzer

Bakers Hill VBFB

Simon Peters

Kris Brown

Tristan Davey

Wundowie VBFB

Matthew McQueen

Jason Cacic

Inkpen VBFB

TBC

Southern Brook VBFB

Paul Antonio

Jennapullin VBFB

Aaron Smith (subject to meeting the minimum training requirements before the start of the 2022/23 season)

Northam VFRS

TBC

Wundowie VFRS

TBC

CARRIED 11/0

The Executive Manager Development Services advised that a special meeting is proposed on 11 July to appoint the remaining FCO's.

Discussion was held around the process for voting on the leadership positions and the timeframe for this. The Executive Manager Development Services advised that there would be a potential delay of 1 month for appointment of the leadership positions if this was delayed for brigades to provide their FCO nominations. There is the option to proceed on the current timeframe however there is the risk that an FCO not yet appointed may be interested in a leadership position. The consensus was to continue the process on the current timeframe.

Action: The CESM is to call for expressions of interest for the leadership positions and note that this is subject to Council endorsement of them being appointed as an FCO.

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Discussion was held around the process for voting on the deputy positions with respect to whether there should be 1 or 2 deputies. The reason for there being 2 deputies and a senior FCO was discussed with this being clarified that it was to ensure succession within the leadership team.

Action: The voting slips for the deputy position/s is to facilitate the option for whether the Brigade wants 1 or 2 deputies.

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Attachment 1 – Current Training Records

Shire of Northam Volunteer Bushfire Control Officers 2022/23												
Active FCO's to have completed FCO & Sector Commander or FCO & Advanced Bush/Crew Leader within 5yrs.										Additional qualifications for Chief & Deputy Bush Fire Control Officer - need have 5yrs experience as BFCO.		
Structural to be eligible. Minimum level of training required.												
	INTRODUCTION TO FIREFIGHTING / Bushfire Safety Awareness (Date)	BUSHFIRE FIGHTING / Firefighting Skills (Date)	STRUCTURAL FIRE FIGHTING (Date)	CREW LEADER (Date)	ADVANCED BUSH (Date)	SECTOR COMMANDER (Date)	FIRE CONTROL OFFICER (Date)	Compliance with minimum training criteria YES/NO	Mackies Supervision (Date)	Ground Controller	AIMS 2017	Incident Controller Level 1
Kristofer Brown	2014	2015	2015	2014	2014	2017	Aug 20	YES	2017	2015	2019	2020
Simon Peters	2014	2015	2016	2011	2005	2015	2021	YES	2020	2020	2020	pending
Matthew Letch	2014	2015	2014	2017	2017		2021	YES		2015		
Mathew Macqueen	2010	2015	2010	2011	2011	2015	2021	YES	2009	2015	2019	2015
Jason Cudic	2020	2020	2010	2021	2021	2021	2020	YES	2020	2020	2020	2022
Robert Murzer	2012	2015	2012	2020	2005	2016	2018	YES	2011			
Chris Morris	2017	2017	2017	2020	2018	2017	2021	YES	2017	2019	2019	2020
Paul Reynolds	2011	2015	2018	2021	2001		2021	YES	2004	2015		
Phil Lloyd	2011	2015	2020	2009	2009		2021	YES		2015		
Mark Littlefair	2020	2020	2020	2020	2020	2021	2021	YES	2019		2021	
Tristan Davey	2020	2020	2016	2020	2018	2019	2020	YES		2019	2019	
Blair Wilding	2020	2020	2015	2021	2021		2021	YES		2002		
Richard Walsh	2020	2020	2018	2021	2018		2021	YES				
Justin Fox	2020	2020	2022	2020	2020	2021	2021	YES	2020	2020	2021	
Paul Antonio	2020	2020	2020	2021	2021		2020	YES				
Aaron Smith	2020	2020		2021	2021		2021	No				

NOTE: The Introduction to Firefighting and Bushfire Firefighting competencies were superseded 6/10/2020 - New competency is Firefighting Skills and Bushfire Safety Awareness (Anyone with both the previous competencies has been awarded the new competencies as at 2020.
(Current as at 7/10/2021)

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7. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Mr Paul Antonio left the meeting at 6:43pm.

Mr Paul Antonio returned to the meeting at 6:45pm.

7.1 WUNDOWIE BUSH FIRE BRIGADE FIRE SHED

BACKGROUND

10th March 2020 item 7.2:

Secure land and apply to LGGS. This motion was carried by BFAC, and out of that motion:

- A. Has the Shire approached Bill Pierce about the land next to Wundowie VFRS.
- B. The application was knocked back in 2020/2021 and has been knocked back again 2021/2022. Has anything been put forward in the 2022/2023 application period?

Appendix: Has the Shire done anything about allocating funds to secure land and to build a fit for purpose facility seeing previous applications through ESL/LGGS have continually been rejected?

Notifications: 5th September 2021, a letter was sent to Councillors regarding the brigade, facilities and OHS. See attached letter. There has been very little to no change from the letter and old facility to now being housed at the Wundowie Works Depot. We now have access to a toilet; however, the rest has gone unchanged. Currently, our female members are still unable to get changed on station, the sliding door is starting to prove a significant problem being difficult to open/close. We have female members who find the facility unfit for purpose and are not comfortable getting changed at the facility regardless time of the day, crew, people at the depot due to contaminated PPE/PPC.

MOTION

That Council secures appropriate land within the immediate Wundowie Townsite before the end of the 2022/2023 financial year and a fit for purpose facility based off the DFES facility modelling build and the brigade moved in prior to 1st of November 2023.

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MOTION / COMMITTEE DECISION

Minute No: BFAC.275

Moved: Mr Jason Cacic

Seconded: Mr Kris Brown

That Council, subject to the 2022/23 LGGS being unsuccessful, secure appropriate land within the immediate Wundowie Townsite before the end of the 2022/2023 financial year and a fit for purpose facility based off the DFES facility modelling be built and the brigade moved in prior to 1st of November 2023.

CARRIED 11/0

OFFICERS COMMENT

Staff have been in discussions with the Wundowie Football Club about a licence to use agreement being drafted to enable the Wundowie BFB to operate from the Wundowie Football Pavilion.

At the May /Council meeting, it was endorsed by Council for the allocation of over \$50k for the supply and install of a single bay shed, to be built to house the appliance, to be constructed adjacent to the pavilion as a medium term solution, as council continues to seek a more long term/permanent solution in consultation with DFES and the LGGS committee.

Council has previously sought funding for a purpose built facility in the below annual LGGS submissions.

2020/2021

2021/2022

2022/2023

Discussions are continuing and it is envisaged that a formal agreement will be entered into with the current lease holder (Wundowie Football Club) for the brigade to have access to the hall for meetings/training, also utilising one of the changerooms to house PPC & General storage, and allow access to shower facilities for suitable decontamination post incident.

Staff have and will continue to work with the DFES LGGS Committee and regional representatives to bring about a more suitable long term plan for the continued development of the Wundowie VBFB.

Staff acknowledge the significant effort & contribution the Wundowie VBFB members have committed to their community, and it is the intent of staff to continue to work with the volunteer membership, to secure a more permanent solution into the future.

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DISCUSSION

Clarification was sought in relation to:

- The short to medium timeframe / plan for the brigade and what is the timeframe if LGGGS funding is not forthcoming. The Executive Manager Development Services advised that Council's proposal was to utilise the Wundowie Football Pavilion facilities and construct a shed adjacent to this until LGGGS funding is provided to construct a facility at the former Men's Shed. It is Council's belief that this should be funded by the state government.
- The reason for DFES not being forthcoming with funds. The Executive Manager Development Services advised that they do not specifically advise and state that there are other priorities in the state.
- The reason the new shed cannot be constructed in the former Men's Shed location that was proposed for the LGGGS application. The Executive Manager Development Services advised that the reasoning for the location adjacent the Wundowie Football Pavilion was to leverage existing facilities (toilets and showers). The former Men's Shed site requires demolishing and would require facilities which otherwise would have been provided at the Pavilion to be constructed.
- Whether temporary facilities could be placed at the former Men's Shed site to allow the shed to be constructed here. The Executive Manager Development Services advised that this is a possibility however would need to be discussed with the brigade.

Action: Temporary facilities at the former Men's Shed site such as a donga with showers/toilets to be discussed with the brigade.

Mr Chris Marris left the meeting at 6:52pm and returned at 6:52pm.

Ms Carla Miller left the meeting at 6:52pm and returned at 6:54pm.

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8. URGENT BUSINESS APPROVED BY DECISION

Nil.

9. GENERAL BUSINESS

9.1 IRISHTOWN 1.4R APPLIANCE TO BE REPLACED BY A 3.4 APPLIANCE

BACKGROUND

The current 1.4 does not meet the members & community needs. It has limited water supply; limited crew capacity; it has a noisy pump (108db at monitor), unable to house increasing amounts of equipment such as current First Aid Kits wash down kits and inadequate PA system.

During burn over training this season we all raised concerns about how we would survive in a burn over with three crew. The cab is far too cramped.

The current appliance is up for replacement and an appliance that is able to carry four or more crew and water will be safer and serve the community more effectively.

OFFICER COMMENT

Staff have met with brigade reps and discussions ensued around the end-of-life process for the replacement of the 1.4R as it is an appliance that is not fit for purpose in the geographic area of responsibility.

The brigade members expressed their desire for the existing 1.4R to be replaced with 3.4U, staff are supportive of this request and have made the request for the indicative replacement program 2023/24 to 2025/26.

DISCUSSION

The Executive Manager Development Services advised that this will be noted in the program and will be brought forward as much as possible.

The Executive Manager Development Services reiterated that we need to ensure we are proactive in reviewing the R2R document. This should be completed prior to the next season.

Clarification was sought in relation to:

- Whether this can be upgraded or if the replacement is based on like for like. The Executive Manager Development Services advised that this can be upgraded to a 3.4 if there is a need.

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- Whether the issues raised are putting volunteers at risk. Mr Herzer advised that it is not ideal as the new first aid kits do not fit.

Action: Safety issues to be raised to support a replacement unit being provided.

Action: Review the R2R document as a local level.

9.2 IRISHTOWN FIRE SHED UPGRADE

BACKGROUND

The current shed was built in 2004 and has not been upgraded during this time. The request includes:

- Upgrade to incorporate a training/kitchen area that is lined and sealed to keep dirt and leaves out.
- Upgrade toilets, include shower/laundry area and area to wash masks and PPC
- Upgrade the external lighting
- Incorporate dedicated storage areas/racking
- Upgrade the internet connection, currently not working effectively
- Incorporated an external BBQ area for social gatherings.
- A transfer pump to allow filling from the water tank.

This could be achieved by extension of the shed by 3m to the rear and extending the toilet side out to the same line

OFFICER COMMENT

Staff have met with brigade members, with conversations surrounding the current facility no longer being fit for purpose, and unable to meet the needs of the Irishtown VBFB members.

Staff and members identified the following enhancements required for the facility to future proof the brigade.

- 1- Dedicated office/comms room
- 2- suitable training room
- 3- No storage capacity
- 4- No ablutions/showers (OSH requirements)
- 5- No sanitary space for the cleaning & servicing of FF respirators and PPC
- 6- Inadequate PPC Storage

Staff are supportive of the majority of the brigades request and will start the process of designing the station enhancements to include all eligible items and allow for formal costings to be developed and submitted as part of the 2023/24 LGGs Application.

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The works will bring the facility up to the same standard available at all other brigade facilities, and will ensure that councils obligations are being met under the WHS Act 2020.

An application for funding in 2020/2021 was unsuccessful however officers will ensure that a costed project development proposal will be submitted on the 2023/24 LGGs Submission.

DISCUSSION

Clarification was sought in relation to:

- Whether there is any way to bring forward the submission timeline. The Executive Manager Development Services advised that this is not possible as the submission period has closed for the 2022/23 period.

Action: *An update is to be provided at the September BFAC on the WHS items raised.*

Action: *An update is to be provided at the December BFAC on the plan for the 2023/24 LGGs funding application.*

9.3 CURRENT BURNING PERMITS PUBLISHED ON BART

BACKGROUND

BART is used by all members to manage brigade business and it would be logical to have current permits listed in this app.

This would give members better situational awareness during restricted burning times.

OFFICER COMMENT

Staff have consulted the developer, and at this current time BART is not capable of displaying a live datasheet such as is required for permits. Staff will provide an update if/when this changes.

DISCUSSION

Action: *Printed books be produced once fire danger ratings are finalised.*

9.4 RADIOS FOR FCO'S

It was requested that radios be provided to all FCO's. The Executive Manager Development Services advised that the DFES position is that these are not

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available. A solution was requested if DFES will not fund these as it is causing communication issues.

MOTION / COMMITTEE DECISION

Minute No: BFAC.276

Moved: Mr Blair Wilding

Seconded: Mr Nic Dewar

That Council seek written clarification from DFES in relation to the reason for radios not being provided to FCO's and request DFES to provide an action plan on how they plan to address the current communication issues.

CARRIED 11/0

9.5 ON ROAD / OFF ROAD DRIVING COURSES

It was requested that more DFES driving courses be held. The Executive Manager Development Services advised that these can be requested.

Action: Community Emergency Services Manager to coordinate additional on road and off road driving courses which are held by DFES.

Cr Paul Curtis left the meeting at 7:34pm and returned at 7:37pm.

9.6 WOOROLOO REPORT

It was raised that the state government took recommendations on board as a result of this incident. Clarification was sought in relation to whether the Shire is accepting these recommendations. The Executive Manager Development Services advised that this will need to be clarified.

Action: Community Emergency Services Manager to provide clarification.

10. DATE OF NEXT MEETING

Meeting schedule:

- 11 July 2022 (special meeting)
- 13 September 2022
- 8 November 2022

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11. DECLARATION OF CLOSURE

There being no further business, the Presiding Member, Mr Chris Marris declared the meeting closed at 7:37pm.

"I certify that the Minutes of the Bush Fire Advisory Committee, held on Tuesday 14 June 2022 have been confirmed as a true and correct record."

_____ Presiding Member

_____ Date

Cr C R Antonio declared an "Impartiality" interest in item 12.2 - Bush Fire Advisory Committee Meeting held on 11 July 2022 Nominated Fire Control Officers are known to Cr Antonio.

12.2 BUSH FIRE ADVISORY COMMITTEE MEETING HELD ON 11 JULY 2022

Receipt of Minutes:

<p>RECOMMENDATION / COUNCIL DECISION</p> <p>Minute No: C.4499</p> <p>Moved: Cr Ryan Seconded: Cr Hughes</p> <p>That Council receive the minutes from the Bush Fire Advisory Committee meeting held on 11 July 2022.</p> <p style="text-align: right;">CARRIED 7/0</p>

Adoption of Recommendations:

<p>RECOMMENDATION / COUNCIL DECISION</p> <p>Minute No: C.4500</p> <p>Moved: Cr Hughes Seconded: Cr Ryan</p> <p>That Council:</p> <ol style="list-style-type: none">1. Formally appoint Mr Chris Marris to the position of Chief Bush Fire Control Officer for the 2022/23 fire season.2. Formally appoint the following Bush Fire Control Officers to the positions of Deputy Chief Bush Fire Control Officer and Senior Fire Control Officer for the 2022/23 fires season:<ol style="list-style-type: none">a. Deputy Chief Bush Fire Control Officer 1 – Mr Simon Petersb. Deputy Chief Bush Fire Control Officer 2 – Mr Kris Brownc. Senior Bush Fire Control Officer – Mr Blair Wilding3. Appoint Mr Nic Dewar from Inkpen Bush Fire Brigade as a Fire Control Officer for the 2022/23 Season in accordance with the criteria in section 5 of the Shire of Northam Bushfire Manual.4. Note the discussion from the committee when endorsing an advocacy position on behalf of the Shire of Northam for submission to the WA Local Government Association (WALGA).5. Request DFES and the Shire of Northam to provide a detailed explanation as to why WAERN radios have not been issued to

Northam Shire BFCOs as clearly stated in the Northam Bush Fire Manual (2018) and what acceptable alternatives exist other than using the mobile phone networks.

- 6. Conduct an audit of all WAERN radios held by BFCOs, previous BFCOs, and in Shire vehicles and machinery. We request that the findings of this audit be present to all Brigades at the next BFAC meeting.**
- 7. Authorise for all BFCOs to have WAERN radios issued and fitted before the 1st October 2022 prior to the 2022/2023 fire season.**

CARRIED 7/0

Attachment 1 – Bush Fire Advisory Committee Minutes 11 July 2022



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Bush Fire Advisory Committee

11 July 2022

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The minutes of the Council meeting held to discuss these minutes should be read to ascertain the decision of the Council.

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

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1. DECLARATION OF OPENING

The Presiding Member, Mr Chris Marris declared the meeting open at 5:31 pm.

2. ACKNOWLEDGEMENT TO COUNTRY

The Presiding Member, Mr Chris Marris acknowledged the Traditional Owners of the land on which we meet, the Ballardong and Whadjuk people of the Nyoongar nation and paid our respects to Elders, past, present and emerging.

3. ATTENDANCE

Voting Committee:

Chief Bush Fire Control Officer	Chris Marris
Inkpen Bush Fire Brigade	Nic Dewar
Clackline Muresk Bush Fire Brigade	Blair Wilding
Bakers Hill Bush Fire Brigade	Kris Brown
Grass Valley Bush Fire Brigade	Mark Littlefair
Irishtown Bush Fire Brigade	Rob Herzer
Southern Brook Bush Fire Brigade	Paul Antonio arrived at 5:32pm
Wundowie Bush Fire Brigade	Mathew Macqueen
Northam Central Bush Fire Brigade	Kim Hampton

Non Voting

Community Emergency Service Manager	Brendon Rutter arrived at 5:32pm
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Staff:

Executive Manager Development Services	Chadd Hunt
Executive Assistant - CEO	Alysha McCall

Gallery:

Clackline Muresk Bush Fire Brigade	Jo Marasco Carla Millar Brian Petersen Matthew Letch
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3.1 APOLOGIES

Deputy Bush Fire Control Officer	Simon Peters
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Mr Paul Antonio and Mr Brendon Rutter entered the meeting at 5:32pm.

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3.2 APPROVED LEAVE OF ABSENCE

Cr M I Girak has been granted leave of absence from the 13 June 2022 to 22 July 2022 (inclusive).

3.3 ABSENT

Voting Committee:

Jennapullin Bush Fire Brigade	Aaron Smith
Wundowie Volunteer Fire and Rescue Service	Jeffrey Roberts
Northam Volunteer Fire and Rescue Service	Greg Montgomery
Councillor – Shire of Northam	Paul Curtis

Non-Voting Committee:

District Officer Northam	Vacant
Department of Parks and Wildlife (Wheatbelt)	Graeme Keals
Department of Parks and Wildlife (Perth Hills)	Michael Pasotti

4. DISCLOSURE OF INTERESTS

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

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

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

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

As defined in 34C of the Local Government (Administration) Regulations 1996, an **impartiality interest** means an interest that could, or could reasonably be

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perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Appointment of Chief Bush Fire Control Officer, Deputy Chief Bush Fire Control Officer and Senior Bush Fire Control Officer	6.1	Mr Chris Marris	Financial	Mr Marris is nominated for the Chief Bush Fire Control Officer which is paid an honorarium.
		Mr Kris Brown	Financial	Mr Brown has been nominated for the Deputy Chief Bush Fire Control Officer position which is paid an honorarium.
		Mr Blair Wilding	Financial	Mr Wilding has been nominated for the Deputy Chief Bush Fire Control Officer (DCBFCO) and Senior Bush Fire Control Officer. The DCBFCO is an honorarium position.

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5. CONFIRMATION OF MINUTES

5.1 COMMITTEE MEETING HELD ON 14 JUNE 2022

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.278

Moved: Mr Nic Dewar

Seconded: Mr Kris Brown

That the minutes of the Bush Fire Advisory meeting held on 14 June 2022 be confirmed as a true and correct record of that meeting.

CARRIED 8/1

Note: Reference was made to the discussion held relating to the process of calling for nominations for the leadership positions. The Executive Manager Development Services advised that to ensure procedural fairness, staff made a decision to call for nominations including the 2021/22 FCO's which may not yet be appointed due to the brigades AGM not yet being held. It was noted that this decision was not made by the Bush Fire Advisory Committee and that the consensus of the committee at the 14 June 2022 meeting was to continue with the current timeframe, acknowledging the risk of a nomination being receive by an FCO that is not appointed.

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6. COMMITTEE REPORTS

Mr Chris Marris declared a "Financial" interest in item 6.1 - Appointment of Chief Bushfire Control Officer, Deputy Chief Bushfire Control Officer and Senior Bushfire Control Officer as Mr Marris is nominated for the Chief Bush Fire Control Officer which is paid an honorarium.

Mr Kris Brown declared a "Financial" interest in item 6.1 - Appointment of Chief Bushfire Control Officer, Deputy Chief Bushfire Control Officer and Senior Bushfire Control Officer as Mr Brown has been nominated for the Deputy Chief Bush Fire Control Officer position which is paid an honorarium.

Mr Blair Wilding declared a "Financial" interest in item 6.1 - Appointment of Chief Bushfire Control Officer, Deputy Chief Bushfire Control Officer and Senior Bushfire Control Officer as Mr Wilding has been nominated for the Deputy Chief Bush Fire Control Officer (DCBFCO) and Senior Bush Fire Control Officer. The DCBFCO is an honorarium position.

6.1 APPOINTMENT OF CHIEF BUSHFIRE CONTROL OFFICER, DEPUTY CHIEF BUSHFIRE CONTROL OFFICER AND SENIOR BUSHFIRE CONTROL OFFICER

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

BRIEF

Upon appointment of the Fire Control Officer's for the 2021/22 year, Council is required to appoint a Chief Bush Fire Control Officer (CBFCO), Deputy Chief Bush Fire Control Officer's (DCBFCO) and a Senior Bush Fire Control Officer (SBFCO).

ATTACHMENTS

- Attachment 1: Training Matrix of nominated BFCO's.
Attachment 2: Brigade Voting Summary (will be available for viewing at the meeting).

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A. BACKGROUND / DETAILS

At the BFAC meeting held on 14th June 2022, it was resolved to note the revised appointment process for the CBF_{CO}, DCBF_{CO} and Senior BF_{CO} positions as contained in the report. The report references following the same process that was followed for the 2021-22 season.

Due to some brigades AGM's not completed by the time of the June BFAC, current BF_{CO}'s from the 2021-22 season were asked to nominate for each of the positions to ensure procedural fairness for the positions of CBF_{CO}, DCBF_{CO} and SBFCO. As a result, the following nominations were received and forwarded to Brigades for consideration and voting on June 29th 2022.

CBFCO

Chris Marris

DCBF_{CO}

Neil Diamond
Kris Brown
Simon Peters
Blair Wilding

Senior FCO

Kris Brown
Blair Wilding

Neil Diamond has subsequently withdrawn his nomination for the DCBF_{CO} position.

Brigades were also requested to provide voting on whether there should be one or two DCBF_{CO}'s.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 3: Safety and Security

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

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Section 38 (1) Bush Fire Act 1954 which states as follows

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

B.4 Policy Implications

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

5.1B Criteria of a Chief Bush Fire Control Officer

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

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

5.1C Qualifications of Chief Bush Fire Control Officer

"Completion of the DFES training core modules and a minimum of 3 years as a BFCO and 5 years firefighting experience in the last 3 years preferably as an executive officer within a brigade of the Shire of Northam.

Persons currently holding the CBFCO's position will have until 2020 to comply with the below training requirements. Any persons newly appointed must hold the below training certifications prior to 31s October each year".

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Completion of required courses are:

- *AtMS Awareness*
- *Introduction to Fire Fighting*
- *Bush Fire Fighting*
- *Machine Supervision*
- *Structural Fire Fighting*
- *Advanced Bush Fire Fighting*
- *Crew Leader*
- *Ground Controller*
- *Sector Commander*
- *AtMS 4 or 2017*
- *Incident Controller Level 1*
- *Fire Control Officer (in the Last 5 Years)*

In addition with respect to the DCBFCO position the manual states the following:

5.2B Criteria of a Deputy Chief Bush Fire Control Officer

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

5.2C Qualifications of a Deputy Chief Bush Fire Control Officer

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Completion of the DFES training core modules and a minimum of 3 years as a BFCO and 5 years firefighting experience in the last 3 years preferably as an executive officer within a brigade within the Shire of Northam.

Persons currently holding the CBFCO's position will have until 2020 to comply with the below training requirements. Any persons newly appointed must hold the below training certifications prior to 31st October each year.

Completion of required courses are:

- AllMS Awareness
- Introduction to Fire Fighting
- Bush Fire Fighting
- Machine Supervision
- Structural Fire Fighting
- Advanced Bush Fire Fighting
- Crew Leader
- Ground Controller
- Sector Commander
- AllMS 4 or 2017
- Incident Controller Level 1
- Fire Control Officer (in the Last 5 Years)

B.5 Stakeholder Engagement / Consultation

Nominated BFCO and Brigades have been involved in the nomination and voting process.

B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Person appointed may have unexpected financial costs	Low Risk (1) Low (1) x Rare(1)	Council has endorsed an honorarium for the CBFCO and DCBFCO positions
Health & Safety	The health and safety of volunteer brigade members in an operational perspective	High Risk (10) Extreme (5) x Unlikely (2)	The use of two experienced CBFCO's in major events
Reputation	Council must consider the all options to ensure the best outcome is delivered	High Risk (10) Extreme (5) x Unlikely (2)	Council has endorsed the minimum training standards for the position of Chief

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	in line with community expectations.		Bush Fire Control Officer. Additional training and mentoring to be provided to any applicant that doesn't meet the criteria.
Service Interruption	N/A	N/A	N/A
Co/mpliance	Council may appoint a CBFCO as per the obligations under s38 Bush Fires Act 1954 Council must consider potential for legal ramifications based on decision to appoint.	Moderate (8) High (4) x Unlikely (2)	Staff have provided options for Council to consider. Council has endorsed the minimum training standards for the position of Chief Bush Fire Control Officer.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

C. OFFICER'S COMMENT

Following the nomination and voting from each of the Brigades that have been provided to staff it is recommended that BFAC recommend, and Council appoint, the positions of CBFCO, DBFCO(s) and a Senior BFCO for the 2022/23 season. In collating the results of the voting a "preference voting" method was used for each of the positions to enable the voting to be conducted whilst brigades and BFAC consider the options for the appointment of 1 or 2 DCBFCO's.

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Mr Chris Marris declared a "Financial" interest in item 6.1 - Appointment of Chief Bushfire Control Officer, Deputy Chief Bushfire Control Officer and Senior Bushfire Control Officer as Mr Marris is nominated for the Chief Bush Fire Control Officer which is paid an honorarium.

MOTION / COMMITTEE DECISION

Minute No: BFAC.279

Moved: Mr Rob Herzer

Seconded: Mr Mark Littlefair

The Mr Kris Brown be appointed as the presiding member in the absence of the presiding member.

CARRIED 9/0

The Presiding Member, Mr Chris Marris left the meeting at 5:42pm and Mr Kris Brown took the Chair.

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.280

Moved: Mr Nic Dewar

Seconded: Mr Mathew Macqueen

That Council formally appoint Mr Chris Marris to the position of Chief Bush Fire Control Officer for the 2022/23 fire season.

CARRIED 8/0

The Presiding Member, Mr Chris Marris returned to the meeting at 5:42pm and resumed the Chair.

Mr Kris Brown declared a "Financial" interest in item 6.1 - Appointment of Chief Bushfire Control Officer, Deputy Chief Bushfire Control Officer and Senior Bushfire Control Officer as Mr Brown has been nominated for the Deputy Chief Bush Fire Control Officer position which is paid an honorarium.

Mr Blair Wilding declared a "Financial" interest in item 6.1 - Appointment of Chief Bushfire Control Officer, Deputy Chief Bushfire Control Officer and Senior Bushfire Control Officer as Mr Wilding has been nominated for the Deputy Chief Bush Fire Control Officer (DCBFCO) and Senior Bush Fire Control Officer. The DCBFCO is an honorarium position.

Mr Kris Brown and Mr Blair Wilding left the meeting at 5:42pm.

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RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.281

**Moved: Mr Rob Herzer
Seconded: Mr Kim Hampton**

That Council formally appoint the following Bush Fire Control Officers to the positions of Deputy Chief Bush Fire Control Officer and Senior Fire Control Officer for the 2022/23 fire season:

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

CARRIED 7/0

Note: It was noted that Jennapullin Bush Fire Brigade had not received the agenda which may be the reason that they have not submitted their votes for the leadership positions.

Clarification was sought in relation to why Jennapullin Bush Fire Brigade had not received an agenda. The Community Emergency Services Manager advised that he would review the contact list. Mr Robert Herzer also advised that he had not received the agenda directly.

Mr Blair Wilding and Mr Kris Brown returned to the meeting at 5:48pm.

Mr Paul Antonio left the meeting at 5:48pm and returned at 5:48pm.

MOTION / COMMITTEE DECISION

Minute No: BFAC.282

**Moved: Mr Kris Brown
Seconded: Mr Mathew Macqueen**


That Council appoint Mr Nic Dewar from Inkpen Bush Fire Brigade as a Fire Control Officer for the 2022/23 Season in accordance with the criteria in section 5 of the Shire of Northam Bushfire Manual.

CARRIED 9/0

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Attachment 1 – Training Matrix of nominated BFCO's

 Shire of Northam Volunteer Bushfire Control Officers 2022/23 <small>Active FCO's to have completed FCO & Sector Commander or FCO & Advanced Bush/Crew Leader within 5 yrs. All must have completed, Intro, Bushfire & Structural to be eligible. Minimum level of training required</small>													
	INTRODUCTION TO FIREFIGHTING / Bushfire Safety Awareness (Date)	BUSHFIRE FIGHTING / Firefighting Skills (Date)	STRUCTRA L FIRE FIGHTING (Date)	CREW LEADER (Date)	ADVANCED BUSH (Date)	SECTOR COMMANDER (Date)	FIRE CONTROL OFFICER (Date)	Compliance with minimum training criteria YES/NO	Machine Supervision (Date)	Ground Controller	AHMS 2017	Incident Controller Level 1	Compliance with minimum training criteria YES/NO
Kristofer Brown	2014	2015	2015	2014	2014	2017	2020	YES	2017	2015	2019	2020	YES
Simon Peters	2014	2015	2016	2011	2005	2015	2021	YES	2020	2020	2020	Pending (2022)	No
Chris Martin	2017	2017	2017	2020	2016	2017	2021	YES	2017	2019	2019	2020	YES
Blair Wilding	2020	2020	2015	2021	2021		2021	YES					No

NOTE: *The Introduction to Firefighting and Bushfire Firefighting competencies were superseded 01/01/2020 – New competency is Firefighting Skills and Bushfire Safety Awareness (Anyone with both the previous competencies has been awarded the new competencies as at 26/28.*
(Current as at 30/06/2022)

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6.2 PROPOSED ADVOCACY POSITION – MANAGEMENT OF BUSH FIRE BRIGADES

File Reference:	5.1.3.1
Reporting Officer:	Brendon Rutter – Community Emergency Services Manager
Responsible Officer:	Chadd Hunt, Executive Manager Development Services
Officer Declaration of Interest:	Nil.
Voting Requirement:	Nil.
Press release to be issued:	No

BRIEF

The WA Local Government Association (WALGA) have released a discussion paper seeking input from the Local Government Sector regarding the ongoing management of the volunteer bushfire service.

ATTACHMENTS

- Attachment 1: 2022 WALGA Proposed Advocacy Position BFB's 170522v5.
- Attachment 2: Bushfire Volunteer Association – Going Forward Position Briefing.

A. BACKGROUND / DETAILS

Western Australian Local Governments have extensive roles and responsibilities prescribed in the State Emergency Management Framework (State Framework) across the emergency management activities of prevention, preparedness, response, and recovery. Relevantly, pursuant to the Bush Fires Act 1954, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs).

The introduction of the Work Health and Safety Act 2020 has shone a spotlight on Local Government responsibilities for managing BFBs. In addition, the State Government is currently drafting the Consolidated Emergency Services Act, which consolidates the Fire Brigades Act 1942, Bush Fires Act 1954 and Fire and Emergency Services Act 1998 into a single piece of legislation, anticipated to be released as a Green Bill in early 2023. WALGA is developing an advocacy position on behalf of the Local Government Sector to ensure consideration is given to the sector through the consultation process.

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B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 3: Safety and Security

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

B.2 Financial / Resource Implications

Nil.

B.3 Legislative Compliance

Bushfire Act 1954

Work Health & Safety Act 2020

B.4 Policy Implications

Shire of Northam Bushfires Manual

Council SOP's

B.5 Stakeholder Engagement / Consultation

BFAC, Volunteer Bushfire Brigades.

B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Increased costs associated with managing the Bushfire Service, including resourcing that are not eligible for current grant funding sources.	Medium (15) High (4) x Almost Certain(5)	Council to consider additional allocation of funding & resources to ensure risk is mitigated.
Health & Safety	The increasing obligations placed on the local government sector for health and safety of bushfire service personnel	High Risk (15) Possible (3) x Extreme (5)	Council to consider additional allocation of funding & resources to ensure risk is mitigated.
Reputation	Council must consider the all options to ensure the best outcome is delivered in line with community expectations.	High Risk (10) Extreme (5) x Unlikely (2)	Council must make informed decision to deliver best outcomes inline with community needs/expectations.

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Service Interruption	N/A	N/A	N/A
Compliance	Council is obligated to comply with provisions under current legislation until such a time transfer is considered.	High(16) Major (4) x Likely (4)	Council to ensure obligations under legislation are being delivered to the community
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

C. OFFICER'S COMMENT

Staff are preparing information for Council to consider, including detailed information on each advocacy option provided by WALGA in the attached discussion paper.

Also attached is correspondence received from the Bushfire Volunteer Association regarding the proposed Advocacy position.

Staff encourage discussion via the committee to include as part of the report to Council, enabling Council to make an informed decision when endorsing an advocacy position to the WA Local Government Association (WALGA) Staff acknowledge that WALGA has only focussed on the operational aspect of the Bushfire Service, Council needs to consider all other obligations under existing legislation to ensure a pragmatic approach to service delivery, inline with community expectations.

RECOMMENDATION / COMMITTEE DECISION

Minute No: BFAC.283

Moved: Mr Nic Dewar

Seconded: Mr Kris Brown

That Council note the discussion from the committee when endorsing an advocacy position on behalf of the Shire of Northam for submission to the WA Local Government Association (WALGA).

CARRIED 9/0

The Executive Manager Development Services provided an overview of the advocacy position and outlined that staff are recommending the WALGA hybrid model which is being presented to the Ordinary Council Meeting on 20 July 2022.

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Clarification was sought in relation to:

- The basis for staff recommending the hybrid model. The Executive Manager Development Services advised that if local governments do not have the capability and capacity to manage bush fire brigades, they should have the option to transfer this responsibility to DFES. Staffs concern is the unknown structure/model of the management of Bush Fire Brigades should they be transferred to the State Government.
- How capability and capacity is measured. The Executive Manager Development Services advised that this unknown at this stage however it is expected that there would be some form of assessment mechanism.
- Whether the Volunteer Bush Fire Association advice was considered when recommending the hybrid model to Council. The Executive Manager Development Services advised that this was considered and has been included in the report to Council.

Discussion was held around there being limited information on how volunteers are consulted with and the WALGA position taking a financial and economical approach. The Executive Manager Development Services advised that there is reference to a working group which is assumed to include consultation with volunteers however this is not specifically detailed. Consultation with volunteers and brigades were raised by the committee as a concern and it was agreed that this should be undertaken prior to any transfer being considered.

Mr Kris Brown advised that Bakers Hill Bush Fire Brigade have discussed being transferred as this is not the core business of the local government. However, there is limited information on how a transfer would look to allow them to form a position.

The Presiding Member made reference to previous discussions in relation to this matter which were held at the meeting on 5 October 2021. It was advised that the current model ensures vital local knowledge is retained and has accountability via ratepayers to the Shire. It was believed that a transfer may lose some of that direct accountability and will not resolve many of the issues currently experienced with DFES.

The Presiding Member raised potential issues around resourcing if brigades were managed by DFES, as an example there is some control over the appliances being retained in the area when there are large incidents in the state. This allows brigades to ensure there is appropriate coverage.

The Presiding Member requested feedback from the committee on what was their brigades' preference. Six brigade representatives were in favour of the

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Volunteer Bush Fire Association position, one brigade representative (Bakers Hill BFB) was undecided however was generally more in favour of the WALGA position and one brigade representative (Wundowie BFB) was unsure as there had been insufficient time to consult with the brigade. The general consensus of the committee was in favour of the Volunteer Bush Fire Association position in the absence of further information on how the other models and processes would take place.

Mr Mathew Macqueen left the meeting at 6:02pm and returned at 6:03pm.

Attachment 1 - 2022 WALGA Proposed Advocacy Position BFB's 170522v5



Arrangements for Management
of Volunteer Bush Fire
Brigades: Proposed Advocacy
Position

May 2022

em@walga.asn.au

www.walga.asn.au

08 9213 2000

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Acknowledgement

The WA Local Government Association (WALGA) acknowledges the Traditional Owners of the land and pays respects to Elder's past, and present. WALGA acknowledges the continuing knowledge and cultural practices that they bring to the Local Government and Emergency Management sectors to support resilient and sustainable land management on WA landscapes.

Executive Summary

Western Australian Local Governments have extensive roles and responsibilities prescribed in the State Emergency Management Framework (State Framework) across the emergency management activities of prevention, preparedness, response, and recovery. Relevantly, pursuant to the *Bush Fires Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs).

This Paper proposes a new Advocacy Position on the management of BFBs to guide the Association's emergency management advocacy on behalf of Local Government, and in particular its engagement with the State Government on the development of the *Consolidated Emergency Services Act* which is expected to be released for stakeholder consultation in early 2023.

How to Comment on This Paper

Local Governments are encouraged to provide a written response to this Paper or to complete the [survey](#). Formal Council resolutions will assist the Association understand the sentiment of the sector on this important issue.

The Paper outlines the proposed Advocacy Position, followed by the background and rationale for the new position.

Questions are provided at the end of the Paper to guide feedback.

For further information please contact WALGA's Resilient Communities Policy Manager, Susie Moir via 9213 2058 or smoir@walga.asn.au

Feedback should be provided in response to the questions via email to em@walga.asn.au by 5pm Friday 8 July 2022.

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Introduction

This Paper seeks Local Government's views on a new WALGA Advocacy Position on the management of volunteer bush fire brigades (BFBs).

WALGA Advocacy Positions guide WALGA's policy, advocacy and capacity building activities and support a consistent and whole-of-sector approach.

The introduction of the *Work Health and Safety Act 2020* has shone a spotlight on Local Government responsibilities for managing BFBs. In addition, the State Government is currently drafting the *Consolidated Emergency Services Act*, which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill in early 2023. Therefore consultation on a new Advocacy Position with respect to management of BFBs is timely.

In 2012, 2019 and 2021, WALGA undertook comprehensive consultation with Local Government in relation to emergency management matters.

In 2021 WALGA undertook a comprehensive [Local Government Emergency Management Survey](#) to ascertain the sector's sentiment with respect to their emergency management responsibilities. 104 Local Governments responded to the Survey. Responses were provided by:

- 36 Chief Executive Officers
- 18 Community Emergency Services Managers
- 50 Local Government officers

As part of the survey Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

These Survey responses reinforce that it is timely to engage with the sector on this issue.

WALGA has been undertaking a process to update our Advocacy Positions, and as a result has prepared eight new Advocacy Position Statements relating to Emergency Management, which will be considered at the July 2022 State Council meeting, as listed in Appendix 1. These new Advocacy Positions are based on previous State Council endorsed submissions, recommendations from significant reviews and inquiries, and information and priorities captured in sector-wide consultations.

A comprehensive Advocacy Position regarding the *Consolidated Emergency Services Act*, is outlined in Appendix 1, Advocacy Position 8.4.

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Background

FESA (now the Department of Fire and Emergency Services (DFES)) was established in 1999 for the purpose of improving coordination of the State's emergency services, replacing the Fire Brigades and Bush Fires Boards¹. DFES provides strategic leadership for emergency services across WA. DFES manages the career fire and rescue service, as well as a number of volunteer emergency services: Volunteer Fire and Emergency Services (VFES); Volunteer Fire and Rescue Service (VFRS); State Emergency Services (SES); and Marine Rescue Western Australia.

Around Australia:

- WA is the only State in Australia in which Local Governments manage bushfire volunteers (pursuant to the *Bush Fire Act 1954*).
- In New South Wales, the NSW Rural Fire Service, which makes up the world's largest firefighting volunteer services, is managed by the NSW Government².
- Similarly, the Victorian Government manages the Country Fire Authority which manages regional fire services in Victoria³.
- In South Australia, the *Fire and Emergency Services Act 2005* (SA) provides for the South Australian Country Fire Service (SACFS) being established as a body corporate, currently managing 14,000 volunteers. The SACFS is responsible to the Minister for Emergency Services⁴.
- In Queensland, the *Fire and Emergency Services Act 1990* (Qld) provides for the establishment of rural fire brigades, with the Commissioner responsible for the efficiency of rural fire brigades⁵.
- The Tasmanian Fire Service sits under the State Fire Commission, established under the *Fire Service Act 1979*⁶, with more than 200 fire brigades across Tasmania, 350 career firefighters and 5000 volunteers.
- The ACT Rural Fire Service sits under the ACT Emergency Services Agency⁷ and is responsible for all bush and grass fires in rural ACT areas, through 450 volunteers in eight brigades.
- Bushfires NT is a division of the Department of Environment, Parks and Water Security, which is responsible for administration of the *Bushfires Management Act 2016*⁸. The Minister appoints members of the Bushfires Council and regional bushfires committees.

¹ <https://www.dfes.wa.gov.au/site/about-us/corporate-information/corporate-history/corporate-history.html>

² <https://www.rfs.nsw.gov.au/about-us/history>

³ <https://www.cfa.vic.gov.au/about-us/who-we-are>

⁴ [Part B 2015 South Australian Country Fire Service.pdf \(audit.sa.gov.au\)](#)

⁵ [Fire and Emergency Services Act 1990 \(legislation.qld.gov.au\)](#)

⁶ [TFSAnnualReport2021.pdf \(fire.tas.gov.au\)](#)

⁷ [Emergencies Act 2004 | Acts](#)

⁸ [Legislation Database \(nt.gov.au\)](#)

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Current Arrangements in WA

In Western Australia 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers. The Bush Fire Service is the largest volunteer emergency service by a significant margin:

- Bush Fire Service: 19,639 volunteers
- Fire and Rescue Service: 2,486 volunteers
- State Emergency Services: 2001 volunteers
- Volunteer Fire and Emergency Services: 926 volunteers
- Emergency Services Cadet Corps: 2,261 volunteers
- Marine Rescue Service: 1,559 volunteers⁹.

The number of BFBs managed by Local Governments varies from one up to 20. For example, the Shire of Cranbrook, which has a population of 1000 people, annual revenue of \$8 million and 29 employees manages 11 BFBs. The City of Mandurah, population 88,000, annual revenue of \$116 million and 678 employees, manages one BFB.

DFES also manages some BFBs. This includes seven bushfire brigades within the Kimberley and seven bushfire brigades within the Pilbara regions, under Memorandums of Understanding (MOU) with relevant Local Governments which make DFES responsible for the day-to-day management of the BFB and all response activities, excluding in relation to land tenure managed by the Department of Biodiversity, Conservation and Attractions.

Under this arrangement, Local Governments maintain responsibility for administering the *Bushfires Act* and carry out activities such as inspecting fire breaks and issuing burning permits.

The Local Government Grants Scheme (LGGS) Manual ([Appendix 1](#)) outlines five different 'profiles' for Bush Fire Brigades, as follows:

- Farmer Response Rural Brigades
- Pastoral Emergency Management
- Rural Brigades
- Settlement Brigades (Rural/Semi Rural)
- Urban Brigades (Defensive/Structural/Breathing Apparatus).

Considerations for Future Bush Fire Brigade Management Arrangements

Local Government Views

As part of WALGA's 2021 Emergency Management Survey, Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

⁹ DFES Volunteering, April 2022

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Detailed comments provided in the WALGA survey indicated a strong preference for the State Government to be responsible for all emergency management matters in Western Australia, including the management of BFBs.

Recommendations of Previous Reviews

Over the years there have been many calls for transformational change to the State Emergency Management Framework, in particular rural fire management.

The [Ferguson Report](#) on the 2016 Waroona Bushfire recommended that the State Government establish a rural fire service to address perceived issues in rural fire management, including insufficient capacity and unsuitable governance to deliver rural fire services. In 2017 the State Government hosted a bushfire mitigation summit at which a number of options were considered by stakeholders: a rural fire service operated within DFES; a rural fire service operated within DFES with autonomy; and a dedicated rural fire service that operated independently. Options to transfer the management of all BFBs under one umbrella – DFES or other – were also explored.

The 2017 [Economic Regulation Authority Review of the Emergency Services Levy \(ESL\)](#) considered the extent to which the ESL should be available to fund the administrative and/ or operational costs of a rural fire service, although it was outside the terms of reference for the ERA to examine the merits of a rural fire service or form a view on the best model of a rural fire service¹⁰. A number of Local Governments provided submissions to the ERA Review that supported the creation of a rural fire service¹¹.

Work Health and Safety Act 2020

The requirements of the *Work Health and Safety Act 2020*, enacted in March 2022, have heightened concerns in the sector regarding risk and liability in the management of BFBs, resourcing requirements and training and competency.

The shared responsibility for the health and safety of BFB volunteers adds further complexity to the management of BFBs and responsibilities. Local Governments, DFES, and in some cases the Department of Biodiversity, Conservation and Attractions (DBCA), have a shared duty of care to BFB volunteers due to Controlling Agency activities at incidents, and funding mechanisms (LGGS) for BFB operations and capital equipment.

DFES has a role as the lead fire and emergency services agency in WA for preparing training resources and standard operating procedures. DFES is currently developing additional resources suited to each of the above BFB 'profiles', specifically the management and training of BFBs. These additional resources will be discussed further with the sector in the coming months.

Whether the management structure for BFBs could be aligned to reflect the current operations of different brigade 'profiles', as provided in the LGGS Manual and outlined on Page 5 of this Paper, would require further discussion between DFES and the Local Government sector. This could allow for scalability of BFBs depending on location, resources and capabilities.

¹⁰ [ERA Review of the ESL, 2017, pg 135](#)

¹¹ [ERA ESL Review – summary of submissions to issues paper and draft report](#)

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Volunteer Insurance

Local Governments are responsible for providing compensation for injury caused to present and former BFB volunteers as a result of their duties. The commercial insurance market ceased writing injury insurance for volunteers in 2012, therefore a self-insurance mutual scheme was implemented to ensure that Local Governments continue to meet this obligation.

Since 2012, due to the high cost of claims, the aggregate limit of liability has increased from \$250,000 to \$750,000. In addition, the annual cost of insurance has nearly doubled (92%) from \$47.50 to \$91.20 per volunteer, and it is expected that this trend will continue¹².

Sector Capacity, Capability and Resourcing

Local Governments vary in their capability, capacity, and resources to manage BFBs, as well as their other extensive legislative responsibilities and requirements¹³.

By way of overview, Local Governments in Western Australia:

- vary in size from less than 1.5 to over 370,000 square kilometres;
- have populations of just over 100 to more than 220,000 people;
- employ fewer than 10 to over 1000 staff; and
- have revenue (2019-20) ranging from just over \$2 million to just over \$225 million¹⁴.

Bush Fire Service and Volunteerism

The localised culture and history of BFBs in WA has had a large influence on the way that Local Governments engage with and manage BFBs. Many BFBs operate in an independent and self-sufficient way, which Local Governments encourage and support, as this contributes to expansion of the volunteer network in the local community, while also building community networks and resilience.

Communities, and therefore many Local Governments, have a significant interest in volunteering and BFBs, with some Local Governments very involved in the establishment, management and operation of their local BFBs. Therefore it is essential that any future management arrangements, including the transfer of responsibility for management of BFBs to the State Government, should be a voluntary process available to Local Governments that do not have the capacity, capability or resources to manage BFBs. It is also essential that the integrity of the Bush Fire Service is maintained, whatever the arrangements for the management of BFBs.

¹² Data provided by LGIS, 17 May 2022

¹³ 2021 Local Government Emergency Management Capability report - SEMC

¹⁴ [Department of Local Government, Sport and Cultural Industries](#)

Options for future management of BFBs

Four options are identified for the future management of BFBs:

1. Status quo - continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).
2. Improvements - continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. Hybrid Model - Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. Transfer - Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

Proposed Position

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey and the other considerations outlined above, it is considered appropriate for the Association to **support a hybrid model** for the management of BFBs.

A hybrid model would enable the continued management of BFBs by those Local Governments with capacity, capability and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government does not.

Whatever the arrangements for future management of BFBs, it is apparent that Local Governments with responsibility for management of BFBs require **additional support and resourcing** which should be provided by the State Government, including:

- development of a suite of guidelines and resources to assist Local Governments in their management of BFBs, particularly with respect to the discharge of obligations under the *Work Health and Safety Act 2021*;
- expansion of the Community Emergency Services Manager Program (CESM) so that every Local Government with responsibility for managing BFBs has access to the Program if they wish to participate;
- universal access to DFES training for BFBs; and
- development of mandatory and minimum training requirements including recognition of competency for volunteers.

Based on the previous commentary, the following Advocacy Position is proposed:

Management of Bush Fire Brigades

1. The Association advocates that the State Government must provide for:
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).
3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

How to Provide a Response to this Paper and Proposed Position

WALGA strongly encourages all Local Governments, and particularly those with responsibility for managing Bush Fire Brigades to provide a response to this Paper and the proposed Advocacy Position. Council endorsed responses are preferred but not essential.

The following questions are provided for Local Governments to consider:

1. Does your Local Government manage BFBs?
2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?
3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?
4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?
5. Is your response endorsed by Council? If so, please include the Council paper and resolution.
6. Do you have any further comments to make?

Responses can be provided by way of written submission or by completion of the online [survey](#).

Please provide written submissions by **5pm Friday 8 July 2022** to em@walga.asn.au (Subject line: Bush Fire Brigade Advocacy Position).

WALGA will review the feedback received and prepare a report for consideration by WALGA Zones and State Council in September 2022.

APPENDIX ONE - Proposed Emergency Management Advocacy Position Statements

(Positions to be considered at July 2022 State Council Meeting)

8 Emergency Management

Local Governments in Western Australia play a significant role in emergency management. Both Commonwealth and State Government policy identify Local Government as a key player in community disaster resilience, preparedness and response. Local Governments however face a few challenges in addressing their emergency management responsibilities, and these challenges differ greatly across the State.

8.1 Emergency Management Principles

1. The State Government bears fundamental responsibility for emergency management and has the role of providing strategic guidance, support and services for emergency management activities in Western Australia.
2. The State Government should provide financial and resourcing support as necessary to enable Local Governments to adequately deliver their extensive emergency management roles and responsibilities under the State Emergency Management Framework.
3. The Local Government Sector should be engaged as a partner in policy and legislative reviews that impact Local Government emergency management roles and responsibilities.

8.2 State Emergency Management Framework

Local Governments are supported to undertake their emergency management responsibilities by a simple and streamlined State Emergency Management Framework with the primary objectives of:

1. Protecting people, the economy, and the natural environment from disasters;
2. Supporting communities in preventing, preparing for, responding to and recovering from emergencies;
3. Clearly outlining roles, responsibilities and accountabilities for Local Government and other emergency management stakeholders;
4. Scalability and adaptability that supports Local Governments of varied capacity and capability; and
5. Supporting agency interoperability through common systems and approaches to key activities including data management, communications, and hazard management.

8.3 Sustainable Grant Funding Model for Emergency Management

Local Government should be empowered to discharge its emergency management responsibilities through sustainable grant funding models that support a shared responsibility and all hazards approach to prevention, preparedness, response and recovery from natural disasters. A sustainable grant funding model for Local Government emergency management:

1. empowers Local Governments to undertake proactive approaches to preparedness, prevention, response and recovery;

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2. supports the resilience of local communities through capacity-building activities and programs;
3. is responsive to the variations in Local Government resourcing and context
4. develops the skills, capacity and capability of the emergency management workforce; and
5. is consistent, flexible, timely, accessible, scalable, strategic and the guidance provided is comprehensive.

8.4 Consolidated Emergency Services Act

1. The Association advocates for the development of a Consolidated Emergency Services Act to provide a comprehensive and contemporary legislative framework to support the effective delivery of emergency services in Western Australia. The Legislation should clearly define the roles and responsibilities of all emergency management stakeholders including Local Government.
2. The Local Government sector seeks ongoing engagement in the scoping and co-design of the Act and associated Regulations and supporting materials such as Guidelines and fact sheets.
3. The Association advocates for DFES to undertake a full costing analysis of the new Act and to provide to Local Government details of the cost implications prior to the release of any Exposure Draft Bill.
4. Any new or increased responsibilities placed on Local Government by the Consolidated Emergency Services Act must be accompanied by funding and resource support to enable Local Governments to adequately discharge those responsibilities.
5. The Association recognises that in addition to the Consolidated Emergency Services Act, the Regulations and other supporting materials that are developed to support it provide a key resource for Local Governments in understanding and discharging their legislative obligations.
6. The Association advocates for the Act to provide clear guidelines for the process for transferring responsibility for bushfire incident response from Local Government to DFES.

8.5 Resource Sharing

Local Governments and the Association support resource sharing across the Local Government Sector for the purpose of emergency management, to support Local Governments to undertake effective and timely response and recovery to emergencies as well as conduct business as usual. The Association will endeavour to facilitate support to the sector in undertaking resource sharing arrangements.

8.6 Lessons Learnt Management

The Association advocates for the implementation of a transparent and contemporary assurance framework for emergency management lessons management overseen by the State Emergency Management Committee. Findings from inquiries and reviews, and progress on implementation of recommendations, should be publicly reported regularly and consistently.

8.7 Emergency Services Levy

Local Government requests the implementation of the recommendations from the 2017 Economic Regulation Authority (ERA) Review of the Emergency Services Levy, which supported increased transparency and accountability in the administration and distribution of the ESL through:

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1. Expansion of the ESL to fund Local Government emergency management activities across prevention, preparedness and response.
2. Administration of the ESL by an independent organisation that is funded through consolidated revenue, with regular independent reviews of expenditure and assessment of the effectiveness of ESL funding expenditure to support prevention, preparedness and response activities.
3. The ESL administration fee should recompense Local Governments for the complete cost of administering the ESL.
4. Public disclosure of the allocation and expenditure of the ESL.
5. Public disclosure by the State Government on the progress of implementation of each of the ERA Review recommendations.
6. A review of the role, responsibilities and reporting arrangements of the Community Emergency Services Manager (CESM) Program.

8.8 Local Government Grants Scheme (LGGs)

Local Government supports:

1. A full, independent review of the LGGs to investigate and analyse how ESL funds are allocated to Local Government via the LGGs.
2. A redesign of the LGGs to remove the ineligible and eligible list and create a sustainable, modern, equitable grants program that funds Local Government emergency management activities across prevention, preparedness and response.
3. An audit of existing buildings, facilities, appliances, vehicles, and major items of equipment for both Local Government Volunteer Bushfire Brigades (BFB) and State Emergency Services (SES) to inform the preparation of a Comprehensive Asset Management Plan and to guide future funding requests;
4. In the interim, an immediate increase in the quantum of State Government funding to enable the provision of funding of operating and capital grant applications in full, to provide all resources necessary for the safe and efficient operation of Local Government Bushfire Brigades, in accordance with obligations of the Work Health and Safety 2020 legislation.

8.9 Expansion of the Community Emergency Services Manager (CESM) Program

That the Association advocates for an expansion of the Community Emergency Service Manager (CESM) Program, as follows:

1. All Local Governments should have the option of participating in the CESM Program.
2. The full cost of the CESM Program should be funded through the Emergency Services Levy.

8.10 Management of Bush Fire Brigades

To be developed.

Attachment 2 – Bushfire Volunteer Association – Going Forward Position Briefing.



BUSHFIRE VOLUNTEERS

Bushfire Volunteers Association – Going Forward
A Position Brief Outlining Key Concerns Regarding the **WALGA's**
Future Management of
Volunteer Bushfire Brigades in
W.A.

1. Background

Over many decades in Western Australia, communities throughout the State have experienced the destructive consequences of fire and its negative impact upon on landscape, the productive potential of the land, i.e. agriculture, destruction of homes and infrastructure as well as the social dislocation which can often be traumatic and long-lived.

These experiences galvanised grass-root actions from individuals and their community on preparedness to mitigate the impact from fire. It is from these community-based actions that the Volunteer Bush Fire Brigades (VBFB) evolved.

Importantly, to this very day, VBFBs operate around a nucleus of individuals from their respective communities, all of whom volunteer their time, energy and respective skills to be prepared and ready to respond to fire emergency as well as monitor and manage risk.

In Western Australia, 111 Local Governments manage 563 Volunteer Bushfire Brigades with 20 000 participant volunteers. The Volunteer Bush Fire Service represents the largest volunteer emergency service by a significant margin.

And, its evolution has gone beyond just responding to bush/grass fire. Now, structural fires, motor vehicle accidents and search and rescue have been included within the remit, especially in areas where time for other emergency service response can be elongated due to geography and distance.

Significantly, VBFBs are a community asset that appropriately sits within the Local Government Authority (LGA) framework. Under this arrangement, LGAs are responsible for administering the *Bushfires Act* and carry out activities such as inspecting fire breaks and issuing burning permits but a BFB's work can often go further than that.

It is worthy of note that the existence and activity of local VBFBs often provides a further value-add in that it encourages and supports the establishment of firefighting equipment and resources held by private landowners as well as other risk mitigation activity, i.e. establishment of on-farm water points, further enhancing local preparedness.

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Apart from underpinning an important emergency response mechanism, VBFBs have become important community focal points, integral to social bonding and a community identity, promoting volunteerism through example, contributing to fund-raising, education and assisting vulnerable groups, i.e., the elderly.

VBFBs are borne from the community and by their nature, strengthen community resilience and their engagement on the issues of preparedness. This context is both the value and sustainment of an important response mechanism.

As recognised in WA Local Government Association's (WALGA) *Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position*, May 2022, "The localised culture and history of BFBs in WA has had a large influence on the way that local governments engage with and manage BFBs. Many BFBs operate in an independent and self-sufficient way, which Local Governments encourage and support, as this contributes to expansion of the volunteer network in the local community, while also building community networks and resilience.

Communities, and therefore Local Governments, have a significant interest in volunteering and BFBs, with some Local Governments very involved in the establishment, management and operation of their local BFBs."

The strength of the VFBF mechanism is its community values and connections which augments the overall emergency response of Western Australia.

In recent years, the call for change to the oversight and operational management of VBFBs has focussed on alternatives to the current Emergency Services Levy (ESL) management and Local LGA management framework that Brigades sit within, i.e. *Ferguson Report* (2016) and the *Economic Regulation Authority Review of the ESL* (2017). Nevertheless, it appears the key drivers to this question are less about the operational management and more about the financial and resource impost upon LGAs, the key considerations being:

- a. The rising cost of insurance and the public liability risk, as further embedded by;
- b. *The Work Health and Safety Act 2020*, enacted in 2022;
- c. The limited scope to fund administrative and operational cost of Brigades from the ESL;
- d. The gap in funding new technology, equipment and standards for Volunteer Bush Fire Brigades which must be met by Local Government.

In 2021, WALGA undertook what is referred to as an "Emergency Management Survey in 2021" on questions about the level of satisfaction with current arrangements for VBFBs.

The findings were drawn from 104 LGAs with the following groups within the WALGA network, identified as:

- 36 Chief Executive Officers
- 18 Community Emergency Services Managers
- 50 Local Government officers

The survey results were recorded as follows:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

Apart from a lack of definition around what the results refer to in terms of implications to the LGAs, it also raises questions about the balance of the catchment group and furnished percentages.

Questions, for example, may relate to the delegation, or the historic interaction and therefore understanding of the VFBF network of a general LGA officer or, a Community Emergency Service Manager who is in fact a Department of Fire and Emergency Services (DFES) employee or, under a joint contract.

Interestingly, the survey did not incorporate responses from the wider stakeholder group also engaged with the support, operation and management of VBFBs such as councillors and the VBFBs themselves.

It is respected that this was a WALGA survey directed at its own constituents but despite this aspect, the VFBF response mechanism is more complicated and varied than represented by the survey catchment group as outlined above. The consultation appears to be upon a very narrow base. Therefore, the question should be asked; Is the survey subjective and balanced? The consultative methodology should be re-visited.

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3. Acknowledgement

It is acknowledged by Bushfire Volunteers that there is a cost associated with maintaining preparedness and response capability. Points a, b, c, and especially d, being valid influencers upon the financial constraints experienced by all LGAs.

It is understood and accepted that the fiscal constraints applied to the VBFBs creates a gap that might only be met by further costs to the ratepayers. The Bushfire Volunteer's position is that these circumstances are not acceptable and are created by an arbitrary application of ESL funds with a nett loss to LGAs and VBFBs alike.

The remedy requires an examination of the transparency of decisions behind ESL budget allocations, with a particular analysis of the decision matrix used by the DFES Commissioner to meet the resource requirements of LGAs and VBFBs across the State.

4. Response to WALGAs Options for future management of VBFBs

Following is the Bushfire Volunteers response to the four options identified for the future management of VBFBs, as outlined in WALGA's *Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position*, May 2022 (Page 8):

1. **Status quo** - continue with the current arrangements for management of (V)BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their (V)BFBs).

Bushfire Volunteer's Position - IN PART SUPPORTED - WALGA in conjunction with the Bushfire Volunteers Association jointly advocate to continue with the current arrangements for LGA management of VBFBs. There must be additional support provided by the State Government's ESL (*managed independently from DFES*) where the rules for funding eligibility are the same for all agencies who benefit from the ESL, with respect to increased funding and better access to funded independent service providers for training resources and other support, fully funded by ESL.

2. **Improvements** - continue with the current arrangements for Local Government management of (V)BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.

Bushfire Volunteer's Position - SUPPORTED WITH AMENDMENT - WALGA in conjunction with the Bushfire Volunteer Association jointly advocate to continue with the current arrangements for LGA management of VBFBs with additional support provided by the State Government ESL (*managed independently from DFES*) where the rules for funding eligibility are the same for all agencies who benefit from the ESL, with respect to increased funding and better access to funded independent service providers for training resources and other support, fully funded by ESL.

3. **Hybrid Model** - LGAs continues to manage (V)BFBs where they have the capacity, capability and resources to do so; however, where they do not have the capacity, capability and resources, responsibility model relies on the proven agility and adaptive ability of the community asset of VBFBs to embrace geography, rapid response capability and the management of risk.

Adopting a Hybrid model undermines the overall preparedness of community based VBFBs by effectively splitting the response mechanism, compounded by diminishing clarity associated with decisions of the funding of resources.

4. **Transfer** - Responsibility for management of all (V)BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

Bushfire Volunteer's Position - NOT SUPPORTED

5. **Bushfire Volunteer's Position and Response to the proposed WALGA Management of Bush Fire Brigades recommendations.**

Following is the Bushfire Volunteer's response to the three options identified for the future management of VBFBs, as outlined in WALGA's *Arrangements for Management of (Volunteer) Bush Fire Brigades: Proposed Advocacy Position*, May 2022 (Page 9).

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1. The WALGA Advocacy Position advocates that the State Government must provide for:

- a. A clear pathway for LGAs to transfer responsibility for the management of (V)BFBs to the State Government when ongoing management is beyond the capacity, capability and resources of the LGA.

Bushfire Volunteer's Position - NOT SUPPORTED – remove the DFES from direct management of funds – establish an independent board supported by a small secretariat independent to DFES, with equality of rules for all those that have access to the fund, incorporating process for needs-based assessment against emergency, prevention, preparedness, response and recovery requirements of VBFBs.

- b. The co-design of a suite of relevant guidelines and materials to assist those LGAs that manage (V)BFB.

Bushfire Volunteer's Position - NOT SUPPORTED – under the current structure VBFBs and LGAs can (and do) design their own training to suit their environment and community needs – Centralised DFES training may not take into account specific and unique LGA requirements.

- c. Mandatory and minimum training requirements for (+V)BFB volunteers supported by a universally accessible training program managed DFES.

Bushfire Volunteer's Position - NOT SUPPORTED – A centralist training regime is not necessarily adaptive or responsive to LGA or VBFB requirements, funding should not be restrictive permitting LGAs to provide relevant and targeted training to the VBFB community asset, conducted by qualified external trainers. This is an important point to supporting volunteers and volunteerism within the community. Historically, well-funded community-based training with LGA oversight has proven to be successful in building the community asset, as well as the capability of volunteers.

- d. The recognition of prior learning, experience, and competency of VBFB volunteers.

Bushfire Volunteer's Position - SUPPORTED but should be overseen by the responsible LGA. The current *Bushfire Act* framework enables LGA to RPL their volunteers currently. This permits targeted local community recognition relevant to a particular LGA and community. Under the current arrangements, the LGA can be responsible for RPL of volunteers that is reflective of community and local operational area needs.

2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for (V)BFBs in accordance with 1(a).

Bushfire Volunteer's Position - NOT SUPPORTED – the focus should be upon bolstering the current structure and adequately funding the LGA and VBFB response mechanism.

3. Where management of (V)BFBs is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

Bushfire Volunteer's Position - NOT SUPPORTED – This option takes away an important community-based asset, associated activity and funding. Transferring VBFBs to the State is replicating what has been built by communities across Western Australia under a bureaucratic banner. This is without necessarily supporting a host of community benefits that have been supportive of LGAs or, guaranteeing response capability over time. This option is not in line with the *Ferguson Report* (2016) or other recent reports.

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6. Bushfire Volunteers Association Recommendations

On analysis of the WALGA *Emergency Management Survey*, it appears the questions and responses require a greater definition as the dichotomy of response can leave the matter more open ended than definitive. Naturally more discussion can be facilitated on what the real message of the survey results mean. A justified conclusion can be drawn that dissatisfaction relates to the administrators views on funding and resourcing. The following recommendations address this long-established concern.

WALGA, jointly with the Bushfire Volunteers to advocate for:

- I. The continuation of the current arrangements for LGA management of VBFBs with additional support provided by the State Government ESL (managed independently from DFES) where the rules for funding eligibility are the same for all agencies who benefit from the ESL, with respect to increased funding and better access to funded independent service providers for training resources and other support, fully funded by ESL.
- II. The arbitrary ESL fund decision making power held by the DFES Commissioner be withdrawn and transitioned to a suitably qualified independent board with equal numbers of representatives local
- III. That funding decisions are based on established guidelines (*established by an independent board above*), incorporating process for needs-based assessment against emergency, prevention, preparedness, response and recovery requirements of Volunteer Bush Fire Brigades.
- IV. An independent review is conducted into the resource needs required by Local Government to appropriately manage the Volunteer Bush Fire Brigade Resource to augment preparedness and the mitigation of risk.
- V. An independent social audit is conducted to qualify the contribution that is made to community by Volunteer Bush Fire Brigades and assess the impact of a changed management arrangement upon those social factors (to be reconciled against proposed management of Brigades)

7. Bushfire Association Position Summary

The Bushfire Volunteer's position is that the current management structure and all the benefits of the VBFBs sitting within LGAs provides a substantial community asset, with local control, local decision making, and the subsequent local benefits.

The position is that structurally, the emergency response mechanism is proven to work well and provide for the needs of the community, having evolved and adapted over time and clearly, retaining the values and expertise of an independently motivated volunteer entity to meet the emergency response objectives.

The primary driver for the call to change current structure and establish alternative arrangements is primarily driven by resourcing gaps, state agency staff and centralised bodies that want centralised control and funding. These are factors which are not necessarily contributing positively to the maintenance of the VBFBs within the LGA.

Importantly, it is the Bushfire Volunteer position that the narrative for change is underpinned by the funding issues. A shift in the oversight of Bush Fire Brigades does not address the funding solution or, the guarantee required to maintain an effective community response mechanism over time.

Our recommendations above address the funding orientation so that there is a more equitable distribution of the ESL to support the excellent work to date by LGAs and the VFBF community.

For further Association Contact:
Email – admin@bushfire.org.au

Phone - 1800 238 657
Web - <https://www.bushfire.org.au/>

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7. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

7.1 BFCO WAERN RADIOS

BACKGROUND

Refer to attachment 1.

MOTION / COMMITTEE DECISION

Minute No: **BFAC.284**

Moved: **Blair Wilding**

Seconded: **Kris Brown**

That Council:

1. Request DFES and the Shire of Northam to provide a detailed explanation as to why WAERN radios have not been issued to Northam Shire BFCOs as clearly stated in the Northam Bush Fire Manual (2018) and what acceptable alternatives exist other than using the mobile phone networks.
2. Conduct an audit of all WAERN radios held by BFCOs, previous BFCOs, and in Shire vehicles and machinery. We request that the findings of this audit be present to all Brigades at the next BFAC meeting.
3. Authorise for all BFCOs to have WAERN radios issued and fitted before the 1st October 2022 prior to the 2022/2023 fire season.

CARRIED 9/0

OFFICERS COMMENT

1. The WAERN radios and associated infrastructure are the property of DFES who manage the extremely limited resources state-wide to ensure the greatest amount of operational radio coverage during incidents.

Shire staff put a formal request to DFES on Dec 1st 2021 for a formal review of the allocation of operational radios for Shire of Northam BFCO's, the feedback received on Dec 2nd 2021 stated the following.

Each Shire is currently entitled to 4 mobile WAERN radios (1x CBFCO, 1x DCBFCO and 2x FCOs) in accordance with the Basis of Allocation SAP. There needs to be a cap due to funding allocations across the State as there simply is not the capital to supply each Shire with an unlimited amount of radios.

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However, there is currently a Business Case being proposed to provide some changes to this. Whether the Business Case is approved and what the allocations would be, if approved, I am unaware of as it is still going through the approvals processes.

It was suggested that a cheaper alternative for radios above the 4 per Shire would be for the Shire to fund UHF radios.

Staff have received additional information that the business case resulted in minor changes to some BCU's due to capacity gaps, however these changes have not affected the volunteer Bushfire Service.

2. An Audit has been completed (attachment 2) showing the current approved allocation of radios within the Shire of Northam.
3. As per point 1, The Shire of Northam is not in a position to authorise the issuing of WAERN equipment above and beyond the current allocation, as the Shire of Northam is not the asset or infrastructure owner.

A suitable workaround for incident ground communications is for BFCO's to utilize UHF radios from their private vehicles to enable communications as per the approved Communications Plan on UHF 5, which is a national repeater channel for emergency use.

All operational appliances have the capability to communicate on UHF 5, as do all incident support & DFES manager vehicles & DFES ICV's.

UHF5 is the primary incident communications channel for all areas that do not have WAERN repeater coverage in WA.

DISCUSSION

The Community Emergency Services Manager advised that we are currently over allocated, and these are also difficult to access as they are nearing the end of life. It was advised that DFES are in the process of developing a new communication system however this is not expected to be available for at least another 2 years.

The Community Emergency Services Manager advised that there is several inactive FCO's which have radios that need to be recovered. Staff are waiting for DFES to initiate the process as it is believed that if the Shire initiates the reallocation, DFES will require these to be returned. Discussion was held around developing a business case with respect to why at a minimum the FCO's should be allocated a radio.

Concerns were expressed around safety when radios are not provided to FCO's.

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Action: It was determined that it was a priority for a non-active FCO radio to be re-allocated to Senior FCO.

Clarification was sought in relation to when the Bush Fire Manual will be reviewed. The Chief Bush Fire Control Officer advised that this will be incorporated as part of the September 2022 BFAC meeting.

Mr Paul Antonio left the meeting at 6:17pm and returned at 6:18pm.

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Attachment 1



Clackline/Muresk Bush Fire Brigade
Clackline/Muresk Fire Shed, Tighe Road, Mokine
June 2022

BFCO WAERN Radios

Background

As we are aware, many BFCO WAERN radios were removed from their vehicles a few years ago. Since then, it's been increasingly difficult and frustrating for BFCOs to communicate with DFES, the Shire and other brigades without WAERN radios on a fire ground. As presented in DFES Training packages and through volunteer experience, communication is the most critical tool for maintaining community and firefighter safety during an emergency incident.

Many Northam Shire BFCOs are currently reliant on using mobile phones through the Telstra mobile network to communicate. There are many mobile black spots within the Shire, communication via this network is not possible. Telstra highlighted their awareness of these at a recent community meeting held on 9th May 2022, at the request of the Clackline Progress Association in response to the recent prolonged tower outage which affected Clackline and surrounding urban areas in March 2022. Telstra's representative, Boyd Brown, Regional General Manager WA, represented Telstra at this meeting and informed the community that using the mobile network during emergency incidents should not be relied upon at all.

Quote: 'With regard emergency situations, mobile phones should not be relied upon, and we would advocate that satellite phones or other forms of communication for the Bushfire brigade are explored' (email between Clackline Brigade and Boyd Brown, RE: Meeting held in Clackline on 9th May 2022, 18th May 2022).

This brings us to when will our BFCOs be reissued with WAERN radios as our BFCOs are typically the first responders and incident controllers at many of our emergency incidents. Without adequate communication strategies, the lack of radio access for these members delays or inhibits responses to incidents and in turn unacceptably increases the risk to community and firefighter safety.

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The below points from documentation that we operate under clearly identifies how BFCOs are not being issued WAERN radios and therefore the Shire of Northam is in breach of the BFCOs rights and responsibilities.

SHIRE OF NORTHAM BUSH FIRE MANUAL 2018

5.3A The Role of a Bush Fire Control Officer (*Bush Fire Manual 2018*) is a delegated representative of the Local Government responsible for the administration of provisions within the Bush Fires Act 1954. The person in this position is required to perform active operational duties in relation to both firefighting and fire prevention strategies within the local community.

5.7B WAERN Radios issued to BFCOs (*Bush Fire Manual 2018*)

DFES provide a WAERN radio to active Bush Fire Control Officers (BFCO's) being either vehicle mounted or base station style radios. The Shire of Northam manages the distribution and return of these radios.

1.9 Values (*Bush Fire Manual 2018*)

Bush Fire Brigade Members are to adopt the following principles at all times when representing the Bush Fire Brigades. These values shall include:

- Put the community first:
- Act with integrity and honesty:
- Work together as a committed team:
- Strive to keep ourselves and others safe:
- Respect and value the contribution of others:
- Have open and honest two way communication; and
- Continuously develop our skills to service the community.

Department of Mines, Industry Regulations and Safety

Work Health and Safety for Volunteers

2. A statement on Commitment to providing a workplace that enables all work activities to be carried out safely. We will take all reasonably practicable measures to eliminate or minimise risks to the health, safety and welfare of workers, contractors, visitors, and anyone else who may be affected by our operations. We are committed to ensuring we comply with the Work Health and Safety Act 2011 (the Act). We will also comply with any other relevant legislation, applicable Codes of Practice and Australian Standards as far as possible.

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The Shire of Northam has a **Duty of Care** to all firefighters including BFCOs to ensure their safety.

Duty of Care is a moral or legal obligation to ensure the safety or well-being of others. All employers have a duty of care to their employees whether paid or volunteers.

Motion:

1. Clackline Muresk Volunteer Bush Fire Brigade request DFES and the Shire of Northam to provide a detailed explanation as to why WAERN radios have not been issued to Northam Shire BFCOs as clearly stated in the Northam Bush Fire Manual (2018) and what acceptable alternatives exist other than using the mobile phone networks.
2. Clackline Muresk Volunteer Bush Fire Brigade request that the Shire of Northam conduct an audit of all WAERN radios held by BFCOs, previous BFCOs, and in-Shire vehicles and machinery. We request that the findings of this audit be present to all Brigades at the next BFAC meeting.
3. Clackline Muresk Volunteer Bush Fire Brigade requests all Northam Shire BFCOs have WAERN radios issued and fitted before the 1st October 2022 prior to the 2022/2023 fire season.

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Attachment 2 – WAERN Audit

BRIGADE	LOCATION	REGO #	MOBILE #	TYPE	VEHICLE	BASE	VERTEX HANDHELD	Selcall #	Comments
BAKERS HILL									
BAKERS HILL	Station			High/UHF		1		279030	
BAKERS HILL	3.4			High	1		1		
BAKERS HILL	3.4	N.4521		High/UHF	1			279033	
BAKERS HILL	LT	N.4521		High	1		1	279032	
BAKERS HILL	LT	1EFJ-949		High/UHF	1			279032	
BAKERS HILL	GORDON ASHMAN Weather Officer ONLY	9574 1524	0427 855 619	High/UHF	1			279002	
BAKERS HILL	Simon Peters - BFCO	9574 1537	0417 921 361	High/UHF	1			279055	
BAKERS HILL	Kris Brown - BFCO		0400 945 214	High/UHF	1				
CLACKLINE MURESK									
CLACKLINE MURESK	Station			High/Mid		1		279020	
CLACKLINE MURESK	2.4			High	1		1	279024	
CLACKLINE MURESK	2.4			High/UHF	1			279024	
CLACKLINE MURESK	LT			High/UHF	1		1	279023	
CLACKLINE MURESK	LT			High	1			279023	
CLACKLINE MURESK	MATHEW MACQUEEN - BFCO		0439 741 572	High/UHF	1			279035	
GRASS VALLEY									
GRASS VALLEY	Station			High/UHF		1		279070	
Grass Valley	1.4			High	1		1	279073	
Grass Valley	1.4			High/UHF	1			279073	
GRASS VALLEY	4.4	1GAZ 650		High	1		1	279071	
GRASS VALLEY	4.4	1GAZ 650		High/UHF	1			279071	
GRASS VALLEY	CHRIS MARRIS - BFCO			High/UHF	1			279001	
IRISHTOWN									

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IRISHTOWN	Station			High/UHF		1		279063	
INKPEN	1.4	N.2501		High/UHF	1		1	279061	
IRISHTOWN	ROBERT HERZER - BFCO	9622 5821	0429 071 211	High/UHF	1			279001	
INKPEN									
INKPEN	Station			High/UHF		1		279050	
INKPEN	3.4	N.3113		High/UHF	1		1	279053	
INKPEN	3.4	N.3113		High	1			279053	
INKPEN	LT	1GBO-744		High/UHF	1		1	279052	
INKPEN	LT	1GBO-744		High	1			279052	
INKPEN	Nic Dewar - BFCO	1DMZ 710	0427 058 698	High/UHF	1			279016	
INKPEN	Neil Diamond - BFCO		0429 642 002	High/UHF	1				
JENNAPULLIN									
JENNAPULLIN	AARON SMITH - BFCO	9622 7476	0427 227 476		1			279040	
JENNAPULLIN	BRETT SMITH	9622 1864	0427 225 020		1			279047	REMOVE
JENNAPULLIN	LYNTON SMITH WEATHER OFFICER ONLY	9622 3873	0429 081 500		1			279034	REMOVE
NORTHAM CENTRAL									
NORTHAM CENTRAL	3.4	1HJC-320		High/UHF	1		1	279082	
NORTHAM CENTRAL	3.4	1HJC-320		High	1			279082	
SOUTHERN BROOK									
SOUTHERN BROOK	Station			High/UHF		1		279040	
SOUTHERN BROOK	1.4	N.2014		High	1			279042	
SOUTHERN BROOK	1.4	N.2014		High/UHF	1		1	279042	
SOUTHERN BROOK	PAUL ANTONIO - BFCO		0409 089 482	High/UHF	1			279043	
WUNDOWIE									
WUNDOWIE	LT	1DZI- 553		High/UHF	1		1	279091	
WUNDOWIE	LT	1DZI- 553		High	1			249091	
SHIRE OF NORTHAM									

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SHIRE	RANGER 1			High/Mid	1			279080	
SHIRE	RANGER 2			High/Mid	1			279081	
SHIRE	RANGER BASE - Kelly Walters	9622 7267		High/Mid		1		279001	
SHIRE	LOADER			High/Mid	1			297091	
SHIRE	GRADER 1			High/Mid	1			297092	
SHIRE	GRADER 2			High/Mid	1			297095	
SHIRE	WATER TRUCK			High/Mid	1			279090	
SHIRE	WATER TRUCK			High/Mid	1			279090	
SHIRE	DEPOT BASE - Tracey Pearce	9621 2263		High/Mid		1		279090	
CESM	CESM Vehicle	N79	C458 08 08 18	High/Mid	1			279011	
CESM	CESM Vehicle	N79	C458 08 08 18	High/UHF	1		2	279011	
CESM	CESM office		C458 08 08 18	High/UHF		1	1	279100	
CBFCO	NORTHAM FSV	N 577		High/UHF	1			279 012	
CBFCO	NORTHAM FSV	N 577		High/UHF	1			279 012	
			TOTAL		44	9	15		

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11 July 2022



8. URGENT BUSINESS APPROVED BY DECISION

Nil.

9. GENERAL BUSINESS

9.1 PRESENTATION - AUSTRALIAN FIRE DANGER RATING SYSTEM

The presentation has been provided as Attachment 1.

Clarification was sought in relation to:

- Whether the signs will be replaced with LED. The Community Emergency Services Manager advised that funding has been requested for this as the task of updating the signs is onerous and raises safety concerns.
- Whether the Shire's budget allocation is being carried forward. The Community Emergency Services Manager confirmed that this is being carried forward. The amount budgeted and funded is to be confirmed.

Addition Comment

The Shire of Northam has budgeted an amount of \$19,725 for installation of new FDR signs.

The Shire of Northam has requested that all existing FDR signs be replaced with LED signs through the program.

- Whether they will be installed for the upcoming season. The Community Emergency Services Manager advised that this is the intent of the Project Delivery Team.

9.2 TRAINING RECORDS RIGHT AND INFORMATION TO BRIGADES

Concerns were raised in relation to how information is distributed to brigades. An example was provided where Jennapullin Bush Fire Brigade was not provided with this meetings agenda.

Concerns were raised in relation to how volunteers training records are managed. They are not informed / aware when this expires and or if their training is superseded with a new unit.

Action: *The Community Emergency Services Manager is to undertake an Audit of the training records.*

Action: *The Community Emergency Services Manager is to explore whether the training database has the capacity to automate notifications for the expiry of training.*

Attachment 1 – Presentation of Australian Fire Danger Rating System



 Australian Fire Danger Rating System

Australian Fire Danger Rating System

Going live 1 September 2022
FCO, CBFCO and Fire Weather Officer Training

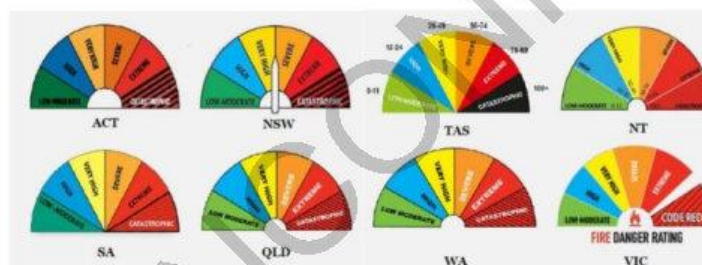
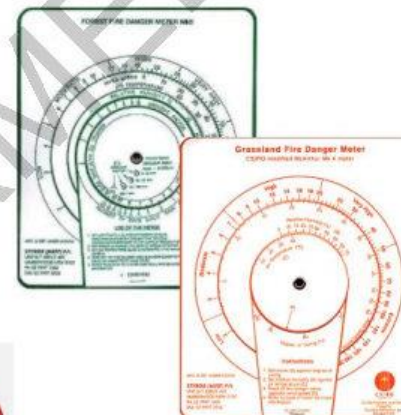
  



UNCONFIRMED

Limitations of the Current FDR System

- Applies out of date models
- Not suited to all vegetation types
- Too complex for the community
- Unable to adjust to conditions
- Nationally inconsistent

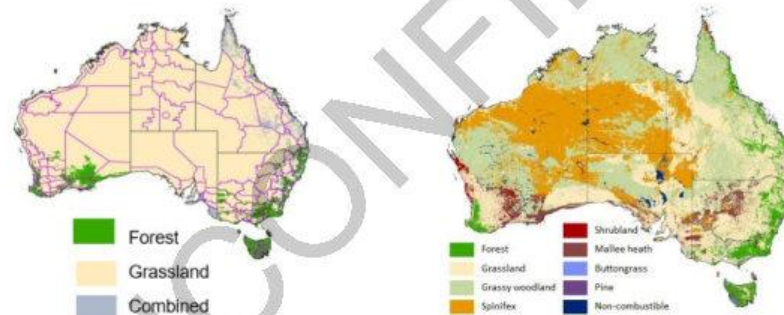


How Did We Get Here?

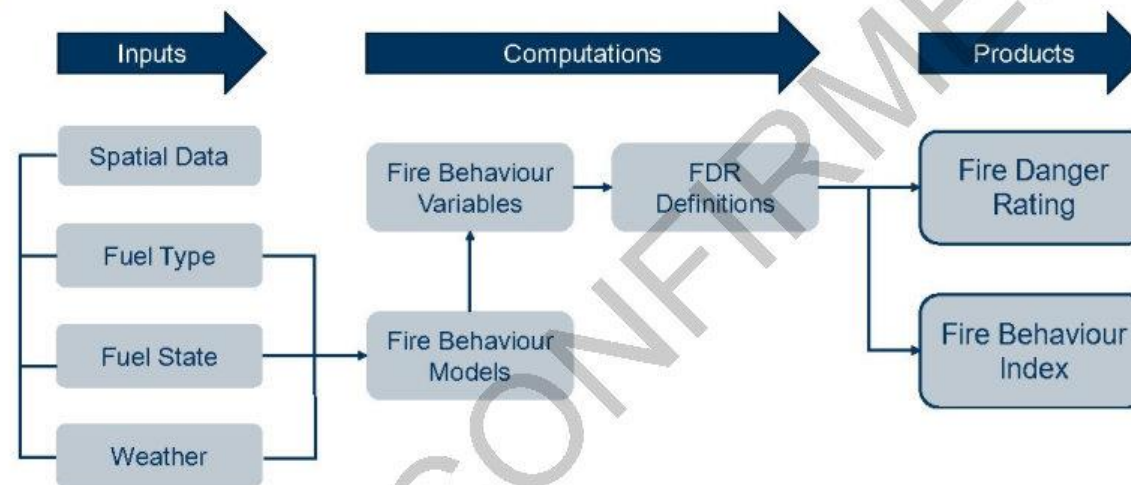


Benefits: Improved Science, Data and Tools

- Calculations from 2 fuel types to 8 types with 22 subsets
- 6km x 6km forecasting grids to 1.5km x 1.5km grids resulting in more accurate information

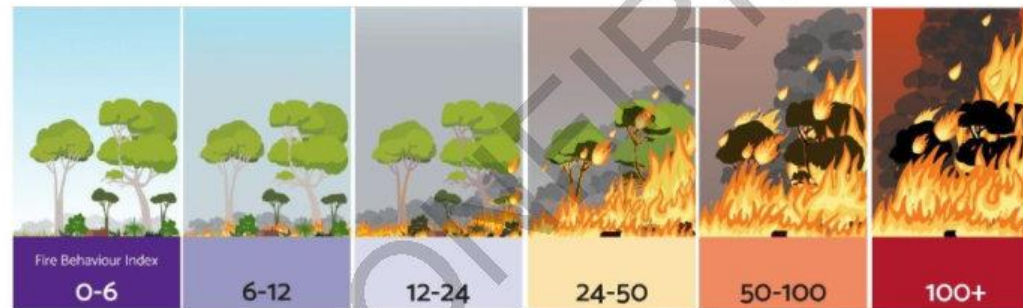


Calculating Fire Danger Rating



Benefits: Improved Science, Data and Tools

Fire Danger Index (FDI) to Fire Behaviour Index (FBI)



AFDRS: Two Elements

FDR for the Community

- Broad categories designed to communicate to the public expected level of danger

v's

FBI for Decision-Making

- A scale of fire danger that produces outputs across fuel types



FDR and FBI Summary

FDR	FDR Message	FBI Range	Suppression Difficulty
Moderate	Plan and prepare	12-23	Most bushfires in this category. Fires typically suppressed with direct, parallel or indirect attack.
High	Be ready to act	24-49	Initial attack success critical to prevent large fire development. Defensive suppression strategies.
Extreme	Take action now to protect life and property	50-99	Defensive suppression strategies. High levels of threat to life/property. Safety of firefighters and community paramount.
Catastrophic	For your survival, leave bushfire risk areas	100+	Unsafe for firefighters and community. Without initial attack success, likelihood of very large fire development is very high. High probability of loss of life and property.



New Thresholds

- FBI 24+ Permits Cancelled
- FBI 40+ Harvest Vehicle Movement Bans
- FBI 50+ Total Fire Ban

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Tools Supporting Decision Making



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National AFDRS Training

eAcademy:

- **Introduction** – career and volunteer firefighters, government staff and private industries
- **Intermediate** – fire and land management staff, and bushfire practitioners

BoM Learning Management System:

- **Advanced** – technical BoM training for FBANs, planners and researchers



BoM Supporting Tools

- Current BoM registered user page updates, including:
 - Fire Danger Ratings tables – 7 days
 - Observation Forecasts
 - Incident Weather Forecasts (IWF)
- BoM Fire Weather Forecast
- BoM Climate Outlooks

Fire Weather District	Thursday	Friday	Saturday	Sunday
North West Pastoral	High 35	Moderate 22	Moderate 20	No Rating 7
North East Pastoral	High 29	Moderate 22	Moderate 21	Moderate 12
West Coast	High 36	Moderate 16	Moderate 22	No Rating 4



Landgate Supporting Tools

New Fire Behaviour Calculator

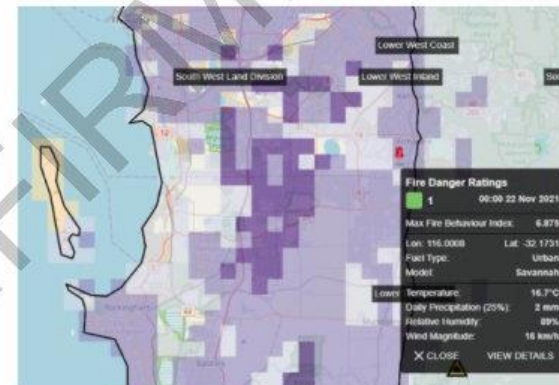
- open to all
- available offline
- mobile friendly



Supporting Tools

Fire Danger Viewer – linked to Intermediate training module for access

Fuel State Editor – to be linked to observer network training (in development after launch)



Public Facing Products



Analogue and Digital Sign Design:
Nationally Consistent

Emergency WA

- Live 1 September 2022

Roadside Signage

- Correspondence was sent to LG Chief Executive Officers



Thresholds and Triggers



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What Does This Look Like in my Area?

Tables Showing Relevant Conditions for FBI = 24 (New Rating)

FBI = 24		Relative Humidity								
		10%	15%	20%	25%	30%	40%	50%	60%	65%
Temperature	15°C	22	24	26	28	30	36	41	48	53
	20°C	19	21	23	25	27	32	37	43	46
	25°C	17	19	20	22	24	28	33	38	41
	30°C	15	17	18	20	21	25	29	34	37
	35°C	14	15	16	17	19	22	26	30	33
	40°C	12	13	14	16	17	20	23	27	29
- 100% Curing										



Fire Weather Officers and Permits

Section 38 of proposed amended *Bush Fires Act 1954*

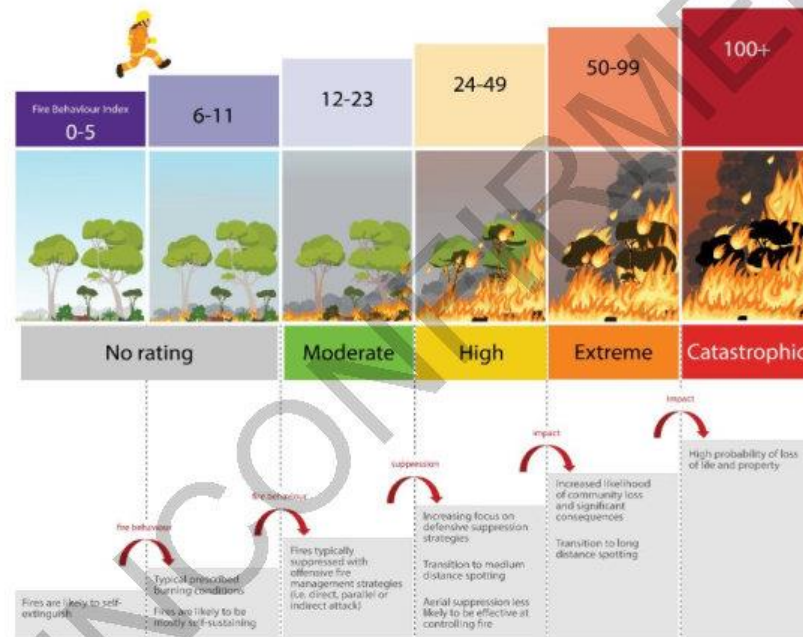
(17) A fire weather officer of an approved local government, or a deputy of that fire weather officer while acting in the place of that officer, **may authorise a person** who has received a permit under section 18(6)(a), to burn the bush in the district of the local government notwithstanding that for any day, or any period of a day, specified in the notice the fire danger forecast issued by the Bureau of Meteorology in Perth, in respect to the locality where the bush proposed to be burnt is situated, is “catastrophic”, “extreme”, “severe” or “high”, and upon the authority being given the person, if he has otherwise complied with the conditions prescribed for the purposes of section 18, may burn the bush.

(18) Subsections (6) to (18) **do not authorise** the burning of bush —

- (a) during the **prohibited burning** times; or
- (b) during the period in which, and in the area of the State in respect of which, **a total fire ban** is declared under section 22A to have effect.



Triggers for Total Fire Bans



Total Fire Bans

Total Fire Bans (TFBs) remain largely unchanged:

- DFES managed – weather and/or resource related
- FBI 50+ Statewide – No Zones will include HVMB
- Prescribed activities allowed – unchanged

dfes.wa.gov.au/site/bushfire/totalfirebans.html

TFB Hotline - 1800 709 355



Questions?

Additional sources of information:

- DFES staff and volunteers: [DFES intranet](#) and [Volunteer Hub](#)
- National Information: afac.com.au/initiative/afdrs
- New WA Fire Weather Districts: [Interactive map viewer](#)

Additional support or information: AFDRS@dfes.wa.gov.au



Bush Fire Advisory Committee Meeting Minutes
11 July 2022



10. DATE OF NEXT MEETING

Meeting schedule:

- 13 September 2022. The Presiding Member suggested that this be held at Irishtown Bush Fire Brigade Station as they will have an item on the agenda relating to their premise.
- 8 November 2022.

11. DECLARATION OF CLOSURE

There being no further business, the Presiding Member, Mr Chris Marris declared the meeting closed at 6:36pm.

"I certify that the Minutes of the Bush Fire Advisory Committee, held on Monday 11 July 2022 have been confirmed as a true and correct record."

_____ Presiding Member

_____ Date

13.3.4 Position Statement for ongoing Management of the Volunteer Bushfire Service

File Reference:	5.1.3.1
Reporting Officer:	Community Emergency Services Manager- Brendon Rutter
Responsible Officer:	Executive Manager Development Services – Chadd Hunt
Officer Declaration of Interest:	The Responsible Officer is a volunteer member of the Northam Central BFB
Voting Requirement:	Simple Majority
Press release to be issued:	N/A

BRIEF

For Council to consider an advocacy position on the future of the management of the volunteer bushfire service as proposed by the Western Australian Local Government Association (WALGA).

ATTACHMENTS

- Attachment 1: WALGA Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position.
- Attachment 2- Bushfire Volunteer Association – Going Forward Position Briefing.

A. BACKGROUND / DETAILS

WALGA is currently undertaking consultation with the local government sector on a proposed advocacy position on the management of volunteer Bush Fire Brigades.

The Volunteer Bush Fire Brigades (BFBs) have been a vital part of the regional Western Australian (WA) emergency services fabric since 1954 via a formal legislated system. Before that time, they were community volunteer service groups.

In 1954 local governments were given the responsibility to establish and run BFBs.

The continuation of this service by the volunteers, ensuring the continuity of the brigades along with the safety of the members, remain today as the key priorities.

The Shire of Northam has ten (10) Brigades:

1. Wundowie VBFB
2. Inkpen VBFB
3. Bakers Hill VBFB
4. Clackline VBFB
5. Northam Central VBFB
6. Irishtown VBFB
7. Jennapullin VBFB (Farm Response only)
8. Grass Valley VBFB
9. Southern Brook VBFB
10. Avon Districts Incident Support Brigade (DFES Managed)

WA is the only State in Australia in which local governments manage bushfire volunteers.

FESA (now the Department of Fire and Emergency Services (DFES)) was established in 1999 for the purpose of improving coordination of the State's emergency services, replacing the Fire Brigades and Bush Fires Boards. DFES provides strategic leadership for emergency services across WA. DFES manages the career fire and rescue service, as well as several volunteer emergency services including Volunteer Fire and Emergency Services, Volunteer Fire and Rescue Service, State Emergency Services and Marine Rescue Western Australia.

The introduction of the *Work Health and Safety Act 2020* has shone a spotlight on local government responsibilities for managing BFBs. In addition, the State Government is currently drafting the Consolidated Emergency Services Act, which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill in early 2023.

WALGA Options for Future Management of BFBs

Four (4) options are identified for the future management of BFBs:

1. **Status Quo** - continue with the current arrangements for management of BFBs whereby the majority are managed by local government and transfer arrangements are negotiated on an ad hoc basis between DFES and local governments (or their BFBs).
2. **Improvements** - continue with the current arrangements for local government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. **Hybrid Model** - local government continues to manage BFBs where they have the capacity, capability and resources to do so. However, where they do not have the capacity, capability and

resources, responsibility for management of BFBs is transferred to DFES.

4. **Transfer** - Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

WALGA proposed advocacy position is Option 3 – and is stated as below -

Management of Bush Fire Brigades

1. The Association advocates that the State Government must provide for:
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).
3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 5: Planet.

Outcome 5: Build a resilient community.

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

B.2 Financial / Resource Implications

Nil in respect to the advocacy position.

B.3 Legislative Compliance

Bushfires Act 1954

Work Health & Safety Act 2020

Emergency Services Review of Legislation

The Department of Emergency Services is currently reviewing the three emergency services Acts. This represents a once in a generation opportunity to consider the best and most competent delivery of BFB services. Ensuring that WALGA is at the table in this review is critical to good outcomes for local government.

B.4 Policy Implications

Shire of Northam Bush Fire Brigades Administration Manual.

B.5 Stakeholder Engagement / Consultation

The Council's Bushfire Advisory Committee (BFAC) has been consulted to obtain their view on this matter. The BFAC comments will be provided to Council as a separate / specific comment. Should any further developments occur following the advocacy position, further extensive consultation with local governments and the volunteer bush fire brigades will need to be undertaken by the State Government.

Also attached (Attachment 2) is the current position from the Bushfires Volunteer Association which also gives some further feedback on the proposed position.

B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A – advocacy position only		
Health & Safety	N/A – advocacy position only		
Reputation	Bushfire volunteers may have an alternative view to Shire staff.	Possible (3) x Medium (3) = Moderate (9)	Volunteers have been provided with an opportunity to provide separate

			comment to Council on this matter.
Service Interruption	N/A – advocacy position only		
Compliance	N/A – advocacy position only		
Property	N/A – advocacy position only		
Environment	N/A – advocacy position only		

B.7 Natural Environment Considerations

N/A.

C. OFFICER'S COMMENT

In providing an advocacy position, Council should reference the considerations for future BFB management arrangements as contained within the attached WALGA Advocacy position (please refer to attachment 1 for detailed information) –

- Local Government views
- Recommendations of Previous Reviews
- Work Health and Safety Act 2020
- Volunteer Insurance
- Sector Capacity, Capability and Resourcing
- Bush Fire Service and Volunteerism.

A critical issue with the Advocacy Position and association background information is the unknown structure/model of the management of Bush Fire Brigades should they be transferred to the State Government. It is therefore difficult to determine what the impact will be on the individual brigades and the members generally. A major concern is the potential loss of significant local volunteer knowledge and expertise in managing incidents. Local volunteers provide invaluable knowledge and expertise in managing local incidents and this needs to be recognised and promoted within any proposed structure moving forward.

The Shire of Northam has nine (9) BFBs which includes one (1) Farm Response Brigade and currently the Shire of Northam has 400+ registered bushfire service volunteers. To oversee the management of the BFB the Shire has entered into a partnership with the Department of Fire & Emergency Services for the provision of a Community Emergency Services Manager (CESM). Council has also recently been funded for a part time Bushfire Risk Planning Coordinator (BRMC). Additional oversight, management and coordination of bushfire activities is undertaken by volunteers with ranging experience and qualifications. The volume of volunteer work in providing the management

and coordination of bush fire emergencies within the Shire of Northam is very significant.

Administrative assistance is provided to the CESM through existing staff in addition to their usual duties. To put this into context, the Shire of Northam currently has approximately 120 paid staff across the organisation managed by a Chief Executive Officer, four Executive Managers and a range of line managers.

A most critical element of this discussion is the safety of our community. Therefore, as a local government it is critical that this element be given our highest priority. This being the case staff would question why you would have a specialised Rural Fire Division in DFES, not managing Bushfire Services. Rather leaving it to local governments with an already diverse range of functions to manage, with generally limited resources (comparative to DFES). It would seem appropriate that the safety of our community is given the highest priority and therefore managed by a specialised service, particularly in areas of medium to high bushfire risk, or alternately additional resources are provided to local governments that do manage bush fire brigades.

For the local government to maintain the status quo regarding the continued management of the volunteer bushfire service, there would need to be a significant investment made from the State Government with additional resourcing and support to ensure that service to the volunteers and the community are provided commensurate to emerging risks.

As part of a comprehensive advocacy statement, more information needs to be provided to the sector. WALGA is currently focussing on feedback on the operational management of the Bush Fire Service without providing details on the potential operating model, however more information is also required on other obligations placed on Local Government under the existing legislation (Bushfires Act 1654), such as;

- a- Firebreak & fuel load Notices (s33)
- b- Firebreak inspections (s14)
- c- Appointment of Authorised Officers (s38)
- d- The term plan for external committees (BFAC)

In summary given the unknown structure/functioning/management of the operating model should management of bush fire brigades be transferred to the state government staff are recommending that Council adopt the proposed WALGA advocacy position.

RECOMMENDATION

That Council makes a submission to the WA Local Government Association (WALGA) in relation to the future management of volunteer Bush Fire Brigades as follows –

- 1. The Association advocates that the State Government must provide for:
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;**
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;**
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and**
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.****
- 2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).**
- 3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.**

Clarification was sought in relation to whether an alternative motion is required if Council does not agree with the officer's recommendation or if this was lost. The Chief Executive Officer advised that WALGA is seeking input from all local governments however Council could resolve not to provide a position. An alternative position could be for the Council to support the position of the Volunteer Bush Fire Association as detailed on page 138 of the agenda. The Chief Executive Officer strongly encouraged the Council to put a position forward. If local governments did not provide this WALGA will form a position.

Clarification was sought in relation to whether Council could take the position of requiring more information. The Chief Executive Officer advised that Council could seek more clarification however this is the intent of what officers are recommending, i.e. seeking clarity around how this model might work.

MOTION

Moved: Cr Ryan
Seconded: Cr Appleton

That Council makes a submission to the WA Local Government Association (WALGA) in relation to the future management of volunteer Bush Fire Brigades as follows –

- 1. The Association advocates that the State Government must provide for:**
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;**
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;**
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and**
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.**
- 2. That a Working Group comprising representatives of WALGA, DFES and Volunteer Bush Fire Association be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).**
- 3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.**

LOST 2/5

Debate was held around the motion. Cr Ryan and Cr Appleton spoke for the motion. Cr Williams spoke against the motion.

MOTION / COUNCIL DECISION

Minute No: C.4501

Moved: Cr Williams

Seconded: Cr Hughes

That Council makes a submission to the WA Local Government Association (WALGA) in relation to the future management of volunteer Bush Fire Brigades as follows –

- 1. That a Working Group comprising representatives of WALGA, DFES and the Volunteer Bush Fire Association be established to develop a preferred model for the future management of Bush Fire Brigades.**

CARRIED 7/0

Reason for change to Officer's recommendation

Council formed the view that the information provided by the Shire's volunteer bush fire brigades raised the need for the Volunteer Bush Fire Association to be included on any discussions in relation to developing an advocacy position for the future management of the volunteer bush fire brigades.

The Chief Bush Fire Control Officer and Senior Bush Fire Control Officer left the meeting at 6:03pm.

Attachment 1 - 2022 WALGA Proposed Advocacy Position BFB's 170522v5



Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position

May 2022



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Acknowledgement

The WA Local Government Association (WALGA) acknowledges the Traditional Owners of the land and pays respects to Elder's past, and present. WALGA acknowledges the continuing knowledge and cultural practices that they bring to the Local Government and Emergency Management sectors to support resilient and sustainable land management on WA landscapes.

Executive Summary

Western Australian Local Governments have extensive roles and responsibilities prescribed in the State Emergency Management Framework (State Framework) across the emergency management activities of prevention, preparedness, response, and recovery. Relevantly, pursuant to the *Bush Fires Act 1954*, Local Governments have responsibility for bushfire and the management of volunteer Bush Fire Brigades (BFBs).

This Paper proposes a new Advocacy Position on the management of BFBs to guide the Association's emergency management advocacy on behalf of Local Government, and in particular its engagement with the State Government on the development of the *Consolidated Emergency Services Act* which is expected to be released for stakeholder consultation in early 2023.

How to Comment on This Paper

Local Governments are encouraged to provide a written response to this Paper or to complete the [survey](#). Formal Council resolutions will assist the Association understand the sentiment of the sector on this important issue.

The Paper outlines the proposed Advocacy Position, followed by the background and rationale for the new position.

Questions are provided at the end of the Paper to guide feedback.

For further information please contact WALGA's Resilient Communities Policy Manager, Susie Moir via 9213 2058 or smoir@walga.asn.au

Feedback should be provided in response to the questions via email to em@walga.asn.au by **5pm Friday 8 July 2022**.

Introduction

This Paper seeks Local Government's views on a new WALGA Advocacy Position on the management of volunteer bush fire brigades (BFBs).

WALGA Advocacy Positions guide WALGA's policy, advocacy and capacity building activities and support a consistent and whole-of-sector approach.

The introduction of the *Work Health and Safety Act 2020* has shone a spotlight on Local Government responsibilities for managing BFBs. In addition, the State Government is currently drafting the *Consolidated Emergency Services Act*, which consolidates the *Fire Brigades Act 1942*, *Bush Fires Act 1954* and *Fire and Emergency Services Act 1998* into a single piece of legislation, anticipated to be released as a Green Bill in early 2023. Therefore consultation on a new Advocacy Position with respect to management of BFBs is timely.

In 2012, 2019 and 2021, WALGA undertook comprehensive consultation with Local Government in relation to emergency management matters.

In 2021 WALGA undertook a comprehensive [Local Government Emergency Management Survey](#) to ascertain the sector's sentiment with respect to their emergency management responsibilities. 104 Local Governments responded to the Survey. Responses were provided by:

- 36 Chief Executive Officers
- 18 Community Emergency Services Managers
- 50 Local Government officers

As part of the survey Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

These Survey responses reinforce that it is timely to engage with the sector on this issue.

WALGA has been undertaking a process to update our Advocacy Positions, and as a result has prepared eight new Advocacy Position Statements relating to Emergency Management, which will be considered at the July 2022 State Council meeting, as listed in Appendix 1. These new Advocacy Positions are based on previous State Council endorsed submissions, recommendations from significant reviews and inquiries, and information and priorities captured in sector-wide consultations.

A comprehensive Advocacy Position regarding the *Consolidated Emergency Services Act*, is outlined in Appendix 1, Advocacy Position 8.4.

Background

FESA (now the Department of Fire and Emergency Services (DFES)) was established in 1999 for the purpose of improving coordination of the State's emergency services, replacing the Fire Brigades and Bush Fires Boards¹. DFES provides strategic leadership for emergency services across WA. DFES manages the career fire and rescue service, as well as a number of volunteer emergency services: Volunteer Fire and Emergency Services (VFES); Volunteer Fire and Rescue Service (VFRS); State Emergency Services (SES); and Marine Rescue Western Australia.

Around Australia:

- WA is the only State in Australia in which Local Governments manage bushfire volunteers (pursuant to the *Bush Fire Act 1954*).
- In New South Wales, the NSW Rural Fire Service, which makes up the world's largest firefighting volunteer services, is managed by the NSW Government².
- Similarly, the Victorian Government manages the Country Fire Authority which manages regional fire services in Victoria³.
- In South Australia, the *Fire and Emergency Services Act 2005* (SA) provides for the South Australian Country Fire Service (SACFS) being established as a body corporate, currently managing 14,000 volunteers. The SACFS is responsible to the Minister for Emergency Services⁴.
- In Queensland, the *Fire and Emergency Services Act 1990* (Qld) provides for the establishment of rural fire brigades, with the Commissioner responsible for the efficiency of rural fire brigades⁵.
- The Tasmanian Fire Service sits under the State Fire Commission, established under the *Fire Service Act 1979*⁶, with more than 200 fire brigades across Tasmania, 350 career firefighters and 5000 volunteers.
- The ACT Rural Fire Service sits under the ACT Emergency Services Agency⁷ and is responsible for all bush and grass fires in rural ACT areas, through 450 volunteers in eight brigades.
- Bushfires NT is a division of the Department of Environment, Parks and Water Security, which is responsible for administration of the *Bushfires Management Act 2016*⁸. The Minister appoints members of the Bushfires Council and regional bushfires committees.

¹ <https://www.dfes.wa.gov.au/site/about-us/corporate-information/corporate-history/corporate-history.html>

² <https://www.rfs.nsw.gov.au/about-us/history>

³ <https://www.cfa.vic.gov.au/about-us/who-we-are>

⁴ [Part B 2015 South Australian Country Fire Service.pdf \(audit.sa.gov.au\)](#)

⁵ [Fire and Emergency Services Act 1990 \(legislation.qld.gov.au\)](#)

⁶ [TFSAnnualReport2021.pdf \(fire.tas.gov.au\)](#)

⁷ [Emergencies Act 2004 | Acts](#)

⁸ [Legislation Database \(nt.gov.au\)](#)

Current Arrangements in WA

In Western Australia 111 Local Governments manage 563 BFBs involving approximately 20,000 volunteers. The Bush Fire Service is the largest volunteer emergency service by a significant margin:

- Bush Fire Service: 19,639 volunteers
- Fire and Rescue Service: 2,486 volunteers
- State Emergency Services: 2001 volunteers
- Volunteer Fire and Emergency Services: 926 volunteers
- Emergency Services Cadet Corps: 2,261 volunteers
- Marine Rescue Service: 1,559 volunteers⁹.

The number of BFBs managed by Local Governments varies from one up to 20. For example, the Shire of Cranbrook, which has a population of 1000 people, annual revenue of \$8 million and 29 employees manages 11 BFBs. The City of Mandurah, population 88,000, annual revenue of \$116 million and 678 employees, manages one BFB.

DFES also manages some BFBs. This includes seven bushfire brigades within the Kimberley and seven bushfire brigades within the Pilbara regions, under Memorandums of Understanding (MOU) with relevant Local Governments which make DFES responsible for the day-to-day management of the BFB and all response activities, excluding in relation to land tenure managed by the Department of Biodiversity, Conservation and Attractions.

Under this arrangement, Local Governments maintain responsibility for administering the *Bushfires Act* and carry out activities such as inspecting fire breaks and issuing burning permits.

The Local Government Grants Scheme (LGGGS) Manual ([Appendix 1](#)) outlines five different 'profiles' for Bush Fire Brigades, as follows:

- Farmer Response Rural Brigades
- Pastoral Emergency Management
- Rural Brigades
- Settlement Brigades (Rural/Semi Rural)
- Urban Brigades (Defensive/Structural/Breathing Apparatus).

Considerations for Future Bush Fire Brigade Management Arrangements

Local Government Views

As part of WALGA's 2021 Emergency Management Survey, Local Governments were asked about their level of satisfaction with current arrangements for managing BFBs. 92 Local Governments (69 of which manage BFBs) provided the following feedback:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

⁹ DFES Volunteering, April 2022

Detailed comments provided in the WALGA survey indicated a strong preference for the State Government to be responsible for all emergency management matters in Western Australia, including the management of BFBs.

Recommendations of Previous Reviews

Over the years there have been many calls for transformational change to the State Emergency Management Framework, in particular rural fire management.

The [Ferguson Report](#) on the 2016 Waroona Bushfire recommended that the State Government establish a rural fire service to address perceived issues in rural fire management, including insufficient capacity and unsuitable governance to deliver rural fire services. In 2017 the State Government hosted a bushfire mitigation summit at which a number of options were considered by stakeholders: a rural fire service operated within DFES; a rural fire service operated within DFES with autonomy; and a dedicated rural fire service that operated independently. Options to transfer the management of all BFBs under one umbrella – DFES or other – were also explored.

The 2017 [Economic Regulation Authority Review of the Emergency Services Levy \(ESL\)](#) considered the extent to which the ESL should be available to fund the administrative and/ or operational costs of a rural fire service, although it was outside the terms of reference for the ERA to examine the merits of a rural fire service or form a view on the best model of a rural fire service¹⁰. A number of Local Governments provided submissions to the ERA Review that supported the creation of a rural fire service¹¹.

Work Health and Safety Act 2020

The requirements of the *Work Health and Safety Act 2020*, enacted in March 2022, have heightened concerns in the sector regarding risk and liability in the management of BFBs, resourcing requirements and training and competency.

The shared responsibility for the health and safety of BFB volunteers adds further complexity to the management of BFBs and responsibilities. Local Governments, DFES, and in some cases the Department of Biodiversity, Conservation and Attractions (DBCA), have a shared duty of care to BFB volunteers due to Controlling Agency activities at incidents, and funding mechanisms (LGGs) for BFB operations and capital equipment.

DFES has a role as the lead fire and emergency services agency in WA for preparing training resources and standard operating procedures. DFES is currently developing additional resources suited to each of the above BFB 'profiles', specifically the management and training of BFBs. These additional resources will be discussed further with the sector in the coming months.

Whether the management structure for BFBs could be aligned to reflect the current operations of different brigade 'profiles', as provided in the LGGs Manual and outlined on Page 5 of this Paper, would require further discussion between DFES and the Local Government sector. This could allow for scalability of BFBs depending on location, resources and capabilities.

¹⁰ [ERA Review of the ESL, 2017, pg 185](#)

¹¹ [ERA ESL Review – summary of submissions to issues paper and draft report](#)

Volunteer Insurance

Local Governments are responsible for providing compensation for injury caused to present and former BFB volunteers as a result of their duties. The commercial insurance market ceased writing injury insurance for volunteers in 2012, therefore a self-insurance mutual scheme was implemented to ensure that Local Governments continue to meet this obligation.

Since 2012, due to the high cost of claims, the aggregate limit of liability has increased from \$250,000 to \$750,000. In addition, the annual cost of insurance has nearly doubled (92%) from \$47.50 to \$91.20 per volunteer, and it is expected that this trend will continue¹².

Sector Capacity, Capability and Resourcing

Local Governments vary in their capability, capacity, and resources to manage BFBs, as well as their other extensive legislative responsibilities and requirements¹³.

By way of overview, Local Governments in Western Australia:

- vary in size from less than 1.5 to over 370,000 square kilometres;
- have populations of just over 100 to more than 220,000 people;
- employ fewer than 10 to over 1000 staff; and
- have revenue (2019-20) ranging from just over \$2 million to just over \$225 million¹⁴.

Bush Fire Service and Volunteerism

The localised culture and history of BFBs in WA has had a large influence on the way that Local Governments engage with and manage BFBs. Many BFBs operate in an independent and self-sufficient way, which Local Governments encourage and support, as this contributes to expansion of the volunteer network in the local community, while also building community networks and resilience.

Communities, and therefore many Local Governments, have a significant interest in volunteering and BFBs, with some Local Governments very involved in the establishment, management and operation of their local BFBs. Therefore it is essential that any future management arrangements, including the transfer of responsibility for management of BFBs to the State Government, should be a voluntary process available to Local Governments that do not have the capacity, capability or resources to manage BFBs. It is also essential that the integrity of the Bush Fire Service is maintained, whatever the arrangements for the management of BFBs.

¹² Data provided by LGIS, 17 May 2022

¹³ 2021 Local Government Emergency Management Capability report - SEMC

¹⁴ [Department of Local Government, Sport and Cultural Industries](#)

Options for future management of BFBs

Four options are identified for the future management of BFBs:

1. **Status quo** - continue with the current arrangements for management of BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their BFBs).
2. **Improvements** - continue with the current arrangements for Local Government management of BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.
3. **Hybrid Model** - Local Government continues to manage BFBs where they have the capacity, capability and resources to do so; however where they do not have the capacity, capability and resources, responsibility for management of BFBs is transferred to DFES.
4. **Transfer** - Responsibility for management of all BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

Proposed Position

Based on the feedback received from Local Governments in the WALGA Emergency Management Survey and the other considerations outlined above, it is considered appropriate for the Association to **support a hybrid model** for the management of BFBs.

A hybrid model would enable the continued management of BFBs by those Local Governments with capacity, capability and resources to do so, while providing a framework for the transfer of the management of BFBs to the State Government where a Local Government does not.

Whatever the arrangements for future management of BFBs, it is apparent that Local Governments with responsibility for management of BFBs require **additional support and resourcing** which should be provided by the State Government, including:

- development of a suite of guidelines and resources to assist Local Governments in their management of BFBs, particularly with respect to the discharge of obligations under the *Work Health and Safety Act 2021*;
- expansion of the Community Emergency Services Manager Program (CESM) so that every Local Government with responsibility for managing BFBs has access to the Program if they wish to participate;
- universal access to DFES training for BFBs; and
- development of mandatory and minimum training requirements including recognition of competency for volunteers.

Based on the previous commentary, the following Advocacy Position is proposed:

Management of Bush Fire Brigades

1. The Association advocates that the State Government must provide for:
 - a) A clear pathway for Local Governments to transfer responsibility for the management of Bush Fire Brigades to the State Government when ongoing management is beyond the capacity, capability and resources of the Local Government;
 - b) The co-design of a suite of relevant guidelines and materials to assist those Local Governments that manage Bush Fire Brigades;
 - c) Mandatory and minimum training requirements for Bush Fire Brigade volunteers supported by a universally accessible training program managed by the Department of Fire and Emergency Services (DFES); and
 - d) The recognition of prior learning, experience and competency of Bush Fire Brigade volunteers.
2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for Bush Fire Brigades in accordance with 1(a).
3. Where management of Bush Fire Brigades is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

How to Provide a Response to this Paper and Proposed Position

WALGA strongly encourages all Local Governments, and particularly those with responsibility for managing Bush Fire Brigades to provide a response to this Paper and the proposed Advocacy Position. Council endorsed responses are preferred but not essential.

The following questions are provided for Local Governments to consider:

1. Does your Local Government manage BFBs?
2. Does your Local Government support the proposed Advocacy Position on arrangements for the management of Bush Fire Brigades? Why or why not?
3. Does your Local Government have any further suggestions or changes to the proposed Advocacy Position?
4. For Local Governments that manage BFBs, is your Local Government's preference to continue to manage BFBs or to transfer responsibility to the State Government?
5. Is your response endorsed by Council? If so, please include the Council paper and resolution.
6. Do you have any further comments to make?

Responses can be provided by way of written submission or by completion of the online [survey](#).

Please provide written submissions by **5pm Friday 8 July 2022** to em@walga.asn.au (Subject line: Bush Fire Brigade Advocacy Position).

WALGA will review the feedback received and prepare a report for consideration by WALGA Zones and State Council in September 2022.

APPENDIX ONE - Proposed Emergency Management Advocacy Position Statements

(Positions to be considered at July 2022 State Council Meeting)

8 Emergency Management

Local Governments in Western Australia play a significant role in emergency management. Both Commonwealth and State Government policy identify Local Government as a key player in community disaster resilience, preparedness and response. Local Governments however face a few challenges in addressing their emergency management responsibilities, and these challenges differ greatly across the State.

8.1 Emergency Management Principles

1. The State Government bears fundamental responsibility for emergency management and has the role of providing strategic guidance, support and services for emergency management activities in Western Australia.
2. The State Government should provide financial and resourcing support as necessary to enable Local Governments to adequately deliver their extensive emergency management roles and responsibilities under the State Emergency Management Framework.
3. The Local Government Sector should be engaged as a partner in policy and legislative reviews that impact Local Government emergency management roles and responsibilities.

8.2 State Emergency Management Framework

Local Governments are supported to undertake their emergency management responsibilities by a simple and streamlined State Emergency Management Framework with the primary objectives of:

1. Protecting people, the economy, and the natural environment from disasters;
2. Supporting communities in preventing, preparing for, responding to and recovering from emergencies;
3. Clearly outlining roles, responsibilities and accountabilities for Local Government and other emergency management stakeholders;
4. Scalability and adaptability that supports Local Governments of varied capacity and capability; and
5. Supporting agency interoperability through common systems and approaches to key activities including data management, communications, and hazard management.

8.3 Sustainable Grant Funding Model for Emergency Management

Local Government should be empowered to discharge its emergency management responsibilities through sustainable grant funding models that support a shared responsibility and all hazards approach to prevention, preparedness, response and recovery from natural disasters. A sustainable grant funding model for Local Government emergency management:

1. empowers Local Governments to undertake proactive approaches to preparedness, prevention, response and recovery;

2. supports the resilience of local communities through capacity-building activities and programs;
3. is responsive to the variations in Local Government resourcing and context
4. develops the skills, capacity and capability of the emergency management workforce; and
5. is consistent, flexible, timely, accessible, scalable, strategic and the guidance provided is comprehensive.

8.4 Consolidated Emergency Services Act

1. The Association advocates for the development of a Consolidated Emergency Services Act to provide a comprehensive and contemporary legislative framework to support the effective delivery of emergency services in Western Australia. The Legislation should clearly define the roles and responsibilities of all emergency management stakeholders including Local Government.
2. The Local Government sector seeks ongoing engagement in the scoping and co-design of the Act and associated Regulations and supporting materials such as Guidelines and fact sheets.
3. The Association advocates for DFES to undertake a full costing analysis of the new Act and to provide to Local Government details of the cost implications prior to the release of any Exposure Draft Bill.
4. Any new or increased responsibilities placed on Local Government by the Consolidated Emergency Services Act must be accompanied by funding and resource support to enable Local Governments to adequately discharge those responsibilities.
5. The Association recognises that in addition to the Consolidated Emergency Services Act, the Regulations and other supporting materials that are developed to support it provide a key resource for Local Governments in understanding and discharging their legislative obligations.
6. The Association advocates for the Act to provide clear guidelines for the process for transferring responsibility for bushfire incident response from Local Government to DFES.

8.5 Resource Sharing

Local Governments and the Association support resource sharing across the Local Government Sector for the purpose of emergency management, to support Local Governments to undertake effective and timely response and recovery to emergencies as well as conduct business as usual. The Association will endeavour to facilitate support to the sector in undertaking resource sharing arrangements.

8.6 Lessons Learnt Management

The Association advocates for the implementation of a transparent and contemporary assurance framework for emergency management lessons management overseen by the State Emergency Management Committee. Findings from inquiries and reviews, and progress on implementation of recommendations, should be publicly reported regularly and consistently.

8.7 Emergency Services Levy

Local Government requests the implementation of the recommendations from the 2017 Economic Regulation Authority (ERA) Review of the Emergency Services Levy, which supported increased transparency and accountability in the administration and distribution of the ESL through:

1. Expansion of the ESL to fund Local Government emergency management activities across prevention, preparedness and response.
2. Administration of the ESL by an independent organisation that is funded through consolidated revenue, with regular independent reviews of expenditure and assessment of the effectiveness of ESL funding expenditure to support prevention, preparedness and response activities.
3. The ESL administration fee should recompense Local Governments for the complete cost of administering the ESL.
4. Public disclosure of the allocation and expenditure of the ESL.
5. Public disclosure by the State Government on the progress of implementation of each of the ERA Review recommendations.
6. A review of the role, responsibilities and reporting arrangements of the Community Emergency Services Manager (CESM) Program.

8.8 Local Government Grants Scheme (LGGS)

Local Government supports:

1. A full, independent review of the LGGS to investigate and analyse how ESL funds are allocated to Local Government via the LGGS;
2. A redesign of the LGGS to remove the ineligible and eligible list and create a sustainable, modern, equitable grants program that funds Local Government emergency management activities across prevention, preparedness and response
3. An audit of existing buildings, facilities, appliances, vehicles, and major items of equipment for both Local Government Volunteer Bushfire Brigades (BFB) and State Emergency Services (SES) to inform the preparation of a Comprehensive Asset Management Plan and to guide future funding requests;
4. in the interim, an immediately increase in the quantum of State Government funding to enable the provision of funding of operating and capital grant applications in full, to provide all resources necessary for the safe and efficient operation of Local Government Bushfire Brigades, in accordance with obligations of the Work Health and Safety 2020 legislation.

8.9 Expansion of the Community Emergency Services Manager (CESM) Program

That the Association advocates for an expansion of the Community Emergency Service Manager (CESM) Program, as follows:

1. All Local Governments should have the option of participating in the CESM Program.
2. The full cost of the CESM Program should be funded through the Emergency Services Levy.

8.10 Management of Bush Fire Brigades

To be developed.

Attachment 2 – Bushfire Volunteer Association – Going Forward Position Briefing.



Bushfire Volunteers Association – Going Forward
A Position Brief Outlining Key Concerns Regarding the **WALGA's**

Future Management of
Volunteer Bushfire Brigades in
W.A.

1. Background

Over many decades in Western Australia, communities throughout the State have experienced the destructive consequences of fire and its negative impact upon on landscape, the productive potential of the land, i.e. agriculture, destruction of homes and infrastructure as well as the social dislocation which can often be traumatic and long-lived.

These experiences galvanised grass-root actions from individuals and their community on preparedness to mitigate the impact from fire. It is from these community-based actions that the Volunteer Bush Fire Brigades (VBFB) evolved.

Importantly, to this very day, VBFBs operate around a nucleus of individuals from their respective communities, all of whom volunteer their time, energy and respective skills to be prepared and ready to respond to fire emergency as well as monitor and manage risk.

In Western Australia, 111 Local Governments manage 563 Volunteer Bushfire Brigades with 20 000 participant volunteers. The Volunteer Bush Fire Service represents the largest volunteer emergency service by a significant margin.

And, its evolution has gone beyond just responding to bush/grass fire. Now, structural fires, motor vehicle accidents and search and rescue have been included within the remit, especially in areas where time for other emergency service response can be elongated due to geography and distance.

Significantly, VBFBs are a community asset that appropriately sits within the Local Government Authority (LGA) framework. Under this arrangement, LGAs are responsible for administering the *Bushfires Act* and carry out activities such as inspecting fire breaks and issuing burning permits but a BFB's work can often go further than that.

It is worthy of note that the existence and activity of local VBFBs often provides a further value-add in that it encourages and supports the establishment of firefighting equipment and resources held by private landowners as well as other risk mitigation activity, i.e. establishment of on-farm water points, further enhancing local preparedness.

Apart from underpinning an important emergency response mechanism, VBFBs have become important community focal points, integral to social bonding and a community identity, promoting volunteerism through example, contributing to fund-raising, education and assisting vulnerable groups, i.e., the elderly.

VBFBs are borne from the community and by their nature, strengthen community resilience and their engagement on the issues of preparedness. This context is both the value and sustainment of an important response mechanism.

As recognised in WA Local Government Association's (WALGA) *Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position*, May 2022, "The localised culture and history of BFBs in WA has had a large influence on the way that local governments engage with and manage BFBs. Many BFBs operate in an independent and self-sufficient way, which Local Governments encourage and support, as this contributes to expansion of the volunteer network in the local community, while also building community networks and resilience.

Communities, and therefore Local Governments, have a significant interest in volunteering and BFBs, with some Local Governments very involved in the establishment, management and operation of their local BFBs."

The strength of the VBFB mechanism is its community values and connections which augments the overall emergency response of Western Australia.

In recent years, the call for change to the oversight and operational management of VBFBs has focussed on alternatives to the current Emergency Services Levy (ESL) management and Local LGA management framework that Brigades sit within, i.e. *Ferguson Report* (2016) and the *Economic Regulation Authority Review of the ESL* (2017). Nevertheless, it appears the key drivers to this question are less about the operational management and more about the financial and resource impost upon LGAs, the key considerations being:

- a. The rising cost of insurance and the public liability risk, as further embedded by;
- b. *The Work Health and Safety Act 2020*, enacted in 2022;
- c. The limited scope to fund administrative and operational cost of Brigades from the ESL;
- d. The gap in funding new technology, equipment and standards for Volunteer Bush Fire Brigades which must be met by Local Government.

In 2021, WALGA undertook what is referred to as an "*Emergency Management Survey in 2021*" on questions about the level of satisfaction with current arrangements for VBFBs.

The findings were drawn from 104 LGAs with the following groups within the WALGA network, identified as:

- 36 Chief Executive Officers
- 18 Community Emergency Services Managers
- 50 Local Government officers

The survey results were recorded as follows:

- 93% were not wholly satisfied with the current arrangements for the management of BFBs; and
- 51% expressed that their Local Government does not support the requirements for Local Governments to manage BFBs.

Apart from a lack of definition around what the results refer to in terms of implications to the LGAs, it also raises questions about the balance of the catchment group and furnished percentages.

Questions, for example, may relate to the delegation, or the historic interaction and therefore understanding of the VBFB network of a general LGA officer or, a Community Emergency Service Manager who is in fact a Department of Fire and Emergency Services (DFES) employee or, under a joint contract.

Interestingly, the survey did not incorporate responses from the wider stakeholder group also engaged with the support, operation and management of VBFBs such as councillors and the VBFBs themselves.

It is respected that this was a WALGA survey directed at its own constituents but despite this aspect, the VBFB response mechanism is more complicated and varied than represented by the survey catchment group as outlined above. The consultation appears to be upon a very narrow base. Therefore, the question should be asked; Is the survey subjective and balanced? The consultative methodology should be re-visited.

3. Acknowledgement

It is acknowledged by Bushfire Volunteers that there is a cost associated with maintaining preparedness and response capability. Points a, b, c, and especially d, being valid influencers upon the financial constraints experienced by all LGAs.

It is understood and accepted that the fiscal constraints applied to the VBFBs creates a gap that might only be met by further costs to the ratepayers. The Bushfire Volunteer's position is that these circumstances are not acceptable and are created by an arbitrary application of ESL funds with a nett loss to LGAs and VBFBs alike.

The remedy requires an examination of the transparency of decisions behind ESL budget allocations, with a particular analysis of the decision matrix used by the DFES Commissioner to meet the resource requirements of LGAs and VBFBs across the State.

4. Response to WALGAs Options for future management of VBFBs

Following is the Bushfire Volunteers response to the four options identified for the future management of VBFBs, as outlined in WALGA's *Arrangements for Management of Volunteer Bush Fire Brigades: Proposed Advocacy Position*, May 2022 (Page 8):

1. **Status quo** - continue with the current arrangements for management of (V)BFBs whereby the majority are managed by Local Government and transfer arrangements are negotiated on an ad hoc basis between DFES and Local Governments (or their (V)BFBs).

Bushfire Volunteer's Position - IN PART SUPPORTED – WALGA in conjunction with the Bushfire Volunteers Association jointly advocate to continue with the current arrangements for LGA management of VBFBs. There must be additional support provided by the State Government's ESL (*managed independently from DFES*) where the rules for funding eligibility are the same for all agencies who benefit from the ESL, with respect to increased funding and better access to funded independent service providers for training resources and other support, fully funded by ESL.

2. **Improvements** - continue with the current arrangements for Local Government management of (V)BFBs with additional support provided by the State Government with respect to increased funding and better access to training resources and other support.

Bushfire Volunteer's Position - SUPPORTED WITH AMENDMENT - WALGA in conjunction with the Bushfire Volunteer Association jointly advocate to continue with the current arrangements for LGA management of VBFBs with additional support provided by the State Government ESL (*managed independently from DFES*) where the rules for funding eligibility are the same for all agencies who benefit from the ESL, with respect to increased funding and better access to funded independent service providers for training resources and other support, fully funded by ESL.

3. **Hybrid Model** - LGAs continues to manage (V)BFBs where they have the capacity, capability and resources to do so; however, where they do not have the capacity, capability and resources, responsibility model relies on the proven agility and adaptive ability of the community asset of VBFBs to embrace geography, rapid response capability and the management of risk.

Adopting a Hybrid model undermines the overall preparedness of community based VBFBs by effectively splitting the response mechanism, compounded by diminishing clarity associated with decisions of the funding of resources.

4. **Transfer** - Responsibility for management of all (V)BFBs is transferred to the State Government, consistent with the arrangements in other States and Territories.

Bushfire Volunteer's Position - NOT SUPPORTED

5. **Bushfire Volunteer's Position and Response to the proposed WALGA Management of Bush Fire Brigades recommendations.**

Following is the Bushfire Volunteer's response to the three options identified for the future management of VBFBs, as outlined in WALGA's *Arrangements for Management of (Volunteer) Bush Fire Brigades: Proposed Advocacy Position*, May 2022 (Page 9).

1. The WALGA Advocacy Position advocates that the State Government must provide for:

- a. A clear pathway for LGAs to transfer responsibility for the management of (V)BFBs to the State Government when ongoing management is beyond the capacity, capability and resources of the LGA.

Bushfire Volunteer's Position - NOT SUPPORTED – remove the DFES from direct management of funds – establish an independent board supported by a small secretariat independent to DFES, with equality of rules for all those that have access to the fund, incorporating process for needs-based assessment against emergency, prevention, preparedness, response and recovery requirements of VBFBs.

- b. The co-design of a suite of relevant guidelines and materials to assist those LGAs that manage (V)BFB.

Bushfire Volunteer's Position - NOT SUPPORTED – under the current structure VBFBs and LGAs can (and do) design their own training to suit their environment and community needs – Centralised DFES training may not take into account specific and unique LGA requirements.

- c. Mandatory and minimum training requirements for (+V)BFB volunteers supported by a universally accessible training program managed DFES.

Bushfire Volunteer's Position - NOT SUPPORTED – A centralist training regime is not necessarily adaptive or responsive to LGA or VBFB requirements, funding should not be restrictive permitting LGAs to provide relevant and targeted training to the VBFB community asset, conducted by qualified external trainers. This is an important point to supporting volunteers and volunteerism within the community. Historically, well-funded community-based training with LGA oversight has proven to be successful in building the community asset, as well as the capability of volunteers.

- d. The recognition of prior learning, experience, and competency of VBFB volunteers.

Bushfire Volunteer's Position - SUPPORTED but should be overseen by the responsible LGA. The current *Bushfire Act* framework enables LGA to RPL their volunteers currently. This permits targeted local community recognition relevant to a particular LGA and community. Under the current arrangements, the LGA can be responsible for RPL of volunteers that is reflective of community and local operational area needs.

2. That a Working Group comprising representatives of WALGA and DFES be established to develop a process and timeline for the transfer of responsibility for (V)BFBs in accordance with 1(a).

Bushfire Volunteer's Position - NOT SUPPORTED – the focus should be upon bolstering the current structure and adequately funding the LGA and VBFB response mechanism.

3. Where management of (V)BFBs is transferred to DFES in accordance with 1(a), DFES should be resourced to undertake the additional responsibility.

Bushfire Volunteer's Position - NOT SUPPORTED – This option takes away an important community-based asset, associated activity and funding. Transferring VBFBs to the State is replicating what has been built by communities across Western Australia under a bureaucratic banner. This is without necessarily supporting a host of community benefits that have been supportive of LGAs or, guaranteeing response capability over time. This option is not in line with the *Ferguson Report* (2016) or other recent reports.

6. Bushfire Volunteers Association Recommendations

On analysis of the WALGA *Emergency Management Survey*, it appears the questions and responses require a greater definition as the dichotomy of response can leave the matter more open ended than definitive. Naturally more discussion can be facilitated on what the real message of the survey results mean. A justified conclusion can be drawn that dissatisfaction relates to the administrators views on funding and resourcing. The following recommendations address this long-established concern.

WALGA, jointly with the Bushfire Volunteers to advocate for:

- I. **The continuation of the current arrangements for LGA management of VBFBs with additional support provided by the State Government ESL (managed independently from DFES) where the rules for funding eligibility are the same for all agencies who benefit from the ESL, with respect to increased funding and better access to funded independent service providers for training resources and other support, fully funded by ESL.**
- II. **The arbitrary ESL fund decision making power held by the DFES Commissioner be withdrawn and transitioned to a suitably qualified independent board with equal numbers of representatives local**
- III. **That funding decisions are based on established guidelines (*established by an independent board above*), incorporating process for needs-based assessment against emergency, prevention, preparedness, response and recovery requirements of Volunteer Bush Fire Brigades.**
- IV. **An independent review is conducted into the resource needs required by Local Government to appropriately manage the Volunteer Bush Fire Brigade Resource to augment preparedness and the mitigation of risk.**
- V. **An independent social audit is conducted to qualify the contribution that is made to community by Volunteer Bush Fire Brigades and assess the impact of a changed management arrangement upon those social factors (to be reconciled against proposed management of Brigades)**

7. Bushfire Association Position Summary

The Bushfire Volunteer's position is that the current management structure and all the benefits of the VBFBs sitting within LGAs provides a substantial community asset, with local control, local decision making, and the subsequent local benefits.

The position is that structurally, the emergency response mechanism is proven to work well and provide for the needs of the community, having evolved and adapted over time and clearly, retaining the values and expertise of an independently motivated volunteer entity to meet the emergency response objectives.

The primary driver for the call to change current structure and establish alternative arrangements is primarily driven by resourcing gaps, state agency staff and centralised bodies that want centralised control and funding. These are factors which are not necessarily contributing positively to the maintenance of the VBFBs within the LGA.

Importantly, it is the Bushfire Volunteer position that the narrative for change is underpinned by the funding issues. A shift in the oversight of Bush Fire Brigades does not address the funding solution or, the guarantee required to maintain an effective community response mechanism over time.

Our recommendations above address the funding orientation so that there is a more equitable distribution of the ESL to support the excellent work to date by LGAs and the VBFB community.

For further Association Contact;
Email – admin@bushfire.org.au

Phone - 1800 238 657
Web - <https://www.bushfire.org.au/>

13. OFFICER REPORTS

13.1 CEO'S Office

13.1.1 Nyoongar Cultural Advisory Group Committee - Disband

File Reference:	2.1.3.8
Reporting Officer:	Jason Whiteaker, Chief Executive Officer
Responsible Officer:	Jason Whiteaker, Chief Executive Officer
Officer Declaration of Interest:	N/A
Voting Requirement:	Absolute Majority
Press release to be issued:	No

BRIEF

For Council to consider disbanding the Nyoongar Cultural Advisory Group Committee and replacing it with a less formal structure.

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

Council has had a Nyoongar Cultural Advisory Group Committee in place for some time. In recent times officers have been concerned at the level of engagement from the committee. It is the officers view this disengagement has been influenced largely by the following factors

- Formal structure of the committee;
- Level of detail provided in committee agendas;
- Increased requirement for complying with standing orders and other local government frameworks, such as declarations of interest; and
- Inability for members to raise general business during the meeting.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 2: A caring and inclusive community.

Objective 2.3: Showcase and celebrate diversity.

Action 2.3.5: Provide marketing and promotion of Bilya Koort Boodja to position it as a beacon of pride, knowledge, respect and reconciliation, and increase visitation.

Action 2.3.6: Facilitate transition of Bilya Koort Boodja management to traditional owners in a self-determined model.

B.2 Financial / Resource Implications

Under the current form, Committee of Council members are unable to be paid (LG Act 1995 prohibits committee members from being paid). It is envisaged there will be a push for payment of aboriginal people who attend future working group meetings. It is envisaged this will be raised at the first meeting, and will be reported to Council for a decision per the officer recommendation provided in this report.

B.3 Legislative Compliance

Council has the power to establish a committee under section 5.8 of the local government act 1995. The establishment of a committee requires an absolute majority decision of Council. The LG Act is largely silent on disbanding committees, although the power is inferred in section 5.11 (1) (c), which references a committee members tenure ceasing when a committee is disbanded.

This being the case officers are recommending Council disband the committee by absolute majority.

B.4 Policy Implications

N/A.

B.5 Stakeholder Engagement / Consultation

The Chief Executive Officer has held a meeting with members of the current Nyoongar Cultural Advisory Group Committee to gain their input. Most members agreed with the proposed new format and were encouraged by the proposed increased flexibility and informality.

B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	N/A		
Reputation	Council disbands the committee and does not provide a replacement opportunity for local aboriginal people to have a voice to Council	Possible (3) x medium (3) = moderate (9)	Adopt officer recommendation

Service Interruption	N/A		
Compliance	N/A		
Property	N/A		
Environment	N/A		

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

The establishment of the Nyoongar Cultural Advisory Group Committee was certainly well intentioned of Council. It was put in place to oversee the management of the Bilya Koort Boodja Centre, whilst also providing a direct line for local elders to the elected Council. To date it has certainly played a positive role in the community and has resulted in some positive discussions and outcomes.

Officers have been growing increasingly concerned about the benefits and outcomes being achieved by the Committee. This being the case the matter was raised with the Shire President and the two Council representatives on the committee, being the Deputy Shire President and Cr Mencshelyi.

While the importance of the Committee is acknowledged, the benefit currently is being questioned. Council has a range of options which would include

2. retaining the status quo;
3. disbanding the committee and not replacing it;
4. disbanding the committee and replacing it with a different committee; or
5. disbanding the committee and replacing it with a less formal working group and require the Chief Executive Officer to report on the outcomes of the working group to the Full Council via an officer report.

Option 4 is being recommended by officers. The intent would be for the committee to be disbanded and the Chief Executive Officer set up a working or reference group. The format of the reference group would be

Memberships – to remain as is, including elected member representation

Format -

- Bilya Koort Boodja update
- Matters raised by the Shire of Northam for discussion
- Matters raised by working group members for discussion

While a formal agenda would not be provided, a list of topics for discussion would be sent out to the members prior to the meeting.

Meetings would be held monthly initially.

The Executive Manager of Community Services will provide a monthly report to a meeting of Full Council, with any relevant decisions being included in an officer recommendation.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4502

**Moved: Cr Ryan
Seconded: Cr Appleton**

That Council disband the Nyoongar Cultural Advisory Group Committee, effective immediately, informing all members.

**CARRIED 7/0
BY ABSOLUTE MAJORITY**

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4503

**Moved: Cr Ryan
Seconded: Cr HUGHES**

That Council:

- 1. Direct the Chief Executive Officer to establish a Nyoongar Cultural Advisory Group.**
- 2. Advisory Group membership to include a representative of the following families:**
 - a. Ryder**
 - b. Garlett**
 - c. Stack**
 - d. Slater**
 - e. McGuire**
 - f. Kickett**
 - g. Moody**
 - h. Davis**
 - i. Any other family groups as agreed by majority of the above-mentioned families**

- 3. Matters to be discussed at the Group meetings to include**
 - a. Bilya Koort Boodja operations**
 - b. Matters raised by the Shire of Northam pertaining to aboriginal culture**
 - c. Matters raised by working group**
- 4. Direct the Chief Executive Officer to provide a report to Full Council outlining discussions held at the working group meetings and making any recommendations to Council as deemed appropriate.**

CARRIED 7/0

13.2 ENGINEERING SERVICES

13.2.1 RFT 01 of 2022 Northam RV Construction

File Reference:	8.2.9.1
Reporting Officer:	Scott Patterson, Executive Manager Engineering Services
Responsible Officer:	Scott Patterson, Executive Manager Engineering Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

For Council to consider submissions received in response to the Request for Tender 01 of 2022 – Northam RV Construction. This report provides details of the submissions received and identifies a recommended contractor to complete the works.

ATTACHMENTS

Attachment 1: Evaluation report (Provided as a separate confidential attachment).

A. BACKGROUND / DETAILS

Northam RV Construction project was endorsed by Council as a part of the 2021/2022 financial year's budget.

In compliance with legislative requirements, a request for these works was prepared and advertised on Saturday 21 May 2022 with tenders closing on Wednesday 15 June 2022 in order to seek suitably qualified contractors to complete the works on the Shire's behalf.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Theme Area 5: Infrastructure and service delivery.

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

Objective: Deliver infrastructure projects effectively, on budget and schedule, aligned with local community plans and infrastructure projects.
Build on community service delivery models to ensure services are continuously improved and modernised to meet community needs.
maintain an efficient and safe regional road network.

B.2 Financial / Resource Implications

The 2021/22 adopted budget made the budget provisions for \$506,770 for the Northam RV Construction and Old Pool Demolition and \$20,000 for the Dump Point installation.

B.3 Legislative Compliance

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

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

B.4 Policy Implications

Policy F 4.2 – Purchasing and Tendering Policy.

B.5 Stakeholder Engagement / Consultation

These are planned capital works projects. The stakeholders will be notified of the proposed work under contract via works notification.

B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Cost of works exceed budget allowance.	Unlikely (2) x Medium (3) = Moderate(6)	Contract will be monitored closely. Cost variation to be rejected or adjusted as necessary.
Health & Safety	Medical type injury	Unlikely (2) x Medium (3) = Moderate(6)	Compliance to OHS & E policy and standard procedures as part of contract.
Reputation	Customer complaints	Unlikely (2) x Medium (3) = Moderate (6)	Complaints management protocol for swift resolution under contract, and

			ongoing works supervision.
Service Interruption	Delay in project delivery	Unlikely (2) x Medium (3) = Moderate (6)	Works programme will be monitored, and followed. As a part of contract
Compliance	Substandard work	Unlikely (2) x Minor (2)= Low (4)	Quality assurance standards to be complied as part of contract
Property	Nil	-	-
Environment	Nil	-	-

C. OFFICER'S COMMENT

In response to the advertised request, seven (7) submissions were received, of which all were compliant:

1. Avon Valley Plant & Equipment
2. Brooks Hire Services
3. Premier Paving & Site Services
4. Resolute Australia Civil Contractors
5. Road Contractors
6. WCP Civil
7. Supercivil

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

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4504

Moved: Cr Hughes

Seconded: Cr Ryan

That Council:

1. **Award Request for Tender 1 of 2022 - Northam RV Construction for \$341,237.00(ex GST) to Avon Valley Plant & Equipment Pty Ltd**
2. **Authorise the Chief Executive Officer to make minor variations (maximum increase of 5%) to the awarded price prior to entering a contract with Avon Valley Plant & Equipment Pty Ltd.**

CARRIED 7/0

13.3 DEVELOPMENT SERVICES

Cr C R Antonio declared an "Impartiality" interest in item 13.3.1 - Proposed Airbnb – 34 Broome Terrace, Northam as the owner and applicant is known to Cr Antonio.

13.3.1 Proposed Airbnb – 34 Broome Terrace, Northam

Address:	Lot 200 (No. 34) Broome Terrace, Northam
Owner:	Jane Leeming
Applicant:	Jane Leeming
File Reference:	A10064
Reporting Officer:	Jacky Jurmann, Manager Planning & Environment
Responsible Officer:	Chadd Hunt, Executive Manager Development Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple
Press release to be issued:	No

BRIEF

Council is asked to consider an application for development application for the change the use of No. 34 Broome Terrace, Northam from a single dwelling to an Airbnb.

Advertising to the surrounding neighbours has attracted 3 submissions generally objecting to the proposal. The matters raised could not be resolved to the satisfaction of the delegated officer and is therefore presented to Council for determination.

ATTACHMENTS

- Attachment 1: Application documents
- Attachment 2: Statutory Assessment
- Attachment 3: Schedule of Submissions

A. BACKGROUND / DETAILS

The Shire has received an application (ref: P22059) to obtain development approval to the change of land use of No. 34 Broome Terrace, Northam from a single house to an Airbnb.

The property has an area of 616m² and contains a 3 bedroom dwelling and garage. It is located on the corner of Broome Terrace and Hampton Street, with the dwelling fronting Broome Terrace and the Avon River. Vehicular access and car parking is available from Hampton Street.

An Airbnb is best defined as a 'holiday home' under the provisions of the Shire of Northam Local Planning Scheme No. 6 (LPS6), which means 'a residential building used to provide accommodation for short-stay guests, rather than permanent residency'.

A holiday home is an 'A' use in the Zoning Table, which is use that is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice (advertising) in accordance with clause 64 of the deemed provisions.

The proposal was advertised to the immediate adjoining neighbours (5 properties in total), and 3 submissions were received in response objecting to the proposal.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 7: Place.

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

Objective 7.2 Ensure community access to safe and diverse housing options.

Action: Facilitate through the local planning framework a variety of housing choices.

B.2 Financial / Resource Implications

The relevant application has been paid by the Applicant.

B.3 Legislative Compliance

The application has been assessed and advertised in accordance with the provisions of the *Planning & Development (Local Planning Schemes) Regulations 2015* as shown in the Statutory Assessment (Attachment 2).

B.4 Policy Implications

There are no policy implications associated with this proposal. The application was advertised in accordance with the provisions of LPP20.

B.5 Stakeholder Engagement / Consultation

Notification letters were sent to all adjoining landowners (5 in total) providing 14 days to comment on the proposal and in response, 3 submissions were received raising concerns / objections.

The issues raised in the submissions have been considered in the assessment of this application. Refer to the Schedule of Submissions (Attachment 3) for further details.

B.6 Risk Implications

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A	N/A	N/A
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	Non-compliance with any conditions of approval.	Medium (3) x Possible (3) = Moderate (9)	Continuous monitoring of conditions to ensure compliance.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Not applicable.

C. OFFICER'S COMMENT

The main issues identified in the assessment of this application are as follows:

- Compatibility with the residential zone and character;
- Amenity impacts;
- Vehicle access and car parking;
- Flooding; and
- Precedent and impacts of an approval.

Compatibility and Amenity Impacts

The assessment of this application indicates that the development proposal may be incompatible with the objectives of the Residential zone, the existing and future character of the neighbourhood, and may result in adverse impacts on the amenity of the locality.

The plans submitted by the Applicant are inconsistent and not up to date, and the management plan does not adequately demonstrate how the potential amenity impacts will be managed and instead focuses on the facilities provided to guests.

Although point 8 states that "loud and/or unruly behaviour will not be tolerated", the Applicant proposes to manage complaints through a third

party system managed by Airbnb, which will result in delays in addressing the issues being experienced by the complainant.

Access and Parking

In relation to car parking, the assessment indicates that the existing vehicular access and proposed parking area are inadequate for the proposed use. The existing driveway located on the corner of Broome Terrace and Hampton Street does not comply with Shire's standards for location and construction, and is likely to result in traffic conflicts by users unfamiliar with the locality. Additionally, the car parking area identified does not provide a sufficient area to enable the parking of 3 vehicles on site as required by LPS6.

Flooding

The property is flood prone and is located in Special Control Area No. 1 (Avon & Morlock Rivers), and although no works are proposed, the risk to human life is increased due to the guests being unfamiliar with their surroundings. It is appropriate for the management plan to include details of monitoring flood warnings and relevant evacuation measures during a major flood event.

Precedent

The general submitters have also raised concerns about the locality becoming increasingly used for short-term accommodation and the potential amenity impacts, including anti-social behaviour.

It appears that there are similar uses that are being undertaken throughout the Shire of Northam and a number of these premises have not received the necessary approvals. This is a common issue within a number of other local government authorities, particularly given the state of the housing and rental accommodation market generally.

In response, the Western Australian Planning Commission (WAPC) have released a draft position statement "Planning for Tourism and Guidelines 2022" as discussed within the statutory assessment report. The consultation on this position statement has closed however it appears that a final position statement will be released to help local governments in local decision making on similar applications. In addition, the Department of Local Government, Sport Cultural Industries are proposing to introduce an on-line registration system for providers short term rental accommodation.

Staff will continue to address compliance issues as they arise and provide the necessary advice to new developments of a similar nature until such time as the final position statement has been released which will hopefully provide some further guidance on ensuring compliance with the planning framework.

Conclusion

In the Officer's opinion there are 2 options in determining this application –

1. Grant a 12 month time limited approval imposing conditions that include but are not limited to approval of a comprehensive management plan and upgrading to the vehicular access and car parking; or
2. Refuse the application due to concerns that the potential amenity impacts cannot/will not be adequately managed and that the use is not deemed compatible with the residential zone, character and locality.

The Officer is recommending that the application be conditionally approved for a period of 12 months to enable the Applicant to demonstrate that the Airbnb can be managed without any detrimental impacts, subject to an amended access, car parking and management plan being submitted and approved by the Shire prior to commencement of the use.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4505

Moved: Cr Ryan
Seconded: Cr Appleton

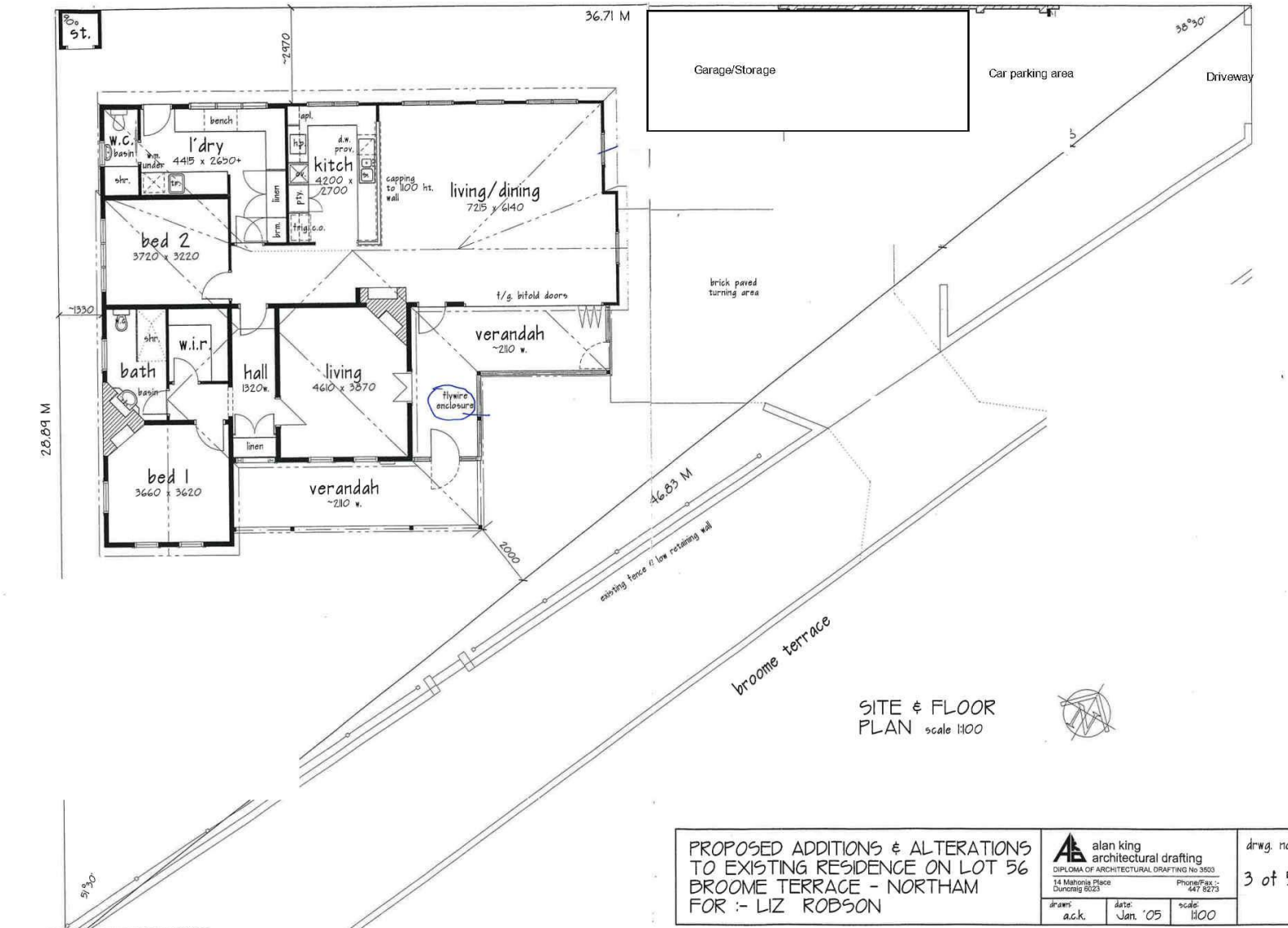
That Council grant a time limited development approval for the change of use of Lot 200 (No. 34) Broome Terrace, Northam, subject to the following conditions:

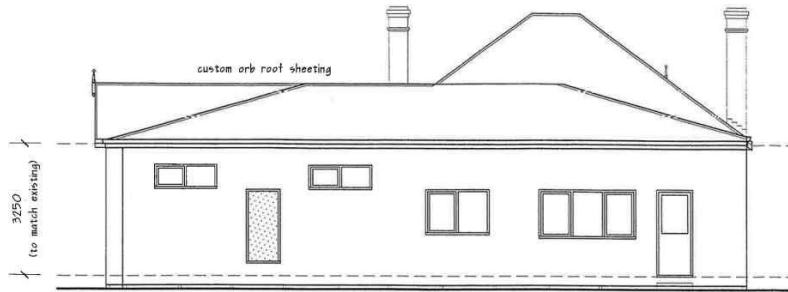
1. This approval is for a Holiday Home. Development shall be in accordance with the land use as defined within Shire of Northam Local Planning Scheme No 6, the approved plan(s), any other supporting information and conditions of approval. It does not relate to any other development on the lot.
2. The approval period for the Holiday Home will expire 12 months from the date of determination.
3. This approval is issued to Jane Leeming and cannot be transferred to another person or location.
4. The maximum number of guests accommodated at any one time shall be 6. No additional guests or visitors are permitted on site without prior approval from the local government.
5. Prior to the commencement of operations, the management plan is to be updated and submitted to the Shire of Northam addressing:
 - (i) Check-in and check-out are generally limited to between the hours of 7 am and 8 pm. Where travel arrangements require a guest to check-in or check-out outside of these times, the owners are to provide clear instructions, in writing, to the guest advising of the need to minimise noise and disturbance to neighbours.

- (ii) A template for a guest register, including full name, usual place of residence, contact details including phone number and email address and check-in and check-out dates, is to be provided.
 - (iii) Details of complaints management, including how the complaint will be made and received, the responsibilities for handling the complaint and what actions have been taken to address the complaints, is to be provided.
 - (iv) A template for a complaint register, including name and address of the complainant, date and time of complaint, description of complaint and actions taken to address complaint, is to be provided.
 - (v) The complaint register is to be maintained and made available to the Shire of Northam upon request.
6. The management plan is to be approved by the Shire of Northam prior to the commencement of operations and thereafter implemented to the Shire of Northam's satisfaction.
 7. A copy of the Code of Conduct and approved management plan for the Holiday Home shall be provided to residents of adjoining and abutting properties prior to the commencement of operations.
 8. The Code of Conduct shall be provided to guests of the Holiday Home at the time of check-in and displayed in a prominent location within the entrance area of the dwelling.
 9. A detailed car parking plan showing a minimum of 3 on-site car parking bays and suitable vehicle access shall be submitted to the local government for approval prior to commencement of operations.
 10. The approved car parking and vehicle access shall be constructed to the specification and satisfaction of the local government prior to commencement of operations.
 11. No direct vehicular access from Hampton Street to the Holiday Home shall be permitted.

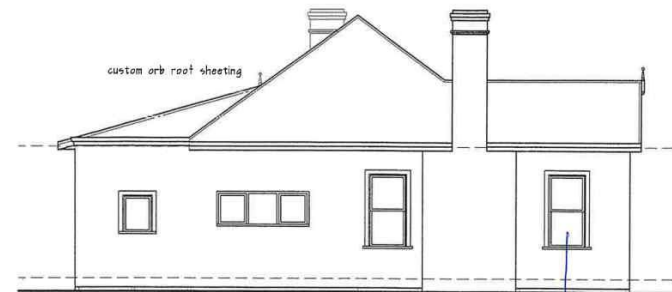
CARRIED 7/0

Attachment 1 – Application Documents



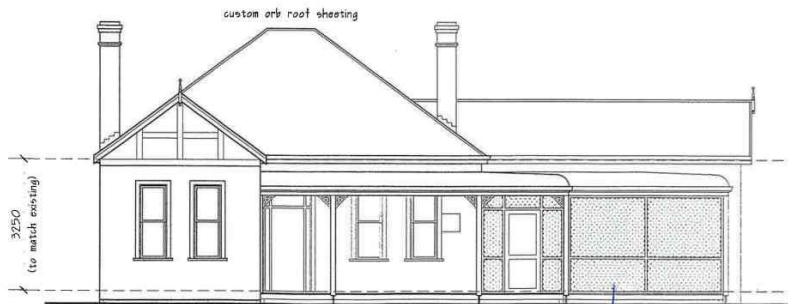


*weatherboard cladding
NORTH WEST ELEVATION



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TOWN OF NORTHAM
TOWN PLANNING SCHEME
APPROVED PLAN

Date *18 January 2006*

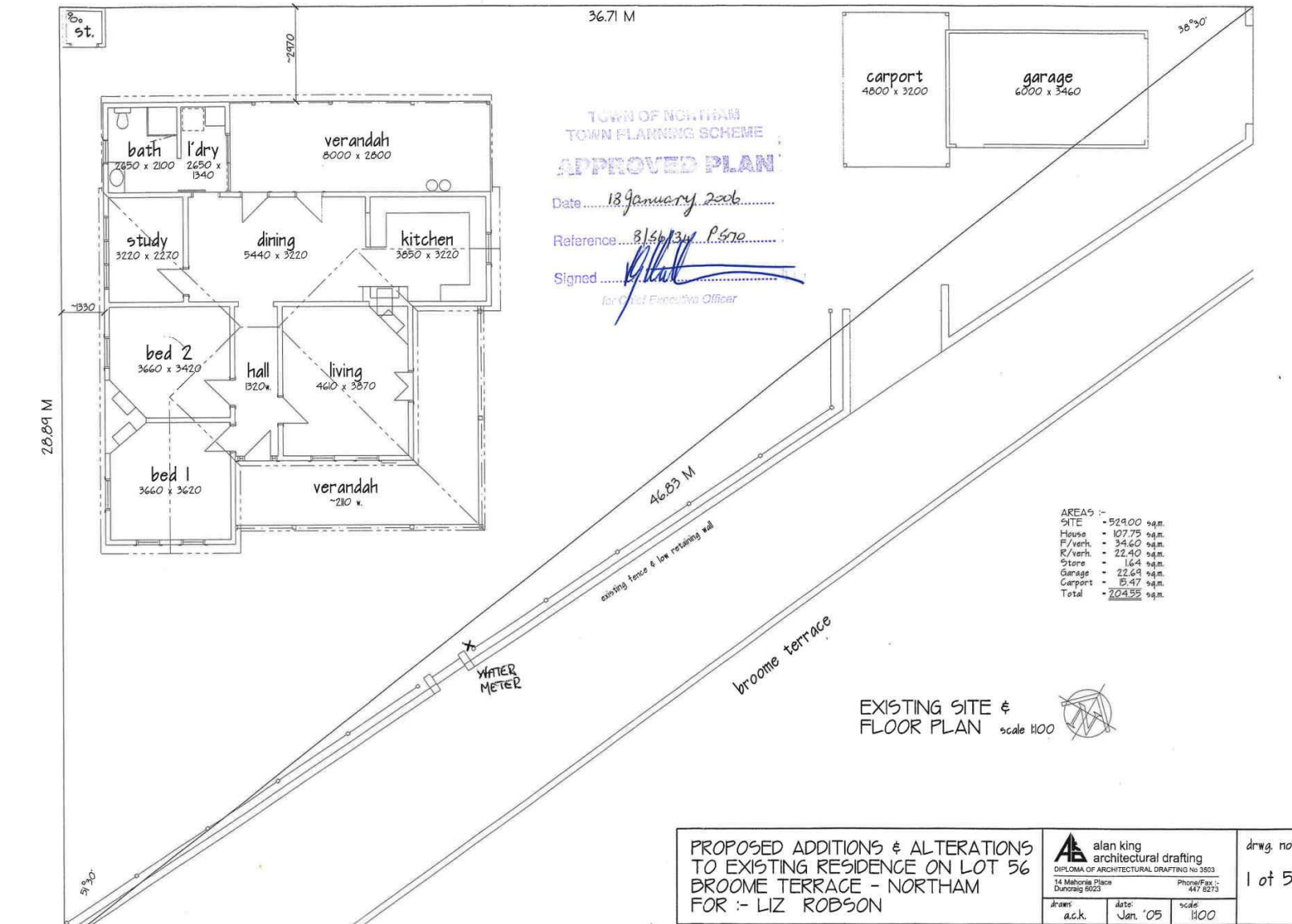
Reference *8/56/04 P.670*

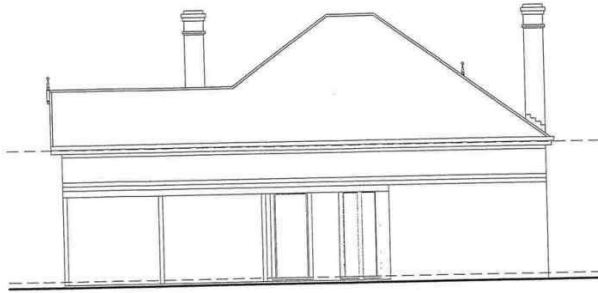
Signed *[Signature]*
for Chief Executive Officer

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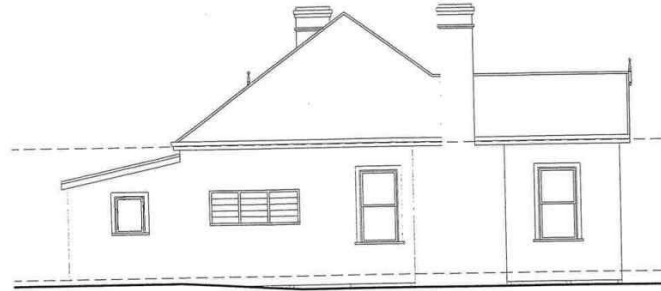
NEW ELEVATIONS

PROPOSED ADDITIONS & ALTERATIONS TO EXISTING RESIDENCE ON LOT 56 BROOME TERRACE - NORTHAM FOR :- LIZ ROBSON			alan king architectural drafting DIPLOMA OF ARCHITECTURAL DRAFTING No 3503 14 Mahonia Place Dunroig 8023	Phone/Fax :- 447 8273	drwg. no: 4 of 5
drawn: a.c.k.	date: Jan. '05	scale: 1:100			





NORTH WEST ELEVATION



SOUTH WEST ELEVATION



SOUTH EAST ELEVATION



NORTH EAST ELEVATION

TOWN OF NORTHAM
 TOWN PLANNING SCHEME
 APPROVED PLAN

Date... 13 January 2006

Reference... 8.164/04 P.S.70

Signed... *[Signature]*

EXISTING ELEVATIONS

PROPOSED ADDITIONS & ALTERATIONS
 TO EXISTING RESIDENCE ON LOT 56
 BROOME TERRACE - NORTHAM
 FOR :- LIZ ROBSON

alan king architectural drafting DIPLOMA OF ARCHITECTURAL DRAFTING No 3503 14 Malbona Place Dunrobin 6225	Phone/Fax: 447 8273	drwg. no: 2 of 5
	drawn: a.c.k.	

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Property Management Plan for 34 Broome Tce., Northam

1. Parking- there is an area at the corner of the property off Hampton St.
2. There are 3 double bedrooms available for a maximum of 6 people.
3. Check in is after 2pm on the day of arrival
4. Check out is before 11am on the day of departure.
5. Keys can be picked up from a locked box on the front wall of the house. The code will be sent on the day of arrival. The keys can be left in the same place.
6. There are cooking facilities and washing machine available for the use of the tenants only. I expect these facilities to be used respectfully and be left clean and tidy.
7. The landlord (Jane) is available for any questions (0411864041) and is nearby (5 mins) if need be.
8. Loud and/or unruly behaviour will not be tolerated. This will be reported to Airbnb.com which will negate the use of Airbnb accommodation anywhere in the future. Airbnb acts as negotiator between landlord and client/tenant when any problems arise.
9. The property will be advertised on Airbnb.com The structure of this organisation has reporting from both landlords and tenants so tenant behaviour is always under the microscope. They also carry insurance for all their members.
10. Cleaning of the property will be carried out after each tenant has vacated.
11. Basic welcoming goods will be provided- tea bags, coffee, milk.
12. All bedrooms and living room are air conditioned.
13. Garden is well maintained.

Attachment 2 – Statutory Assessment

Clause	Provision	Proposal	Assessment
Deemed Provisions – Clause 67(2) of Regulations			
A	Aims and provisions of LPS6		
	<p>3.2 – Objectives of the Zone: Residential –</p> <ul style="list-style-type: none"> • Provide for residential development at a range of densities with a variety of housing types to meet the needs of all sectors of the community through application of the Residential Design Codes. • Maintain and enhance the residential character and amenity of the zone. 	<p>Proposed change of use of existing 3 bedroom residential dwelling to Air BnB for a maximum of 6 people.</p>	<p>Concerns have been raised in the submissions regarding the impacts of the proposal on the amenity of the residential area.</p> <p>Amenity impacts have been considered in the assessment as detailed in this Report.</p> <p>The proposal may be consistent with the zone objectives subject to appropriate management of the use.</p>
	<p>3.3 – Zoning Table Holiday Home – A (use that is not permitted unless the local government has exercised its discretion by granting development approval after giving special notice (advertising) in accordance with clause 64 of the deemed provisions).</p>	<p>Development application submitted for a change of use to an Air BnB.</p>	<p>Holiday home is the most appropriate land use definition to consider this proposal and is defined as “a residential building used to provide accommodation for short-stay guests, rather than permanent residency, and excluding those uses more specifically defined elsewhere”.</p> <p>Other land uses that were considered when defining the land use were:</p> <ul style="list-style-type: none"> • Bed and breakfast (applies to hosted accommodation where breakfast is provided by resident);

Clause	Provision	Proposal	Assessment
			<ul style="list-style-type: none"> • Holiday accommodation (applies to 2 or more dwellings on the same lot); • Tourist accommodation (applies to accommodation specifically catering for tourists such as chalets, farm stay, guesthouses and similar but does not include a hotel, motel or caravan park, and which is not to be occupied by a person for more than 3 months in a 12 month period); and • Tourist development (applies to a building, or group of buildings, forming a complex, designed for the accommodation of short-stay guests and which provides on-site facilities for the convenience of guests and for management of the development). <p>The most relevant land use from the above list is Tourist accommodation, however taking into account that the proposed accommodation is not strictly for tourists, it has been concluded that holiday home is the most appropriate land use.</p>
	<p>4.13 – Car Parking</p> <ul style="list-style-type: none"> • To be provided on site as per Table 3: 	<p>Car parking area indicated on plans and management plan.</p>	<p>It is proposed to provide 3 bedrooms for a maximum of 6 guests, which could equate to 3 vehicles.</p>

Clause	Provision	Proposal	Assessment
	<ul style="list-style-type: none"> ○ Not specified, however Hotels require 1 per bedroom and Motels require 1 space per unit. ○ LPP14 requires 1 space per guest room. 		<p>Based on the requirements for a motel and bed and breakfast, it is reasonable to require 3 on site car parking spaces.</p> <p>The area identified on the plans appears to only be able to cater for 2 vehicles unless the garage is made available to the guests that would then provide 3 spaces.</p>
	<p>4.14 – Traffic Entrances</p> <ul style="list-style-type: none"> ● LG may require entrances and exits be placed in positions nominated by it, if it considers such provision necessary to avoid or to reduce traffic hazards. 	<p>Vehicular access is from an existing crossover on Hampton St.</p>	<p>The existing vehicular crossover is gravel and does not appear to meet the Shire's crossover standards, particularly as it is located right on the corner of Broome Terrace and Hampton Street.</p> <p>Plans on the Shire records indicate that works proposed by a previous owner included the relocation of the crossover onto Broome Terrace, which would be a more suitable location, particularly for persons unfamiliar with the site and locality.</p> <p>It is recommended that as part of any approval issued that amended plans are submitted showing the relocation of the crossover and 3 on-site car parking spaces.</p>
	<p>5.2 – SCA1 Avon & Mortlock Rivers</p> <ul style="list-style-type: none"> ● Development applications for land within the area should not be approved where 	<p>Change of use to Air BnB</p>	<p>Although the change of use does not directly result in any affects on major river flows, the introduction of guests</p>

Clause	Provision	Proposal	Assessment
	the development may result in an obstruction to major river flows.		<p>into a flood prone area requires management.</p> <p>It is recommended that measures for safe evacuation of guests form part of the management of the property should approval be granted.</p>
B	Requirements of orderly and proper planning, including any proposed scheme amendment or LPP seriously being entertained.	Proposed change of use to an Air BnB (holiday home).	<p>Development application submitted as per provisions of LPS6.</p> <p>No amendments or draft LPPs are applicable to the proposal.</p> <p>Refer also to clause ZB for comments on the proposed draft regulation and registration of short-term accommodation.</p>
FA	Any local planning strategy – Northam Local Planning Strategy	Change of use of existing residence to an Air BnB	<p>The Northam Local Planning Strategy identifies the area as continuing to be used for residential.</p> <p>The intent of the residential areas is to be provide a variety of housing options for residents to cater for current and projected populations.</p> <p>Regarding tourism, the Strategy aims to encourage a wide range of short term accommodation and the adoption of LPPs to ensure development proceeds in a proper and orderly manner and does not give rise to land use conflicts.</p>

Clause	Provision	Proposal	Assessment
			The proposed development may be consistent with the aims of the LPS if potential amenity impacts can be managed appropriately.
G	Any local planning policies		
	<p>LPP14 – Farmstay Accommodation & Bed and Breakfast Establishments</p> <ul style="list-style-type: none"> • Defines bed and breakfast as “a dwelling, used by a resident of the dwelling, to provide accommodation for persons away from their normal place of residence on a short term commercial basis and includes the provisions of breakfast”. • Defines short term stay as “where the room or bed is not occupied for more than 90 days in any 12 month period by the same guest”. • Bed and breakfast establishments require: <ul style="list-style-type: none"> ○ Development approval and a food premises licence. ○ Off street parking to be provided at a rate of one car by for every guestroom, in addition to the 2 bays required by the resident, in a suitable location. ○ Maximum 3 bedrooms may be used. 	Unhosted Air BnB accommodation for up to 6 guests.	The provisions of LPP14 do not apply to this proposal. Notwithstanding this, and in the absence of an applicable LPP, the parking provisions have been utilised as a guide.
	LPP20 – Advertising of Planning Proposals	Change of use to Air BnB	All potentially affected adjoining landowners (5 in total) were notified

Clause	Provision	Proposal	Assessment
	<ul style="list-style-type: none"> Level 2 advertising – letters to neighbouring landowners; 14 days to comment. 		<p>of the proposal and invited to comment.</p> <p>3 submissions were received in response to the notification letters. Refer to the Schedule of Submissions for further discussion.</p>
I	Any report of review – LPS6 Report of Review	Change of use to Air BnB	Report does not affect assessment or determination of this proposal.
M	Compatibility of the development, including future character and relationship with adjoining land.	Unhosted Air BnB accommodation for up to 6 guests.	<p>Concerns have been raised in the submissions regarding the compatibility of conducting an unhosted Air BnB in a residential area.</p> <p>A holiday home is a land use that is listed in the Zoning Table and therefore is a use that can be considered in the residential zone.</p> <p>The incompatibility of the use would arise as a result of the lack of management of any potential impacts from the use of the property, including noise and parking.</p> <p>A comprehensive management plan and conditions of approval may be appropriate tools to manage any potential impacts.</p>
N	Amenity of the locality, including environmental impacts, character and social impacts.	Unhosted Air BnB accommodation for up to 6 guests.	Amenity impacts related to the proposed use and unhosted short term accommodation generally are

Clause	Provision	Proposal	Assessment
			related to noise emissions, anti-social behaviour and car parking. Amenity impacts can be managed through comprehensive management plans, including complaints
Q	Suitability of the land taking into account of possible risks, such as bushfire, flooding, erosion.	Change of use to Air BnB	Property is flood prone. Refer to comments earlier in this assessment.
R	Suitability of the land taking into account risks to human health or safety	Change of use to Air BnB	Property is flood prone. Refer to comments earlier in this assessment.
S	Adequacy of proposed means of access and egress; arrangements for loading, unloading, manoeuvring and parking	Change of use to Air BnB	Refer to comments earlier in this assessment regarding parking and access.
T	Amount of traffic likely to be generated in relation to capacity of road system and probable effect on traffic flow and safety	Maximum 6 guests proposed, which could equate to 3 cars.	The traffic generation is similar to a residential dwelling and is not expected to impact the road system, with the exception of the location of the driveway and car parking as discussed earlier in this assessment.
U	Availability and adequacy of – public transport; public utilities; waste management; access for pedestrians and cyclists (end of trip storage and facilities); access by older people and disabled people	Air BnB	Existing waste collection service to dwelling. There are no accessibility requirements associated with the proposal.

Clause	Provision	Proposal	Assessment
V	Potential loss of any community service or benefit other than loss from economic competition	Air BnB (unhosted short-term accommodation)	The provision of additional short-term accommodation may benefit the general community, such as local tourism and service industries.
W	History of the site where development is located	Change of use to Air BnB	The property currently contains an older weatherboard dwelling and outbuilding, which has been used for residential purposes.
X	Impact on the community as a whole notwithstanding impacts on particular individuals	Change of use to Air BnB	3 submissions have been received from neighbouring landowners raising concerns about their individual impacts as well as the overall impacts on the locality on the potential for the increase in number and impacts of short-term accommodation.
Y	Any submissions received	Change of use to Air BnB	3 submissions have been received raising concerns / objecting to the proposal. Refer to the Schedule of Submissions for assessment of the issues raised.
ZB	Any other planning consideration LG considers appropriate		
	WAPC's Planning Bulletin 99 – Holiday Homes Guidelines (2009) <ul style="list-style-type: none"> Defines a holiday home as “a single house, which may also be used for short stay accommodation for no more than 6 people (but does not include a bed and 	Change of use to Air BnB (unhosted short-term accommodation) for a maximum of 6 persons.	Land use is defined as a 'holiday home' and is an 'A' use in LPS6. A time limited approval for an initial period of 12 months may be appropriate to enable the proponent to demonstrate that the Air BnB can

Clause	Provision	Proposal	Assessment
	<p>breakfast, guesthouse, chalet and short stay accommodation unit).</p> <ul style="list-style-type: none"> • Recommends introduction of a use class in the zoning table and be made a D or A use. • Initial approval be granted for a limited period of 1 year, and renewed on a 3 to 5 year basis subject to compliance as determined by LG, to ensure no amenity impacts. • Recommends introducing a LPP with content including – objectives, definitions, application and approval considerations, conditions of approval, establishment of a register, non- compliance, and voluntary accreditation. 		<p>be operated without impacting the neighbours and community.</p>
	<p>WAPC's Draft Position Statement: Planning for Tourism & Guidelines (2022)</p> <ul style="list-style-type: none"> • Defines short-term rental accommodation into 2 categories: hosted and unhosted. • Recognises significance of the issues arising from unhosted short-term accommodation and outlines statutory planning mechanisms that can be considered for regulation, including – <ul style="list-style-type: none"> ○ Utilising the zoning table, land use permissibility and other scheme mechanisms; ○ Capping guest numbers through a policy or approval condition to respond to constraints such as parking, capacity of infrastructure or 	<p>Change of use to Air BnB (unhosted short-term accommodation) for a maximum of 6 persons.</p>	<p>The proposal is appropriately defined as unhosted short-term accommodation.</p> <p>One submission suggests capping the number of guests to 2 if the Council was to approve the development.</p> <p>As indicated above, a time limited approval may be appropriate.</p>

Clause	Provision	Proposal	Assessment
	<p>to maintain appropriate levels of amenity;</p> <ul style="list-style-type: none"> ○ Utilising a local planning policy to guide discretionary decision making, which may include locational factors, limits to guest numbers and/or rooms, limits to nights in any one year, car parking, minimum services, preparation and approval of management plans, waste management, pets, and managing noise nuisances; ○ If appropriate, initial development approval can be granted for a limited period (e.g. 12 months) and renewed on a longer basis if appropriate. 		
	<p>WA DLGSCI – proposed implementation of a State-wide registration system</p> <ul style="list-style-type: none"> ● Will require providers of short-term rental accommodation to register their property to operate and advertise, including on online booking platforms. 	<p>Change of use to Air BnB (unhosted short-term accommodation) for a maximum of 6 persons.</p>	<p>The registration system has not to date been introduced, however if introduced the proponent will be required to register their premises if approved.</p>

**Attachment 3 – Schedule of Submissions
Proposed Air BnB, 34 Broome Terrace, Northam**

No.	Summary of Submission	Officers Comment
1	<ul style="list-style-type: none"> • Devaluation of property. • Public exposure of property on Air BnB. • Security issues of unattended property long term. • No information to address complaints. • Operation of business in residential area at residential rates. • Withholding property from long-term rental market when there's a shortage. • Shortage of parking and concerns about parking on verges, etc. • No information regarding pets. • Advertising on Air BnB and drawing attention to status, location and properties nearby. • Use of a locked box encouraging break-ins. • 3 Hampton St is now infrequently attended and has been broken into. • Who is the landlord to report issues to? • What compensation is involved for impacts on neighbouring residents? 	<ul style="list-style-type: none"> • Property values are not a planning issue. • Management Plan provides contact details for owner and complaints together with utilising the Air BnB complaints system. • Assessment indicates that the proposed parking is insufficient and requires further consideration. • Acknowledge issues raised regarding rates, advertising and need for long-term rentals. These issues are outside the realm of this application.
2	<ul style="list-style-type: none"> • We're adjoining owners seeking peace and security in retirement. • Strongly objects on basis of non-compliance and adversely affecting amenity of the precinct and our enjoyment. • Bedroom of No. 34 overlooks our property. • Prospect of having a holiday/party house next door to unsupervised groups is extremely distressing. 	<ul style="list-style-type: none"> • Management Plan provides contact details for owner and complaints together with utilising the Air BnB complaints system. • Acknowledge that there are known issues associated with unhosted short-term accommodation.

	<ul style="list-style-type: none"> • Concerned about anti-social and illegal behaviours, which was our experience from previously living near an Air BnB in Wundowie. • Unhosted accommodated will always be problematic. • Local police are burdened with the disruption and management responsibility and Shire response is reactionary and secondary. • Broome Terrace is an exclusive residential street overlooking the river and is zoned residential. • Some short-term accommodation uses are prohibited in residential zone. • Could be considered a residential building and fails to comply with LPS6. • Inconsistencies in plans and information provided. • Does not object to use for hosted accommodation, similar to No. 38, or renting for long-term accommodation. • Please consider residential amenity, car parking and inconsistency in application. 	<ul style="list-style-type: none"> • Potential compatibility and amenity issues have been considered in the assessment of this application. • Land use is appropriately defined as a 'holiday home' as outlined in the Report. • Assessment indicates that the proposed parking is insufficient and requires further consideration. • Shire Officers have sufficient powers under the Planning and Development Act to monitor and enforce conditions. However it is recognised that it may be difficult to resource weekend compliance.
3	<ul style="list-style-type: none"> • In principle no objections to hosted short-term accommodation. • Have concerns about licensing of Air BnB's and management of noise, safety and potential long term impacts on community, rental prices and property values. • No issues with existing hosted accommodation at No. 38. • Research indicates unhosted short-term accommodation are largely incompatible with low density residential areas. • Unhosted accommodation are not subject to the same oversight as hotels or hosted short-term accommodation. • Guests aren't part of the neighbourhood and don't feel bound by normal rules of polite co-existence. 	<ul style="list-style-type: none"> • Application is for unhosted short-term accommodation. The Shire cannot assess or approve a different proposal. • Acknowledge that there are known issues associated with unhosted short-term accommodation. • Potential compatibility and amenity issues have been considered in the assessment of this application. • Land use is appropriately defined as a 'holiday home' as outlined in the Report.

- Lack staffing and management of traditional hotels and generally have no personal interaction with the guests.
 - No ability to verify if additional guests are on site.
 - Doubts Air BnB complaints hotline will have the ability to regulate noise and antisocial behaviour. Existence of hotline indicates there is a significant problem.
 - Transient neighbours can steal a permanent residents right to choose an affordable, safe and stable living environment. Purchased property expecting to live amongst other long term residents or semi-permanent residents.
 - Burden on neighbours to manage the guests behaviour at their own time, inconvenience and expense.
 - Neighbours being asked to foot the bill for other people's profit.
 - Concerns about potential flow on effect of an approval being granted, which can effect property sales and decrease property values.
 - Short term rentals having detrimental effects on availability and affordability for long term renters.
 - Object to approval of an unhosted short term rental with more than 2 guests.
 - Does not object to an unhosted short term rental with no more than 2 guests so far as no other guests are permitted on site either during the day or night.
 - Does not object to an approval for a hosted short term rental for a maximum of 6 guests where the host lives on site for the duration of the guests stay.
- Assessment indicates that the proposed parking is insufficient and requires further consideration.
 - Conditions recommended by the submitted at the end of their submission have been considered in this assessment.
 - If the submitters applied for development approval to use their property for unhosted short-term accommodation, the application would be assessed on its merits as this application has been in accordance with the provisions of the planning framework.

- In the event that the property is licensed for 2+ guests unhosted, we object to the licence permitting companies to rent rooms to groups of contracted workers.
- In the event that the property is licensed as a short term rental in any capacity then we would reasonably expect that the same criteria be applied to all residential properties within the surrounding area.

Cr C R Antonio declared a "Financial" interest in item 13.3.2 - Proposed Amendment – Co-Operative Bulk Handling, Leeming Road, Grass Valley as Cr Antonio's farming operation holds a \$2 share in CBH.

The Shire President, Cr C R Antonio left the meeting at 6:08pm and the Deputy Shire President, Cr M P Ryan took the Chair.

13.3.2 Proposed Amendment – Co-Operative Bulk Handling, Leeming Road, Grass Valley

Address:	Lots 9002, 18, 19 and 20 Leeming Road, Grass Valley (Avon Industrial Park)
Owner:	Western Australian Land Authority
Applicant:	Co-operative Bulk Handling Ltd
File Reference:	P21083.1 / A16428
Reporting Officer:	Jacky Jurmann, Manager Planning & Environment
Responsible Officer:	Chadd Hunt, Executive Manager Development Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

A request to amend condition 2 of the development approval (ref: P21083) granted by Council (C.4268) at its Ordinary Meeting held on 21 July 2021 to extend the temporary approval for a further 2 years.

Due to Council granting the original approval, it was considered pertinent for Council to determine the amendment.

ATTACHMENTS

Attachment 1: Application documents.

A. BACKGROUND / DETAILS

Council at its Ordinary Meeting held on 21 July 2021 resolved to grant development approval for the construction of a temporary grain receival and storage facility at Lots 9002, 18, 19 and 20 Leeming Road, Grass Valley.

The development has since been constructed and consists of –

- Construct unsealed internal roads to and around the open bulkheads (OBH) connected to Leeming Road to cater to the harvest crop.
- Install six (6) 320 m long, 35 m wide OBH's with a total capacity of 251,520 tonne.
- The OBH's shall use 1.8m high wall frames on unsealed pads fixed to a cement stabilised 2.2m wide strip of compacted gravel to 150mm depth.
- Stormwater drains shall be cut around the roads and connected to proposed site-wide drainage.
- Temporary sample hut sea container, portable facilities, weighbridge and hut.

CBH had a record harvest last year where its existing storage infrastructure was not enough to cater for the record crop. The temporary development assist CBH and local growers with accommodating this demand and also to move grain to port quicker. Due to current modelling predicting another record harvest, there is continued demand for the temporary facility, and if additional bulkheads are required then a new or amended development approval will be required.

The application was originally submitted proposing to delete condition 2 in its entirety, which would result in a permanent development that would substantially change the development. Following discussions with the Applicant, the application was amended to request an additional 24 months, which is still continued to be consistent with the temporary approval and will enable CBH to continue to plan for development of the new permanent facility on site.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 10: Prosperity.

Objective 10.1: Pursue economic growth, innovation and diversification.

Objective 10.2: Promote industrial development with a focus on the Avon Industrial Park and Avon Logistics Hub.

B.2 Financial / Resource Implications

There are no financial / resource implications associated with this proposal. The relevant application fee has been paid.

B.3 Legislative Compliance

Clause 77(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* enables an owner to request the local government to do any or all of the following:

(b) to amend or delete any condition to which the approval is subject;

(c) to amend an aspect of the development approved, which if amended, would not substantially change the development approved.

The application to amend condition 2 to extend the temporary approval for 24 months can be considered under the provisions of this clause as it is amending a condition and will not substantially change the development approval.

B.4 Policy Implications

There are no policy implications associated with this proposal.

B.5 Stakeholder Engagement / Consultation

Stakeholder Engagement

Main Roads WA were consulted as part of the assessment of the original application when they advised that they supported the proposal in principle subject to conditions relating to the following being imposed:

- A clear expiry date for the approval for temporary storage on the site.
- A clear expectation that the site is not to be used for any other purpose during the approved time.
- A clear expectation that the site is not to be used for any purpose after the expiry date.
- A clear requirement that any permanent use of the site would require a formal application to the Shire for approval.

Discussions between the Applicant and Main Roads indicate their position is unchanged.

Consultation

The development proposal did not require any public consultation as it is a 'D' (discretionary) use under the provisions of the Northam Local Planning Scheme No. 6.

B.6 Risk Implications

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

B.7 Natural Environment Considerations

Not applicable.

C. OFFICER'S COMMENT

The development has been constructed and is in operation as per the approved application. There are no further works required at this stage to continue to use the development for the additional 24 months as proposed.

The assessment of the original application identified the main issues to be traffic generation and stormwater management. Both issues have been addressed by CBH to the satisfaction of the Shire. The amendment of the condition as proposed does not require re-assessment of these issues and any relevant conditions will remain imposed on an amended approval.

Scheme Amendment No. 16 also applies to the property to rezone portions of the land to facilitate the future development of the site by CBH, including construction of a rail spur. The amendment is currently with the Western Australian Planning Commission for final approval.

Discussions with the Applicant indicates that they are undergoing master planning of the site and would like to meet with Shire Officers in the near future to discuss their future plans.

The amendment of the application is being recommended for approval subject to the reimposition of the original approval except where varied by this amendment.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4506

Moved: Cr Williams

Seconded: Cr Galloway

That Council resolves, in accordance with the provisions of clause 77 of Schedule 1 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, to:

- 1. Amend condition 2 of development approval (ref: P21083) dated 21 July 2021 to read:
"This development approval is time limited for a period of 36 months from the date of commencement of the approved use."**
- 2. Advise the Applicant that all other conditions of the development approval remain unchanged.**

CARRIED 6/0

Cr C R Antonio returned to the meeting at 6:09pm and resumed the Chair.

Attachment 1 – Application Documents

7/4/22, 12:42 PM

I114106 - RE Proposed DA Amendment - Lot 9002 Leeming Rd Grass Valley (P21083.1A16428).htm

From: Roberts, Timothy [REDACTED]
Sent: Wednesday, 22 June 2022 3:54 PM
To: Jacky Jurmann
Cc: Chadd Hunt
Subject: I114106 - RE: Proposed DA Amendment - Lot 9002 Leeming Rd, Grass Valley (P21083.1/A16428)

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Jacky,

Thank you for your response email and I completely understand all of the points outlined in your email.

I spoke to our ops team and we would like to pursue a 24 month temporary approval if that works for the Shire of Northam.

We do have a master plan drawn up for Meenaar which we would be happy to meet with you guys to discuss in the coming months. It would be good to meet with you so that you can understand our future intention for this site and where the current emergency storage fits in with this master plan. Members of our operations team and our zone manager would also attend the meeting. These preliminary discussions with the Shire of Northam would play an important role in understanding whether our intentions are appropriate for this location and would assist us in understanding any concerns you may have that we can try to address as part of our forward planning.

Again, we really appreciate the continued support that you provide CBH. The nature of the business means we are always going to be quite time poor when it comes to understanding forthcoming harvest numbers and our capacity needs are relatively unknown until such time that we are able predict forthcoming environmental factors and growers have submitted their paddock planning. We are still storing last year's record harvest and did not expect this years forecast to be so high on that back of that. I do apologise for any pressure that this may put on the local government.

If you need anything further from me to assist with the application please do not hesitate to contact me.

Thanks,
Tim

Timothy Roberts
Specialist Regulatory Approvals – Government & Industry Relations

Level 6 / 240 St Georges Terrace, Perth WA 6000

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T
E



7/4/22, 12:42 PM

1114106 - RE Proposed DA Amendment - Lot 9002 Leeming Rd Grass Valley (P21083.1A16428).htm



From: Jacky Jurmann <mgrplanning@northam.wa.gov.au>
Sent: Tuesday, 21 June 2022 9:31 AM
To: Roberts, Timothy [REDACTED]
Cc: Chadd Hunt <chaddh@northam.wa.gov.au>
Subject: Proposed DA Amendment - Lot 9002 Leeming Rd, Grass Valley (P21083.1/A16428)

You don't often get email from mgrplanning@northam.wa.gov.au. [Learn why this is important](#)

Hi Tim,

With reference to your application and proposal to delete condition 2 from the development approval (ref: P21083).

As discussed, the original application was assessed on a temporary basis by the Shire and Main Roads, including road impacts and upgrades. Therefore, if you are proposing for the development to become permanent at this time, additional information and referrals would be required.

Due to the current approval lapsing on 21/07/2022, I would suggest applying for a further 12 or 24 month period as a continued temporary development that could be approved under delegation.

Once the current temporary approval has been extended, it would be great to organise a meeting to discuss CBH's masterplan for the site and timing for overall development.

Regards,

Jacky Jurmann

Manager Planning & Environment, Shire of Northam
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p: (08) 9622 6134 | m: 0429 397 102 | f: (08) 9622 1910
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Any views expressed in this message are those of the individual sender, except where the sender specifies and with authority, states them to be the views of the CBH Group.



Planning Report

13 June 2022

Chadd Hunt, Executive Manager Development Services
Shire of Northam
Email: emds@northam.wa.gov.au

Dear Chadd,

**LOT 9002 LEEMING ROAD GRASS VALLEY WA 6403
AMENDED DEVELOPMENT APPLICATION – DELETION OF CONDITION 2**

CBH is seeking an amended development approval from the Shire of Northam for additions to an existing grain receival and storage facility at Lot 9002 Leeming Road, Grass Valley

The subject application is proposed in accordance with Clause 77 of Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015 and the provisions of the Shire of Northam Local Planning Scheme No. 6.

Site Details

Lot 9002 Leeming Road, Grass Valley (subject site) is located within the Avon Industrial Park as shown in Figure 1 below.



Figure 1: Location Plan

Background

At the 21 July 2021 Ordinary Council Meeting, Council resolved to approve the application to obtain development approval to construct a temporary grain receival and storage facility at its Meenaar site located within the Avon Industrial Park. Condition 2 of this development approval limited the approval to a period of 12 months from the date of the commencement of the approved use. CBH is seeking amend this development approval through submission of an amended development application seeking deletion of condition 2.

CBH had a record harvest last year where its existing storage infrastructure was not enough to keep up with the record crop. The time limited development approval issued by the Shire assisted CBH and local growers with accommodating this demand. Additional bulkheads at a CBH grain receival and storage facility provide additional benefits as they also move grain to port quicker and allow for grain to be moved around on site which assists with reducing waiting times and keeping trucks off roads. Current modelling suggests that we will again have another big harvest meaning the continued use of these bulkheads are integral to CBH's operations.

Context and Land Use

The subject land is located within the Shire of Northam. Access to the site is from the south via Leeming Road which is an access road under the control of the Shire of Northam. The subject site is zoned 'general industry' under the Shire's Local Planning Scheme No. 6. The subject site is surrounded by 'rural' zoned land to the south and west and land immediately east of the subject site is also zoned 'general industry'. The site is adjacent to a parks and recreation reserve to the north than buffers land reserved as railway.

Town Planning Considerations

The proposed development is considered to be consistent with Clause 68 of Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Schemes) Regulations 2015 and the provisions of the Shire of Northam Local Planning Scheme No. 6. The subject land is zoned 'general industry' under the Shire's Local Planning Scheme No. 6. The development proposed does not require any public consultation as it is a 'D' (discretionary) use under the provisions of Local Planning Scheme No. 6.

Through their assessment of the previous application, the Shire of Northam identified the main issues to be traffic generation and stormwater management. Both issues were satisfactorily addressed by CBH and subject to conditions were able to satisfactorily managed to ensure that there were no effects on the locality. CBH would be supportive of similar conditions being imposed on any subsequent development approval to ensure any potential impacts continue to be mitigated appropriately.

Conclusion

The proposed addition is aligned with the planning framework for the area specifically the general industry zone and it is not considered to result in any new amenity impacts to the surrounding area. CBH respectfully requests the Application for Development Approval is considered by the Shire of Northam expeditiously given the straightforward nature of the application, that it is already constructed and its general compliance with the Shire's planning framework. Should you have any question in relation to the details provided in this submission, please contact Timothy Roberts on [REDACTED]

Yours Sincerely,



Timothy Roberts
Specialist – Regulatory Approvals Adviser

13.3.3 Proposed Club Motor Sport Events – Northam Racecourse, Yilgarn Ave, Malabaine

Address:	Lot 50 (No. 175) Yilgarn Avenue, Malabaine
Owner:	Northam Race Club Inc.
Applicant:	The Light Car Club of WA Inc.
File Reference:	P21129 / A1142
Reporting Officer:	Jacky Jurmann, Manager Planning & Environment
Responsible Officer:	Chadd Hunt, Executive Manager Development Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple
Press release to be issued:	No

BRIEF

An application for development approval has been received to use the internal racecourse area for club motor sport events when the racecourse is not operating.

The application was advertised to the community and nearby landowners and one submission was received objecting to the property.

In accordance with the Shire's Delegations, the application is presented to Council for determination.

ATTACHMENTS

- Attachment 1: Application documents.
- Attachment 2: Statutory assessment.
- Attachment 3: Noise testing results.
- Attachment 4: Schedule of submissions.

A. BACKGROUND / DETAILS

Background

The Northam Racecourse is located on Yilgarn Avenue, has an area of 67.9ha and is used for horse racing.

The property is partially reserved for Parks and Recreation and partially zoned Rural under the provisions of the Shire of Northam Local Planning Scheme No. 6 (LPS6).

Due to the proposal traversing both the reserved and zoned land, an assessment of the provisions of Part 2 – Reserves and Part 3 – Zones and Use of Land of LPS6 has been carried out.

The land use is best defined as 'recreation – private', which means 'premises used for indoor and outdoor leisure, recreation or sport which are not usually open to the public without charge'.

Part 2 of LPS6 requires development approval to be obtained prior to carrying out development on a Local Reserve. Part 3 of LPS6 lists recreation – private as an 'A' (advertised) discretionary use.

Details

The Light Car Club of WA propose to use the internal area of the Northam Racecourse to establish 2 khanacross courses (referred to as tests) to conduct 6 events per annum from 10am to 4pm on a designated weekend, typically Sunday.

The courses are a maximum of 2km and speed within the course is controlled by the maximum length of each straight (100m) prior to a 90 degree turn.

Only one driver competes on the test at a time and timing is done by stop watches or beam timing.

The car needs to be mechanically sound without major damage and have correctly functioning seats and seat belts. Many competitors use a normal road car (does not need to be road licensed). They must have an in date 1kg fire extinguisher (with metal bracket) bolted in and to aid with traction, many competitors fit Mud/snow or rally tyres.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

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

Outcome 3.2: Grow participation in sport, recreation and leisure activities with quality regional facilities.

B.2 Financial / Resource Implications

There are no financial / resource implications associated with this proposal. The relevant application fee has been paid.

B.3 Legislative Compliance

The proposal has been assessed in accordance with the provisions of the Shire of Northam's Local Planning Scheme No. 6 and the *Planning and Development (Local Planning Schemes Regulations) 2015*. Refer to the Statutory Assessment (Attachment 2).

B.4 Policy Implications

There are no policy implications associated with this proposal.

B.5 Stakeholder Engagement / Consultation

The application was advertised to the community and potentially affected landowners for a minimum period of 14 days in accordance with the provisions of clause 64 of the Deemed Provisions and LPP20 – Advertising of Planning Proposals.

One submission was received objecting to the proposal and raising concerns regarding potential dust and noise emissions, which have been considered in the assessment of this application as detailed in the Schedule of Submissions (Attachment 4).

B.6 Risk Implications

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

B.7 Natural Environment Considerations

Dust emissions been considered in the assessment of this application and can be managed through conditions of approval requiring dust suppression measures when required.

C. OFFICER'S COMMENT

The main issues for consideration when determining this application are the potential impacts of noise and dust emissions.

Noise

The application was originally advising that noise emissions could be regulated within the existing framework of the requirements of Motorsport Australia, who require vehicles to meet strict scrutineering to ensure that the noise emissions do not exceed 95dB when measured 30m from the track edge.

However, the initial assessment of the application identified noise as one of the main issues requiring assessment in determining this application.

Officers requested the Applicant to conduct noise testing and it was agreed to conduct on site testing with a noise monitor to gauge potential noise levels.

Noise testing was conducted by an experienced person using equipment provided by Motorsport Australia on 20/03/2022 on site with the monitor set up 20m from the proposed track and in accordance with the scrutineering requirements. The vehicles used in the test were representative of the type that would typically compete and included a 2L Mitsubishi Lancer; a 3.2L Mazda; a 1.8L Mitsubishi Mirage; a 2.6L Nissan Stanza; and a V6 Toyota Prado.

The testing results (Attachment 3) indicate the emissions at the time of testing were within acceptable limits on site and were not audible at the caravan park (nearest sensitive receiver) above the ambient noise.

To assist in understanding the noise levels and the assessment of the application, the Shire's Manager Health and Building attended an event held at the Beverley Off Road Motorsports Association Motorplex, which is located on Nicholas Street, Beverley just outside the townsite. The conclusions from the attendance were that the event was conducted professionally, was a low key entry level motorsport event and due to the size and design of the track, the cars did not reach high speeds. Whilst in attendance he witnessed a vehicle being eliminated from the event due to excessive noise, which is the standard process for noisy vehicles.

It is recognised that weather conditions, particularly wind direction and strength, will affect the noise levels emitted and any impacts. However, the predominant wind direction during the period of the year that the events are conducted is typically from the west. Therefore, when considering the potential impacts on the residents of the caravan park, strong winds from the north-east are a minimal risk and are unlikely to result in adverse impacts.

Dust

The courses will be constructed on the internal area of the existing racecourse and will be graded but not sealed, and therefore dust emissions will require management.

The level of management required is dependent on the weather conditions that will require monitoring by the Applicant, but can be adequately managed by monitoring wind levels and applying water on a regular basis.

Conclusion

The assessment of this application, including the issues raised in the submission, indicates that the potential impacts from the activity can be managed on-site to ensure that the amenity of the locality is not adversely affected.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4507

Moved: Cr Ryan
Seconded: Cr Hughes

That Council resolve to approve the application for development approval (ref: P21129) to use Lot 50 (No. 175) Yilgarn Avenue, Malabaine, known as the Northam Racecourse, for Private – Recreation (Club Motor Sport Events), subject to the following conditions:

- 1. The development hereby approved must substantially commence within two (2) years from the date of determination.**
- 2. The development hereby permitted shall be carried out in accordance with the stamped approved plans.**
- 3. The permitted use may only be conducted 1 day per month up to 6 times per year from 10am to 4pm, unless otherwise approved by the local government.**
- 4. A maximum of 1 vehicle is permitted on the track at any one time.**
- 5. Noise monitoring of all vehicles shall be undertaken during each event to ensure noise emissions do not affect any nearby sensitive receivers. If any complaints are received, further noise assessment may be requested.**
- 6. Dust shall be managed to the site to the satisfaction of, and as directed by the local government, including ensuring that there is a water cart available when strong winds are expected or during periods of high dust generation.**

CARRIED 7/0

Attachment 1 – Application Documents



Development Application

Northam Race Club
175 Yilgarn Avenue
Northam, Western Australia, 6410



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1. INTRODUCTION

The Northam Race Course Club Inc. have generously offered the Light Car Club of WA (LCC) an opportunity to utilise their inner race course space for club motor sport events when the race course is not operating under its primary use.

This Development Application is intended to illustrate to the Shire of Northam how the LCC will utilise the space whilst ensuring maximum benefit for grass roots motorsport, the people of Northam and the Northam Race Course Club Inc..

The LCC was established in 1965 as a not for profit club for Rally Motorsport enthusiasts. When running motorsport events the club is governed by Motorsport Australia and the Federation International Automobile (FIA) Sports Association, additionally by the club constitution. In addition, the club along with other rally motorsport clubs of Western Australia (WA) conduct rally events in WA in consultation with the Rally WA.

The LCC has a club membership of 100+ members which in a normal year undertake the running of at least one but often two rally events to support the Western Australia Rally Championship and Clubman Cup. Additionally, the LCC runs four khanacross events (grass roots) throughout the year which permit club members to gain points towards the LCC Club Championship. When undertaking the running of events the LCC heavily relies on volunteers to conduct the management, administration, safety and control of rally/khanacross events.

Presently, the LCC utilises the land of private owners and other motorsport clubs to afford khanacross events for its members. These locations are offered at the discretion of the individual owners and outside of LCCs control.

It is the highest priority of the LCC to develop grass roots and junior rally motorsport for current and new members, to achieve this outcome the LCC is looking for a facility that will provide such an opportunity. The Northam Race Club Inc. has made an offer to utilise internal race course space to meet the needs of the LCC. which this application addresses.



2. DEFINITIONS

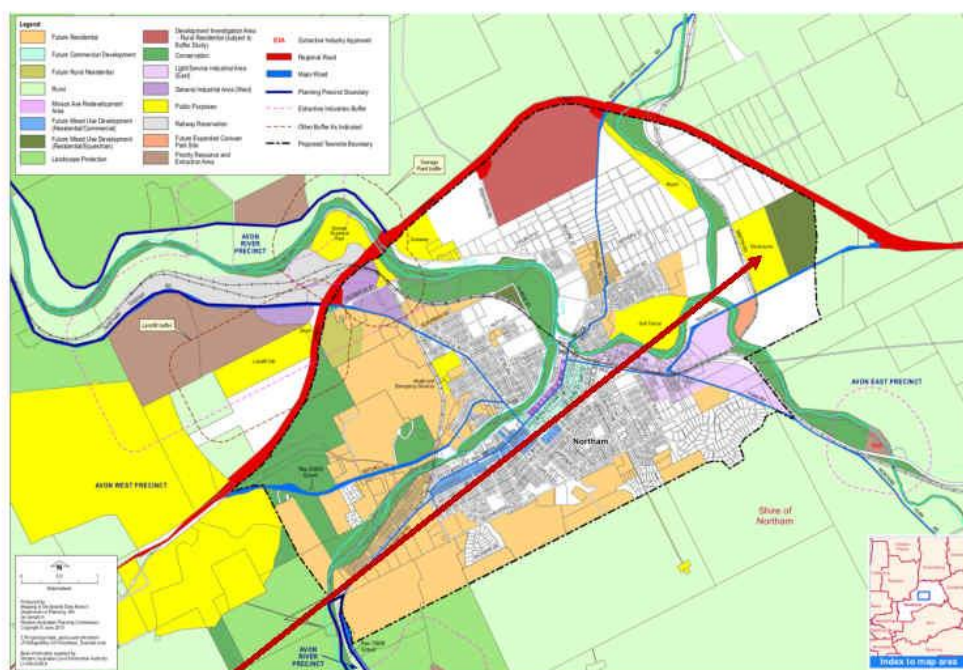
Autocross: A *Competition* complying with the Autocross Standing Regulations, conducted on a predominantly unsealed licensed *Course* which must not exceed 4km in length.

Khanacross: A *Competition* complying with the Khanacross Standing Regulations conducted on a sealed or unsealed surface or a combination of both and involving a series of timed tests.

3. LOCATION

The Northam Race Course Inc. land is located at 175 Yilgarn Avenue, Northam. The land is predominately used for Horse Racing events. The landholding adjoins Farming Land, Mixed Use Development (Residential/Commercial), Conservation Land, Caravan Park, abuts a railway line and Yilgarn Avenue. The Racecourse is zoned for Public Purposes.

The entire land holding is significant in area with an internal area of land that is currently used as partially water storage and vacant land. It is the intention of the Northam Race Club Inc. and the LCC to utilise this vacant land for the purpose of providing khanacross/autocross events for members.



Proposed Site



4. PROPOSED LAND USE

The LCC proposes to provide an opportunity for individuals to participate in khanacross/autocross rally motorsport events at the Northam Race Club Inc.. The competitors will be members of a Car Club and required to abide by the governance of club constitutions, Motorsport Australia (MA) and the Federation International Automobile (FIA) Sporting Association rules and regulations. The Australian motorsport industry is heavily governed, regulated and insured under MA which in turn is governed by the FIA, a worldwide motorsport body.

When running an event the LCC is required to conduct the event in accordance with MA rules and regulations. The volunteers that run these events are required to meet the event organiser qualifications as per MA's governance to ensure motorsport is run to appropriate safety standards.

The LCC proposes to provide initially two khanacross courses referred to as "tests" for competitors within the confines of the internal race course vacant land. The tests are a maximum length of 2.0km, speed within the test course is controlled by the maximum length of each straight (max 100m) prior to a 90 degree turn. The intention behind the MA khanacross design criteria is to provide competitors a safe but technically challenging course for which to develop their motorsport skills which competitors can further hone on dedicated full rally events hence the grass roots objective.

Khanacross events conducted in accordance with MA regulation require that each driver hold at least a current Motorsport Australia Speed or Junior Speed licence. To hold a Junior Speed Licence the competitor must be at least 12 years of age and have completed an online course and examination to obtain the licence. This permits the LCC to offer not just grass roots style events but also events suitable for junior competitors.

5. FACILITIES

To provide appropriate amenities the Northam Race Club Inc have offered the LCC the use of their facilities and additional land for service and support vehicles. The competitors will cross the Race Course at a designated vehicle crossover which will ensure that only mandatory personal and vehicles are within the inner race course area at any time the event is underway to maximise safety.

At no charge the public can attend the event and from the Race course grand stand safely view the khanacross events.

6. FUNDING

The LCC has approached and gained financial assistance from Motorsport Australia, the support offered is from a pool set aside to assist motorsport clubs across Australia to develop grass roots and junior motorsport opportunities.



Additionally, the West Australian government have been approached to request comparable assistance under the same presumption.

The LCC will invest in the project to ensure the development and ongoing viability of the location however, the club will look for further support from sponsors, government, motorsport governing bodies and the Shire of Northam.

The LCC is extremely keen to work with the Shire of Northam to ensure the success of the project which will provide the people of Northam an opportunity to participate in grass roots and junior motorsport that is not currently on offer.

7. TOWN OF NORTHAM

The proposed use of the inner Race Course will provide a facility for grass roots and junior motorsport which will attract a number of people to the site and the town of Northam. It is the intention of the LCC club to promote the location, event and town through the use of the site. We will work with local business to garnish their support/sponsorship intern providing a positive cash flow impact on their businesses.

The LCC anticipates that it will run a minimum of six events per annum at the location which will bring the following minimum throughput for the town of Northam per annum:

- 360 competitors
- 360 support personnel
- 180 public spectators
- Associated fuel and sustenance purchases

The LCC will ensure that any sponsorship provided to the club from Northam businesses be heavily promoted to ensure a positive impact from the usage of the location.

Providing a facility for the public to use in a controlled and safe environment will assist with reducing inappropriate and unsafe use of Shire roads.

8. SHIRE OF NORTHAM

The Shire of Northam has been extremely supportive in early discussions regarding the use of the site which the LCC is extremely appreciative however, we do acknowledge that such support may not result in successful approval/development of the site.

The Shire has substantial earth moving machinery, the LCC would highly value any assistance for the initial development of the site which may involve grading and minor earth moving that the Shire may be able to offer in support of grass roots sport.

It would be the clubs intention to where possible gain additional support/sponsorship from local business that may be in a position to assist with development and ongoing support for the site.



9. SUPPORT

Motorsport Australia in their 2020-21 strategic plan state the following:

“Motorsport is in an enviable position. We are currently enjoying record competitor numbers and events underpinned by a growing number of clubs and volunteer officials. This growth will provide us with an unprecedented number of opportunities in areas such as track development, funding junior development and increased government support. We are also committed to ensuring that more girls and women take up the sport, whether as competitors or in the myriad of other roles available in the sport”.

With a desire to empower motorsport throughout Australia, Motorsport Australia states,

“Motorsport Australia’s vision is for the motorsport community to work as one and to have “more people, enjoying more motorsport, in more places, more often”. We believe motorsport can improve mental health and social outcomes for all Australians through their involvement in our great sport”.

The LCC supports the vision of MA and are hoping through the use of the proposed site to bring these benefits to its members and the residents of Northam.

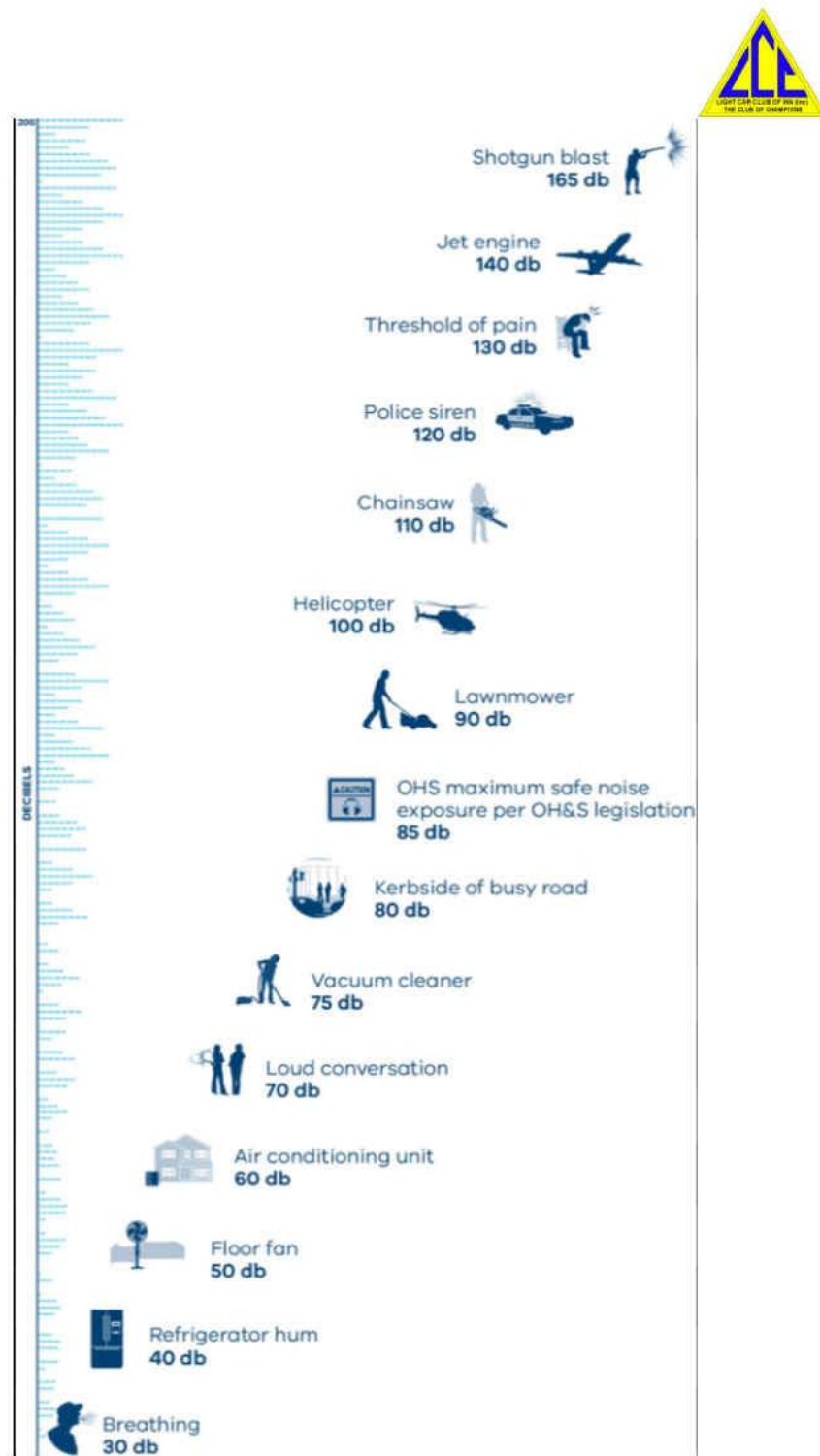
Motorsport Australia have provided full support for this project, please refer to Chapter 13.

10 NOISE ASSESSMENT

The Shire of Northam previously indicated that a desktop noise assessment would be required, the LCC has not ignored the request but have discussed the requirement with MA whom have offered their support as and where required. The average quotation for the desktop assessment is \$3,000 approx which at this stage funds that the club is not prepared to invest as this Development Application is not yet approved.

As the khanacross/autocross events are governed by MA regulation the cars have to meet strict scrutineering which stipulates the maximum exhaust noise levels permitted. Khanacross scrutineering require vehicles to emit no more than 95db as per Khanacross Group 4K Autotest regulation tested in accordance with Schedule B of the Motorsport Australia Manual, see attached. The noise measurement is configured such that the sound emitted when measured 30m from the track edge does not exceed 95dB(A).

The following diagram produced by the Environmental Protection Authority of Victoria depicts the dB exposure levels that we encounter in our environment. The 95dB limit required by MA regulation is marginally above the noise level produce by a lawnmower.



<https://www.epa.vic.gov.au>



11. DESIGN

The test courses are designed in accordance with the attached MA kharacross regulations. Initially it is the clubs intention to create two kharacross test tracks with the opportunity to develop an additional test or provide an autocross track which provides the next stage of development for grass roots motorsport competitors prior to venturing into full rally events.



The above diagram is an indication of the probable layout of the two test courses with the Northam Race Course Inc permitting further expansion with a third test along the left edge towards the water storage dam. The exact location/design will be driven by the subsurface quality and type, drainage and maximisation of the area.

Additionally if the LCC elects to transition in to autocross, the Northam Race Course Inc. have agreed that the inner access road which is normally used for the ambulance on horseracing days can be utilised to create a suitable autocross stage.



12. SUMMARY

The Light Car Club is extremely enthusiastic to secure a suitable sight which it can manage with the support of the community to provide events for its members to compete. This will ensure the ongoing viability of the club whilst supporting grass root, junior style events. Competitors can build their skills through khanacross prior to venturing into full rally events which will support the growth of safe and controlled motorsport.

The Light Car Club has gained the support of Motorsport Australia and the Northam Race Club Inc. and through this application request the support and where possible assistance to developed the proposed site in Yilgarn Avenue from the Shire of Northam.



13. MOTORSPORT AUSTRALIA SUPPORTING LETTER



2 September 2021

Wendy Walker
President
Light Car Club of WA Inc.

Dear Wendy,

Motorsport Australia are pleased to support the Light Car Club of WA with a proposed new venue based at Northam Racecourse to hold Khanacross and grass-roots motorsports events.

The Light Car Club of WA have been heavily involved in grass-roots motorsports events in conjunction with Motorsport Australia over a long period of time and this proposed new venue will only continue to positively contribute to the sport here in Western Australia.

Motorsport Australia are proud to have The Light Car Club of WA as one of our affiliated clubs who run events within prescribed regulations and parameters set. We are happy to offer assistance in the way of noise testing and can confirm that we have appropriate equipment to conduct such testing for motorsport venues. We are also able to engage track inspectors to perform testing if required also.

We are also happy to engage with project stakeholders including Northam Shire to discuss the above and any other relevant matters as this project continues to progress.

Motorsport Australia is the National Sporting Authority for motorsport in Australia, and is delegated this responsibility by the Federation Internationale de l'Automobile.

Motorsport Australia is also a recognised National Sporting Organisation for motorsport by the Commonwealth Government via Sport Australia.

Yours faithfully,

Andrew Rogers
Regional Development Executive (SANT & WA)
Motorsport Australia



Motorsport Australia ABN: 55 069 045 665
275 Canterbury Rd, Canterbury VIC 3126
Phone: +61 3 9593 7777 Hotline: 1300 883 959
motorsport.org.au



2021 MOTORSPORT AUSTRALIA MANUAL

TECHNICAL APPENDIX

Schedule A

Schedule B



motorsport.org.au

Modified Article	Date of Application	Date of Publication
Schedule A (n)	01/01/2021	01/01/2021

Schedule A

Each Automobile (except a superkart) shall, of necessity, in any competition

- (a) comply with the definition of an *Automobile*;
- (b) be fitted with protection between engine and driver's compartment to prevent the passage of flame;
- (c) be so constructed to minimise the entry of foreign matter into the driving compartment from the road or road wheels;
- (d) have any propeller shaft and universal joints, if passing through the cockpit, fitted in a fixed casing;
- (e) have any driving chain effectively guarded;
- (f) have each fuel tank vented externally to the bodywork;
- (g) if manufactured prior to 1 January 1978 (or otherwise not complying with ADR25A) and not registered for use on public roads, have any steering column locking device removed or disabled;
- (h) be fitted with a safety cage as required by Schedule J;
- (i) use only fuel compliant with Schedule G;
- (j) have any window or windscreen fitted made from a material which is clear or, if tinted, compliant with AS 2080;
- (k) have a safety harness as required by Schedule I;
- (l) have any container within the cockpit which can hold more than 500mL of hot liquid (other than a series heater core) enclosed in a sealed compartment;
- (m) where fitted with rigid brake pipes have such pipes made of steel ('Bundy' tubing or equivalent), unless it is an automobile of the 5th Category which is fitted with original components. The installation must be such to protect the pipes against vibration and damage; and
- (n) where fitted with ballast in compliance with the requirements detailed in Definitions-Technical it must be:
 - fixed by a minimum of class 8.8 M8 bolts & lock nuts up to a single ballast weight of 18kg and a minimum of class 8.8 M10 bolts & lock nuts for a single ballast weight of 18kg to 65Kg. A reinforcing steel plate of at least 75mm x 50mm x 3mm under each bolt and nut shall be present. When a single bolt is used, it shall be centrally located in the ballast. Where the ballast top face surface area exceeds the surface area size of a reinforcement plate by 2 1/2 times, then a minimum of two bolts shall be used and located evenly across the ballast;
 - or
 - for an Automobile of the 1st Category, be fixed by a ridged attachment direct to the chassis or monocoque that is capable of effectively securing the ballast.

Specific Category Sporting and Technical Regulations may define alternate ballast fitting requirements.
- (o) be, for an Electric Vehicle, compliant with the Electric Vehicle Appendix.

Schedule B

Each Automobile (except a superkart) shall, of necessity, in any speed event or race:

- (a) be fitted with two separate fastening systems on any bonnet or other panel where the leading edge can be raised. The fastening systems shall meet the following requirements:
 - (i) to be deemed separate, a fastening system shall continue to function if the second system is removed in its entirety;
 - (ii) they shall be of adequate strength and limited elasticity and range of movement;
 - (iii) they shall simultaneously hold the bonnet or panel closed or as an alternative for speed events only, one fastening system shall hold the bonnet or panel closed and its release shall allow the bonnet or panel to be raised to provide access to a second separate fastening system fitted within the *Automobile*. The second fastening system shall prevent the bonnet or panel from being raised more than 150mm from the fully closed position;

A road registered series production *Automobile* fitted with an unmodified original equipment two stage fastening system shall be exempt from these requirements.

- (b) be fitted with a fire extinguisher compliant with Schedule H;
- (c) be fitted with a device or devices that shall protect any longitudinal propeller shaft from striking the ground in the event of a component failure;
- (d) be fitted with wheels and tyres compliant with Schedule E;
- (e) if fitted with any aerodynamic device, be compliant with Schedule F;
- (f) if fitted with a scatter shield, be compliant with Schedule M;
- (g) be fitted with a return mechanism which in the event of any throttle linkage or throttle system failure will close each throttle;
- (h) be fitted with a dual circuit braking system save for an *Automobile* manufactured prior to 31 December 1973 or of the 5th Category;
- (i) be fitted with an operable reverse gear controlled by the driver whilst seated in the driving position, save for an *Automobile* of the 5th Category and Formula Libre;
- (j) be fitted with sideways or rearward-facing exhaust outlets. If rearwards, the outlet/s shall be between 100mm and 450mm above the ground and shall not protrude more than 150mm beyond the rearmost portion of the automobile. If directed sideways, the outlet/s must be located rearward of the midpoint of the wheelbase. In any case, they shall not project beyond the maximum width of coachwork or terminate more than 50mm within the plan view of the adjacent coachwork;
- (k) save for an *Automobile* of the 1st Category, be fitted with a bulkhead constructed from a flame - and liquid-proof material. If the material is constructed from polycarbonate it shall be a minimum of 6mm thick. This bulkhead shall effectively seal the cockpit from the fuel tank and re-fuelling system.
- (l) be configured such that the sound emitted when measured 30m from the track edge does not exceed 95dB(A) unless event regulations set a lower limit;
- (m) be fitted with a steering wheel not incorporating any wood, unless such is the original component of the *Automobile*;
- (n) if fitted with any crankcase breather discharging to the atmosphere, each breather be vented into a catch tank of minimum capacity of two litres for engines up to 2000cc or three litres for over 2000cc. Regulations for competitions on unsealed surfaces may waive this requirement;
- (o) if fitted with any engine radiator coolant vent discharging to the atmosphere, each coolant vent be vented to a catch tank of a minimum capacity of one litre. Regulations for competitions on unsealed surfaces may waive this requirement;
- (p) if in a Multi-car event each forward facing lamp must not be red in colour, and each external forward-facing glass component, save for the windscreen, must have fitted an adhesive cover of a colour other than red to prevent the spillage of broken glass;
- (q) display a blue triangle of sides 150mm indicating the location of the battery. A battery fitted in the cockpit shall have an additional blue triangle not less than 60mm sides fitted on the cover of the battery or immediately adjacent to the battery if uncovered;

- (r) be fitted with a visible towing point (capable of accepting a 40mm OD cylindrical test object) fitted forward of the front axle and rearward of the rear axle and capable of towing the *Automobile* on a sealed surface with its wheels locked. Where a tow point is obscured, each tow point shall be marked with the word "TOW" of a contrasting colour marking the location of each tow point. A road registered series production *Automobile* fitted with any unmodified original equipment tow point shall be exempt from these requirements, save for the requirement to identify an obscured front and/or rear tow point; and
- (s) for each external door handle that is not easily distinguishable or visible from the surrounding bodywork, there shall be fitted an arrow, a minimum of 50mm long, yellow or red in contrasting colour to the bodywork and the word 'OPEN, LIFT, PUSH or PULL', whichever is appropriate, marking the location and operation of each door handle. The arrow marking the location shall be clearly visible on approach by an event official.

Notwithstanding the above requirements each *Automobile* registered for road use shall not be required to comply with the provisions of sub-sections (c), (e), (f), (h), (k), (n) and (o) of Schedule B when competing in Single- and/or Multi-car Speed Events.

2020 MOTORSPORT AUSTRALIA MANUAL

SPECIFICATIONS OF AUTOMOBILES

AUTO TEST

Group 4K – Khanacross Cars



motorsport.org.au

Modified Article	Date of Application	Date of Publication

APPLICATION: These Group 4K - Khanacross Cars regulations have been published to provide event organisers and those participating in Khanacross events the Technical Regulations which are to apply to all Khanacross vehicles as from the 01/01/2020. Prior to this date the event organiser may determine the eligibility of vehicles using these regulations OR as per the previous and existing Khanacross regulations.

1. VEHICLES

1.1 VEHICLE REQUIREMENTS:

Each vehicle must:

- (a) comply with Schedule A of the Motorsport Australia Manual;
- (b) have not more than two steered wheels, save for a production vehicle originally equipped with four-wheel steering;
- (c) have road wheels of not less than 10" nominal diameter;
- (d) carry competition numbers;
- (e) be fitted with an exhaust outlet/s in compliance with Schedule B of the Motorsport Australia Manual and be adequately muffled so as to limit noise emission to a maximum of 95 dB(A) when tested in accordance with Schedule B of the Motorsport Australia Manual;
- (f) conform to acceptable standards of condition and of presentation;
- (g) be fitted with a seatbelt or safety harness for each occupant, where applicable, in accordance with Schedule I of the Motorsport Australia Manual;
- (h) only use Commercial Fuel as permitted by Schedule G of the Motorsport Australia Manual. Khanacross events may further restrict the permitted fuel in accordance with Schedule G of the Motorsport Australia Manual; and
- (i) be fitted with brakes which operate on all 4 wheels.

1.2 ADDITIONAL REQUIREMENTS

- (a) A Safety Cage Structure is not compulsory for vehicles other than those outlined in Articles 3 and 4 of Group 4K when competing in a Khanacross. However, should a Safety Cage Structure be fitted to a vehicle, the structure must comply with Schedule J of the Motorsport Australia Manual.
- (b) For an event that is conducted on an unsealed surface, the event organisers may by a statement in the Supplementary Regulations restrict the types of tyre permitted for the event. The types of tyre which may be so prohibited include but are not limited to rally, winter tread, bar-tread, mud-and-snow, All Terrain (AT) and hand-cut patterns.

1.3 GROUP 4K CLASSES

The following are classes for Group 4K. Event organisers may determine alternate classes to suit the vehicles entered into an event, such as classes for front-wheel drive or rear wheel drive, and further split the classes for engine capacity, such as over 2000cc and under 2000cc.

A	0 - 1300cc	F	2WD Specials
B	1301cc to 1600cc	G	4WD Production Vehicles
C	1601 cc to 2000cc	H	SXS Vehicles

D	2001cc to 3000cc	MP	Modified 2WD & 4WD Production Vehicles
E	3001cc and over.		

- (i) **CLASS F:** 4K Specials
- (ii) **CLASS G:** Is for 4-Wheel Drive Production Vehicles
- (iii) **CLASS H:** Is for a vehicle defined as a SXS (Side x Side) within the Off Road Vehicles - Specific Requirements for Off Road Vehicles section of the Motorsport Australia Manual. A SXS vehicle that is in standard specification as produced by the manufacturer may enter a Khanacross event and compete in this specification. Any modification from the standard specification will require the vehicle to comply with each requirement of the Off Road Vehicles - Specific Requirements for Off Road Vehicles section of the Motorsport Australia Manual, including where relevant the safety cage requirements of Schedule J of the Motorsport Australia Manual.
- (iv) **CLASS MP:** Modified 4-Wheel Drive & 2-Wheel Drive Production Vehicles

2 PRODUCTION VEHICLE

2.1 CRITERIA:

A Production Vehicle is a road going vehicle, which may be two wheel or four-wheel drive, that has been produced by a manufacturer and sold to the general public through a recognised dealer network. A Production Vehicle may only be modified in accordance with the following conditions:

- (a) A vehicle may not be converted from front to rear wheel or two wheel to four wheel drive or vice versa.
- (b) The original bodysell and the original bodywork panels must be retained. The overall length and silhouette, when viewed from the side and from above, must not be less than the original except where a modification permitted affects the silhouette.
- (c) Each front door must remain operational with the original hinges and latch mechanism.
- (d) A bumper bar which is affixed by fasteners, and is independent to and not integrated with any other bodywork, such as front air dam, front guards and grill, may be removed.
- (e) Spoilers, air dams and wheel arch flares may be added.
- (f) Both driver and passenger front seats must remain in their standard position. It is permissible to remove the rear seats if required.
- (g) Front door trims must be fitted, which may be of an alternate rigid material. Other interior trim or carpet etc. may be removed.
- (h) Front headlights and rear taillights must remain in their standard location, although they do not need to function.
- (i) The handbrake may be modified, but must work equally on both rear wheels.
- (j) The original windscreen must be retained. Each other window may be replaced with an alternate polycarbonate material and fixed in place. Each replacement front side window must be removable without tools.
- (k) The engine and gearbox must be from the same manufacturer and have been available as an option in the model run of the vehicle.
- (l) Engine/transmission cooling systems are free provided they are:
 - (i) contained within the bodywork and may be fitted underneath the floorpan;
 - (ii) not fitted in the cockpit; and
 - (iii) fitted only with localised modifications by the removal of or replacement of material, such as engine radiator support panel, to facilitate a cooling system modification.

- (m) Suspension and steering components may be replaced with free components with the following conditions:
 - (i) Each component must maintain the principle and operation as per the original manufacturer's components.
 - (ii) The mounting points on the bodywork or chassis for each suspension and steering component must remain as standard.
 - (iii) Adjustment capabilities may be incorporated into replacement suspension or steering components. (i.e. adjustable spring platform on Macpherson Strut or coil over, adjustment in a lower control arm).
- (n) Upgrading of brake rotors and pads is permitted.
- (o) All wheels shall be fitted with tyres which:
 - (i) are pneumatic, containing gas only;
 - (ii) are in a safe condition;
 - (iii) are not fitted with any anti-skid attachments such as studs, chains etc.; and
 - (iv) for sealed surface events all treaded tyres are permitted including those listed in the Motorsport Australia Manual Schedule E Production Car Tyre List except for the following types of tyre which are not permitted:
 - (A) racing slicks;
 - (B) racing re-treads; and
 - (C) tyres marked "not for road use" or "racing purposes only"

3. MODIFIED PRODUCTION VEHICLES – CLASS MP

3.1 CRITERIA:

A Modified Production Vehicle (Class MP) is a vehicle that has been modified beyond the criteria of a Production Vehicle. The modifications permitted for a Production Vehicle are permitted for a Class MP vehicle. Additionally a Class MP vehicle must meet the following requirements:

- (a) All parts of the original body between and including the front firewall and rear most rear suspension mounting points must remain intact including roof, pillars, and floor pan.
- (b) Bodywork panels may be of a different material to the production part, except for the front doors which must comply with the Production Vehicle requirements, refer 2.1(d).
- (c) Any exposed metal brackets or bodywork components (chassis rails, bumper mounts etc.) which extended beyond the external bodywork remaining, be it modified or otherwise, or which may pose a hazard, to person or other objects, must be removed or covered with a suitable ridged material.

3.2 PERMITTED MODIFICATIONS

The following modifications are permitted for a Class MP vehicle beyond those permitted for a Production Vehicle:

- (a) Rear doors, boot panel, tailgate/hatch may be modified leaving only the outer skin permanently and securely affixed in place.
- (b) The bonnet or engine cover may be modified or replaced with an alternate solid material. All exposed rotating parts on the engine are to be fitted with a suitable guard to prevent contact by persons or other objects.
- (c) Front and rear bumper bars, included those integrated to other bodywork, may be removed in their entirety.
- (d) It is permitted to remove the windscreen in which case the vehicle must be fitted with a minimum of a Type 2 Safety Cage Structure complying with Motorsport Australia Manual, Schedule J.
- (e) Each other window may be removed in its entirety.

- (f) The engine and driveline are free in which case the following will apply:
 - (i) The floor pan and firewall may be modified to accommodate the replacement or relocation of engine or driveline components. Any material removed from the floor pan or firewall must be replaced with material of the same type and fixed in place.
 - (ii) The original chassis may be modified by the removal or replacement of material. Additional brackets/mounts may be added. In each case the integrity of the chassis must be maintained.
- (g) Each engine and driveline component must be suitably sealed from the cockpit.
- (h) Suspension and steering components may be modified by the removal of or by the addition of material including the mounting points on the bodywork, chassis. Suspension and steering components are otherwise free.
- (i) Brake components are free.

4. SPECIALS

4.1 CRITERIA FOR SPECIALS:

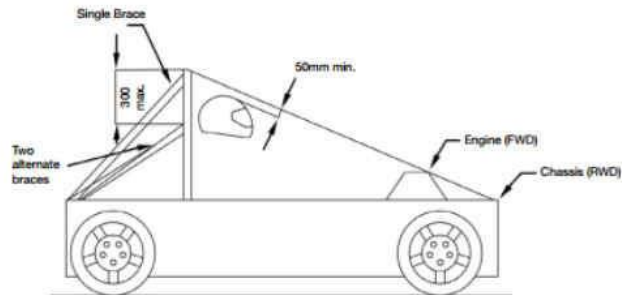
Purpose-built vehicles, which must:

- (a) have a wheel base not less than 1800mm;
- (b) be of sound and solid construction;
- (c) be fitted with some form of protection between the engine and driver's compartment suitable and sufficient to prevent the passage of flame;
- (d) be fitted with a solid and rigidly attached floor, and covers of solid material which effectively separate the passenger compartment from the exhaust system, the transmission shaft/s and joints, the brakes, the road wheels and their attachments and linkages;
- (e) have sides on the passenger compartment extending at least from the toe-board to the rear of the seat/s, contiguous with the floor throughout their length, of a height not less than 150mm above all parts of the uncompressed seat cushion/s;
- (f) be fitted with a securely attached driver's seat;
- (g) be fitted with a fuel tank safely and securely installed;
- (h) have any battery safely and securely installed;
- (i) have all brake, fuel and electrical lines securely mounted;
- (j) not have any open carburettor intake/s intruding into the passenger compartment. The use of flame-retardant air cleaner/s is recommended;
- (k) have mudguards (if fitted) securely mounted;
- (l) not have any form of electronically-controlled traction, braking or suspension control aids.

4.2 SAFETY CAGE STRUCTURE

- (a) Specials must be fitted with a Safety Cage Structure complying with Schedule J of the Motorsport Australia Manual and the following:
 - (i) The minimum requirement is for a Type 2 Safety Cage Structure.
 - (ii) A minimum of 50mm clearance is to be maintained above the driver's helmet (for all drivers of the vehicle) when measured perpendicular to a line drawn from the top of the main roll bar to the top of the engine (not including peripherals such as carburettors) or alternatively the chassis at the front of the vehicle. Refer Diagram 1.
 - (iii) The Safety Cage Structure must be mounted to the vehicle in accordance with Article 18 of Schedule J.

DIAGRAM 1.



4.3 MINI MOKES

Mini Mokes must be fitted with a Safety Cage Structure which complies as a Type 2 in accordance with Schedule J of the Motorsport Australia Manual.

2021 MOTORSPORT AUSTRALIA MANUAL

AUTO TEST

National Khanacross Standing Regulations



motorsport.org.au

Modified Article	Date of Application	Date of Publication
1. 'Appendix' changed to 'Attachment'	1/1/2021	1/1/2021

A KHANACROSS EVENT IS AN INTRODUCTORY LEVEL AUTOTEST EVENT. THEY OFFER Motorsport Australia CLUBS AND COMPETITORS THE OPPORTUNITY TO CONDUCT AND TAKE PART IN AUTOTEST LEVEL EVENTS IN WHICH THE ESSENTIAL SKILLS OF CAR CONTROL AND JUDGEMENT MAY BE PRACTISED UNDER CONTROLLED CONDITIONS.

1. GENERAL

- (a) The National Khanacross Standing Regulations (NKSR) shall apply to each Khanacross event.
- (b) Attachment A of the NKSR shall apply to the Australian Khanacross Championship and to a State Khanacross Championships or Series in conjunction with the relevant State Khanacross Appendices.
- (c) The Supplementary Regulations for a Khanacross event must refer to the NKSR.

2. DEFINITIONS – KHANACROSS

2.1 KHANACROSS

As defined in the National Competition Rules.

2.2 AUSTRALIAN KHANACROSS CHAMPIONSHIP

The competition to determine the Australian Khanacross Champion, which shall be conducted as a single event each year.

2.3 COURSE

An individual path, as set by the organisers, which a driver is required to complete, as a test, in the prescribed manner.

2.4 JUNIOR

A Competitor who is not less than 12 years of age and who is less than 18 years of age on the day of the event.

3. THE COMPETITION

The object of a Khanacross competition is for each driver to complete each test, of the program of the event, in the prescribed manner, in the shortest possible time, without incurring penalties.

4. EVENT PROGRAM

- (a) Not fewer than four tests must be completed for the event to be valid.
- (b) The running order of all Competitors through all tests must be rotated on a system defined in the event regulations based on the number of Competitors and the number of courses, however no split is to be made within a class. Classes are recommended as an appropriate group for such rotation.
- (c) The ballot for competition numbers must be conducted within each class and those classes must be based on the vehicles, not on the drivers.

5. VEHICLE REQUIREMENTS

5.1 GENERAL REQUIREMENTS

- (a) Each vehicle must comply with Schedule A of the Motorsport Australia Manual and with the Group 4K Regulations.
- (b) Be fitted with a fire extinguisher, compliant with the requirements of a Hand-Held Extinguisher within Schedule H of the Motorsport Australia Manual. (Minimum 900g Capacity AS 1841)
- (c) The Clerk of the Course must rule on the acceptability of any vehicle to compete in the event and on the class in which it shall compete.

5.2 REPLACEMENT VEHICLE

- (a) A driver whose vehicle has broken down may use a replacement vehicle, provided the consent of the Clerk of the Course has first been obtained. The replacement vehicle must undergo scrutiny and should be in the same class as the original vehicle.
- (b) If a vehicle breaks down and can be repaired, the Clerk of the Course may give consent to the competitor to compete the remaining courses out of running order to the rest of the field. In making that decision, the Clerk of the Course must consider maintaining the fairness of the competition. Factors such as changing weather conditions and the event program should be considered. Generally, courses should not be held open after the other competitors have completed that course. Depending on the nature of the repairs, the vehicle may have to be represented for scrutiny. No protest shall be accepted against a decision of the Clerk of the Course in this matter.

5.3 SCRUTINY

- (a) Each competing vehicle must be presented for scrutiny, in an acceptable standard of presentation and condition, before the start of an event.
- (b) Vehicle scrutiny checks shall include the following as a minimum:
 - (i) general occupant safety;
 - (ii) steering;
 - (iii) brake system;
 - (iv) seat belt/safety harness;
 - (v) seat/s;
 - (vi) condition of wheels/tyres; and
 - (vii) security of objects in the cabin.

6. CLASSES

6.1 CLASSES

- (a) For Club, Multi-Club and non - Championship or Series events competing vehicles may be divided into 'production' and 'specials' classes and may be further subdivided by such criteria as the engine capacity of the vehicle, drive arrangement or tyre type such as the use of rally, All-Terrain, Mud and Snow or radial road tyres. Classes for each Khanacross event must be detailed in the event regulations. Alternatively, the classes established for the AKC may be used at any Khanacross event.
- (b) Classes for production two-wheel drive vehicles must be subdivided on the basis of the engine specification and/or capacity.
- (c) A class may be provided for production four-wheel drive vehicles, which must be driven in the four-wheel drive mode throughout the competition. This class may be further divided.
- (d) A class for Specials must only contain two-wheel drive vehicles. 4 Wheel Drive Specials are prohibited.
- (e) The multiplication factors for supercharged and rotary engines are as per Classification of Automobiles of the Motorsport Australia Manual.

7. ENTRIES

7.1 ENTRY CONDITIONS

- (a) Each driver in a Khanacross event must hold at least a current Motorsport Australia Speed or Junior Speed licence. For Competitor licence requirements refer to the General Regulations of the Motorsport Australia Manual.
- (b) Each driver is allowed only one entry.
- (c) Entries must be accepted in accordance with the NCR.
- (d) The standard entry form must be used whenever practicable.

8. DRIVERS

8.1 CONDITIONS

- (a) Each driver must, while competing, wear at least a lap sash seat belt (Type C), in compliance with Schedule I of the Motorsport Australia Manual.
- (b) Each driver must wear a helmet in compliance with the requirements for a Khanacross in Schedule D of the Motorsport Australia Manual.
- (c) Each Driver must wear apparel in compliance with the requirements for a Khanacross in Schedule D of the Motorsport Australia Manual.
- (d) Each driver of a vehicle to which no windscreen is fitted must wear adequate eye protection in accordance with the requirements for Goggles or Visor in Schedule D of the Motorsport Australia Manual.
- (e) The minimum age for a driver in a Khanacross competition is 12 years.
- (f) The Clerk of the Course must ensure that each Driver maintains control of their vehicle. The Clerk of the Course may cease the competition of a competitor who is not driving in a controlled manner.

9. EVENT PROCEDURE

9.1 COURSE DIAGRAM

Event organisers may provide a diagram of each course for inspection by drivers prior to each run.

9.2 CONVOY RUN

A convoy run may be held before the start of competition on that course to permit each Competitor to familiarise themselves with the course. If a convoy run is held it will be led by the Clerk of the Course or their nominee and will not exceed 20 km/h. Competitors will follow the lead car. Other Competitors may be carried as passengers during the convoy run, provided the vehicle provides proper accommodation for such passengers.

NOTE: It is each Competitor's responsibility to participate in the convoy run. Missing the convoy run is not justification for the granting of a re-run.

9.3 COURSE/TEST COMPLETION

- (a) A vehicle must complete the full distance of each course/test and must do so under its own power.
- (b) A vehicle may retrace an incorrect path taken in completing the required course/in which case the attempt shall be accepted as valid.

9.4 MOVEMENT OF VEHICLES BETWEEN EACH COURSE/TEST AND PIT AREA

A speed limit of 10 km/h must apply in the pit area and when proceeding between each course/test. Failure of a driver to respect this limit may lead to exclusion from any further competition on the day. The imposition of this penalty will be at the discretion of the Clerk of the Course.

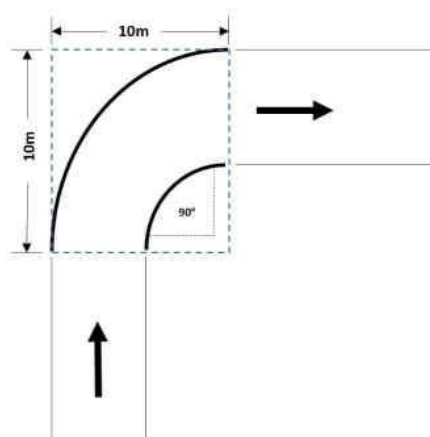
10. EVENT LAYOUT

10.1 COURSE

Each Course must not exceed 2km in length. No straight section of the course may exceed 100 metres in length without a turn of 90° or more, otherwise there must be a course garage, in which each competing vehicle must stop, before continuing the course. The 90° turn must pass through an established area of a maximum

of 10m x 10m (refer diagram 1). The Competitor should not normally be required to reverse while competing, at the Clerk of the Course's discretion. Markers shall clearly define the correct course to be taken.

DIAGRAM 1



- (a) Courses must be designed to ensure that competing vehicles do not exceed 100km/h at any time during the tests and that the risk generated by vehicle speed is acceptable given the circumstances of the event.
- (b) The course shall be denoted by suitable markers or arrows. These should be placed so that they are easily seen by Competitors, especially if the event is to be run at night. All arrows should be placed approximately 1.2 metres above the ground.
- (c) Each course may be used as a test more than once and in each direction during an event.
- (d) Bunting, if used, should not be affixed to course markers.

11. GARAGES

11.1 START/FINISH GARAGES

- (a) The Start/Finish garages may be the same garage or two separate garages. In either case each garage shall be four metres wide and 10 metres long. All starts will be standing starts and all finishes shall be within the finish garage.
- (b) All garages will have a minimum of eight flags or other suitable markers.
- (c) The finish line shall extend across the front of the finish garage of each course and shall extend four metres either side.

11.2 COURSE GARAGE

- (a) Course garage/s of four metres wide and 10 metres long may be placed in the course and each Competitor is required to stop in each garage.
- (b) A penalty, as per Article 15.2, will be applied if the Competitor does not stop.

12. METHOD OF SCORING

12.1 PLACINGS AND PENALTIES

- (a) Placings must be decided on the aggregate of elapsed times on the tests completed, plus any penalties. The winner/s must be the driver/s having the lowest aggregate, including any penalties, at the completion of the event. In the case of equal scores, the tied Competitors must be declared joint winners.

- (b) If any error is detected in timing equipment or timing method, which gives reason to doubt the validity of Competitors' times in a test, the requirements of Article 14 will apply.
- (c) If the primary system of timing should fail to record a Competitor's time, then the Competitor must be offered the choice of a re-run or the average of the manual back-up times used. If any penalty was incurred on the initial run, then only the manual back-up times can be offered.

13. METHOD OF TIMING

13.1 TIMING

- (a) Timing must be to .01 of a second and recorded in writing.
- (b) If manual timing is used, it must be conducted using two manually operated stopwatches each operated by a different official. The two times must be recorded, and the average of those times shall be the Competitor's elapsed time for the test. Should one of the manual times be judged inaccurate then the Clerk of the Course shall consider whether a re-run is justified or whether the other time alone should be offered or enforced in order to obtain a fair result in the competition. In this regard the Clerk of the Course is entitled to consider the one accurate time recorded as the manual back-up time when enforcing Article 14.1(c).
- (c) When automatic timing is used at least two manually-operated stopwatches must be used as back-up. All the times so determined must be recorded separately and must be used if failure of the automatic equipment occurs, so that the event can continue.
 - (i) Should it be necessary to use back-up timing then the average of the two recorded back-up times shall be used.
- (d) The elapsed time for each driver who completes the test must be recorded. Any penalty/ies incurred must be recorded separately. A driver's time card must be issued to each driver and have the time and penalties recorded on it at each test.
- (e) Timing must commence when the leading point of the car crosses the designated start line and must cease when the leading point of the car crosses the designated finish line. The designated finish line must be not less than 500mm and not more than one metre behind the front of the finish garage.

14. RE-RUNS

14.1 PROCEDURE FOR RE-RUNS

- (a) Re-runs of a test, whether for an individual or for the whole field, are to be avoided unless that re-run is the only means of ensuring a fair result for all concerned.
- (b) Individual re-runs may be authorised only by the Clerk of the Course whose decision shall be based on the degree of control the driver could reasonably be expected to have over the circumstances which support the Competitor's claim for a re-run (e.g. a dog on the test area). The Clerk of the Course must ensure that the time-keeper and other officials of the test concerned are notified of any authorised re-run.
- (c) Should a timing equipment malfunction be discovered during a driver's attempt at a test the driver should be allowed to complete the test, then action taken as provided for in Article 13.1(c).
- (d) Should difficulty be encountered with either automatic or manual timing equipment, correct operation should be verified without repeated attempts being made by the competing driver/s. If necessary, a non-competing driver shall be used to check the operation of equipment.
- (e) Each driver must be advised as soon as possible if any error is detected in timing equipment or timing method which gives reason to doubt the validity of the field's times in a test. In such a case, the Clerk of the Course will decide whether:
 - (i) the test concerned will be abandoned, providing that the program will still then contain at least the requisite minimum number of tests; or
 - (ii) the original test will be re-run with restored or alternative equipment; or
 - (iii) the test will revert to manual timing for all Competitors as provided for in Article 13.1.

15. PENALTIES

15.1 PENALTIES

There base penalties applicable to each test, which then become the time recorded for the penalised driver in lieu of that which was recorded, are:

- (a) **Plus five (5) seconds** which means that five seconds must be added to the time recorded by that driver on that test for each infringement.
- (b) **Slowest time plus five (5) seconds** which must be calculated in accordance with the following:
 - (i) Adding five seconds to the slowest time recorded by a driver who completed that test correctly and without a penalty being applied; or
 - (ii) Where the slowest time plus five seconds exceeds double the fastest time recorded by a driver who completed that test correctly and without a penalty being applied, the penalty time to be applied will be double the fastest time.
- (c) **Slowest time plus ten (10) seconds** which must be calculated in accordance with the following:

15.2 APPLICATION OF PENALTIES

The application of penalties must be as follows for each infringement:

	Penalty Condition	Penalty Applied
(i)	Wrong direction	Slowest time plus five (5) seconds
(ii)	Any other action that can be deemed as incorrectly completing that course (such as reversing after exceed the limits of a garage)	Slowest time plus five (5) seconds
(iii)	Failure to complete a test	Slowest time plus five (5) seconds
(iv)	Running out of order (without the prior approval of the Clerk of the Course)	Slowest time plus five (5) seconds
(v)	Failing to stop completely within a mid-course garage	Slowest time plus five (5) seconds
(vi)	Failing to stop completely at the finish of a test	Slowest time plus five (5) seconds
(vii)	Finish a test with the car stopped but completely outside the garage	Slowest time plus five (5) seconds
(viii)	Finishing a test with part of the car outside the garage boundaries (plus the penalty for striking any flag/marker)	Plus five (5) seconds plus any flag/marker strike
(ix)	Striking a course flag/marker (including garage boundary flag/marker)	Plus five (5) seconds per flag/marker
(x)	Failure to attempt a test	Slowest time plus ten (10) seconds

NOTES:

- (a) In the situation referred to in Article 15.2 (d) (ix) – *Striking a course flag/marker*, the Judge of Fact for that test must rule whether penalty 15.2(d) (i) – *Striking a course flag/marker*, or penalty 15.2(d) (ii) – *incorrect completing that course*, is the appropriate penalty.
- (b) Prior to a driver being issued a penalty under Article 15.2 (x) – *Failure to attempt a course*, the event officials must make full effort to call them to the starting line. The officials may discharge this responsibility by calling the driver twice by competition number and name throughout the pit area/s. A driver who, having presented themselves at a course fails to start his competition run at that course within one minute of being requested to do so by the timekeeper or their assistant, shall be deemed to have failed to attempt the course.
- (iii) A penalty of exclusion may also be imposed for infringements of the NKSr and for other offences prescribed by the NCR.

16. DUTIES OF OFFICIALS

16.1 CLERK OF THE COURSE

There must be one Clerk of the Course of the event, who will be held ultimately responsible for the conduct of the event. Their duties are defined in the NCR. They may have Deputy Clerk/s of the Course for the discharge of their duties. In particular the Clerk of the Course;

- (a) must act as controller of the functions of all officials of the event and shall co-ordinate their activities;
- (b) shall be responsible for decisions concerning the running of the competition, particularly those relating to safety, eligibility, timing and interpretation of the Standing Regulations;
- (c) shall give rulings on re-runs and on changes of vehicles;
- (d) shall complete and provide to Motorsport Australia report dealing with any reportable matters arising from the Event;
- (e) must prepare a written report containing the information necessary for the Stewards of the Event to prepare their reports;
- (f) must ensure that all officials are fully briefed on their duties and on the use of equipment in their charge and on all the regulations relevant to the tests over which they have control; and
- (g) must also ensure that all tests are laid out in the correct manner and to the requisite dimensions, and that no natural or artificial features create a hazard to Competitors, officials or spectators.

16.2 TEST OFFICIALS

- (a) In Championship events, for each test there shall be at least one principal timekeeper (two when manual timing is being used), and two back-up timekeepers.
- (b) These officials may also act as starters, recorder and Judges of Fact for that test. Their duties shall include being conversant with the Standing Regulations particularly those regulations dealing with the method of timing, Article 15, and with penalties Article 16.
- (c) They shall also be conversant with NCR (Duties of the Chief Timekeeper and Duties of a Judge of Fact).

16.3 OBSERVERS

- (a) In each test which requires the entry into a garage by a vehicle, observers must ensure that the vehicle is fully garaged, and that any penalty is applied fairly.
- (b) A garage observer must be placed on the projection of a line drawn across the front of each such garage, to enable observation of any incomplete garage entry.
- (c) Other observers may be appointed by the Clerk of the Course. All observers shall be a Judge of Fact as referred to in the NCR.

16.4 SAFETY

- (a) Each Official must ensure that they are in safe positions while the event is in progress, especially near the finish garage.
- (b) For each venue, layout and surface, consideration shall be given to the risk presented by the proximity to the course of areas/enclosures for paddock, pit/s and/or spectators and controls and/or protection systems must be introduced to reduce the risk to these areas and persons to an acceptable level.
- (c) Other safety requirements, such as an area for refuelling, are also to be considered.

16.5 CLUB & MULTI-CLUB EVENTS

- (a) For Club and Multi-Club Khanacross, the Clerk of the Course is an Essential Official. In addition, an Assistant Clerk of the Course may be appointed to a Club or Multi-Club Khanacross. Either the Clerk of the Course or the Assistant Clerk of the Course must of necessity always be on duty or during such time the acting Clerk of the Course must be clearly and readily identifiable.
- (b) The duties of the Secretary of the Event, Chief Timekeeper and Chief Scrutineer may be discharged by the Clerk of the Course or by another suitably qualified Official. While these duties are being discharged by such alternate Official, a Clerk of the Course and his Assistant (where an Assistant Clerk of the Course has been appointed), the Secretary of the Event, the Chief Timekeeper and the Chief Scrutineer may compete at the Event.

- (c) Any matter arising from the Event which requires action by the Stewards shall be referred to a stewards' hearing which shall be organised by Motorsport Australia which shall have the standing of a hearing by Stewards of the Event.

16.6 STATE AND NATIONAL EVENTS

At a State or National Championship Khanacross, Essential Officials shall be appointed in full accord with the NCR.

17. PASSENGERS

17.1 PASSENGERS IN VEHICLES

- (a) A passenger may be carried in a vehicle while competing in a Khanacross except:
 - (i) In the Australian Khanacross Championship; and
 - (ii) Where prohibited in the Supplementary Regulations.
- (b) An inexperienced driver (either junior or an adult), may carry an experienced passenger, or an experienced driver may carry a junior or inexperienced adult passenger for the purpose of instruction and guidance in State, Multi-Club or Club level events under the following conditions:
 - (i) A request is lodged with and approved by the Clerk of the Course;
 - (ii) The suitability of the passenger or the experienced driver is at the discretion of the Clerk of the Course;
 - (iii) Each passenger shall complete the Motorsport Australia "Passenger Entry Form" before any test;
 - (iv) Any driver carrying a passenger during competition is not eligible to score points in a State Khanacross Championship event;
 - (v) Only one passenger is permitted in the vehicle with the driver at any time during a test; and
 - (vi) Times achieved by a driver with a passenger shall not be used as a basis for the application of penalties to other drivers.
 - (vii) Each passenger shall comply with the apparel and safety requirements for the competition during any attempt at a test.

18. SPECTATORS

18.1 SPECTATOR SAFETY

- (a) It is the responsibility of the Clerk of the Course to ensure that all spectators and Competitors are restricted to safe areas. To this objective, marshals should be appointed.
- (b) Only appointed officials, persons authorised by the Clerk of the Course and Competitors shall be allowed in the competition area.
- (c) Spectators should be excluded from the pit area and, if possible, the area should be supervised by a permanently appointed pit area marshal and assistant/s.
- (d) Animals must not be admitted to the competition or pit areas.

19. SAFETY EQUIPMENT

- (a) The Clerk of the Course must ensure that each event is prepared, organised and staffed to ensure the safety of the event. Consideration should be given to the access to the event venue by emergency services and any heightened fire risk (i.e. dry grass).
- (b) For each Khanacross event there shall be:
 - (i) A minimum of a basic first aid kit;
 - (ii) A minimum of a 9kg (or two 4.5kg) ABE powder fire extinguisher complying with Australian Standard AS 1841.5.

20. RESULTS

20.1 PROTOCOL

- (a) Within 120 hours of the completion of the event a dated list of the provisional results must be supplied to:
 - (i) Motorsport Australia
 - (ii) the Stewards
 - (iii) each Competitor
- (b) The results sheet should be in a format which shows the following details:
 - (i) driver and driver's home state and, if possible, club
 - (ii) Competitor number
 - (iii) make and/or model of vehicle
 - (iv) class
 - (v) name of each test
 - (vi) performance of each Competitor in each test by time, including any penalty; and
 - (vii) placings - general classification.
- (c) Uniform markings should be used to indicate and identify penalties, e.g.: 1F, 2F etc. Hit Marker, WD, Incorrect Method, DNS (Did Not Start), DNF (Did Not Finish), NFG (Not Fully Garaged).
- (d) In a State Championship event, a list of all championship point scores should be shown separately.
- (e) To be classified as a finisher in an event, a Competitor must attempt at least 50% of the courses conducted in that event.

21. PROTESTS

Any protest must be in accordance with Part XII and Appendix R of the NCR.

22. PRIZES

The event awards shall be presented as specified in the supplementary regulations for each event. For Australian Khanacross Championship awards see Appendix A.

Attachment A

1. AUSTRALIAN KHANACROSS CHAMPIONSHIP

1.1 CONDITIONS

- (a) The Australian Khanacross Championship must consist only of courses created within the constraints of NKSR Article 11. Event Layout
- (b) motorsport Australia-approved Supplementary Regulations must be available to the State offices of motorsport Australia, to all member clubs and to Competitors at least eight weeks before the event. The regulations must satisfy the requirements of the NCR.
- (c) The Australian Khanacross Championship may be conducted on a sealed or unsealed surface.
- (d) The diagrams and procedures of the course/s to be attempted should be included in the official program for distribution to each Competitor.
- (e) Not more than four drivers may be entered to drive the same vehicle. At the Clerk of the Course's discretion this number may be extended for a family unit.
- (f) The event must not include any class for novice drivers. It may include classes for junior and lady drivers. To be eligible to compete in any class for juniors, drivers must be less than 18 years of age on the day of the event. Driver categories are not mandatory, and the entrant may choose not to be included in those categories. Classes for Specials and Production vehicles must be provided, with application of the conditions of Article 2 Classes.

- (g) Awards must be presented to the drivers who fill the first six places in the general classification and to first, second and third in each class (subject to more than six entries in the class). Other awards may be made at the discretion of the organisers.

1.2 Australian Khanacross Rotation Schedule

- (a) 2018 South Australia
- (b) 2019 New South Wales
- (c) 2020 Tasmania
- (d) 2021 Queensland
- (e) 2022 Victoria or WA

2. CLASSES

Although the Australian Khanacross Championship is an outright event, a competition to determine various class winners may be conducted within that event.

2.1 Classes for the AKC:

- (a) The following table details the classes for the AKC:

A	0 - 1300cc	F	2WD Specials
B	1301cc to 1600cc	G	4WD Production Vehicles
C	1601cc to 2000cc	H	SXS Vehicles
D	2001cc to 3000cc	MP	Modified 2WD & 4WD Production Vehicles
E	3001cc and over.		

NOTE:

- (i) CLASS F, is for 4H & 2-Wheel Drive 4K Vehicles (2WD Motorkhana and Khanacross Specials)
- (ii) CLASS G, is for 4-Wheel Drive Production Vehicles.
- (iii) CLASS H is for a vehicle defined as a SXS (Side x Side) within the Off Road Vehicles - Specific Requirements for Off Road Vehicles section of the Motorsport Australia Manual. A SXS vehicle that is in standard specification as produced by the manufacturer may enter a Khanacross event and compete in this specification. Any modification from the standard specification will require the vehicle to comply with each requirement of the Off Road Vehicles - Specific Requirements for Off Road Vehicles section of the Motorsport Australia Manual, including where relevant the safety cage requirements of Schedule J of the Motorsport Australia Manual.
- (iv) CLASS MP: Modified 4-Wheel Drive & 2-Wheel Drive Production Vehicles

Attachment 2 – Statutory Assessment

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

Clause	Provision	Proposal	Assessment
Deemed Provisions – Clause 67(2) of Regulations			
A	Aims and provisions of LPS6		
	Part 2 – Reserves		
	2.3: Use & Development of Local Reserves 2.3.1: A person must not commence or carry out development on a Local Reserve without first obtaining development approval. 2.3.2: In determining an application, LG to have due regard for matters set out in cl. 67 and ultimate purpose intended for the Reserve.	Club level motorsports, including 2 khanacross tracks to conducts 6 events annually.	Development application submitted. Ultimate purpose of the Reserve is for Parkes and Recreation. Use defined as Recreation – Private, which is consistent with the purpose of the Reserve. Cl. 67 matters considered as outlined in this assessment.
	Part 3 – Zones & Use of Land		
	3.2: Objectives of the zone Rural: To provide for horticulture, extensive and intensive agriculture, agroforestry, local services and industries, extractive industries and tourist uses which ensure the conservation of landscape qualities	Club level motorsports, including 2 khanacross tracks to conducts 6 events annually.	Development is utilising an existing area within the Northam Racecourse. No impacts on landscape qualities. Development may be consistent with the zone objectives.

Clause	Provision	Proposal	Assessment
	in accordance with the capability of the land.		
	3.3: Zoning Table Recreation – Private ‘A’	Club level motorsports, including 2 khanacross tracks to conducts 6 events annually.	Development is best defined as Recreation – Private and has been advertised.
	Part 4 – General Development Guidelines		
	4.13: Car parking 4.13.1: A person shall not develop or use land or erect, use or adapt any building unless a suitable number of car parking spaces is provided on site in accordance with Table 3.	6 events per annum for up to 60 competitors.	Land use is not listed in Table 3. Closest land use is Recreation Active, which requires 1 per 4 persons accommodated equalling 15 spaces. The existing car parking at the Northam Racecourse is sufficient.
B	Requirements of orderly and proper planning, including any proposed scheme amendment or LPP seriously being entertained.	Club level motorsports, including 2 khanacross tracks to conducts 6 events annually.	Development application submitted. There are no amendments or LPPs applicable to the land or proposal.
D	Any environmental protection policy (s.31 (d) of EPA Act 1986) – Guidance for Assessment of Environmental Factors: Separation Distances between Industrial & Sensitive Land Uses (2005) Raceways for motor vehicles: speedways & drag strips – as determined by LG; potential impacts noise and dust.	Club level motorsports, including 2 khanacross tracks to conducts 6 events annually.	Policy does not apply to proposal but has been used as guidance to identify potential impacts. Noise and dust have been considered in the assessment of this application.

Clause	Provision	Proposal	Assessment
FA	Any local planning strategy – Northam LPS	Club level motorsport events x 6 per year	The LPS identifies the area continuing as a recreation precinct together with rural living and light and service industrial opportunities. The intermittent use of the racecourse for low level motorsport activities is not inconsistent with the strategic direction for the locality.
G	Any local planning policies		
	LPP20 – Advertising of Planning Proposals Level 3 advertising adopted	Club level motorsports, including 2 khanacross tracks to conducts 6 events annually.	Application was advertising to the community on the Shire's website together with letters being sent to all landowners within a 1km radius of the site.
I	Any report of review – LPS6 Report of Review	Club level motorsports, including 2 khanacross tracks to conducts 6 events annually.	The Report does not affect the proposal.
J	In the case of reserved land, the objectives for the reserve and any additional/permitted uses	Club level motorsports, including 2 khanacross tracks to conducts 6 events annually.	The purpose of the reserve is for Parks and Recreation. The proposed use is consistent with the purpose of the reserve.
N	Amenity of the locality, including environmental impacts, character and social impacts.	Club level motorsports, including 2 khanacross tracks to conducts 6 events annually.	The main impacts identified in the assessment are noise and dust, which can be managed through conditions of approval and compliance monitoring. Refer also to the Officer's comments regarding noise and dust emissions.

Clause	Provision	Proposal	Assessment
O	Likely effect on the natural environment or water resources and means to mitigate.	Minor works are required to establish the track.	Stormwater runoff to be managed together with dust suppression. Conditions of approval are appropriate to manage the impacts.
S	Adequacy of proposed means of access and egress; arrangements for loading, unloading, manoeuvring and parking	Utilising of the inside of the racecourse for club motorsports.	The existing racecourse facilities are suitable for the proposed use.
T	Amount of traffic likely to be generated in relation to capacity of road system and probable effect on traffic flow and safety	Utilising of the inside of the racecourse for club motorsports.	The proposed use will generate less than the use of the existing racecourse. No impacts identified subject to the vehicles and any trailers entering and exiting the site in a forward direction.
U	Availability and adequacy of – public transport; public utilities; waste management; access for pedestrians and cyclists (end of trip storage and facilities); access by older people and disabled people	Utilising of the inside of the racecourse for club motorsports.	The existing racecourse facilities are suitable for the proposed use.
V	Potential loss of any community service or benefit other than loss from economic competition	6 motorsport events annually	No impacts on any community services identified.
W	History of the site where development is located	Utilising of the inside of the racecourse for club motorsports.	The proposed use is subordinate to the predominate use of the site as the Northam racecourse.
X	Impact on the community as a whole notwithstanding impacts on particular individuals	6 club level motorsport events	The provision of a low level, safe environment to conduct motorsports

Clause	Provision	Proposal	Assessment
			may have a positive impact on the community.
Y	Any submissions received	6 club level motorsport events with up to 60 competitors per event	One submission has been received objecting to the proposal. Refer to the Schedule of Submissions.

Attachment 3 – Noise Testing

RECORDED SOUND TESTING LOG

VENUE: Northam Race Course

DATE: 20/3/2022

TEMPERATURE: 25.6°C

TIME: 9.50 – 10.45am

WIND DIRECTION: SSE

WIND SPEED: 9km/h

TESTER: Alan Makin - 0407 741 353

SOUND METER:

Manufacturer: Digitech

Model No: QM1592

Serial No: 09101918

Settings: DB(a)

Range: 50-100

Reading Speed: Fast

Calibrated to: 94.5DB(a)

20M TRACK SIDE

VEHICLE	RUN 1 CW	RUN 2 ACW	RUN CW
A	86.3	90.8	89.7
B	71.8	64.2	65.2
C	83.9	82.7	84.7

This test was done beside the track with cars at full acceleration. With the Clock wise run the vehicle exhaust was facing the sound meter at 20m. The ambient noise before the vehicles ran was 56.2DB(a). I have included a video clip of the sound test to show it at its high sound level.

GRANDSTAND

VEHICLE	RUN 1 CW	RUN 2 ACW
A	54.9	55.0
B	49.3	49.9
C	56.4	57.1

This test was done 20m north of the grandstand with a direct line of sight to the track. The ambient noise before the vehicles ran was 49.3DB(a).

CARAVAN PARK

This test was performed on the gravel shoulder in front of the caravan park. The ambient noise before the vehicles ran was 54.6DB(a). None of the cars had a reading above the ambient noise and could only hear one of the vehicles at one part of the track. I have included a video of two cars heading down the hill on Yilgarn Ave passing the caravan park to give a comparison of the sound levels.



Attachment 4 – Schedule of Submissions

Proposed Khanacross, 175 Yilgarn Ave, Malabaine

No.	Summary of Submission	Officers Comment
1	<ul style="list-style-type: none">• Caravan Park is located directly opposite the racecourse.• We have elderly permanent residents living in the park and feel that this venture would impact our business due to noise and dust ramifications.• Having watched numerous videos on this sport whilst investigating potential impacts, noise and dust would likely be a problem with our tenants.• Tenants expect a quiet peaceful retirement and this activity would not be congenial to our aims in make life here as peaceful as possible.	<ul style="list-style-type: none">• Noise measurements undertaken by Applicant indicated that it is unlikely that the vehicles would be heard in the caravan park above the existing traffic.• Vehicles will be vetted prior to be permitted to race in accordance with relevant standards.• Noise monitoring and complaint measures will be recommended as a condition of approval.• Dust suppression measures will be recommended as a condition of approval.

13.4 CORPORATE SERVICES

13.4.1 Accounts & Statements of Accounts 1 June 2022 to 30 June 2022

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

BRIEF

For Council to receive the accounts for the period from 1 June 2022 to 30 June 2022.

ATTACHMENTS

Attachment 1: Accounts & Statements of Accounts – June 2022.
Attachment 2: Declaration.

A. BACKGROUND / DETAILS

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

Pursuant to Financial Management Regulation 13, a list of payments made from Municipal and Trust accounts is required to be presented to Council on a periodical basis. These details are included as Attachment 1. In accordance with Financial Management Regulation 12, the Chief Executive Officer has delegated authority to make these payments.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 12: Excellence in organisational performance and customer service.

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

B.2 Financial / Resource Implications

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

B.3 Legislative Compliance

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

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

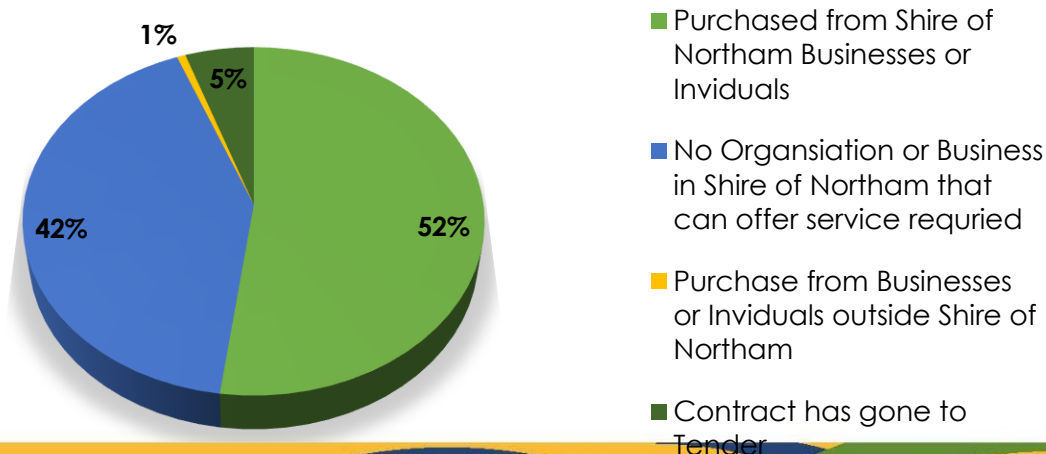
Not applicable.

B.6 Risk Implications

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

C. OFFICER'S COMMENT

The matter of Council 'supporting local business' has been raised over a long period. To assist in providing a greater understanding of the purchasing patterns of the Shire of Northam, the following graph summarises the payments made locally for the month of June 2022;



RECOMMENDATION / COUNCIL DECISION

Minute No: C.4508

Moved: Cr Ryan

Seconded: Cr Appleton

That Council receive the payments for the period 1 June 2022 to 30 June 2022, as listed:

- **Municipal Fund payment cheque numbers 35499 to 35508 Total \$61,146.72.**
- **Municipal Fund EFT43819 to EFT44133 Total \$1,753,215.24.**
- **Direct Debits Total \$87,151.33.**
- **Payroll Total \$457,291.29.**

TOTAL: \$2,358,804.58

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

CARRIED 7/0

The Manager Planning and Environment left the meeting at 6:10pm.

Attachment 1 – Accounts & Statement of Accounts – June 2022

Date: 30/06/2022
Time: 4:48:04PM

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
35499	09/06/2022	WATER CORPORATION	9007909760 RECREATION PRECINCT - 10/03/2022 to 18/05/2022	1		29,448.45
INV 9011154703/05/2022		WATER CORPORATION	9011154743 COMMONAGE - 01/03/2022 to 01/05/2022		994.65	
INV 9007908017/05/2022		WATER CORPORATION	9007908071 OLD GIRLS SCHOOL - 10/03/2022 to 15/05/2022		72.09	
INV 9007906718/05/2022		WATER CORPORATION	9007906746 MEN'S SHED / OLD FIRE STATION - 10/03/2022 to 16/05/2022		183.98	
INV 9007908618/05/2022		WATER CORPORATION	9007908696 KILLARA DAYCARE CENTRE - COTTAGE - 10/03/2022 to 16/05/2022		1,593.15	
INV 9007909718/05/2022		WATER CORPORATION	9007909752 SES BUILDING - 10/03/2022 to 16/05/2022		1,255.34	
INV 9007909718/05/2022		WATER CORPORATION	9007909787 JUBILEE OVAL - 10/03/2022 to 16/05/2022		662.81	
INV 9007903919/05/2022		WATER CORPORATION	9007903908 BILYA KOORT BOODJA - 11/03/2022 to 16/05/2022		815.94	
INV 9007903919/05/2022		WATER CORPORATION	9007903991 ST JOHN'S HALL - 10/03/2022 to 16/05/2022		155.42	
INV 9007904019/05/2022		WATER CORPORATION	9007904003 MEMORIAL HALL - 10/03/2022 to 16/05/2022		304.42	
INV 9007904019/05/2022		WATER CORPORATION	9007904062 OLD TOWN BUILDING - 10/03/2022 to 16/05/2022		752.25	
INV 9007904019/05/2022		WATER CORPORATION	9007904089 NORTHAM LIBRARY - 10/03/2022 to 16/05/2022		391.38	
INV 9007907419/05/2022		WATER CORPORATION	9007907431 BERNARD PARK - 11/03/2022 to 16/05/2022		3,595.14	
INV 9007907419/05/2022		WATER CORPORATION	9007907458 BERNARD PARK - 11/03/2022 to 16/05/2022		90.56	
INV 9007929419/05/2022		WATER CORPORATION	9007929497 AVON MALL - 11/03/2022 to 16/05/2022		543.07	
INV 9011070419/05/2022		WATER CORPORATION	9011070427 RIVERSEDGE CAFE (SNACKBAR) - WASTE - 01/05/2022 to 30/06/2022		227.07	
INV 9007903819/05/2022		WATER CORPORATION	9007903879 108 WELLINGTON ST - ST JOHN PUBLIC OPEN SPACE - 10/03/2022 to 16/05/2022		1,786.18	
INV 9007904019/05/2022		WATER CORPORATION	9007904054 BEAVIS PLACE OPEN SPACE - 09/03/2022 to 05/05/2022		996.09	
INV 9008729819/05/2022		WATER CORPORATION	9008729809 NORTHAM VISITORS CENTRE - 11/03/2022 to 16/05/2022		1,082.11	
INV 9012642719/05/2022		WATER CORPORATION	9012642722 STREET TREES FITZGERALD ST FROM PEEL TCE TO NIND ST - 11/03/2022 to 16/05/2022		155.55	
INV 9007909720/05/2022		WATER CORPORATION	9007909760 RECREATION PRECINCT - 10/03/2022 to 18/05/2022		4,247.79	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9007913120/05/2022		WATER CORPORATION	9007913102 NORTHAM DEPOT - BYFIELD ST - 14/03/2022 to 18/05/2022		319.29	
INV 9007913520/05/2022		WATER CORPORATION	9007913567 NORTHAM DEPOT - PEEL ST - 14/03/2022 to 18/05/2022		461.20	
INV 9007913520/05/2022		WATER CORPORATION	9007913575 STANDPIPE - PEEL TCE - 14/03/2022 to 18/05/2022		1,281.03	
INV 9007916620/05/2022		WATER CORPORATION	9007916629 MORBY COTTAGE - 16/03/2022 to 18/05/2022		44.95	
INV 9007917020/05/2022		WATER CORPORATION	9007917058 CEMETERY - 16/03/2022 to 18/05/2022		557.68	
INV 9007915523/05/2022		WATER CORPORATION	9007915503 AIRPORT - 17/03/2022 to 19/05/2022		1,067.02	
INV 9007938924/05/2022		WATER CORPORATION	9007938967 STANDPIPE - BODEGUERO WAY WUNDOWIE - 24/03/2022 to 22/05/2022		298.56	
INV 9007917225/05/2022		WATER CORPORATION	9007917293 BERT HAWKE OVAL - 18/03/2022 to 22/05/2022		226.51	
INV 9007923425/05/2022		WATER CORPORATION	9007923407 APEX PARK TOILETS - 18/03/2022 to 23/05/2022		289.78	
INV 9007918426/05/2022		WATER CORPORATION	9007918464 PERINA PARK - 21/03/2022 to 24/05/2022		409.35	
INV 9007925926/05/2022		WATER CORPORATION	9007925904 RESERVE - NEWCASTLE RD NORTHAM LOT 28472 RES 32386 - 21/03/2022 to 24/05/2022		423.00	
INV 9007923527/05/2022		WATER CORPORATION	9007923503 MEDIAN STRIP NEWCASTLE RD - 22/03/2022 to 25/05/2022		141.91	
INV 9007938527/05/2022		WATER CORPORATION	9007938502 CLACKLINE HALL - 28/03/2022 to 25/05/2022		2.73	
INV 9023164027/05/2022		WATER CORPORATION	9023164076 CLACKLINE POST OFFICE - 28/03/2022 to 25/05/2022		51.85	
INV 9007923630/05/2022		WATER CORPORATION	9007923634 SWIMMING POOL HOUSE - 55 MITCHELL AV NORTHAM LOT 17 - 22/03/2022 to 25/05/2022		248.80	
INV 9021499430/05/2022		WATER CORPORATION	9021499489 OLD SWIMMING POOL MITCHELL AVE - NSC CLUB ROOMS - 55 MITCHELL AV NORTHAM LOT 17 - 22/03/2022 to 25/05/2022		196.54	
INV 9007927501/06/2022		WATER CORPORATION	9007927571 OLD QUARRY RD REFUSE SITE - RUBBISH DEPOT AT OLD QUARRY RD NORTHAM LOT 422 RES 26840 - 23/03/2022 to 30/05/2022		122.81	
INV 9010596301/06/2022		WATER CORPORATION	9010596320 GEORGE NUICH PARK - 23/03/2022 to 30/05/2022		390.25	
INV 9007891701/06/2022		WATER CORPORATION	9007891775 HOOPER PARK - 30/03/2022 to 30/05/2022		425.72	
INV 9007892501/06/2022		WATER CORPORATION	9007892559 BAKERS HILL REC CENTRE - 30/03/2022 to 30/05/2022		1,324.94	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9007925901	06/2022	WATER CORPORATION	9007925971 RUBBISH DEPOT AT OLD QUARRY RD NORTHAM LOT 422 RES 26840 - 23/03/2022 to 30/05/2022		292.00	
INV 9007840202	06/2022	WATER CORPORATION	9007840281 GRASS VALLEY HALL - 08/04/2022 to 31/05/2022		967.54	
35500	13/06/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1CIZ913 - 01/07/2022-30/06/2023	1		2,895.60
INV 1CIG323	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1CIG323 - 01/07/2022-30/06/2023		82.85	
INV 1TOV601	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TOV601 - 01/07/2022-30/06/2023		24.85	
INV 1TOV602	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1TOV602 - 01/07/2022-30/06/2023		24.85	
INV 1GBO744	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1GBO744 - 01/07/2022-30/06/2023		219.80	
INV 1EFJ949	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1EFJ949 - 01/07/2022-30/06/2023		219.80	
INV 1DJA799	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1DJA799 - 01/07/2022-30/06/2023		219.80	
INV 1DID141	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1DID141 - 01/07/2022-30/06/2023		406.70	
INV N.4030	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4030 - 01/07/2022-30/06/2023		406.70	
INV 1DWZ14	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1DWZ147 - 01/07/2022-30/06/2023		82.85	
INV 1GAZ65	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1GAZ650 - 01/07/2022-30/06/2023		219.80	
INV 1HCJ320	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1HCJ320 - 01/07/2022-30/06/2023		82.85	
INV N.2014	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.2014 - 01/07/2022-30/06/2023		82.85	
INV N.2501	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.2501 - 01/07/2022-30/06/2023		82.85	
INV N.3113	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.3113 - 01/07/2022-30/06/2023		82.85	
INV N.4521	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR N.4521 - 01/07/2022-30/06/2023		219.80	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 1CIZ913	22/05/2022	SHIRE OF NORTHAM	12 MTHS REGISTRATION FOR 1CIZ913 - 01/07/2022-30/06/2023		436.40	
35501	16/06/2022	SHIRE OF NORTHAM	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF MAY 2022	1		135.00
INV T1080	15/06/2022	SHIRE OF NORTHAM	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF MAY 2022	1	135.00	
35502	16/06/2022	WATER CORPORATION	9007891839 STANDPIPE - KEANE ST BAKERS HILL - 30/03/2022 to 30/05/2022	1		8,547.15
INV 9022053225/05/2022		WATER CORPORATION	9022053227 STANDPIPE - OPP 53 CLARKE ST NORTHAM 18/03/2022 to 22/05/2022		298.56	
INV 9007891801/06/2022		WATER CORPORATION	9007891839 STANDPIPE - KEANE ST BAKERS HILL - 30/03/2022 to 30/05/2022		7,139.83	
INV 9007840202/06/2022		WATER CORPORATION	9007840214 STANDPIPE - KEANE ST GRASS VALLEY - 08/04/2022 to 31/05/2022		1,078.74	
INV 9007840302/06/2022		WATER CORPORATION	9007840302 GRASS VALLEY BFB FIRE SHED - 08/04/2022 to 31/05/2022		30.02	
35503	16/06/2022	SHIRE OF NORTHAM	50% RETENTION FOR COMPLETION OF C.202122-02 RECONSTRUCTION OF GAIRDNER & WELLINGTON STREET INTERSECTION	1		6,845.66
INV 27021	31/05/2022	SHIRE OF NORTHAM	50% RETENTION FOR COMPLETION OF C.202122-02 RECONSTRUCTION OF GAIRDNER & WELLINGTON STREET INTERSECTION	1	6,845.66	
35505	20/06/2022	PETTY CASH	REQUIRE FLOAT FOR 21ST JUNE - NATIVE PLANT GIVEAWAY	1		200.00
INV JJ 20062220/06/2022		PETTY CASH	REQUIRE FLOAT FOR 21ST JUNE - NATIVE PLANT GIVEAWAY	1	200.00	
35506	29/06/2022	PETTY CASH	KILLARA PETTY CASH EXPENDITURE - COLES / RED DOTE / SPUD SHED / THINGZ / EVERLASTINGS / MACAU / WHEATBELT HEALTH CENTRE / STEWARTS PHARMACY / BUNNINGS 05/08/21 - 19/05/2022	1		872.70
INV NH 0206202/06/2022		PETTY CASH	KILLARA PETTY CASH EXPENDITURE - COLES / RED DOTE / SPUD SHED / THINGZ / EVERLASTINGS / MACAU / WHEATBELT HEALTH CENTRE / STEWARTS PHARMACY / BUNNINGS 05/08/21 - 19/05/2022	1	448.50	

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INV LD 1706217/06/2022		PETTY CASH	PETTY CASH - WUNDOWIE LIBRARY EXPENDITURE - MILK / SUGAR 11/01/2022 - 14-06-2022	1	33.10	
INV LD 1706217/06/2022		PETTY CASH	PETTY CASH - NORTHAM LIBRARY EXPENDITURE - WOOLWORTHS / RED DOT / BUNNINGS / MM ELECTRICAL / SHORE REPAIR MAN / OFFICEWORKS / AUST POST / COUNTRY COPIERS / ALDI - 01/12/2021 - 01/06/2022	1	237.95	
INV VW 2806 28/06/2022		PETTY CASH	PETTY CASH REIMBURSE 23/02/22 - 14/06/22 WOOLWORTHS / COLES / COUNTRY COPIERS / NORTHAM NEWSAGENCY	1	153.15	
35507	29/06/2022	SHIRE OF NORTHAM	DEFECT LIABILITY RETENTION FOR C.202021-31 - CLACKLINE FIRE SHED REFURBISHMENT EXPIRES 31/01/2023	1		3,668.10
INV RET210621/06/2022		SHIRE OF NORTHAM	DEFECT LIABILITY RETENTION FOR C.202021-31 - CLACKLINE FIRE SHED REFURBISHMENT EXPIRES 31/01/2023	1	3,668.10	
35508	29/06/2022	WATER CORPORATION	9007938748 STANDPIPE - LOCKYER RD CLACKLINE - 28/03/2022 to 25/05/2022	1		8,534.06
INV 9007907219/05/2022		WATER CORPORATION	WATER USE AND SERVICE CHARGES - 182 FITZGERALD ST, NORTHAM (POP UP SHOP) - STATEMENT NO: 0217	1	441.45	
INV 9007938727/05/2022		WATER CORPORATION	9007938748 STANDPIPE - LOCKYER RD CLACKLINE - 28/03/2022 to 25/05/2022		4,036.33	
INV 9007872215/06/2022		WATER CORPORATION	9007872267 KURINGAL VILLAGE - UNIT 3 - 19/04/2022 to 13/06/2022		251.59	
INV 9007872215/06/2022		WATER CORPORATION	9007872275 KURINGAL VILLAGE - UNIT 4 - 19/04/2022 to 13/06/2022		256.23	
INV 9007872215/06/2022		WATER CORPORATION	9007872283 KURINGAL VILLAGE - UNIT 5 - 19/04/2022 to 13/06/2022		261.81	
INV 9007872215/06/2022		WATER CORPORATION	9007872291 KURINGAL VILLAGE - UNIT 6 - 19/04/2022 to 13/06/2022		255.30	
INV 9007872315/06/2022		WATER CORPORATION	9007872304 KURINGAL VILLAGE - UNIT 7 - 19/04/2022 to 13/06/2022		254.38	
INV 9007872315/06/2022		WATER CORPORATION	9007872312 KURINGAL VILLAGE - UNIT 8 - 19/04/2022 to 13/06/2022		265.53	

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INV 9007868915/06/2022		WATER CORPORATION	9007868997 WUNDOWIE PUBLIC TOILETS - 19/04/2022 to 13/06/2022		165.70	
INV 9007869115/06/2022		WATER CORPORATION	9007869105 R.E.E.D. WUNDOWIE (FLUFFLY DUCKS) - 19/04/2022 to 13/06/2022		222.18	
INV 9007869115/06/2022		WATER CORPORATION	9007869148 WUNDOWIE TOWN HALL - 19/04/2022 to 13/06/2022		335.72	
INV 9007871815/06/2022		WATER CORPORATION	9007871897 WUNDOWIE SKATE PARK - 19/04/2022 to 13/06/2022		217.73	
INV 9007871915/06/2022		WATER CORPORATION	9007871918 WUNDOWIE OVAL - 19/04/2022 to 13/06/2022		1,017.33	
INV 9007872215/06/2022		WATER CORPORATION	9007872232 KURINGAL VILLAGE - SERVICE - 19/04/2022 to 13/06/2022		44.95	
INV 9007872215/06/2022		WATER CORPORATION	9007872240 KURINGAL VILLAGE - UNIT 1 - 19/04/2022 to 13/06/2022		253.45	
INV 9007872215/06/2022		WATER CORPORATION	9007872259 KURINGAL VILLAGE - UNIT 2 - 19/04/2022 to 13/06/2022		254.38	
EFT43819	02/06/2022	A COUNTRY PRACTICE	MEDICAL CARE FOR DOG "WHISKY"	1		361.76
INV ACP165218/05/2022		A COUNTRY PRACTICE	MEDICAL CARE FOR DOG "WHISKY"	1	361.76	
EFT43820	02/06/2022	ABBOTT'S FORGE	MOUNT FIRE EXTINGUISHER ON MOWER ON SITE WUNDOWIE	1		412.50
INV 0000512910/05/2022		ABBOTT'S FORGE	MOUNT FIRE EXTINGUISHER ON MOWER ON SITE WUNDOWIE	1	412.50	
EFT43821	02/06/2022	ACSA (AGED & COMMUNITY SERVICES AUSTRALIA)	AGED AND COMMUNITY SERVICES AUSTRALIA ANNUAL MEMBERSHIP FEE 01.07.2022-30.6.2023	1		919.71
INV AR0060616/05/2022		ACSA (AGED & COMMUNITY SERVICES AUSTRALIA)	AGED AND COMMUNITY SERVICES AUSTRALIA ANNUAL MEMBERSHIP FEE 01.07.2022-30.6.2023	1	919.71	
EFT43822	02/06/2022	AMPAC DEBT RECOVERY (WA) P/L	DEBT RECOVERY FOR PERIOD ENDING 20.05.2022	1		923.27
INV 84443	19/05/2022	AMPAC DEBT RECOVERY (WA) P/L	DEBT RECOVERY FOR MAY 2022	1	169.95	
INV 84531	26/05/2022	AMPAC DEBT RECOVERY (WA) P/L	DEBT RECOVERY FOR PERIOD ENDING 20.05.2022	1	753.32	
EFT43823	02/06/2022	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	SEALANT / SILICONE	1		218.93
INV 6941298	23/05/2022	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	2 X 50MM MALE TO MALE THREAD GALVANISED FITTINGS	1	75.93	

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INV 6944800	27/05/2022	APPLIED INDUSTRIAL TECHNOLOGIES T/A NORTHAM BEARINGS	SEALANT / SILICONE	1	143.00	
EFT43824	02/06/2022	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	1		129.50
INV DEDUCT24	05/2022	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		129.50	
EFT43825	02/06/2022	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 24/05/2022	1		58,882.71
INV PAYG 2426	05/2022	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 24/05/2022	1	58,882.71	
EFT43826	02/06/2022	BETTONGIA PTY LTD T/AS SANTELEUCA SANDALWOOD	1 BOX GOBBLENUTS	1		112.20
INV INV-004519	05/2022	BETTONGIA PTY LTD T/AS SANTELEUCA SANDALWOOD	1 BOX GOBBLENUTS	1	112.20	
EFT43827	02/06/2022	BLACKWELL PLUMBING & GAS PTY LTD	NORTHAM DEPOT. REPAIR TO REAR MALES TOILET - BLOCKED,	1		453.20
INV INV-261624	05/2022	BLACKWELL PLUMBING & GAS PTY LTD	NORTHAM DEPOT. REPAIR TO REAR MALES TOILET - BLOCKED,	1	453.20	
EFT43828	02/06/2022	BOC LIMITED	3 X 400C OXYGEN MEDICAL C SIZE* RENTAL FEE 028/4/22 - 28/5/22	1		71.20
INV 4031294029	05/2022	BOC LIMITED	3 X 400C OXYGEN MEDICAL C SIZE* RENTAL FEE 028/4/22 - 28/5/22	1	71.20	
EFT43829	02/06/2022	BOOKTOPIA PTY LTD	BOOK ORDER - LARGE BOOKS FOR LIBRARY STOCK	1		386.28
INV 1708412024	05/2022	BOOKTOPIA PTY LTD	BOOK ORDER - LARGE BOOKS FOR LIBRARY STOCK	1	386.28	
EFT43830	02/06/2022	BRADY AUSTRALIA PTY LTD T/A SETON AUSTRALIA	SDS FOLDER	1		596.73
INV 9349838919	04/2022	BRADY AUSTRALIA PTY LTD T/A SETON AUSTRALIA	SDS FOLDER	1	596.73	
EFT43831	02/06/2022	BRANDONHAYES	REIMBURSEMENT OF POLICE CLEARANCE AND MEDICAL	1		222.60
INV AR 2305223	05/2022	BRANDONHAYES	BRANDON HAYES (CIVIL DESIGN TRAINEE) REIMBURSEMENT OF POLICE CLEARANCE AND MEDICAL BRANDON HAYES (CIVIL DESIGN TRAINEE)	1	222.60	

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EFT43832	02/06/2022	BUNNINGS BUILDING SUPPLIES P/L	LADDER	1		315.50
INV 2182/003	23/05/2022	BUNNINGS BUILDING SUPPLIES P/L	30M HOSE REEL FOR DOG IMPOUND	1	89.30	
INV 2182/003	23/05/2022	BUNNINGS BUILDING SUPPLIES P/L	LADDER	1	171.00	
INV 2182/002	27/05/2022	BUNNINGS BUILDING SUPPLIES P/L	RETICULATION 13MM FITTINGS	1	55.20	
EFT43833	02/06/2022	CADDS FASHIONS	VOUCHER FOR LEAVING GIFT FOR MELISSA WESTERSIDE	1		300.00
INV 22-00002	16/03/2022	CADDS FASHIONS	VOUCHER FOR LEAVING GIFT FOR MELISSA WESTERSIDE	1	300.00	
EFT43834	02/06/2022	CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP ROLLER FROM TALBOT WEST ROAD AND DROP OFF AT CHEDARING ROAD WUNDOWIE	1		913.00
INV 0000401224	05/2022	CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP ROLLER FROM TALBOT WEST ROAD AND DROP OFF AT CHEDARING ROAD WUNDOWIE	1	770.00	
INV 0000402931	05/2022	CENTRAL MOBILE MECHANICAL REPAIRS	PN1908 - CHECK BRAKES	1	143.00	
EFT43835	02/06/2022	CHARLES SERVICE COMPANY	C.202021-4. WEEKLY CLEANING OR NORTHAM FACILITES 18/4/2022 - 22/05/2022	1		10,781.49
INV 0003497622	05/2022	CHARLES SERVICE COMPANY	C.202021-4. WEEKLY CLEANING OR NORTHAM FACILITES 18/4/2022 - 22/05/2022	1	10,781.49	
EFT43836	02/06/2022	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		138.85
INV DEDUCT24	05/2022	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS		138.85	
EFT43837	02/06/2022	CLOUD COLLECTIONS PTY LTD	REFUND OF PAYMENT MADE IN ERROR	1		290.51
INV CY 2305223	05/2022	CLOUD COLLECTIONS PTY LTD	REFUND OF PAYMENT MADE IN ERROR	1	290.51	
EFT43838	02/06/2022	COUNTRY COMFORTSTYLE NORTHAM	1 X ENTERPRISE OFFICE CHAIR FOR CHERYL GREENOUGH / 1 X ENTERPRISE OFFICE CHAIR FOR SCOTT PATTERSON	1		1,530.00
INV 16355	02/02/2022	COUNTRY COMFORTSTYLE NORTHAM	1 X ENTERPRISE OFFICE CHAIR FOR CHERYL GREENOUGH / 1 X ENTERPRISE OFFICE CHAIR FOR SCOTT PATTERSON	1	860.00	
INV 16356	02/02/2022	COUNTRY COMFORTSTYLE NORTHAM	ENTERPRISE OFFICE CHAIR WITH ARMS / AVENUE CHAIR	1	670.00	

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EFT43839	02/06/2022	COUNTRYWIDE GROUP	PN1903 - SUPPLY AND FIT TWO BLADES TO HUSQVARNA MOWER	1		126.00
INV ACC001425/05/2022		COUNTRYWIDE GROUP	PN1903 - SUPPLY AND FIT TWO BLADES TO HUSQVARNA MOWER	1	126.00	
EFT43840	02/06/2022	CTI SECURITY SERVICES PTY LTD	NORTHAM LIBRARY. SECURITY ALARM MONITORING FROM 01/06/2022 - 30/06/2022	1		798.07
INV CINS312 19/05/2022		CTI SECURITY SERVICES PTY LTD	NORTHAM LIBRARY. SECURITY ALARM MONITORING FROM 01/06/2022 - 30/06/2022	1	798.07	
EFT43841	02/06/2022	DCM CARPENTRY & MAINTENANCE	NORTHAM TOWN HALL. REPLACE BOX GUTTER AS PER QUOTE 1225.	1		19,346.50
INV 1374	04/05/2022	DCM CARPENTRY & MAINTENANCE	NORTHAM TOWN HALL. REPLACE BOX GUTTER AS PER QUOTE 1225.	1	17,039.00	
INV 1383	24/05/2022	DCM CARPENTRY & MAINTENANCE	REPLACE ALL 4 UNISEX DOOR LOCKS IN NORTHAM POOL / REPAIR DOOR FRAME ON CHANGE 4 / PATCH CEILING WHERE PIPE BURST AND DAMAGED	1	1,840.00	
INV 1384	24/05/2022	DCM CARPENTRY & MAINTENANCE	REC CENTRE. INVESTIGATE AND REPAIR LEAKS TO VEIWING GALLERY, PATCH PAINT HOLES IN CEILING.	1	467.50	
EFT43842	02/06/2022	DRACO AIR PTY LTD	NORTHAM DEPOT. REPAIR WATER COOLER.	1		887.43
INV 14642	27/05/2022	DRACO AIR PTY LTD	NORTHAM DEPOT. REPAIR WATER COOLER.	1	501.88	
INV 14654	30/05/2022	DRACO AIR PTY LTD	REPAIR TO REC CENTRE FRIDGE - IN KITCHEN/KIOSK #1	1	385.55	
EFT43843	02/06/2022	E & J LOGISTIC PTY LTD T/AS FLAT OUT FREIGHT	PICK UP 2X PALLETS OF SEEDS FROM BAILEYS FERTILISER KWINANA AND DELIVER TO NORTHAM SHIRE DEPOT 116 PEEL TERRACE, NORTHAM	1		198.00
INV 0000433010/05/2022		E & J LOGISTIC PTY LTD T/AS FLAT OUT FREIGHT	PICK UP 2X PALLETS OF SEEDS FROM BAILEYS FERTILISER KWINANA AND DELIVER TO NORTHAM SHIRE DEPOT 116 PEEL TERRACE, NORTHAM	1	198.00	
EFT43844	02/06/2022	EASIFLEET	PAYROLL DEDUCTIONS	1		1,853.35
INV DEDUCT24/05/2022		EASIFLEET	PAYROLL DEDUCTIONS		1,054.26	
INV DEDUCT24/05/2022		EASIFLEET	PAYROLL DEDUCTIONS		799.09	
EFT43845	02/06/2022	FORM BUILDING A STATE OF CREATIVITY INC	SILO TRAIL BOOK	1		156.86

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INV 39867	17/12/2021	FORM BUILDING A STATE OF CREATIVITY INC	SILO TRAIL BOOK	1	156.86	
EFT43846	02/06/2022	GLENN STUART BEVERIDGE	OLD GIRLS SCHOOL. INSTALL KEY PAD AND PLAQUE.	1		132.00
INV 293	16/05/2022	GLENN STUART BEVERIDGE	OLD GIRLS SCHOOL. INSTALL KEY PAD AND PLAQUE.	1	132.00	
EFT43847	02/06/2022	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1502 - TWO X ROLLER TYRES, FITTING AND DISPOSAL AS PER QUOTE U524107480	1		4,847.49
INV U524362509/05/2022		GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1802 - WOODCHIPPER TYRE AS PER QUOTE U524107478	1	241.68	
INV U524362623/05/2022		GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1910 - CLARK BOBCAT REGO IGZZ129 - FOUR TYRES, FITTING & DISPOSAL AS PER QUOTE U524107485	1	1,642.88	
INV 6412590423/05/2022		GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1502 - TWO X ROLLER TYRES, FITTING AND DISPOSAL AS PER QUOTE U524107480	1	2,213.69	
INV 6412593125/05/2022		GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1914 - REPLACE SPARE TYRE	1	275.02	
INV 6412600030/05/2022		GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1305 - SUPPLY AND REPLACE TYRES, INCLUDING DISPOSAL AS QUOTED	1	474.22	
EFT43848	02/06/2022	J & A BUILDING PTY LTD	MACHINERY SHED 20M X 64M X 4.8M WALL HEIGHT AS PER CONTRACT C.202021-08. - PROGRESS CLAIM 6	1		44,550.00
INV 0000328703/05/2022		J & A BUILDING PTY LTD	MACHINERY SHED 20M X 64M X 4.8M WALL HEIGHT AS PER CONTRACT C.202021-08. - PROGRESS CLAIM 6	1	44,550.00	
EFT43849	02/06/2022	KEITH GAVIN U'REN	RATES CREDIT REFUND FOR ASSESSMENT A13735	1		948.50
INV A13735 27/05/2022		KEITH GAVIN U'REN	RATES CREDIT REFUND FOR ASSESSMENT A13735		948.50	
EFT43850	02/06/2022	MALINOWSKI HOLDINGS PTY LTD	RENT FOR 174 FITZGERALD ST NORTHAM (AVON MALL) 01/06/2022 - 30/06/2022	1		1,145.84
INV 0000056427/05/2022		MALINOWSKI HOLDINGS PTY LTD	RENT FOR 174 FITZGERALD ST NORTHAM (AVON MALL) 01/06/2022 - 30/06/2022	1	1,145.84	
EFT43851	02/06/2022	MARIA KNIGHT	RATES CREDIT REFUND FOR ASSESSMENT A16125	1		2,144.82
INV A16125 27/05/2022		MARIA KNIGHT	RATES CREDIT REFUND FOR ASSESSMENT A16125		2,144.82	
EFT43852	02/06/2022	MAYBERRY HAMMOND & CO	DEED OF SURRENDER WUNDOWIE TENNIS CLUB	1		484.00
INV 44328	18/05/2022	MAYBERRY HAMMOND & CO	DEED OF SURRENDER WUNDOWIE TENNIS CLUB	1	484.00	

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EFT43853	02/06/2022	MCDOWALL AFFLECK PTYLTD	MINSON AVENUE AND GREY STREET NORTHAM CARPARK CONCEPT DESIGN AS PER QUOTE 18314	1		4,785.00
INV 612485	25/05/2022	MCDOWALL AFFLECK PTYLTD	MINSON AVENUE AND GREY STREET NORTHAM CARPARK CONCEPT DESIGN AS PER QUOTE 18314	1	4,785.00	
EFT43854	02/06/2022	MORAY & AGNEW	SHIRE OF NORTHAM EMPLOYMENT INVESTIGATION LEGAL FEES	1		2,044.35
INV 649360	29/03/2022	MORAY & AGNEW	SHIRE OF NORTHAM EMPLOYMENT INVESTIGATION LEGAL FEES	1	2,044.35	
EFT43855	02/06/2022	MORRIS PEST AND WEED CONTROL	TOWN HALL. REMOVE PIGEON FROM HALL AREA.	1		255.00
INV INV-201124/05/2022		MORRIS PEST AND WEED CONTROL	TOWN HALL. REMOVE PIGEON FROM HALL AREA.	1	255.00	
EFT43856	02/06/2022	MUHAMMAD IQBAL	REIMBURSEMENT OF POLICE CLEARANCE AND MEDICAL	1		189.60
INV AR 2305223/05/2022		MUHAMMAD IQBAL	MUHAMMAD IQBAL (BUSINESS SOLUTIONS MANAGER) REIMBURSEMENT OF POLICE CLEARANCE AND MEDICAL MUHAMMAD IQBAL (BUSINESS SOLUTIONS MANAGER)	1	189.60	
EFT43857	02/06/2022	NAVIGATOR PHOTOGRAFIX	AERIAL IMAGE OF VICTORIA OVAL AND VIDEO FOOTAGE	1		120.00
INV 1058	31/05/2022	NAVIGATOR PHOTOGRAFIX	AERIAL IMAGE OF VICTORIA OVAL AND VIDEO FOOTAGE	1	120.00	
EFT43858	02/06/2022	NAVMAN WIRELESS PTY LTD	SUBSCRIPTION SERVICE FEES ON NAVTRAC SYSTEM FOR DEPOT 19 UNITS 01/5/2022 - 14/6/2022	1		893.92
INV 9254476415/05/2022		NAVMAN WIRELESS PTY LTD	SUBSCRIPTION SERVICE FEES ON NAVTRAC SYSTEM FOR DEPOT 19 UNITS 01/5/2022 - 14/6/2022	1	893.92	
EFT43859	02/06/2022	NORTHAM CHAMBER OF COMMERCE	FULL PAGE ADVERTISEMENT IN NORTHAM ADVERTISER- JUNE 2022	1		440.00
INV 0000031726/05/2022		NORTHAM CHAMBER OF COMMERCE	FULL PAGE ADVERTISEMENT IN NORTHAM ADVERTISER- JUNE 2022	1	440.00	
EFT43860	02/06/2022	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS TILL 30/06/2022	1		300.50
INV 0000422516/05/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS	1	40.00	

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INV 0000422617/05/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS	1	20.00	
INV 0000424324/05/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS TILL 30/06/2022	1	90.00	
INV 0000424425/05/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS TILL 30/06/2022	1	61.00	
INV 0000424827/05/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS TILL 30/06/2022	1	89.50	
EFT43861	02/06/2022	NUTRIEN AG SOLUTIONS LIMITED	PN1405 - REPLACEMENT GAS FOR FORKLIFT	1		68.20
INV 9066626731/03/2022		NUTRIEN AG SOLUTIONS LIMITED	PN1405 - REPLACEMENT GAS FOR FORKLIFT	1	68.20	
EFT43862	02/06/2022	OASIS OUTDOOR STRUCTURES	SHADE SAIL INSTALLATION AT BERT HAWKE OVAL INCLUSIVE OF MOBILISATION AND DEMOBILISATION OF BOOMLIFT	1		1,320.00
INV INV-066119/05/2022		OASIS OUTDOOR STRUCTURES	SHADE SAIL INSTALLATION AT BERT HAWKE OVAL INCLUSIVE OF MOBILISATION AND DEMOBILISATION OF BOOMLIFT	1	1,320.00	
EFT43863	02/06/2022	OCTAGON LIFTS PTY LTD	NORTHAM LIBRARY. 6 MONTHLY LIFT SERVICE.	1		688.64
INV 55887	31/05/2022	OCTAGON LIFTS PTY LTD	NORTHAM LIBRARY. 6 MONTHLY LIFT SERVICE.	1	688.64	
EFT43864	02/06/2022	OXTER SERVICES	BURIAL DATE 26.04.2022 NEW GRAVE FOR BURIAL OF ALFRED DE LUIS	1		2,503.45
INV 25708	27/04/2022	OXTER SERVICES	BURIAL DATE 26.04.2022 NEW GRAVE FOR BURIAL OF ALFRED DE LUIS	1	1,067.00	
INV 25746	05/05/2022	OXTER SERVICES	BURIAL DATE 02/05/2022 NEW GRAVE FOR THE BURIAL OF GEORGINA LAWRENCE	1	1,067.00	
INV 25832	26/05/2022	OXTER SERVICES	4 x CARTONS 80LTR RUBBISH BAGS / 6 x COMMERCIAL PAPER TOWEL ROLLS	1	369.45	
EFT43865	02/06/2022	QUIN'S GOURMET BUTCHERS	STANDING ORDER FOR MEAT DELIVERED TO KILLARA YEAR 21/22	1		146.44
INV 0000055325/05/2022		QUIN'S GOURMET BUTCHERS	STANDING ORDER FOR MEAT DELIVERED TO KILLARA YEAR 21/22	1	146.44	
EFT43866	02/06/2022	RAECO	2 X COLLABORATION PODS	1		3,201.00
INV 575494	25/03/2022	RAECO	2 X COLLABORATION PODS	1	3,201.00	

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EFT43867	02/06/2022	REGIONAL PHYSIOTHERAPY & SPORTS INJURY CLINIC & IN BALANCE FITNESS	SENIOR SPORT FUNDING PAYMENT FOR CJ LEWIS	1		35.00
INV 0072558	27/05/2022	REGIONAL PHYSIOTHERAPY & SPORTS INJURY CLINIC & IN BALANCE FITNESS	SENIOR SPORT FUNDING PAYMENT FOR CJ LEWIS	1	35.00	
EFT43868	02/06/2022	ROOGENIC PTY LTD	WOMANS NATIVE BALANCE TEA 10 X LOOSE TEA 10 X TEA BAGS	1		343.00
INV WS-000025/03/2022	02/06/2022	ROOGENIC PTY LTD	WOMANS NATIVE BALANCE TEA 10 X LOOSE TEA 10 X TEA BAGS	1	343.00	
EFT43869	02/06/2022	SPECIALISED TREE SERVICE	REMOVE FLYING 50'S BANNERS AND REPLACE WITH GENERAL BANNERS	1		924.00
INV 3862	30/05/2022	SPECIALISED TREE SERVICE	REMOVE FLYING 50'S BANNERS AND REPLACE WITH GENERAL BANNERS	1	924.00	
EFT43870	02/06/2022	ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	ALLAN JONES USI#U3LXG4YQGV FIRST AID REFRESHER 10/05/2022	1		320.00
INVFAINV0010/05/2022	02/06/2022	ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	ALLAN JONES USI#U3LXG4YQGV FIRST AID REFRESHER 10/05/2022	1	160.00	
INVFAINV0010/05/2022	02/06/2022	ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	DAVID GOLDSMITH USI#ABJTFBAMTN FIRST AID REFRESHER 10/05/2022	1	160.00	
EFT43871	02/06/2022	STALLION BUILDING CO PTY LTD T/A STALLION HOMES	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1		2,000.00
INV T1233	01/06/2022	STALLION BUILDING CO PTY LTD T/A STALLION HOMES	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1	1,000.00	
INV T1291	01/06/2022	STALLION BUILDING CO PTY LTD T/A STALLION HOMES	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1	1,000.00	
EFT43872	02/06/2022	SYNERGY	361669500 OXIDATION PONDS - 19/04/2022 to 16/05/2022	1		5,833.82
INV 3616695017/05/2022	02/06/2022	SYNERGY	361669500 OXIDATION PONDS - 19/04/2022 to 16/05/2022		1,516.68	
INV 3575477118/05/2022	02/06/2022	SYNERGY	357547710 MOUNT OMMANNEY - CCTV - 17/03/2022 to 16/05/2022		137.58	
INV 3577018219/05/2022	02/06/2022	SYNERGY	357701820 BROOME TCE PUMP - 17/03/2022 to 18/05/2022		192.27	
INV 3616702519/05/2022	02/06/2022	SYNERGY	361670250 NORTHAM LIBRARY - 21/04/2022 to 18/05/2022		319.26	

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INV 7968413419/05/2022		SYNERGY	796841340 SHIRE ADMINISTRATION BUILDING - 21/04/2022 to 18/05/2022		486.44	
INV 3577043619/05/2022		SYNERGY	357704360 BROOME TCE PUMP - 17/03/2022 to 18/05/2022		144.78	
INV 3577049819/05/2022		SYNERGY	357704980 CLARKE ST PUMP - 17/03/2022 to 18/05/2022		1,337.84	
INV 3577048419/05/2022		SYNERGY	357704840 ROTARY WHEEL - 17/03/2022 to 18/05/2022		118.25	
INV 3575496919/05/2022		SYNERGY	357549690 KILLARA DAYCARE CENTRE - COTTAGE - 21/04/2022 to 18/05/2022		912.14	
INV 3577020019/05/2022		SYNERGY	357702000 BROOME TCE BBQ LIGHTS - 17/03/2022 to 18/05/2022		119.57	
INV 3577046020/05/2022		SYNERGY	357704600 PERINA PARK - 18/03/2022 to 18/05/2022		116.37	
INV 9414532320/05/2022		SYNERGY	941453230 GRASS VALLEY BFB FIRE SHED - 19/03/2022 to 19/05/2022		317.61	
INV 9291252020/05/2022		SYNERGY	092912520 GRASS VALLEY OVAL - 19/03/2022 to 19/05/2022		115.03	
EFT43873	02/06/2022	TOLL - IPEC PTY LTD T/AS	TOLL CHARGES - MAY 2022 - HEALTH / CESM	1		41.06
INV 0543-S30	08/05/2022	TOLL - IPEC PTY LTD T/AS	TOLL CHARGES - MAY 2022 - HEALTH / CESM	1	41.06	
EFT43874	02/06/2022	TOLL TRANSPORT PTY LTD	TOLL CHARGES - JUNE 2020 - DEPOT / HEALTH / LIBRARY	1		521.58
INV 0449-S30	22/06/2020	TOLL TRANSPORT PTY LTD	TOLL CHARGES - JUNE 2020 - DEPOT / HEALTH / LIBRARY	1	263.34	
INV 0470-S3023	11/2020	TOLL TRANSPORT PTY LTD	TOLL CHARGES - NOVEMBER 2020 - DEPOT / HEALTH / CESM	1	83.89	
INV 0474-S3022	12/2020	TOLL TRANSPORT PTY LTD	TOLL CHARGES - DECEMBER 2020 - DEPOT / HEALTH / CESM	1	174.35	
EFT43875	02/06/2022	TOTAL HOISTS AND CRANES PTY LTD	6 MONTHLY SERVICE OVERHEAD CRANE AND PROVIDE CONDITION REPORT UPON COMPLETION	1		1,199.00
INV INV-972617	05/2022	TOTAL HOISTS AND CRANES PTY LTD	6 MONTHLY SERVICE OVERHEAD CRANE AND PROVIDE CONDITION REPORT UPON COMPLETION	1	1,199.00	
EFT43876	02/06/2022	VINCELEC	BERT HAWKE PAVILION. EMERGENCY RE RUN OF MAIN POWER DUE TO DEFECTIVE POWER FEED AS PER QUOTE 373	1		19,100.00
INV IV1310	29/05/2022	VINCELEC	BERT HAWKE PAVILION. EMERGENCY RE RUN OF MAIN POWER DUE TO DEFECTIVE POWER FEED AS PER QUOTE 373	1	19,100.00	

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EFT43877	02/06/2022	WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY AS PER C.201920-09 - 9/5/22 - 22/5/22	1		1,320.00
INV 0000397421	05/2022	WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY AS PER C.201920-09 - 9/5/22 - 22/5/22	1	1,320.00	
EFT43878	02/06/2022	WBS MODULAR PTY LTD T/AS EVOKE LIVING HOMES	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1		1,000.00
INV T1484	01/06/2022	WBS MODULAR PTY LTD T/AS EVOKE LIVING HOMES	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1	1,000.00	
EFT43879	02/06/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	SERVING ON COUNCIL ELEARNING COURSE - CR HUGHES	1		1,287.00
INV I3093428	26/05/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	SERVING ON COUNCIL ELEARNING COURSE - CR HUGHES	1	214.50	
INV I3093429	26/05/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	MEETING PROCEDURES ELEARNING COURSE - CR HUGHES	1	214.50	
INV I3093435	26/05/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	SERVING ON COUNCIL ELEARNING COURSE - CR MENCShELY	1	214.50	
INV I3093436	26/05/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	MEETING PROCEDURES ELEARNING COURSE - CR MENCShELYI,	1	214.50	
INV I3093437	26/05/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	MEETING PROCEDURES ELEARNING COURSE - CR CURTIS	1	214.50	
INV I3093438	26/05/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	SERVING ON COUNCIL ELEARNING COURSE - CR CURTIS	1	214.50	
EFT43880	02/06/2022	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 219A INTEREST PAYMENT - BOWLING CLUB DEVELOPMENT 2016	1		12,302.77
INV 219A	01/06/2022	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 219A INTEREST PAYMENT - BOWLING CLUB DEVELOPMENT 2016		12,302.77	
EFT43881	02/06/2022	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1619 TEST & REPAIR CASE POSITRACK UHF RADIO	1		198.00
INV INV-133311	05/2022	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1619 TEST & REPAIR CASE POSITRACK UHF RADIO	1	198.00	
EFT43882	02/06/2022	WILDFLORA FACTORY PTY LTD T/A AUSTRALIAN WILDFLOWER SEEDS	12 PACK OF WILDFLOWER SEEDS	1		180.00
INV INV-101811	05/2022	WILDFLORA FACTORY PTY LTD T/A AUSTRALIAN WILDFLOWER SEEDS	12 PACK OF WILDFLOWER SEEDS	1	180.00	

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EFT43883	02/06/2022	WOODSLANE PTY LTD	GUIDE TO WILDFLOWERS OF WESTERN AUSTRALIA	1		61.93
INV 0362234702/05/2022		WOODSLANE PTY LTD	GUIDE TO WILDFLOWERS OF WESTERN AUSTRALIA	1	61.93	
EFT43884	07/06/2022	ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR MAY 2022	1		2,071.49
INV MAY 20231/05/2022		ATTILA JOHN MENCSELYI	COUNCILLOR PAYMENTS FOR MAY 2022	1	2,071.49	
EFT43885	07/06/2022	BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR MAY 2022	1		1,100.00
INV MAY 20231/05/2022		BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR MAY 2022	1	1,100.00	
EFT43886	07/06/2022	CHRISTOPHER RICHARD ANTONIO	COUNCILLOR PAYMENTS FOR MAY 2022	1		5,483.36
INV MAY 20231/05/2022		CHRISTOPHER RICHARD ANTONIO	COUNCILLOR PAYMENTS FOR MAY 2022	1	5,483.36	
EFT43887	07/06/2022	DAVID JAMES GALLOWAY	COUNCILLOR PAYMENTS FOR MAY 2022	1		1,905.73
INV MAY 20231/05/2022		DAVID JAMES GALLOWAY	COUNCILLOR PAYMENTS FOR MAY 2022	1	1,905.73	
EFT43888	07/06/2022	DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENTS FOR MAY 2022	1		1,905.73
INV MAY 20231/05/2022		DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENTS FOR MAY 2022	1	1,905.73	
EFT43889	07/06/2022	HAYDEN JOHN APPLETON	COUNCILLOR PAYMENTS FOR MAY 2022	1		1,905.73
INV MAY 20231/05/2022		HAYDEN JOHN APPLETON	COUNCILLOR PAYMENTS FOR MAY 2022	1	1,905.73	
EFT43890	07/06/2022	JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS FOR MAY 2022	1		1,905.73
INV MAY 20231/05/2022		JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS FOR MAY 2022	1	1,905.73	
EFT43891	07/06/2022	MARIA IRENE GIRAK	COUNCILLOR PAYMENTS FOR MAY 2022	1		1,905.73
INV MAY 20231/05/2022		MARIA IRENE GIRAK	COUNCILLOR PAYMENTS FOR MAY 2022	1	1,905.73	
EFT43892	07/06/2022	MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR MAY 2022	1		2,843.23
INV MAY 20231/05/2022		MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR MAY 2022	1	2,843.23	
EFT43893	07/06/2022	PAUL THOMAS CURTIS	COUNCILLOR PAYMENTS FOR MAY 2022	1		2,015.99

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INV MAY 20231/05/2022		PAUL THOMAS CURTIS	COUNCILLOR PAYMENTS FOR MAY 2022	1	2,015.99	
EFT43894	07/06/2022	ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS FOR MAY 2022	1		1,905.73
INV MAY 20231/05/2022		ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS FOR MAY 2022	1	1,905.73	
EFT43895	10/06/2022	ABEL CONCEPTS (AUST) PTY LTD	SUPPLY AND DELIVER 1 SET (2 GOALS) AND NETS TO BERT HAWKE OVAL - SUBURBAN ROAD, NORTHAM WA	1		5,658.40
INV 34077	20/05/2022	ABEL CONCEPTS (AUST) PTY LTD	SUPPLY AND DELIVER 1 SET (2 GOALS) AND NETS TO BERT HAWKE OVAL - SUBURBAN ROAD, NORTHAM WA	1	5,658.40	
EFT43896	10/06/2022	AFGRI EQUIPMENT AUSTRALIA PTY LTD T/AS AFGRI	PN1705 - ZTRAC MOWER BELT REPAIRS, REINSTALL DECK	1		518.90
INV 2583872	09/05/2022	AFGRI EQUIPMENT AUSTRALIA PTY LTD T/AS AFGRI	PN1705 - ZTRAC MOWER BELT REPAIRS, REINSTALL DECK	1	518.90	
EFT43897	10/06/2022	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	WHIPPER SNIPPER HEAD AUTO CUT C 26-2	1		36.10
INV 327478	01/06/2022	AGWEST MACHINERY - GREYMACH PTY LTD T/AS	WHIPPER SNIPPER HEAD AUTO CUT C 26-2	1	36.10	
EFT43898	10/06/2022	ASTROTOURISM WA PTYLTD	ABORIGINAL ASTRONOMY PLANISPHERES - YUED WEIT/EMU X 20 ABORIGINAL ASTRONOMY PLANISPHERES - YUED YONGKA/KANGAROO X 20 FREIGHT	1		361.50
INV 1121	07/02/2022	ASTROTOURISM WA PTYLTD	ABORIGINAL ASTONOMY PLANISPHERES - YUED WEIT/EMU X 10 ABORIGINAL ASTONOMY PLANISPHERES - YUED YONGKA/KANGAROO X10 FREIGHT	1	126.50	
INV 0804202208/04/2022		ASTROTOURISM WA PTY LTD	ABORIGINAL ASTRONOMY PLANISPHERES - YUED WEIT/EMU X 20 ABORIGINAL ASTRONOMY PLANISPHERES - YUED YONGKA/KANGAROO X 20 FREIGHT	1	235.00	
EFT43899	10/06/2022	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	1		129.50
INV DEDUCT07/06/2022		AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		129.50	

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EFT43900	10/06/2022	AUTOPRO NORTHAM	PN2103 - PARTS REQUIRED FOR JET RODDER	1		127.94
INV 996567	02/06/2022	AUTOPRO NORTHAM	PN2103 - PARTS REQUIRED FOR JET RODDER	1	71.40	
INV 996832	03/06/2022	AUTOPRO NORTHAM	ENGINE OIL FOR PN1804	1	56.54	
EFT43901	10/06/2022	AVON SERVICE SPECIALISTS	PN1311 - KILLARA VIN: VIN: JTFST22P600006110 . SERVICE	1		842.60
INV 23298	25/05/2022	AVON SERVICE SPECIALISTS	PN 1310 - KILLARA - VIN: KMHLB81DMEU084273. SERVICE	1	278.85	
INV 23315	27/05/2022	AVON SERVICE SPECIALISTS	PN1311 - KILLARA3 VIN: KMHLB81DMEU083449. SERVICE	1	257.95	
INV 23323	30/05/2022	AVON SERVICE SPECIALISTS	PN1311 - KILLARA VIN: VIN: JTFST22P600006110 . SERVICE	1	305.80	
EFT43902	10/06/2022	AVON WASTE	C.202122-04 MANAGEMENT OF OLD QUARRY ROAD LANDFILL FACILITY FROM 01/05/2022 - 31/05/2022	1		76,692.73
INV 0005014520/05/2022	20/05/2022	AVON WASTE	C.202122-04 MANAGEMENT OF OLD QUARRY ROAD LANDFILL FACILITY FROM 01/05/2022 - 31/05/2022	1	47,120.70	
INV 50144	20/05/2022	AVON WASTE	DOMESTIC RUBBISH / COMMERCIAL RUBBISH COLLECTION FORTNIGHT ENDING 20/05/2022	1	29,572.03	
EFT43903	10/06/2022	BURGESS RAWSON (WA) PTY LTD	WATER & SEWERAGE RATES FOR DUMP POINT ON PEEL TCE FOR THE PERIOD 01/05/2022 TO 30/06/2022.	1		59.00
INV 15344	23/05/2022	BURGESS RAWSON (WA) PTY LTD	WATER & SEWERAGE RATES FOR DUMP POINT ON PEEL TCE FOR THE PERIOD 01/05/2022 TO 30/06/2022.	1	59.00	
EFT43904	10/06/2022	CADDS FASHIONS	WORK BOOT ALLOWANCE - JUDITH HAY	1		169.99
INV 22-00003	29/03/2022	CADDS FASHIONS	WORK BOOT ALLOWANCE - JUDITH HAY	1	169.99	
EFT43905	10/06/2022	CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP STEEL DRUM ROLLER FROM BOBAKINE RD AND DROP OFF AT NORTHAM DEPOT / PICK UP MULTI ROLLER FROM BOBAKINE RD AND DROP OFF AT MEENAAR SOUTH RD	1		2,887.50
INV 0000401124/05/2022	24/05/2022	CENTRAL MOBILE MECHANICAL REPAIRS	FLOAT ROLLER FROM WUNDABINIRING ROAD, WOOTTATING TO TALBOT RD WEST, TALBOT	1	770.00	

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INV 0000402531	05/2022	CENTRAL MOBILEMECHANICAL REPAIRS	PICK UP STEEL DRUM ROLLER FROM BOBAKINE RD AND DROP OFF AT NORTHAM DEPOT / PICK UP MULTI ROLLER FROM BOBAKINE RD AND DROP OFF AT MEENAAR SOUTH RD	1	1,347.50	
INV 0000402431	05/2022	CENTRAL MOBILEMECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM GADEN RD AND DROP OFF AT GOLFLINKS RD	1	770.00	
EFT43906	10/06/2022	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		138.85
INV DEDUCT07	06/2022	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS		138.85	
EFT43907	10/06/2022	DARREN BRADLEY STEVENS	REIMBURSEMENT OF POLICE CLEARANCE DARREN STEVENS (CLEANER - REC CENTRE)	1		41.00
INV 176019	04/05/2022	DARREN BRADLEY STEVENS	REIMBURSEMENT OF POLICE CLEARANCE DARREN STEVENS (CLEANER - REC CENTRE)	1	41.00	
EFT43908	10/06/2022	DCM CARPENTRY & MAINTENANCE	INSTALL 2 SUPPLIED SOCCER GOALS AND NETS AT BERT HAWKE OVAL. INCLUDES DRILLING AND COMPLETION OF CONCRETE FOOTINGS FOR GOAL FRAMES.	1		1,665.40
INV 1386	31/05/2022	DCM CARPENTRY & MAINTENANCE	INSTALL 2 SUPPLIED SOCCER GOALS AND NETS AT BERT HAWKE OVAL. INCLUDES DRILLING AND COMPLETION OF CONCRETE FOOTINGS FOR GOAL FRAMES.	1	1,540.00	
INV 1390	05/06/2022	DCM CARPENTRY & MAINTENANCE	PEGS FOR SOCCER GOALS - BERT HAWKE OVAL	1	125.40	
EFT43909	10/06/2022	DEPARTMENT OF FIRE & EMERGENCY SERVICE (DFES)	2021/2022 ESL QUARTER 4 - EMERGENCY SERVICES LEVY	1		63,102.65
INV 153921	20/05/2022	DEPARTMENT OF FIRE & EMERGENCY SERVICE (DFES)	2021/2022 ESL QUARTER 4 - EMERGENCY SERVICES LEVY	1	63,102.65	
EFT43910	10/06/2022	EASIFLEET	PAYROLL DEDUCTIONS	1		1,853.35
INV DEDUCT07	06/2022	EASIFLEET	PAYROLL DEDUCTIONS		1,054.26	
INV DEDUCT07	06/2022	EASIFLEET	PAYROLL DEDUCTIONS		799.09	
EFT43911	10/06/2022	EUREKA 4WD TRAINING PTY LTD	JOSEPH WILLIAMS US# EM4CLZADAS DL# 3418373 HR LICENCE COURSE MANUAL SINCRAMESH.	1		1,150.00

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INV 9041328811/05/2022		EUREKA 4WD TRAINING PTY LTD	JOSEPH WILLIAMS USI# EM4CLZADAS DL# 3418373 HR LICENCE COURSE MANUAL SINCROMESH.	1	1,150.00	
EFT43912	10/06/2022	GEORGE WILLIAM MARK CHADWICK	STAGE 2 - COUNCIL, STAFF, STAKEHOLDER & COMMUNITY WORKSHOPS/MEETINGS	1		3,021.00
INV 2-65541	01/06/2022	GEORGE WILLIAM MARK CHADWICK	STAGE 2 - COUNCIL, STAFF, STAKEHOLDER & COMMUNITY WORKSHOPS/MEETINGS	1	3,021.00	
EFT43913	10/06/2022	GRAFTON ELECTRICS	REPAIRS TO ELECTRICAL CONPONANT ON POOL ROBOT. DOLPHIN PRO 2X2	1		91.63
INV 8707	31/05/2022	GRAFTON ELECTRICS	REPAIRS TO ELECTRICAL CONPONANT ON POOL ROBOT. DOLPHIN PRO 2X2	1	91.63	
EFT43914	10/06/2022	HERSEY'S SAFETY PTY LTD	FREIGHT	1		33.00
INV INV-078426/04/2022		HERSEY'S SAFETY PTY LTD	FREIGHT	1	33.00	
EFT43915	10/06/2022	KLEENHEAT GAS	GAS FOR NORTHAM SWIMMING POOL HEATERS DELIVERED 18/05/2022	1		12,195.88
INV 2193961018/05/2022		KLEENHEAT GAS	GAS FOR NORTHAM SWIMMING POOL HEATERS DELIVERED 18/05/2022	1	6,721.18	
INV 2194352523/05/2022		KLEENHEAT GAS	GAS FOR NORTHAM SWIMMING POOL HEATERS DELIVERED 23/05/2022	1	1,884.96	
INV 2194644531/05/2022		KLEENHEAT GAS	GAS FOR NORTHAM SWIMMING POOL HEATERS DELIVERED 31/05/2022	1	3,589.74	
EFT43916	10/06/2022	MARKETFORCE	PUBLIC NOTICE IN THE WEST AUSTRALIAN ON 21/05/2022 FOR REQUEST FOR TENDER (01 OF 2022) NORTHAM RV CONSTRUCTION - MITCHELL AVE CHANGE OF COUNCIL MEETING LOCATION 18 MAY 2022 - WEST AUSTRALIAN 18 MAY 2022	1		1,065.42
INV 43838	25/05/2022	MARKETFORCE		1	379.05	
INV 43839	25/05/2022	MARKETFORCE	PUBLIC NOTICE IN THE WEST AUSTRALIAN ON 21/05/2022 FOR REQUEST FOR TENDER (01 OF 2022) NORTHAM RV CONSTRUCTION - MITCHELL AVE	1	727.34	
INV 39502	01/06/2022	MARKETFORCE	CREDIT FOR EARLY SETTLEMENT	1	-40.97	
EFT43917	10/06/2022	MIDLAND CAMERA HOUSE - CAMERA TRADERS PTY LTD T/AS	ZOOM H6 HANDY RECORDER, LPE10 BATTERY PACK AND CHARGER	1		1,738.00
INV 35588	19/05/2022	MIDLAND CAMERA HOUSE - CAMERA TRADERS PTY LTD T/AS	ZOOM H6 HANDY RECORDER, LPE10 BATTERY PACK AND CHARGER	1	1,738.00	

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EFT43918	10/06/2022	MORRIS PEST AND WEED CONTROL	BAIT STATION AND BAIT	1		25.00
INV INV-200223/05/2022		MORRIS PEST AND WEED CONTROL	BAIT STATION AND BAIT	1	25.00	
EFT43919	10/06/2022	NORTHAM COUNTRY CLUB INC	SENIOR SPORT FUNDING FOR MARGORIE AND TREVOR TURNOCK- GOLF	1		100.00
INV 3929	01/06/2022	NORTHAM COUNTRY CLUB INC	SENIOR SPORT FUNDING FOR MARGORIE AND TREVOR TURNOCK- GOLF	1	100.00	
EFT43920	10/06/2022	NORTHAM COURIER SERVICE	PICK UP 6 X 10LTR TUBS LINE MARKING PAINT FROM SLATER-GARTRELL, 66 HELENA ST MIDLAND AND DELIVER TO NORTHAM SHIRE DEPOT, 116 PEEL TCE	1		88.00
INV 3249	01/05/2022	NORTHAM COURIER SERVICE	PICK UP 6 X 10LTR TUBS LINE MARKING PAINT FROM SLATER-GARTRELL, 66 HELENA ST MIDLAND AND DELIVER TO NORTHAM SHIRE DEPOT, 116 PEEL TCE	1	88.00	
EFT43921	10/06/2022	OXTER SERVICES	WREATH FOR INTERNATIONAL FIRE FIGHTER MEMORIAL SERVICE - 7 MAY 2022	1		70.00
INV 25852	01/06/2022	OXTER SERVICES	WREATH FOR INTERNATIONAL FIRE FIGHTER MEMORIAL SERVICE - 7 MAY 2022	1	70.00	
EFT43922	10/06/2022	PETA JANE COOMBS	REIMBURSEMENT OF POLICE CLEARANCE AND MEDICAL PETA COOMBS (PROCUREMENT OFFICER)	1		223.60
INV AR 0106201/06/2022		PETA JANE COOMBS	REIMBURSEMENT OF POLICE CLEARANCE AND MEDICAL PETA COOMBS (PROCUREMENT OFFICER)	1	223.60	
EFT43923	10/06/2022	PROFESSIONAL LOCKSERVICE	6 X PADLOCKS (KEYS ARE SP1) & 2 X RC1 KEYS	1		669.90
INV 0010756831/05/2022		PROFESSIONAL LOCKSERVICE	6 X PADLOCKS (KEYS ARE SP1) & 2 X RC1 KEYS	1	669.90	
EFT43924	10/06/2022	RONLIEEH PTY LTD T/AS ALL PARTS WA	PN1408 - BATTERY FOR JD TRACTOR	1		226.08
INV SI-00001901/06/2022		RONLIEEH PTY LTD T/AS ALL PARTS WA	PN1408 - BATTERY FOR JD TRACTOR	1	226.08	
EFT43925	10/06/2022	SIMON PAUL PETERS	DCBFCO HONORARIUM 21-22 - SIMON PETERS	1		1,500.00
INV BR 0206202/06/2022		SIMON PAUL PETERS	DCBFCO HONORARIUM 21-22 - SIMON PETERS	1	1,500.00	

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EFT43926	10/06/2022	SOUTHERN CROSS AUSTEREO PTY LTD	AROUND THE TOWNS INTERVIEWS - SHIRE PRESIDENT - MAY 2022	1		198.00
INV 7132950031/05/2022		SOUTHERN CROSS AUSTEREO PTY LTD	AROUND THE TOWNS INTERVIEWS - SHIRE PRESIDENT - MAY 2022	1	198.00	
EFT43927	10/06/2022	SPECIALISED TREE SERVICE	VEGETATION CLEARING BRIDGE 4108 / 5066A / 4654 / 0616 / 0615 / 4126A	1		7,862.58
INV 3871	03/06/2022	SPECIALISED TREE SERVICE	VEGETATION CLEARING BRIDGE 4108 / 5066A / 4654 / 0616 / 0615 / 4126A	1	7,862.58	
EFT43928	10/06/2022	SYNERGY	168614990 STREETLIGHTING - 25/03/2022 to 24/04/2022	1		32,349.77
INV 1686149902/05/2022		SYNERGY	168614990 STREETLIGHTING - 25/03/2022 to 24/04/2022		25,358.85	
INV 9152416402/05/2022		SYNERGY	915241640 AUXILIARY LIGHTING - 28/03/2022 to 27/04/2022		144.24	
INV 1365377419/05/2022		SYNERGY	136537740 AIRPORT - 21/04/2022 to 18/05/2022		1,137.79	
INV 3577031825/05/2022		SYNERGY	357703180 STORMWATER DAM PUMP - 19/03/2022 to 24/05/2022		125.76	
INV 3613331825/05/2022		SYNERGY	361333180 SUSPENSION BRIDGE LIGHTING - 22/03/2022 to 24/05/2022		389.43	
INV 7471705325/05/2022		SYNERGY	747170530 SKATE PARK - CLARKE ST - 19/03/2022 to 24/05/2022		315.45	
INV 3575473325/05/2022		SYNERGY	357547330 APEX PARK TOILETS - 22/03/2022 to 24/05/2022		191.40	
INV 3575474726/05/2022		SYNERGY	357547470 MORBY COTTAGE - 22/03/2022 to 25/05/2022		129.01	
INV 3575491201/06/2022		SYNERGY	357549120 NORTHAM DEPOT - PEEL ST - 30/03/2022 to 31/05/2022		1,222.25	
INV 1539025101/06/2022		SYNERGY	153902510 OLD NORTHAM DEPOT - 30/03/2022 to 31/05/2022		141.08	
INV 3577000202/06/2022		SYNERGY	357700020 KILLARA DAYCARE CENTRE - COTTAGE - 31/03/2022 to 01/06/2022		900.31	
INV 3355969202/06/2022		SYNERGY	335596920 NORTHAM VISITORS CENTRE - 31/03/2022 to 01/06/2022		518.08	
INV 3749669503/06/2022		SYNERGY	374966950 BEAVIS PLACE OPEN SPACE - 01/04/2022 to 02/06/2022		182.44	
INV 3575483207/06/2022		SYNERGY	357548320 BERNARD PARK TOILETS - 02/04/2022 to 02/06/2022		235.54	
INV 3575487007/06/2022		SYNERGY	357548700 TOWN HALL & LESSER HALL - 02/04/2022 to 03/06/2022		642.40	

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INV 3577047907/06/2022		SYNERGY	357704790 STAGE LIGHTS - SOUNDSHELL, - 02/04/2022 to 02/06/2022		715.74	
EFT43929	10/06/2022	T-QUIP	PEP07040240 NUT - HEIGHT ADJUST	1		62.60
INV 109016#421/03/2022		T-QUIP	PEP07040240 NUT - HEIGHT ADJUST	1	62.60	
EFT43930	10/06/2022	TAMIKA VAN BEEK	REIMBURSEMENT OF MEDICAL TAMIKA VAN BEEK (ADMIN CORP SERVICES)	1		154.00
INV 178300	03/05/2022	TAMIKA VAN BEEK	REIMBURSEMENT OF MEDICAL TAMIKA VAN BEEK (ADMIN CORP SERVICES)	1	154.00	
EFT43931	10/06/2022	TOLL TRANSPORT PTY LTD	TOLL CHARGES - MAY 2022 - HEALTH	1		46.21
INV 0545-S30 22/05/2022		TOLL TRANSPORT PTY LTD	TOLL CHARGES - MAY 2022 - HEALTH	1	46.21	
EFT43932	10/06/2022	TOTAL TOOLS MIDLAND	KINCROME 150MM AUGER BIT, PART NO K16033, INCLUDING DELIVERY	1		190.00
INV 293322	30/05/2022	TOTAL TOOLS MIDLAND	KINCROME 150MM AUGER BIT, PART NO K16033, INCLUDING DELIVERY	1	190.00	
EFT43933	10/06/2022	TREVOR EASTWELL	DRIVING FOR WUNDOWIE TO NORTHAM COMMUNITY BUS 26 MAY 2022	1		50.00
INV 92	02/06/2022	TREVOR EASTWELL	DRIVING FOR WUNDOWIE TO NORTHAM COMMUNITY BUS 26 MAY 2022	1	50.00	
EFT43934	10/06/2022	WESTGROW FARM TREES	ATRIPLEX SEMIBACCATA	1		163.33
INV 2190	09/06/2022	WESTGROW FARM TREES	ATRIPLEX SEMIBACCATA	1	163.33	
EFT43935	10/06/2022	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1620 - DIAGNOSIS AND REPAIR REAR LEFT INDICATOR	1		190.00
INV INV-132201/06/2022		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1620 - DIAGNOSIS AND REPAIR REAR LEFT INDICATOR	1	190.00	
EFT43936	16/06/2022	ADT SECURITY - TYCO AUSTRALIA GROUP T/AS	KILLARA RESPITE CENTRE QUARTLY MONITORING FEE 01/06/2022 - 31/08/2022	1		170.41
INV 2498333701/06/2022		ADT SECURITY - TYCO AUSTRALIA GROUP T/AS	KILLARA RESPITE CENTRE QUARTLY MONITORING FEE 01/06/2022 - 31/08/2022	1	170.41	
EFT43937	16/06/2022	AMPAC DEBT RECOVERY (WA) P/L	DEBT RECOVERY FOR MAY 2022	1		778.02

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INV 84666	31/05/2022	AMPAC DEBT RECOVERY (WA) P/L	DEBT RECOVERY FOR MAY 2022	1	778.02	
EFT43938	16/06/2022	AUSTRALIA POST	AUST POST CHARGES - MAY 2022 - LIBRARY / KILLARA / BKB / ADMIN	1		745.66
INV 1011585603/06/2022		AUSTRALIA POST	AUST POST CHARGES - MAY 2022 - LIBRARY / KILLARA / BKB / ADMIN	1	745.66	
EFT43939	16/06/2022	AUSTRALIAN INSTITUTE OF BUILDING SURVEYORS	PRO-RATAMEMBERSHIP RENEWAL - GORDON TESTER	1		600.00
INV 36572	07/04/2022	AUSTRALIAN INSTITUTE OF BUILDING SURVEYORS	PRO-RATAMEMBERSHIP RENEWAL - GORDON TESTER	1	600.00	
EFT43940	16/06/2022	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 07/06/2022	1		61,805.59
INV PAYG 0707/06/2022		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 07/06/2022	1	61,805.59	
EFT43941	16/06/2022	AVON VALLEY ARTS SOCIETY (INC)	WOODEN MUSHROOM 688 - MC	1		1,382.40
INV 1026	06/06/2022	AVON VALLEY ARTS SOCIETY (INC)	TEABAGS CARD CAS	1	485.25	
INV 1027	06/06/2022	AVON VALLEY ARTS SOCIETY (INC)	WOODEN MUSHROOM 688 - MC	1	774.90	
INV 1025	06/06/2022	AVON VALLEY ARTS SOCIETY (INC)	E21 LACE DOILY ANITAS CRAFTS	1	122.25	
EFT43942	16/06/2022	AVON VALLEY BAKERY	BREAD FOR NATIONAL RECONCILIATION WEEK BBQ	1		19.80
INV INV-091131/05/2022		AVON VALLEY BAKERY	BREAD FOR NATIONAL RECONCILIATION WEEK BBQ	1	19.80	
EFT43943	16/06/2022	BANDIT TREE EQUIPMENT	B6-BAD900591322 - BUSH LEAF SPR 8K AXL / B6-BAUBOLT8K - UBOLT 9/16" X 95MM X 200MM / B6-BA900591910 - FENDER ALUMINIUM	1		908.00
INV 8BCSW124/05/2022		BANDIT TREE EQUIPMENT	SHARPEN CHIPPER KNIVES	1	96.80	
INV 1219W 08/06/2022		BANDIT TREE EQUIPMENT	B6-BAD900591322 - BUSH LEAF SPR 8K AXL / B6-BAUBOLT8K - UBOLT 9/16" X 95MM X 200MM / B6-BA900591910 - FENDER ALUMINIUM	1	811.20	
EFT43944	16/06/2022	BOW STEEL PTY/LTD	NORTHAM AERODROME. YEARLY SERVICE AND REPAIR FRONT ELECTRIC GATES.	1		715.00
INV 883	07/06/2022	BOW STEEL PTY/LTD	NORTHAM AERODROME. YEARLY SERVICE AND REPAIR FRONT ELECTRIC GATES.	1	715.00	

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EFT43945	16/06/2022	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF MAY 2022	1		7,272.25
INV T1080	16/06/2022	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BSL FEES COLLECTED FOR THE BUILDING COMMISSION FOR THE MONTH OF MAY 2022	1	7,272.25	
EFT43946	16/06/2022	BUNNINGS BUILDING SUPPLIES P/L	FLURO TUBES AND STARTERS FOR FLURO LIGHTS FOR KILLARA	1		462.03
INV 2182/003	30/05/2022	BUNNINGS BUILDING SUPPLIES P/L	FLURO TUBES AND STARTERS FOR FLURO LIGHTS FOR KILLARA	1	192.40	
INV 2182/003	30/05/2022	BUNNINGS BUILDING SUPPLIES P/L	BBQ FOR CREATE 298 & EVENTS	1	157.82	
INV 2182/003	02/06/2022	BUNNINGS BUILDING SUPPLIES P/L	55L GALVANISED BIN	1	38.90	
INV 2182/003	07/06/2022	BUNNINGS BUILDING SUPPLIES P/L	WHITE STRAIGHT FLUROESCENT TUBES FOR KILLARA COTTAGE	1	34.24	
INV 2182/003	08/06/2022	BUNNINGS BUILDING SUPPLIES P/L	TEC HEAD DRILL BIT & SCREWS	1	15.36	
INV 2182/003	10/06/2022	BUNNINGS BUILDING SUPPLIES P/L	BUTANE GAS REFILL. INSULATION TAPE	1	23.31	
EFT43947	16/06/2022	BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR MAY 2022 - IRISHTOWN / BAKERS HILL / GRASS VALLEY / NORTH CENTRAL / SOUTHERN BROOK / NORTHAM SES / CLACKLINE / INKPEN / WUNDOWIE	1		784.37
INV MAY 20231/05/2022		BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR MAY 2022 - IRISHTOWN / BAKERS HILL / GRASS VALLEY / NORTH CENTRAL / SOUTHERN BROOK / NORTHAM SES / CLACKLINE / INKPEN / WUNDOWIE	1	784.37	
EFT43948	16/06/2022	CADDS FASHIONS	DEPOT UNIFORMS - SHIRTS / PANT / JACKETS	1		1,030.68
INV 22-00006	09/06/2022	CADDS FASHIONS	WORKBOOT ALLOWANCE - TERRY BELL	1	129.99	
INV 22-00002	15/03/2022	CADDS FASHIONS	LALIZAS GAS HORN SET	1	49.95	
INV 22-00005	31/05/2022	CADDS FASHIONS	SAFETY BOOTS FOR PICK UP FOR BRANDON HAYES	1	149.99	
INV 22-00006	09/06/2022	CADDS FASHIONS	DEPOT UNIFORMS - SHIRTS / PANT / JACKETS	1	700.75	

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EFT43949	16/06/2022	CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM CNR PEACOCK & GRASS VALLEY SOUTH RDS AND DROP OFF AT CNR BORAMIN & CARTER RDS / PICK UP STEEL DRUM ROLLER FROM CNR PEACOCK & GRASS VALLEY SOUTH RDS AND DROP OFF AT CNR BORAMIN & CARTER RDS	1		2,189.00
INV 0000403031/05/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM GOLFLINKS RD AND DROP OFF AT FERNIE RD	1	770.00	
INV 0000403306/06/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM CNR PEACOCK & GRASS VALLEY SOUTH RDS AND DROP OFF AT CNR BORAMIN & CARTER RDS / PICK UP STEEL DRUM ROLLER FROM CNR PEACOCK & GRASS VALLEY SOUTH RDS AND DROP OFF AT CNR BORAMIN & CARTER RDS	1	1,419.00	
EFT43950	16/06/2022	CLEANAWAY DANIELS SERVICES PTY LTD	BERNARD PARK PUBLIC TOILETS X 3 SHARPS DISPOSAL SERVICE 23/05/2022	1		618.82
INV 2082482	31/05/2022	CLEANAWAY DANIELS SERVICES PTY LTD	BERNARD PARK PUBLIC TOILETS X 3 SHARPS DISPOSAL SERVICE 23/05/2022	1	206.27	
INV 2082481	31/05/2022	CLEANAWAY DANIELS SERVICES PTY LTD	BAKERS HILL HOOPER PARK PUBLIC TOILETS X 2 SHARPS DISPOSAL SERVICE 09/05/22 & 23/05/2022	1	103.14	
INV 2082484	31/05/2022	CLEANAWAY DANIELS SERVICES PTY LTD	WUNDOWIE PUBLIC TOILETS X 2 SHARPS DISPOSAL SERVICE 09/05/22	1	103.14	
INV 2082483	31/05/2022	CLEANAWAY DANIELS SERVICES PTY LTD	APEX PARK PUBLIC TOILETS X 4 SHARPS DISPOSAL SERVICE 9/5/2022 & 23/05/2022	1	206.27	
EFT43951	16/06/2022	COMMON GROUND TRAILS PTY LTD	C.202122-01 - TRAILS MASTER PLAN - CLAIM 8	1		825.00
INV INV-187326/05/2022		COMMON GROUND TRAILS PTY LTD	C.202122-01 - TRAILS MASTER PLAN - CLAIM 8	1	825.00	
EFT43952	16/06/2022	COUNTRYWIDE GROUP	WIPPER SNIPPER - PLATE	1		53.38
INV ACC001407/06/2022		COUNTRYWIDE GROUP	TWO MOWER SPRINGS	1	19.03	
INV ACC001408/06/2022		COUNTRYWIDE GROUP	WIPPER SNIPPER - PLATE	1	34.35	
EFT43953	16/06/2022	DCM CARPENTRY & MAINTENANCE	BILYA KOORT BOODJA. CHECK WATER LEAKS AND REPAIR ON DRYER DAY.	1		610.50
INV 1388	31/05/2022	DCM CARPENTRY & MAINTENANCE	BILYA KOORT BOODJA. CHECK WATER LEAKS AND REPAIR ON DRYER DAY.	1	467.50	
INV 1389	01/06/2022	DCM CARPENTRY & MAINTENANCE	REPAIR TO DOORFRAME ON CHANGEROOM 4 UNISEX TOILET - NORTHAM POOL	1	143.00	

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EFT43954	16/06/2022	DMC CLEANING	CLEANING OF SHIRE OF NORTHAM FACILITIES X 5 CLEANS PER WEEK. C.202021-05 01/05/2022-31/05/2022	1		8,694.41
INV SON208831/05/2022		DMC CLEANING	CLEANING OF SHIRE OF NORTHAM FACILITIES X 5 CLEANS PER WEEK. C.202021-05 01/05/2022-31/05/2022	1	8,694.41	
EFT43955	16/06/2022	DRACO AIR PTY LTD	RIVERS EDGE CAFE. REPAIR COOL ROOM.	1		1,441.88
INV 14649	30/05/2022	DRACO AIR PTY LTD	RIVERS EDGE CAFE. REPAIR COOL ROOM.	1	1,441.88	
EFT43956	16/06/2022	DUN DIRECT PTY LTD	FUEL CHARGES FOR MAY 2022 - KILLARA / ENGINEERING / DEVELOPMENT SERVICES / CORPORATE SERVICES / COMMUNITY SERVICES	1		32,399.32
INV MAY20231/05/2022		DUN DIRECT PTY LTD	FUEL CHARGES FOR MAY 2022 - KILLARA / ENGINEERING / DEVELOPMENT SERVICES / CORPORATE SERVICES / COMMUNITY SERVICES	1	32,399.32	
EFT43957	16/06/2022	E FIRE & SAFETY	MONTHLY ROUTINE MAINTENANCE CHARGES FOR THE TESTING OF THE FIRE DETECTION SYSTEM AT KILLARA - MAY 2022	1		839.85
INV 564977	31/05/2022	E FIRE & SAFETY	MONTHLY ROUTINE MAINTENANCE CHARGES FOR THE TESTING OF THE FIRE DETECTION SYSTEM AT NORTHAM RECREATION CENTRE - MAY 2022	1	254.65	
INV 564972	31/05/2022	E FIRE & SAFETY	MONTHLY ROUTINE MAINTENANCE CHARGES FOR THE TESTING OF THE FIRE DETECTION SYSTEM AT NORTHAM TOWN HALL - MAY 2022	1	162.80	
INV 564967	31/05/2022	E FIRE & SAFETY	MONTHLY ROUTINE MAINTENANCE CHARGES FOR THE TESTING OF THE FIRE DETECTION SYSTEM AT KILLARA - MAY 2022	1	422.40	
EFT43958	16/06/2022	FIONA LEE DAVIS	BOOKING BOND FOR 21ST BIRTHDAY PARTY AT NORTHAM TOWN HALL. \$7 OUTSTANDING FROM HIRE FEE AND 2 HOUR CLEANING FEE OF \$70.40 TAKEN FROM \$500 BOND.	1		422.60
INV 13129	07/06/2022	FIONA LEE DAVIS	BOOKING BOND FOR 21ST BIRTHDAY PARTY AT NORTHAM TOWN HALL. \$7 OUTSTANDING FROM HIRE FEE AND 2 HOUR CLEANING FEE OF \$70.40 TAKEN FROM \$500 BOND.	1	422.60	
EFT43959	16/06/2022	FIRE AND SAFETY WA	BFB BOOTS / FIRE HOSE / WASHERS	1		4,223.00

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INV 39450	24/05/2022	FIRE AND SAFETY WA	BFB BOOTS / FIRE HOSE / WASHERS	1	4,223.00	
EFT43960	16/06/2022	FIRE RESCUE SAFETY AUSTRALIA PTY LTD	F10 MK111 GEN 2 STRUCTURAL HELMENT WITH NECKFLAP & VISOR - RED - WITH WAFRS LOGO - 061057 / RED ON WHITE (SILVER REFLECTIVE) - NAME - HELEMET STICKER - EACH RUTTER / PAX KEY CASE BLUE - 10 KEY (20CM X 20CM X 5CM)	1	569.39	569.39
INV 206279A	26/05/2022	FIRE RESCUE SAFETY AUSTRALIA PTY LTD	F10 MK111 GEN 2 STRUCTURAL HELMENT WITH NECKFLAP & VISOR - RED - WITH WAFRS LOGO - 061057 / RED ON WHITE (SILVER REFLECTIVE) - NAME - HELEMET STICKER - EACH RUTTER / PAX KEY CASE BLUE - 10 KEY (20CM X 20CM X 5CM)	1	569.39	
EFT43961	16/06/2022	FRAMESWEST	CLACKLINE 2.4 & LT REPAIRS	1		324.50
INV 0002638026	05/2022	FRAMESWEST	CLACKLINE 2.4 & LT REPAIRS	1	324.50	
EFT43962	16/06/2022	GLENN STUART BEVERIDGE	VINTAGE CAR CLUB. PAINTING TO EXTERNAL WINDOWS AND WEATHERBOARDS AS PER QUOTE. / VINTAGE CAR CLUB. REPAIRS AND PAINTING TO 3 X ROOM CEILINGS AS PER QUOTE./ VINTAGE CAR CLUB.PATCH AND UNDERCOAT 3 X OFFICE AND 1 X END ROOM AS PER QUOTE.	1		12,244.00
INV 309	06/06/2022	GLENN STUART BEVERIDGE	SWIMMING POOL HOUSE. CHANGE OUT ALL EXTERNAL LOCKS AND SUPPLY 3 X KEYS.	1	275.00	
INV 310	06/06/2022	GLENN STUART BEVERIDGE	SWIMMINGPOOL HOUSE. CLEAN OUT RUBBISH FROM HOUSE, SHED AND YARD AND DISPOSE OF AT TIP.	1	1,650.00	
INV 311	06/06/2022	GLENN STUART BEVERIDGE	BERNARD PARK TOILETS. REPLACE TOILETROLL HOLDERS.	1	121.00	
INV 312	06/06/2022	GLENN STUART BEVERIDGE	ADMIN BUILDING. EMPTY AND CLEAN OUT RAIN WATER TANK.	1	319.00	
INV 313	06/06/2022	GLENN STUART BEVERIDGE	VINTAGE CAR CLUB. PAINTING TO EXTERNAL WINDOWS AND WEATHERBOARDS AS PER QUOTE. / VINTAGE CAR CLUB. REPAIRS AND PAINTING TO 3 X ROOM CEILINGS AS PER QUOTE./ VINTAGE CAR CLUB.PATCH AND UNDERCOAT 3 X OFFICE AND 1 X END ROOM AS PER QUOTE.	1	8,218.00	

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INV 316	06/06/2022	GLENN STUART BEVERIDGE	WUNDOWIE PUBLIC TOILETS. PAINT DOORS TO COVER GRAFFITI AND REPLACE BROKEN SEAT.	1	363.00	
INV 319	07/06/2022	GLENN STUART BEVERIDGE	INKPEN TIP. REPLACE SECTION OF CUT SHEET AND SUCURE TO LOADER SHED AFTER BREAK IN AS PER PHOTOS.	1	242.00	
INV 320	07/06/2022	GLENN STUART BEVERIDGE	CEMETERY TOILETS. CHANGE OUT MALE AND FEMALE REAR RUBBER SEALS.	1	132.00	
INV 323	09/06/2022	GLENN STUART BEVERIDGE	BAKERS HILL PAVILION. REPAIR BROKEN DOWN PIPES OVAL SIDE NEAR REAR.	1	231.00	
INV 324	09/06/2022	GLENN STUART BEVERIDGE	YOUTH PARK TOILETS. REPAIR DOOR CLOSER TO DISABLE TOILETS AND PAINT OVER GRAFFITI.	1	495.00	
INV 327	09/06/2022	GLENN STUART BEVERIDGE	WUNDOWIE LIBRARY. REPAIR DOWN PIPE TO GUTTER CONNECTION.	1	132.00	
INV 326	09/06/2022	GLENN STUART BEVERIDGE	FLUFFY DUCKS. REPAIR LOCK TO BABIES ROOM, MOVE SIGN AND INSTALL RACK FOR MATS.	1	66.00	
EFT43963	16/06/2022	GRANT HOWORTH	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1		1,020.00
INV T1614	16/06/2022	GRANT HOWORTH	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1	1,020.00	
EFT43964	16/06/2022	IN PHASE TEST & TAG	NORTHAM / WUNDOWIE DEPOT. QUARTERLY TAGGING OF PORTABLE EQUIPMENT.	1		456.00
INV 0000589601/06/2022	16/06/2022	IN PHASE TEST & TAG	NORTHAM / WUNDOWIE DEPOT. QUARTERLY TAGGING OF PORTABLE EQUIPMENT.	1	456.00	
EFT43965	16/06/2022	JANE CHRISTINE ATTERBY	REFUND BOOKING BOND FOR STRYKA FIGHT NIGHT	1		500.00
INV 13210	10/06/2022	JANE CHRISTINE ATTERBY	REFUND BOOKING BOND FOR STRYKA FIGHT NIGHT	1	500.00	
EFT43966	16/06/2022	JAYLISSA BENNELL	REIMBURSEMENT OF MEDICAL JAYLISSA BENNELL (ADMIN BKB)	1		165.00
INV 315732	27/05/2022	JAYLISSA BENNELL	REIMBURSEMENT OF MEDICAL JAYLISSA BENNELL (ADMIN BKB)	1	165.00	
EFT43967	16/06/2022	KLEENWEST DISTRIBUTORS	5LTR GLEAM KLEEN, BIN LINERS, FACIAL TISSUES, HAND TOWELS, CLING WRAP & BAKING PAPER FOR KILLARA	1		396.88
INV 0006966408/06/2022	16/06/2022	KLEENWEST DISTRIBUTORS	5LTR GLEAM KLEEN, BIN LINERS, FACIAL TISSUES, HAND TOWELS, CLING WRAP & BAKING PAPER FOR KILLARA	1	267.63	

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INV 0006937808/06/2022		KLEENWEST DISTRIBUTORS	WRIOFF5 - WRITE OFF 5LTR, GRAFFITI REMOVER / LUBE	1	129.25	
EFT43968	16/06/2022	LFA FIRST RESPONSE	MEDICAL SUPPLIES FOR KILLARA	1		174.30
INV IN24472 02/06/2022		LFA FIRST RESPONSE	MEDICAL SUPPLIES FOR KILLARA	1	174.30	
EFT43969	16/06/2022	LUCY'S TEAROOMS	CATERING FOR NORTHAM FAMILY	1		768.00
INV 2440	03/05/2021	LUCY'S TEAROOMS	CATERING FOR NORTHAM FAMILY	1	250.00	
INV 2678	02/03/2022	LUCY'S TEAROOMS	CATERING FOR BUSHFIRE SAFETY AWARENESS - 24/02/2022 @ CLACKLINE FIRE STATION	1	68.00	
INV 2673	02/03/2022	LUCY'S TEAROOMS	CATERING FOR INC561530	1	250.00	
INV 2713	08/06/2022	LUCY'S TEAROOMS	ASSORTED SANDWICHES, SLICES, FRUIT & CHEESE PLATTER FOR 20 PEOPLE @\$10.00 A HEAD - HEALTH TRAINING AT BKB CENTRE	1	200.00	
EFT43970	16/06/2022	MACLEAN & LAWRENCE PTY LTD	NORTHAM DEPOT. SUPPLY DESIGN AND SUPERVISE WORKS ON SEWER EXTENSION.	1		2,453.00
INV INV-860929/04/2022		MACLEAN & LAWRENCE PTY LTD	NORTHAM DEPOT. SUPPLY DESIGN AND SUPERVISE WORKS ON SEWER EXTENSION.	1	2,453.00	
EFT43971	16/06/2022	MILTON GREEN PTY LTD	SKATEBOARDING WORKSHOP	1		1,500.00
INV INV-007209/06/2022		MILTON GREEN PTY LTD	SKATEBOARDING WORKSHOP	1	1,500.00	
EFT43972	16/06/2022	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCION SERVICES (CLEANING TOWN ROADS) / FOOTPATH & VERGE SWEEPING OF CBD ON CONTRACT C.201819-12 YEAR 3 - 16/5/2022 - 22/05/2022	1		7,801.20
INV N3011	30/05/2022	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	STREET SWEEPING & GULLY EDUCION SERVICES (CLEANING TOWN ROADS) / FOOTPATH & VERGE SWEEPING OF CBD ON CONTRACT C.201819-12 YEAR 3 - 16/5/2022 - 22/05/2022	1	3,900.60	
INV N3012	30/05/2022	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET SWEEPING & GULLY EDUCION SERVICES (CLEANING TOWN ROADS) / FOOTPATH & VERGE SWEEPING OF CBD FROM 23/05/2022 - 29/05/2022	1	3,900.60	
EFT43973	16/06/2022	NAVIGATOR PHOTOGRAFIX	DEVELOPMENT OPPORTUNITY VIDEO - 135-155 WELLINGTON STREET NORTHAM	1		500.00

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INV 1059	12/06/2022	NAVIGATOR PHOTOGRAFIX	DEVELOPMENT OPPORTUNITY VIDEO - 135-155 WELLINGTON STREET NORTHAM	1	500.00	
EFT43974	16/06/2022	NORTHAM AMATEUR BASKETBALL ASSOCIATION	2021/2022 COMMUNITY DEVELOPMENT GRANT PAYMENT. NABA HOOPS PATHWAY	1		18,000.00
INV 0305202203/05/2022		NORTHAM AMATEUR BASKETBALL ASSOCIATION	2021/2022 COMMUNITY DEVELOPMENT GRANT PAYMENT. NABA HOOPS PATHWAY	1	18,000.00	
EFT43975	16/06/2022	NORTHAM BETTA HOME LIVING	1 X LENOVO IDEAPAD V15 HD INTEL I5-1035G1 8GB 256GB SSD IRON GREY / 1 X HEWLETTPACKARD M479FNW COLOUR LASER MFP @ \$1099 / 1 X TARGUS LAPTOP CASE	1		2,214.80
INV 2001004224/05/2022		NORTHAM BETTA HOME LIVING	2 X JAYCAR SERIAL ATA CABLE FEMALE - FEMALE 7PIN CAT.NO:PL0978 / 2 X JAYCAR MALE MOLEX TO 2 X SATA POWER CONVERTER CAT.NO:PL0759	1	27.80	
INV 2001004227/05/2022		NORTHAM BETTA HOME LIVING	1 X LENOVO IDEAPAD V15 HD INTEL I5-1035G1 8GB 256GB SSD IRON GREY / 1 X HEWLETTPACKARD M479FNW COLOUR LASER MFP @ \$1099 / 1 X TARGUS LAPTOP CASE	1	2,187.00	
EFT43976	16/06/2022	NORTHAM CHAMBER OF COMMERCE	BILYA STREET PARADE SECOND PRIZE MONEY	1		350.00
INV IV00000003/06/2022		NORTHAM CHAMBER OF COMMERCE	BILYA STREET PARADE SECOND PRIZE MONEY	1	350.00	
EFT43977	16/06/2022	NORTHAM DISTRICTS GLASS PTY LTD	SUPPLY AND FIT TINTED LAMINATED WINDSCREEN TO REGISTERED VEHICLE 1EFJ949	1		440.00
INV INV-212311/05/2022		NORTHAM DISTRICTS GLASS PTY LTD	SUPPLY AND FIT TINTED LAMINATED WINDSCREEN TO REGISTERED VEHICLE 1EFJ949	1	440.00	
EFT43978	16/06/2022	NORTHAM MOTORS PTY LTD	PN2012 - N11254 VIN: MNAUM1F50LW099089. SERVICE, PARTS AND LABOUR.	1		572.88
INV 1422498	26/05/2022	NORTHAM MOTORS PTY LTD	PN2012 - N11254 VIN: MNAUM1F50LW099089. SERVICE, PARTS AND LABOUR.	1	572.88	
EFT43979	16/06/2022	NORTHAM TYREPOWER & SUSPENSION CENTRE	4 X BF GOODRICH LT265/70R16121/118STLATTAKO2LRERWLGO. AS PER QUOTE Q102349	1		2,059.00

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INV 144083	03/06/2022	NORTHAM TYREPOWER & SUSPENSION CENTRE	4 X BF GOODRICH LT265/70R16121/118STLATTAKO2LRERWLGO. AS PER QUOTE Q102349	1	2,059.00	
EFT43980	16/06/2022	OXTER SERVICES	BURIAL DATE: 10.05.2022. NEW GRAVE FOR THE BURIAL OF ROBERT WILLIAM PASKAV / BURIAL DATE: 10.05.2022. NEW GRAVE FOR THE BURIAL OF NORMA ANNIE LAWLER	1		2,134.00
INV 25784	12/05/2022	OXTER SERVICES	BURIAL DATE: 10.05.2022. NEW GRAVE FOR THE BURIAL OF ROBERT WILLIAM PASKAV / BURIAL DATE: 10.05.2022. NEW GRAVE FOR THE BURIAL OF NORMA ANNIE LAWLER	1	2,134.00	
EFT43981	16/06/2022	PORTER CONSULTING ENGINEERS	FLYING 50% RACETRACK RELOCATION AS PER C.202122-09 - WORKS TO 29/04/2022	1		6,600.00
INV 0002223929/04/2022		PORTER CONSULTING ENGINEERS	FLYING 50% RACETRACK RELOCATION AS PER C.202122-09 - WORKS TO 29/04/2022	1	6,600.00	
EFT43982	16/06/2022	PROFESSIONAL LOCKSERVICE	SERVICES TO REPAIR TRAILER LOCKS - SES NORTHAM	1		264.00
INV 0010678201/11/2021		PROFESSIONAL LOCKSERVICE	SERVICES TO REPAIR TRAILER LOCKS - SES NORTHAM	1	264.00	
EFT43983	16/06/2022	PROMPT SETTLEMENTS	INVOICE FOR LANDGATE FEES FOR ADVERTISING FEES AND DUPLICATE TITLE FOR 276 DUKE STREET	1		574.00
INV 2133N	23/05/2022	PROMPT SETTLEMENTS	INVOICE FOR LANDGATE FEES FOR ADVERTISING FEES AND DUPLICATE TITLE FOR 276 DUKE STREET	1	574.00	
EFT43984	16/06/2022	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES FOR MAY 2022	1		86.86
INV 399930	31/05/2022	PUBLIC TRANSPORT AUTHORITY	TRAIN TICKET SALES FOR MAY 2022	1	86.86	
EFT43985	16/06/2022	RAC BUSINESSWISE	RENEWAL BUSINESSWISE ABSOLUTE - KILLARA	1		1,386.00
INV 354904	31/05/2022	RAC BUSINESSWISE	RENEWAL BUSINESSWISE ABSOLUTE - KILLARA	1	1,386.00	
EFT43986	16/06/2022	REIDS MECHWELD	PURCHASE OF TRI-AXLE 25 TONNE FLOAT WITH HYDRAULIC POWER PACK FOR RAMPS, TOOLBOX AND TIE-DOWN POINTS	1		32,175.00
INV 2896	07/06/2022	REIDS MECHWELD	PURCHASE OF TRI-AXLE 25 TONNE FLOAT WITH HYDRAULIC POWER PACK FOR RAMPS, TOOLBOX AND TIE-DOWN POINTS	1	32,175.00	

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EFT43987	16/06/2022	COLES SUPERMARKETS PTY LTD	COLES CARD - MAY 2022 - KILLARA / ADMIN / REC CENTRE / DEPOT / LIBRARY / BKB / DEVELOPMENT SERVICES / COMMUNITY SERVICES / COUNCILLOR MEETINGS	1		2,026.68
INV 179	31/05/2022	COLES SUPERMARKETS PTY LTD	COLES CARD - MAY 2022 - KILLARA / ADMIN / REC CENTRE / DEPOT / LIBRARY / BKB / DEVELOPMENT SERVICES / COMMUNITY SERVICES / COUNCILLOR MEETINGS	1	2,026.68	
EFT43988	16/06/2022	SHIRE OF YORK	GETAWAY FILMING AT BKB (NORTHAM PORTION OF AVON VALLEY PROJECT)	1		3,437.50
INV 10593	01/06/2022	SHIRE OF YORK	GETAWAY FILMING AT BKB (NORTHAM PORTION OF AVON VALLEY PROJECT)	1	3,437.50	
EFT43989	16/06/2022	SIGNPRINT AUSTRALIA PTY LTD	FIXING OF SHIRE OF NORTHAM MURAL BACK SUPPORT 9X ACM SUPPORT FRAMES SIZE 2165 X 1640MM AS PER QUOTE Q31683	1		5,483.50
INV IN-3763926/04/2022		SIGNPRINT AUSTRALIA PTY LTD	FIXING OF SHIRE OF NORTHAM MURAL BACK SUPPORT 9X ACM SUPPORT FRAMES SIZE 2165 X 1640MM AS PER QUOTE Q31683	1	5,483.50	
EFT43990	16/06/2022	SNAP PRINTING NORTHBRIDGE T/AS ML SN PTY LTD	BUSINESS CARDS - CEO / EXEC MANAGER / MANAGERS	1		973.76
INV F040-32929/04/2022		SNAP PRINTING NORTHBRIDGE T/AS ML SN PTY LTD	BUSINESS CARDS - CEO / EXEC MANAGER / MANAGERS	1	973.76	
EFT43991	16/06/2022	SONYA LEE LINDNER	PARKING FEE PAID WHILE ESCORTING INJURED CREW MEMBER TO HOSPITAL	1		5.90
INV 137042	08/06/2022	SONYA LEE LINDNER	PARKING FEE PAID WHILE ESCORTING INJURED CREW MEMBER TO HOSPITAL	1	5.90	
EFT43992	16/06/2022	SOUTHERN CROSS AUSTEREO PTY LTD	522 X 30 2 PER DAY SECOND RADIO COMMERCIALS ON TRIPLE M, NORTHAM 522 X 30 2 PER DAY SECOND RADIO COMMERCIALS ON HIT FM NORTHAM AND MERREDIN PLUS MAXIMUM BONUS FILL ON BOTH STATIONS - MAY 2022	1		1,258.40

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INV 7132950131/05/2022		SOUTHERN CROSS AUSTERO PTY LTD	522 X 30 2 PER DAY SECOND RADIO COMMERCIALS ON TRIPLE M, NORTHAM 522 X 30 2 PER DAY SECOND RADIO COMMERCIALS ON HIT FM NORTHAM AND MERREDIN PLUS MAXIMUM BONUS FILL ON BOTH STATIONS - MAY 2022.	1	1,258.40	
EFT43993	16/06/2022	SPECIALISED TREE SERVICE	BRIDGE VEGETATION CLEARING	1		10,959.96
INV 3872	10/06/2022	SPECIALISED TREE SERVICE	BRIDGE VEGETATION CLEARING	1	10,959.96	
EFT43994	16/06/2022	SPORT AND RECREATIONSURFACES	MAINTENANCE SWEEPING FOR BERT HAWKE HOCKEY FIELD	1		880.00
INV INV-012409/06/2022		SPORT AND RECREATIONSURFACES	MAINTENANCE SWEEPING FOR BERT HAWKE HOCKEY FIELD	1	880.00	
EFT43995	16/06/2022	ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	ASHLEY BARNES USI#6LZFF3P65C FIRST AID REFRESHER COURSE 26/05/2022	1		480.00
INV FAINV0026/05/2022		ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	ASHLEY BARNES USI#6LZFF3P65C FIRST AID REFRESHER COURSE 26/05/2022	1	160.00	
INV FAINV0026/05/2022		ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	IAN DHUUSI#9QV7FN3XGR FIRST AID REFRESHER COURSE 26/05/2022	1	160.00	
INV FAINV0026/05/2022		ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	KEVIN LANGILLE USI#L2H47XLCQS FIRST AID REFRESHER COURSE 26/05/2022	1	160.00	
EFT43996	16/06/2022	STALLION BUILDING CO PTY LTD T/A STALLION HOMES	CLACKLINE FORE SHED. EXTRA WORKS FOR MOVING EQUIPMENT DURING SHED UPGRADE. / CLACKLINE FORE SHED. REPLACE STEEL CLAD DOOR TO BE 920..	1		3,033.29
INV 1995	13/04/2022	STALLION BUILDING CO PTY LTD T/A STALLION HOMES	CLACKLINE FORE SHED. EXTRA WORKS FOR MOVING EQUIPMENT DURING SHED UPGRADE. / CLACKLINE FORE SHED. REPLACE STEEL CLAD DOOR TO BE 920..	1	3,033.29	
EFT43997	16/06/2022	SYNERGY	361669310 RECREATION PRECINCT - AQUATIC FACILITY - 11/05/2022 to 07/06/2022	1		14,078.16
INV 1578225625/05/2022		SYNERGY	157822560 IRISHTOWN BFB - 22/03/2022 to 23/05/2022		182.47	
INV 9356001407/06/2022		SYNERGY	935600140 NORTHAM VISITORS CENTRE - 02/04/2022 to 02/06/2022		432.70	
INV 2931107308/06/2022		SYNERGY	293110730 BILYA KOORT BOODJA - 11/05/2022 to 07/06/2022		1,161.72	

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INV 3616693108/06/2022		SYNERGY	361669310 RECREATION PRECINCT - AQUATIC FACILITY - 11/05/2022 to 07/06/2022		12,301.27	
EFT43998	16/06/2022	TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	50 TONNE X 19MM GRAVEL MRD SPEC TO BE DELIVERED TO NORTHAM DEPOT	1		1,291.62
INV INV-280831/05/2022		TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	50 TONNE X 19MM GRAVEL MRD SPEC TO BE DELIVERED TO NORTHAM DEPOT	1	976.14	
INV INV-276431/05/2022		TRANSWEST WA AUSTRALIAN STONE COMPANY PTY LTD	19MM GRAVEL MRD SPEC TO BE PICKED UP	1	315.48	
EFT43999	16/06/2022	TREVOR EASTWELL	DRIVING FOR WUNDOWIE TO NORTHAM COMMUNITY TRANSPORT 09/06/2022	1		50.00
INV 93	09/06/2022	TREVOR EASTWELL	DRIVING FOR WUNDOWIE TO NORTHAM COMMUNITY TRANSPORT 09/06/2022	1	50.00	
EFT44000	16/06/2022	VINCELEC	BERT HAWKE PAVILION, REPAIR LIGHTS IIN KITCHEN AND 3 X EXTERNAL LIGHTS.	1		934.00
INV IV1317	02/06/2022	VINCELEC	BERT HAWKE PAVILION, REPAIR LIGHTS IIN KITCHEN AND 3 X EXTERNAL LIGHTS.	1	934.00	
EFT44001	16/06/2022	WARRICKS NEWSAGENCY	NEWSPAPERS FOR KILLARA FOR MAY 2022	1		37.40
INV SN00 01701/06/2022		WARRICKS NEWSAGENCY	NEWSPAPERS FOR KILLARA FOR MAY 2022	1	37.40	
EFT44002	16/06/2022	WCP CIVIL PTY LTD	RESEALING WORK OF PARKER STREET / COX STREET / CLARKE STREET / CROKE STREET / FORWARD STREET, NORTHAM AS PER CONTRACT C.202122-05.	1		304,199.51
INV 26991	30/05/2022	WCP CIVIL PTY LTD	RESEALING WORK OF PARKER STREET / COX STREET / CLARKE STREET / CROKE STREET / FORWARD STREET, NORTHAM AS PER CONTRACT C.202122-05.	1	142,495.32	
INV 27021	31/05/2022	WCP CIVIL PTY LTD	RECONSTRUCTION OF GAIRDNER & WELLINGTON ST INTERSECTION AS PER CONTRACT C.202122-02	1	6,845.66	
INV 27004	31/05/2022	WCP CIVIL PTY LTD	GIVEWAY LINEMARKING OF LYON STREET AND BYFIELD STREET INTERSECTION	1	2,090.00	
INV 27001	31/05/2022	WCP CIVIL PTY LTD	RECONSTRUCTION OF GAIRDNER & WELLINGTON ST INTERSECTION AS PER CONTRACT C.202122-02	1	96,040.17	
INV 27001	31/05/2022	WCP CIVIL PTY LTD	C.202122-02 VO-1 - WELLINGTON STREET/ GAIRDNER STREET INTERSECTION RECONSTRUCTION WORKS - SCOPE CHANGE AND ADDITIONAL WORKS COST VARIATION AS PER SUBMISSION SCHEDULE REV 3	1	56,728.36	

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EFT44003	16/06/2022	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	INKPEN 3.4U – ATTEND STATION, DIAGNOSE BATTERY FAULT AND REPLACE AS REQUIRED	1		4,372.00
INV INV-134427/04/2022		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REPAIRS TO GV 4.4B	1	515.00	
INV INV-134427/04/2022		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	WUNDOWIE LT - REMOVE CELFI UNIT AND CHARGER FROM OLD LT AND TRANSFER TO THE NEW LT	1	640.00	
INV INV-134401/05/2022		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	INKPEN 3.4U – ATTEND STATION, DIAGNOSE BATTERY FAULT AND REPLACE AS REQUIRED	1	972.50	
INV INV-131911/05/2022		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	INKPEN 3.4U – ATTEND STATION, DIAGNOSE BATTERY FAULT AND REPLACE AS REQUIRED	1	780.00	
INV INV-132511/05/2022		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	DIAGNOSE AND REPAIR ELECTRICAL FAULT	1	764.00	
INV INV-132411/05/2022		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	SES PC2 – REPAIR WIRING HARNESS FOR BEACONS REPLACE DAMAGED HALOGEN BEACONS WITH SUPPLIED LED BEACONS	1	700.50	
EFT44004	16/06/2022	WHEATBELT HEALTH CENTRE PHARMACY	MOVICOL & MICROLAX FOR KILLARA MEDICATION TROLLEY	1		39.98
INV 199430	10/06/2022	WHEATBELT HEALTH CENTRE PHARMACY	MOVICOL & MICROLAX FOR KILLARA MEDICATION TROLLEY	1	39.98	
EFT44005	16/06/2022	WHEATBELT OFFICE & BUSINESS MACHINES (WOBM)	2 X 8GB DDR4 8GB 2666MHZ RAM	1		298.42
INV 213831	02/05/2022	WHEATBELT OFFICE & BUSINESS MACHINES (WOBM)	CREATE298 - MONTHLY PHOTOCOPIER READING 06-04-2022 - 02-05-2022	1	97.63	
INV 28932	26/05/2022	WHEATBELT OFFICE & BUSINESS MACHINES (WOBM)	2 X 8GB DDR4 8GB 2666MHZ RAM	1	124.00	
INV 214035	06/06/2022	WHEATBELT OFFICE & BUSINESS MACHINES (WOBM)	CREATE298 - MONTHLY PHOTOCOPIER READING 02-05-2022 - 06-06-2022	1	76.79	
EFT44006	16/06/2022	WHITNEY CONSULTING - MAHJAE PTY LTD T/AS	GRANT WORKSHOP - AS PER QUOTE - CLUB DEVELOPMENT	1		1,848.00
INV INV-044607/06/2022		WHITNEY CONSULTING - MAHJAE PTY LTD T/AS	GRANT WORKSHOP - AS PER QUOTE - CLUB DEVELOPMENT	1	1,848.00	
EFT44007	16/06/2022	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL CHARGES FOR MAY 2022 -	1		1,866.39
INV MAY 20231/05/2022		WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL CHARGES FOR MAY 2022 -	1	1,866.39	

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EFT44008	24/06/2022	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	TRAFFIC MANAGEMENT FOR EVENT NORTHAM RSL ANZAC DAY SERVICES HELD ON MONDAY 25TH APRIL 2022. INCLUDES CREWS, VEHICLES AND SINAGE. OVERSIGHT BY ATM - PO WAS NEVER CREATED AND WORKS NOT CONFIRMED OR BOOKED. WORK WAS COMPLETED SO REDUCED PAYMENT REQUESTED BY ATM.	1		3,000.00
INV 0015595227/04/2022		ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	TRAFFIC MANAGEMENT FOR EVENT NORTHAM RSL ANZAC DAY SERVICES HELD ON MONDAY 25TH APRIL 2022. INCLUDES CREWS, VEHICLES AND SINAGE. OVERSIGHT BY ATM - PO WAS NEVER CREATED AND WORKS NOT CONFIRMED OR BOOKED. WORK WAS COMPLETED SO REDUCED PAYMENT REQUESTED BY ATM.	1	3,000.00	
EFT44009	24/06/2022	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA	AUSPIRE ANNUAL MEMBERSHIP. 2022-2023	1		685.00
INV INV-118431/05/2022		AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA	AUSPIRE ANNUAL MEMBERSHIP. 2022-2023	1	685.00	
EFT44010	24/06/2022	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	1		129.50
INV DEDUCT21/06/2022		AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		129.50	
EFT44011	24/06/2022	AUSTRALIAN TAXATIONOFFICE	FRINGE BENEFITS TAX (FBT) BALANCE APRIL 2021 TO MARCH 2022	1		5,578.43
INV FBT3 10321/06/2022		AUSTRALIAN TAXATIONOFFICE	FRINGE BENEFITS TAX (FBT) BALANCE APRIL 2021 TO MARCH 2022	1	5,578.43	
EFT44012	24/06/2022	AUTOPRO NORTHAM	TIE DOWN RATCHET STRAP	1		20.80
INV 1000293 21/06/2022		AUTOPRO NORTHAM	TIE DOWN RATCHET STRAP	1	20.80	
EFT44013	24/06/2022	AVON VALLEY TOYOTA	PN2105 - N11120 - VIN:JTMBW3FV50D135754. 15,000KM SERVICE	1		275.99
INV JC14006414/06/2022		AVON VALLEY TOYOTA	PN2105 - N11120 - VIN:JTMBW3FV50D135754. 15,000KM SERVICE	1	275.99	
EFT44014	24/06/2022	AVON WASTE	MANAGEMENT AT INKPEN LANDFILL FACILITY - MAY 2022	1		16,044.60

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INV 0005028931/05/2022		AVON WASTE	MANAGEMENT AT INKPEN LANDFILL FACILITY - MAY 2022	1	16,044.60	
EFT44015	24/06/2022	BOOTH PRINT	AS PER QUOTE 9392 PRINT 250 A5 SIZE (148MM A 210MM) STICKERS. MONOMERIC. PARKING LAW STICKER	1		357.50
INV 9392	22/04/2022	BOOTH PRINT	AS PER QUOTE 9392 PRINT 250 A5 SIZE (148MM A 210MM) STICKERS. MONOMERIC. PARKING LAW STICKER	1	357.50	
EFT44016	24/06/2022	BUNNINGS BUILDING SUPPLIES P/L	CEILING PAINT - TOUCH UPS	1		26.57
INV 2182/003 09/06/2022		BUNNINGS BUILDING SUPPLIES P/L	CEILING PAINT - TOUCH UPS	1	26.57	
EFT44017	24/06/2022	CADDSFASHIONS	RIP CURL BELT CUT DOWN LEATHER - 9354610240181 - SMALL-MEDIUM - AMBER FRANKHUIZEN	1		49.99
INV 22-0000609/06/2022		CADDSFASHIONS	RIP CURL BELT CUT DOWN LEATHER - 9354610240181 - SMALL-MEDIUM - AMBER FRANKHUIZEN	1	49.99	
EFT44018	24/06/2022	CATALYSE PTY LTD	STRATEGIC COMMUNITY AND CORPORATE BUSINESS PLAN REVIEW	1		52,749.20
INV INV-123513/06/2022		CATALYSE PTY LTD	STRATEGIC COMMUNITY AND CORPORATE BUSINESS PLAN REVIEW	1	52,749.20	
EFT44019	24/06/2022	CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM CHRISTMAS ROAD AND DROP OFF AT CRORKAN ROAD / PICK UP STEEL DRUM ROLLER FROM CHRISTMAS ROAD AND DROP OFF AT NORTHAM DEPOT	1		6,086.30
INV 0000403206/06/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM FOUNDRY PLACE AND DROP OFF AT CNR KOJEDDA AND SWAMP ROADS	1	709.50	
INV 0000405214/06/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM CHRISTMAS ROAD AND DROP OFF AT CRORKAN ROAD / PICK UP STEEL DRUM ROLLER FROM CHRISTMAS ROAD AND DROP OFF AT NORTHAM DEPOT	1	1,419.00	
INV 0000405114/06/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PN1608 - BOMAG MULTI ROLLER 2300HR SERVICE ON SITE (TBA) MONDAY 13/06/2022	1	1,310.65	
INV 0000405721/06/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP MULTI ROLLER FROM CRORKAN RD AND DROP OFF AT WONGAMINE RD	1	709.50	

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INV 0000405921/06/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PN1810 - WATER TRUCK BRAKE BOOSTER REPAIRS	1	771.65	
INV 0000405621/06/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP ROLLER FROM INTERSECTION OF REFRACTORY ROAD AND GREAT EASTERN HIGHWAY AND DROP OFF AT RAILWAY ROAD CLACKLINE	1	709.50	
INV 0000405821/06/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PN1622 - MOWER REPAIRS, OIL LEAK AND PTO	1	456.50	
EFT44020	24/06/2022	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		138.85
INV DEDUCT21/06/2022		CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS		138.85	
EFT44021	24/06/2022	CLUBS WA INCORPORATED	CLUBS WA - GOVERNANCE WORKSHOP - 20TH JUNE 2022 INCLUDES ACCOMODATION AND TRAVEL	1		1,191.56
INV 47880	10/06/2022	CLUBS WA INCORPORATED	CLUBS WA - GOVERNANCE WORKSHOP - 20TH JUNE 2022 INCLUDES ACCOMODATION AND TRAVEL	1	1,191.56	
EFT44022	24/06/2022	COUNTRY COMFORTSTYLENORTHAM	AUSFILE® STATIONERY CUPBOARD 1950 HIGH - 4 SHELVES - ASC1950 IN GRAPHITE RIPPLE	1		1,378.00
INV 17081	06/05/2022	COUNTRY COMFORTSTYLENORTHAM	AUSFILE® STATIONERY CUPBOARD 1950 HIGH - 4 SHELVES - ASC1950 IN GRAPHITE RIPPLE	1	1,378.00	
EFT44023	24/06/2022	COUNTRY COPIERSNORTHAM	ADMIN IRA-C7565 COLOUR COPIER SERVICE METER READING	1		2,820.18
INV S09891	17/06/2022	COUNTRY COPIERSNORTHAM	ADMIN IRA-C7565 COLOUR COPIER SERVICE METER READING	1	2,820.18	
EFT44024	24/06/2022	DARREN BRADLEY STEVENS	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK	1		87.00
INV D421425917/06/2022		DARREN BRADLEY STEVENS	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK	1	87.00	
EFT44025	24/06/2022	DCM CARPENTRY & MAINTENANCE	BERT HAWKE PAVILION. REFURBISH KITCHEN AS PER QUOTE 1243.	1		28,168.50
INV 1394	13/06/2022	DCM CARPENTRY & MAINTENANCE	GRASS VALLEY FIRE SHED. INVESTIGATE LEAK TO WALL IN TRAINING ROOM AND REPORT/REPAIR.	1	445.50	
INV 1391	13/06/2022	DCM CARPENTRY & MAINTENANCE	BERT HAWKE PAVILION. REPAIR STEEL GATE AND REPLACE BROKEN BOLLARDS.	1	1,400.00	
INV 1395	13/06/2022	DCM CARPENTRY & MAINTENANCE	BERT HAWKE PAVILION. REFURBISH KITCHEN AS PER QUOTE 1243.	1	19,140.00	

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INV 1393	13/06/2022	DCM CARPENTRY & MAINTENANCE	INSPECT AND REPAIR DOOR LOCKS AT NORTHAM REC CENTRE TO PREVENT ALARM SYSTEM FROM GOING OFF.	1	555.50	
INV 1392	13/06/2022	DCM CARPENTRY & MAINTENANCE	INSTALL EMERGENCY EXIT SIGNS ON OUTDOOR FENCING AS PER MANAGER OF HEALTH REQUIREMENTS	1	220.00	
INV 1396	15/06/2022	DCM CARPENTRY & MAINTENANCE	GRASS VALLEY HALL. KITCHEN REFURBISHMENT AS PER SCOPE AND QUOTE 1242	1	6,407.50	
EFT44026	24/06/2022	DMC CLEANING	SHIRE OF NORTHAM CLEANING - PROVIDE CONSUMABLE FOR PERIOD 03/05/2022	1		882.00
INV SON208725/05/2022		DMC CLEANING	SHIRE OF NORTHAM CLEANING - PROVIDE CONSUMABLE FOR PERIOD 04/05/2022	1	169.22	
INV SON208625/05/2022		DMC CLEANING	SHIRE OF NORTHAM CLEANING - PROVIDE CONSUMABLE FOR PERIOD 03/05/2022	1	712.78	
EFT44027	24/06/2022	EASIFLEET	PAYROLL DEDUCTIONS	1		1,853.35
INV DEDUCT21/06/2022		EASIFLEET	PAYROLL DEDUCTIONS		1,054.26	
INV DEDUCT21/06/2022		EASIFLEET	PAYROLL DEDUCTIONS		799.09	
EFT44028	24/06/2022	EUREKA 4WD TRAINING PTYLTD	JOESEPH WILLIAMS USI# EM4CLZADAS DL# 3418373 2HOUR HR-B LESSON 11/06/2022	1		300.00
INV 9041609609/06/2022		EUREKA 4WD TRAINING PTYLTD	JOESEPH WILLIAMS USI# EM4CLZADAS DL# 3418373 2HOUR HR-B LESSON 11/06/2022	1	300.00	
EFT44029	24/06/2022	FORPARK AUSTRALIA	FLYING FOX STRAPS / NUT / BOLTS / WASHERS / CAPS	1		622.16
INV 50227	10/06/2022	FORPARK AUSTRALIA	FLYING FOX STRAPS / NUT / BOLTS / WASHERS / CAPS	1	567.16	
INV 50234	10/06/2022	FORPARK AUSTRALIA	FREIGHT	1	55.00	
EFT44030	24/06/2022	FRANK DAVIS	WTC + DIDGE PLAYING + STORY TELLING RECONCILIATION WEEK @ BKB PERFORMED BY FRANK DAVIS FOR AVIVO 31/05/2022	1		1,000.00
INV 6	31/05/2022	FRANK DAVIS	WTC + DIDGE PLAYING + STORY TELLING RECONCILIATION WEEK @ BKB PERFORMED BY FRANK DAVIS FOR AVIVO 31/05/2022	1	1,000.00	

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EFT44031	24/06/2022	GARRY GEORGE BAKER	REFUND OF DEPOSIT ON STANDPIPE SWIPE CARD	1		50.00
INV CH 1506215/06/2022		GARRY GEORGE BAKER	REFUND OF DEPOSIT ON STANDPIPE SWIPE CARD	1	50.00	
EFT44032	24/06/2022	GLENN STUART BEVERIDGE	REPLACE DAMAGED GUARDRAIL	1		7,948.60
INV 317	06/06/2022	GLENN STUART BEVERIDGE	REPLACE DAMAGED GUARDRAIL	1	6,991.60	
INV 318	06/06/2022	GLENN STUART BEVERIDGE	REPAIRS TO WUNDOWIE POOL SHADE SAILS X 3. DROPPING OFF TO BE REPAIRED AND THEN RETURNING TO THE POOL.	1	627.00	
INV 321	09/06/2022	GLENN STUART BEVERIDGE	SUPPLY AND INSTALL BOLLARDS ON CROSSOVER INTO GRAVEL AREA TO DETER TRAFFIC FROM DRAIN DROP AT TRANSFER STATION	1	330.00	
EFT44033	24/06/2022	GRAFTON ELECTRICS	KILLARA. SUPPLY AND INSTALL NEW SECURITY LIGHT FOR SAFETY REASONS AS PER QUOTE.	1		893.75
INV 8334	10/01/2022	GRAFTON ELECTRICS	INSPECT AN REPAIR WATERPARK (BERNARD PARK) MAKE -UP WATER CONTROLLER	1	111.32	
INV 8569	08/04/2022	GRAFTON ELECTRICS	POWER POINT TURNS OFF BUT POWER CONTINUES TO RUN THROUGH THE LINES.	1	265.43	
INV 8741	14/06/2022	GRAFTON ELECTRICS	KILLARA. SUPPLY AND INSTALL NEW SECURITY LIGHT FOR SAFETY REASONS AS PER QUOTE.	1	517.00	
EFT44034	24/06/2022	GRANNY'S GUNS PTY LTD	GUN CASE & CLEANING ACCESSORIES	1		92.95
INV INV-065609/06/2022		GRANNY'S GUNS PTY LTD	GUN CASE & CLEANING ACCESSORIES	1	92.95	
EFT44035	24/06/2022	GROVE WESLEY DESIGN ART	NAME BADGES - NEW STAFF	1		172.19
INV 7044	31/05/2022	GROVE WESLEY DESIGN ART	NAME BADGES - NEW STAFF	1	112.79	
INV 7066	17/06/2022	GROVE WESLEY DESIGN ART	NAME BADGE - NEW EMPLOYEES	1	59.40	
EFT44036	24/06/2022	HOST AUTO REPAIRS	PN1911 - N.4490 - VIN/MR0EX3CD901380842 - 40,000KM SERVICE	1		411.65
INV 68386	15/06/2022	HOST AUTO REPAIRS	PN1911 - N.4490 - VIN/MR0EX3CD901380842 - 40,000KM SERVICE	1	411.65	
EFT44037	24/06/2022	IW PROJECTS ATF THE CARMEL TRUST	PROVISION OF PROJECT MANAGEMENT SERVICES FOR WASTE TRANSFER STATION/TIP SHOP PROJECT AS PER QUOTE PROVIDED	1		5,066.88

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INV 1439	31/05/2022	IW PROJECTS ATF THE CARMEL TRUST	PROVISION OF PROJECT MANAGEMENT SERVICES FOR WASTE TRANSFER STATION/TIP SHOP PROJECT AS PER QUOTE PROVIDED	1	5,066.88	
EFT44038	24/06/2022	KIM BUTTFIELD CONSULTING - KIM BUTTFIELD T/AS	CLUB PLANNING FOR FUTURE WORKSHOPS	1		2,750.00
INV 22250	03/06/2022	KIM BUTTFIELD CONSULTING - KIM BUTTFIELD T/AS	CLUB PLANNING FOR FUTURE WORKSHOPS	1	2,750.00	
EFT44039	24/06/2022	KLEENHEAT GAS	YEARLY GAS BOTTLE HIRE FOR TOWN & LESSER HALL	1		171.60
INV 4437892	01/06/2022	KLEENHEAT GAS	YEARLY GAS BOTTLE HIRE FOR TOWN & LESSER HALL	1	171.60	
EFT44040	24/06/2022	KWOBIDAK CREATIONS	SALES FOR KWOBIDAK CREATIONS FROM THE 15-02-2022 - 20-05-2022	1		362.00
INV 006	25/05/2022	KWOBIDAK CREATIONS	SALES FOR KWOBIDAK CREATIONS FROM THE 15-02-2022 - 20-05-2022	1	362.00	
EFT44041	24/06/2022	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET SWEEPING & GULLY EDUCATION SERVICES (CLEANING TOWN ROADS) / FOOTPATH & VERGE SWEEPING OF CBD - 30/05/2022 - 05/06/2022	1		7,801.20
INV N3013	13/06/2022	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET SWEEPING & GULLY EDUCATION SERVICES (CLEANING TOWN ROADS) / FOOTPATH & VERGE SWEEPING OF CBD - 30/05/2022 - 05/06/2022	1	3,900.60	
INV N3014	13/06/2022	MINT CIVIL PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET SWEEPING & GULLY EDUCATION SERVICES (CLEANING TOWN ROADS) / FOOTPATH & VERGE SWEEPING OF CBD - 06/06/2022 - 12/06/2022	1	3,900.60	
EFT44042	24/06/2022	MOORE AUSTRALIA (WA) PTY LTD	2022 FINANCIAL REPORTING WORKSHOP	1		1,980.00
INV 2717	07/04/2022	MOORE AUSTRALIA (WA) PTY LTD	2022 FINANCIAL REPORTING WORKSHOP	1	1,980.00	
EFT44043	24/06/2022	MORRIS PEST AND WEED CONTROL	SHIRE OF NORTHAM - ANNUAL VISUAL TERMITE INSPECTIONS	1		13,147.25
INV INV-208514/06/2022		MORRIS PEST AND WEED CONTROL	KURINGAL VILLAGE. CHECK/REMOVE VERMIN IN CEILING OF UNIT 5.	1	225.00	
INV INV-211416/06/2022		MORRIS PEST AND WEED CONTROL	NORTHAM SHIRE - ANNUAL RODENT BAITING	1	4,149.75	
INV INV-211516/06/2022		MORRIS PEST AND WEED CONTROL	SHIRE OF NORTHAM - ANNUAL VISUAL TERMITE INSPECTIONS	1	8,772.50	

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EFT44044	24/06/2022	NAVMAN WIRELESS PTY LTD	SUBSCRIPTION SERVICE FEES ON NAVTRAC SYSTEM FOR DEPOT 19 UNITS 15/06/2022 - 14/07/2022	1		1,311.59
INV 9255944205/06/2022		NAVMAN WIRELESS PTY LTD	SATELLITE SERVICE FEE ON NAVTRAC SYSTEM FOR DEPOT 13 UNITS @ \$29.95 + GST PER UNIT - 05/06/2022-04/04/2022	1	417.67	
INV 9256756815/06/2022		NAVMAN WIRELESS PTY LTD	SUBSCRIPTION SERVICE FEES ON NAVTRAC SYSTEM FOR DEPOT 19 UNITS 15/06/2022 - 14/07/2022	1	893.92	
EFT44045	24/06/2022	NORTHAM BETTA HOME LIVING	MICROSOFT HD-3000 WEBCAM / CABLES	1		162.95
INV 2001003903/03/2022		NORTHAM BETTA HOME LIVING	MICROSOFT HD-3000 WEBCAM / CABLES	1	162.95	
EFT44046	24/06/2022	NORTHAM DISCOUNT DRUG STORE	FLU INJECTIONS - NORTHAM ADMIN OFFICE	1		1,092.00
INV 0106202201/06/2022		NORTHAM DISCOUNT DRUG STORE	FLU INJECTIONS - NORTHAM ADMIN OFFICE	1	714.00	
INV 0106202201/06/2022		NORTHAM DISCOUNT DRUG STORE	FLU INJECTIONS - DEPOT STAFF	1	252.00	
INV 0106202201/06/2022		NORTHAM DISCOUNT DRUG STORE	FLU INJECTION - KILLARA	1	126.00	
EFT44047	24/06/2022	NORTHAM DISTRICTS GLASS PTY LTD	SUPPLY AND FIT FULL TINTED LAMINATED WINDSCREEN TO PN1623 - N11469	1		560.00
INV INV-247208/06/2022		NORTHAM DISTRICTS GLASS PTY LTD	SUPPLY AND FIT FULL TINTED LAMINATED WINDSCREEN TO PN1623 - N11469	1	430.00	
INV INV-253415/06/2022		NORTHAM DISTRICTS GLASS PTY LTD	OLD GIRLS SCHOOL, REPLACE GLASS TO REAR WINDOW ABOVE DOOR.	1	130.00	
EFT44048	24/06/2022	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL PLUS TETANUS IMMUNISATION FOR KIRK GARLETT	1		326.00
INV 145357	09/03/2021	NORTHAM FAMILY PRACTICE	PRE-EMPLOYMENT MEDICAL PLUS TETANUS IMMUNISATION FOR KIRK GARLETT	1	250.00	
INV 180660	31/05/2022	NORTHAM FAMILY PRACTICE	KEITH BOASE 31/05/2022 REFERRAL FOR HEP A&B IMMUNITY TESTING AND TO RECEIVE TETANUS VACCINATION	1	76.00	
EFT44049	24/06/2022	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS TILL 30/06/2022	1		145.00
INV 0000425630/05/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS TILL 30/06/2022	1	40.00	
INV 0000426501/06/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS TILL 30/06/2022	1	65.00	

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INV 0000426607/06/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS TILL 30/06/2022	1	40.00	
EFT44050	24/06/2022	NORTHAM RACE CLUB (INC)	2021 COMMUNITY GRANT - WHEATBELT WINTERAMA REFERENCE 8.2.5.30/O70551	1		5,500.00
INV 4203	28/06/2021	NORTHAM RACE CLUB (INC)	2021 COMMUNITY GRANT - WHEATBELT WINTERAMA REFERENCE 8.2.5.30/O70551	1	5,500.00	
EFT44051	24/06/2022	NORTHAM VETERINARY CENTRE	WORM TABLETS	1		10.92
INV 93620	12/04/2022	NORTHAM VETERINARY CENTRE	WORM TABLETS	1	10.92	
EFT44052	24/06/2022	OXTER SERVICES	BURIAL HEATHER ANDERSON / SHELLEY HOWLETT / CECIL MARTIN	1		3,069.00
INV 25932	17/06/2022	OXTER SERVICES	BURIAL HEATHER ANDERSON / SHELLEY HOWLETT / CECIL MARTIN	1	3,069.00	
EFT44053	24/06/2022	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES FOR ACCOUNT 601148 - 182 FITZGERALD ST, NORTHAM (POP UP SHOP) - STATEMENT NO: 2282065	1		174.79
INV 2282065	15/06/2022	PERTH ENERGY PTY LTD	ELECTRICITY CHARGES FOR ACCOUNT 601148 - 182 FITZGERALD ST, NORTHAM (POP UP SHOP) - STATEMENT NO: 2282065	1	174.79	
EFT44054	24/06/2022	PHILLIP JAMES COLLINS	QUICK RESPONSE GRANT PAYMENT. ATHLETE TRAVEL SUBSIDY, NATHAN COLLINS	1		500.00
INV JH 1306213/06/2022		PHILLIP JAMES COLLINS	QUICK RESPONSE GRANT PAYMENT. ATHLETE TRAVEL SUBSIDY, NATHAN COLLINS	1	500.00	
EFT44055	24/06/2022	PRESTIGE ALARMS	NORTHAM DEPOT REDEVELOPMENT. SUPPLY AND INSTALL ALARM SYSTEM, DOOR ACCESS AND SWIPE GATE CONTROL AS PER QUOTE \$16494. - PROGRESS CLAIM - APRIL 2022	1		10,450.00
INV S16494B 27/04/2022		PRESTIGE ALARMS	NORTHAM DEPOT REDEVELOPMENT. SUPPLY AND INSTALL ALARM SYSTEM, DOOR ACCESS AND SWIPE GATE CONTROL AS PER QUOTE \$16494. - PROGRESS CLAIM - APRIL 2022	1	10,450.00	
EFT44056	24/06/2022	PROFESSIONAL LOCKSERVICE	VISITORS CENTRE. SUPPLY AND SEND TO SHIRE ADMIN 3 X I01 KEYS FOR THE BKB	1		83.05

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INV 00107605	13/06/2022	PROFESSIONAL LOCKSERVICE	VISITORS CENTRE. SUPPLY AND SEND TO SHIRE ADMIN 3 X I01 KEYS FOR THE BKB	1	83.05	
EFT44057	24/06/2022	REGIONAL PHYSIOTHERAPY & SPORTS INJURY CLINIC & IN BALANCE FITNESS	SENIOR SPORT FUNDING PAYMENT FOR GLADYS GLANDS	1		99.00
INV 0073357	20/06/2022	REGIONAL PHYSIOTHERAPY & SPORTS INJURY CLINIC & IN BALANCE FITNESS	SENIOR SPORT FUNDING PAYMENT FOR GLADYS GLANDS	1	99.00	
EFT44058	24/06/2022	SPECIALISED TREE SERVICE	BRIDGE VEGETATION CLEARING WORKS	1		20,490.36
INV 3874	17/06/2022	SPECIALISED TREE SERVICE	BRIDGE VEGETATION CLEARING WORKS	1	20,490.36	
EFT44059	24/06/2022	ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	BEVERLEY JONES - FIRST AID COURSE	1		160.00
INVFAINV0007	06/2022	ST JOHN AMBULANCE AUSTRALIA (FIRST AID COURSE)	BEVERLEY JONES - FIRST AID COURSE	1	160.00	
EFT44060	24/06/2022	ST JOSEPH'S SCHOOL	REFUND OF NORTHAM COMMUNITY BUS. BUS WAS BROKEN DOWN AND THEY WERE UNABLE TO USE IT. REFUND WAS REQUESTED.	1		55.00
INV 13195	27/05/2022	ST JOSEPH'S SCHOOL	REFUND OF NORTHAM COMMUNITY BUS. BUS WAS BROKEN DOWN AND THEY WERE UNABLE TO USE IT. REFUND WAS REQUESTED.	1	55.00	
EFT44061	24/06/2022	SYNERGY	168614990 STREETLIGHTING - 02/05/2022 to 01/06/2022	1		33,749.35
INV 33582094	18/05/2022	SYNERGY	335820940 CREATE 298 - 20/04/2022 to 17/05/2022		510.54	
INV 35754766	20/05/2022	SYNERGY	357547660 RUSHTON PARK - 17/03/2022 to 18/05/2022		1,024.31	
INV 91524164	01/06/2022	SYNERGY	915241640 AUXILLARY LIGHTING - 02/05/2022 to 01/06/2022		139.79	
INV 16861499	01/06/2022	SYNERGY	168614990 STREETLIGHTING - 02/05/2022 to 01/06/2022		24,595.64	
INV 35770380	07/06/2022	SYNERGY	357703800 FLOOD PUMP - 02/04/2022 to 02/06/2022		1,022.43	
INV 35770506	07/06/2022	SYNERGY	357705060 GREY ST AVON DESCENT POOL AERATORS - 02/04/2022 to 02/06/2022		1,022.43	
INV 35754752	07/06/2022	SYNERGY	357547520 BERNARD PARK BBQ PUMP LIGHTS - 02/04/2022 to 02/06/2022		2,034.93	
INV 35770342	08/06/2022	SYNERGY	357703420 PURSLOWE PARK - 02/04/2022 to 03/06/2022		118.25	

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INV 3577039908/06/2022		SYNERGY	357703990 BERT HAWKE PAVILION & LIGHTS - 11/05/2022 to 07/06/2022		624.57	
INV 3575481308/06/2022		SYNERGY	357548130 MEMORIAL HALL - 01/04/2022 to 02/06/2022		778.29	
INV 2361098009/06/2022		SYNERGY	236109800 RAP PARK - 05/04/2022 to 07/06/2022		120.71	
INV 3577053009/06/2022		SYNERGY	357705300 MORRELL PARK - 05/04/2022 to 07/06/2022		1,043.36	
INV 3577051110/06/2022		SYNERGY	357705110 RAILWAY MUSEUM - 07/04/2022 to 09/06/2022		356.09	
INV 3575480816/06/2022		SYNERGY	357548080 DOG POUND COLEBATCH RD - 05/04/2022 to 24/05/2022		335.10	
INV 3805238616/06/2022		SYNERGY	380523860 OLD QUARRY RD REFUSE SITE - RUBBISH DEPOT AT OLD QUARRY RD NORTHAM LOT 422 RES 26840 - 24/03/2022 to 24/05/2022		22.91	
EFT44062	24/06/2022	TANYA TURNER	REIMBURSEMENT OF MEDICAL TANYA TURNER (ADMIN OFFICER REC SERVICES)	1		165.00
INV 329651	09/06/2022	TANYA TURNER	REIMBURSEMENT OF MEDICAL TANYA TURNER (ADMIN OFFICER REC SERVICES)	1	165.00	
EFT44063	24/06/2022	TELSTRA CORPORATION	TELSTRA CHARGES - MAY 2022 - ADMIN INTERNET	1		7,810.22
INV 2726008910/06/2022		TELSTRA CORPORATION	TELSTRA CHARGES - MAY 2022 - COUNCILLOR IPADS / ADMIN / FINANCE / CESM / BUSHFIRES / RANGER SERVICES / CCTV / HEALTH / KILLARA / LANDFILL / PLANNING / WUNDOWIE POOL / NORTHAM LIBRARY / BKB / ENGINEERING / BUILDING / VISITORS CENTRE / REC CENTRE / SES	1	2,602.70	
INV 2726009010/06/2022		TELSTRA CORPORATION	TELSTRA CHARGES - MAY 2022 - ADMIN / FINANCE / BKB / ENGINEERING / REC CENTRE / BKB	1	217.92	
INV 2258398814/06/2022		TELSTRA CORPORATION	TELSTRA CHARGES - MAY 2022 - ADMIN INTERNET	1	4,071.10	
INV 9026075017/06/2022		TELSTRA CORPORATION	TELSTRA CHARGES - MAY 2022 - ADMIN / FINANCE / ADMIN INTERNET / HARVEST BAN / LANDFILL / WUNDOWIE POOL / WUNDOWIE LIBRARY / CREATE 298 / ENGINEERING / LANDFILL INTERNET / REC CENTRE / CESM / BUSHFIRES	1	918.50	
EFT44064	24/06/2022	THE WORKWEAR GROUP	ANIKA FERGUSSON - UNIFORMS	1		135.09
INV 1402805431/05/2022		THE WORKWEAR GROUP	ANIKA FERGUSSON - UNIFORMS	1	135.09	

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EFT44065	24/06/2022	TOLL - IPEC PTY LTD T/AS	TOLL FREIGHT - MAY 2022 - ADMIN / HEALTH	1		121.13
INV 0544-S3015/05/2022		TOLL - IPEC PTY LTD T/AS	TOLL FREIGHT - MAY 2022 - ADMIN / HEALTH	1	121.13	
EFT44066	24/06/2022	TOLL TRANSPORT PTY LTD	TOLL FREIGHT - NOVEMBER 2020 - REC CENTRE	1		118.19
INV 0470-S3023/11/2020		TOLL TRANSPORT PTY LTD	TOLL FREIGHT - NOVEMBER 2020 - REC CENTRE	1	100.09	
INV 0472-S3006/12/2020		TOLL TRANSPORT PTY LTD	TOLL FREIGHT - DECEMBER 2020 - DEPOT	1	18.10	
EFT44067	24/06/2022	TPG TELECOM	TPG CHARGES - MAY 2022 - ADMIN / FINANCE / BKB / CESM/ CREATE 298 / ENGINEERING / HEALTH / BUILDING / KILLARA / NORTHAM & WUNDOWIE LIBRARY / PLANNING / RANGER SERVICES / VISITORS CENTRE / IT	1		8,398.33
INV 1782088301/06/2022		TPG TELECOM	TPG CHARGES - MAY 2022 - ADMIN / FINANCE / BKB / CESM/ CREATE 298 / ENGINEERING / HEALTH / BUILDING / KILLARA / NORTHAM & WUNDOWIE LIBRARY / PLANNING / RANGER SERVICES / VISITORS CENTRE / IT	1	7,692.81	
INV 1783213401/06/2022		TPG TELECOM	TPG CHARGES - MAY 2022 - CREATE 298 / SES / BFB	1	705.52	
EFT44068	24/06/2022	TREY BEESON	REIMBURSE FOR WORKING WITH CHILDREN CHECK	1		144.60
INV 422042	02/06/2022	TREY BEESON	EIMBURSEMENT OF POLICE CLEARANCE TREY BEESON (COMMUNITY SERVICES)	1	57.60	
INV D421425715/06/2022		TREY BEESON	REIMBURSE FOR WORKING WITH CHILDREN CHECK	1	87.00	
EFT44069	24/06/2022	VINCELEC	VISITORS CENTRE. REPAIR LIGHT TO FEMALE TOILETS.	1		351.27
INV IV1322 14/06/2022		VINCELEC	VISITORS CENTRE. REPAIR LIGHT TO FEMALE TOILETS.	1	351.27	
EFT44070	24/06/2022	WARRICKS NEWSAGENCY	STATIONARY SUPPLIES - ADMIN OFFICE	1		634.89
INV SN00 01701/06/2022		WARRICKS NEWSAGENCY	LIBRARY - MAGAZINE SUBSCRIPTIONS MAY 2022	1	195.92	
INV 79888	13/06/2022	WARRICKS NEWSAGENCY	STATIONARY SUPPLIES - ADMIN OFFICE	1	438.97	
EFT44071	24/06/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA IN HOUSE TRAINING - DEALING WITH DIFFICULT CUSTOMERS - 25 MAY 2022	1		8,800.00
INV I3093558 07/06/2022		WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA IN HOUSE TRAINING - DEALING WITH DIFFICULT CUSTOMERS - 25 MAY 2022	1	4,400.00	

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INV I3093560	07/06/2022	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	WALGA IN HOUSE TRAINING - DEALING WITH DIFFICULT CUSTOMERS - 26TH MAY 2022	1	4,400.00	
EFT44072	24/06/2022	WHEATBELT COVERTEK	RIVERS EDGE CAFE. SUPPLY AND INSTALL NEW ZIPTRAK BLINDS AS PER QUOTE 30 DATED 03/12/2021	1		21,533.60
INV IV00000008	06/2022	WHEATBELT COVERTEK	RIVERS EDGE CAFE. SUPPLY AND INSTALL NEW ZIPTRAK BLINDS AS PER QUOTE 30 DATED 03/12/2021	1	21,533.60	
EFT44073	24/06/2022	WHEATBELT NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY AS PER C.201920-17. 26/4/2022 - 06/05/2022	1		7,763.49
INV 0030132909	05/2022	WHEATBELT NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY AS PER C.201920-17. 26/4/2022 - 06/05/2022	1	4,082.43	
INV 0030133620	05/2022	WHEATBELT NATURAL RESOURCE MANAGEMENT	MAINTENANCE OF NORTHAM CEMETERY AS PER C.201920-17. 10/5/2022 - 19/05/2022	1	3,681.06	
EFT44074	29/06/2022	ABBOTTS FORGE	FABRICATE ANGLE / MESH COVERS FOR WATER METERS AT APEX PARK / ANGLE FRAME WITH GALV 50 X 50 MESH AND HINGED LIFT UP COVER FROM ANGLE ON TOP WITH LOCK POINT WELDS PAINTED IN ZINC PAINT	1		500.00
INV 0000513316	06/2022	ABBOTTS FORGE	FABRICATE ANGLE / MESH COVERS FOR WATER METERS AT APEX PARK / ANGLE FRAME WITH GALV 50 X 50 MESH AND HINGED LIFT UP COVER FROM ANGLE ON TOP WITH LOCK POINT WELDS PAINTED IN ZINC PAINT	1	500.00	
EFT44075	29/06/2022	AUSTRAL POOL SOLUTIONS PTY LTD	62 DISCS, 30 FLOATS, 1 TENSIONER & DELIVERY - ALL FOR REPAIRS AND MAINT TO LANE ROPES	1		682.13
INV 437920	17/06/2022	AUSTRAL POOL SOLUTIONS PTY LTD	62 DISCS, 30 FLOATS, 1 TENSIONER & DELIVERY - ALL FOR REPAIRS AND MAINT TO LANE ROPES	1	682.13	
EFT44076	29/06/2022	AVON SERVICE SPECIALISTS	PN1511 - N11164 - VIN:MNTDAD23A0000025 - SERVICE	1		288.75
INV 22849	01/03/2022	AVON SERVICE SPECIALISTS	PN1511 - N11164 - VIN:MNTDAD23A0000025 - SERVICE	1	288.75	
EFT44077	29/06/2022	AVON VALLEY ENVIRONMENTAL SOCIETY	RIVERWALK TOUR 16-06-2022 DONE BY PETER WEATHERLY FOR CSIRO	1		330.00

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INV 21	18/06/2022	AVON VALLEY ENVIRONMENTAL SOCIETY	RIVERWALK TOUR 16-06-2022 DONE BY PETER WEATHERLY FOR CSIRO	1	330.00	
EFT44078	29/06/2022	BLACKWELL PLUMBING & GAS PTY LTD	GRASS VALLEY HALL. REPAIR LEAKING URINAL CISTERN AND CHECK/SERVICE ALL OTHER CISTERNS.	1		336.60
INV INV-263524/06/2022		BLACKWELL PLUMBING & GAS PTY LTD	GRASS VALLEY HALL. REPAIR LEAKING URINAL CISTERN AND CHECK/SERVICE ALL OTHER CISTERNS.	1	336.60	
EFT44079	29/06/2022	BOLINDA PUBLISHING PTY LTD	LARGE PRINT BOOKS FOR LOCAL STOCK	1		218.68
INV 264693	08/06/2022	BOLINDA PUBLISHING PTY LTD	LARGE PRINT BOOKS FOR LOCAL STOCK	1	218.68	
EFT44080	29/06/2022	BUNNINGS BUILDING SUPPLIES P/L	HERBACIDE APPLICATORS	1		254.12
INV 2182/004	02/06/2022	BUNNINGS BUILDING SUPPLIES P/L	MOP HEAD AND TOILET CLEANER	1	58.03	
INV 2182/003	15/06/2022	BUNNINGS BUILDING SUPPLIES P/L	ELECTRICAL JOINERS	1	36.50	
INV 2182/004	16/06/2022	BUNNINGS BUILDING SUPPLIES P/L	SAXON SOIL SPREADER	1	53.96	
INV 2182/003	21/06/2022	BUNNINGS BUILDING SUPPLIES P/L	HERBACIDE APPLICATORS	1	105.63	
EFT44081	29/06/2022	CADDS FASHIONS	KIM HAMPTON - UNIFORMS	1		324.28
INV 22-00003	05/04/2022	CADDS FASHIONS	KIM HAMPTON - UNIFORMS	1	204.30	
INV 22-00006	09/06/2022	CADDS FASHIONS	2 PAIR WORK TROUSERS AS PER ROBERT BEARDSMORE	1	119.98	
EFT44082	29/06/2022	CANNON HYGIENE AUSTRALIA PTY LTD	SHIRE OF NORTHAM - SANITARY UNIT SERVICES - 01/07/2022 - 31/12/2022	1		2,894.49
INV 9740004414/06/2022		CANNON HYGIENE AUSTRALIA PTY LTD	SHIRE OF NORTHAM - SANITARY UNIT SERVICES - 01/07/2022 - 31/12/2022	1	1,672.30	
INV 9739269714/06/2022		CANNON HYGIENE AUSTRALIA PTY LTD	NORTHAM & WUNDOWIE POOL - SANITARY UNIT SERVICE - 01/07/2022 - 30/09/2022	1	1,222.19	
EFT44083	29/06/2022	CENTRAL MOBILEMECHANICAL REPAIRS	PICK UP STEEL DRUM ROLLER FROM NORTHAM DEPOT AND DROP OFF AT CNR OF HADRILL ROAD AND FRENCHES ROAD, IRISHTOWN	1		1,419.00
INV 0000406523/06/2022		CENTRAL MOBILEMECHANICAL REPAIRS	PICK UP STEEL DRUM ROLLER FROM NORTHAM DEPOT AND DROP OFF AT CNR OF HADRILL ROAD AND FRENCHES ROAD, IRISHTOWN	1	709.50	

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INV 0000406623/06/2022		CENTRAL MOBILE MECHANICAL REPAIRS	PICK UP ROLLER FROM CORNER OF CLACKLINE ROAD AND TOODYAY ROAD AND DROP OFF AT OLD COACH ROAD, MOKINE	1	709.50	
EFT44084	29/06/2022	CHARLES SERVICE COMPANY	CLEANING OF SHIRE OF NORTHAM FACILITIES C.2021-04 23/05/2022 - 19/06/2022	1		8,625.19
INV 0003505820/06/2022		CHARLES SERVICE COMPANY	CLEANING OF SHIRE OF NORTHAM FACILITIES C.2021-04 23/05/2022 - 19/06/2022	1	8,625.19	
EFT44085	29/06/2022	CITY ELECTRIC SUPPLIERS PTY LTD	ECO SOLAR ALL IN ONE LIGHT / POWDER COATING / PIPES	1		5,736.89
INV MID/068807/06/2022		CITY ELECTRIC SUPPLIERS PTY LTD	ECO SOLAR ALL IN ONE LIGHT / POWDER COATING / PIPES	1	5,736.89	
EFT44086	29/06/2022	CTI SECURITY SERVICES PTY LTD	SHIRE OF NORTHAM - SECURITY ALARM MONITORING - 01/07/2022 - 31/07/2022	1		798.07
INV CINS312 10/06/2022		CTI SECURITY SERVICES PTY LTD	SHIRE OF NORTHAM - SECURITY ALARM MONITORING - 01/07/2022 - 31/07/2022	1	798.07	
EFT44087	29/06/2022	DAMIAN'S PLUMBING	WUNDOWIE OVAL. ANNUAL BACKFLOW DEVICE TESTING x 2.	1		620.40
INV 7942	27/06/2022	DAMIAN'S PLUMBING	WUNDOWIE OVAL. ANNUAL BACKFLOW DEVICE TESTING x 2.	1	620.40	
EFT44088	29/06/2022	DAVID EMERY	REIMBURSEMENT OF FUNDS TO DAVID EMERY FOR THE PURCHASE OF COVID SAFETY STICKERS	1		169.40
INV 56674	25/02/2022	DAVID EMERY	REIMBURSEMENT OF FUNDS TO DAVID EMERY FOR THE PURCHASE OF COVID SAFETY STICKERS	1	169.40	
EFT44089	29/06/2022	DCM CARPENTRY & MAINTENANCE	SOUTHERN BROOK HALL. INSTALL DRESSED JARRAH BACKING TO ALL CURTAINS.	1		3,207.60
INV 1401	21/06/2022	DCM CARPENTRY & MAINTENANCE	NORTHAM AERODROME. REPAIR BROKEN WINDSOCK.	1	759.00	
INV 1402	21/06/2022	DCM CARPENTRY & MAINTENANCE	SOUTHERN BROOK HALL. INSTALL DRESSED JARRAH BACKING TO ALL CURTAINS.	1	1,068.10	
INV 1403	21/06/2022	DCM CARPENTRY & MAINTENANCE	RIVERS EDGE CAFE. WELD BOLTS TO HANDRAIL AND CUT OFF BOLTS.	1	290.40	
INV 1411	26/06/2022	DCM CARPENTRY & MAINTENANCE	CREATE 298 OFFICE. PICK UP FROM BETTA HOME LIVING AND INSTALL SMEG DISHWASHER. REMOVE EXISTING AND DISPOSE OF.	1	264.00	

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INV 1408	26/06/2022	DCM CARPENTRY & MAINTENANCE	REC CENTRE. INSTALL SMALL SECTION OF GARRISON FENCING ABOVE TURNSTILE.	1	826.10	
EFT44090	29/06/2022	E FIRE & SAFETY	KILLARA. SUPPLY 1 X FIRE DETECTION AND 1 X SOUND SYSTEM LOG BOOKS. AS PER QUOTE 111873.	1		198.00
INV 565855	21/06/2022	E FIRE & SAFETY	KILLARA. SUPPLY 1 X FIRE DETECTION AND 1 X SOUND SYSTEM LOG BOOKS. AS PER QUOTE 111873.	1	132.00	
INV 565859	21/06/2022	E FIRE & SAFETY	NORTHAM REC CENTRE. SUPPLY 1 X FIRE DETECTION AND 1 X SOUND SYSTEM LOG BOOKS AS PER QUOTE 111480.	1	66.00	
EFT44091	29/06/2022	ENVIRONMENTAL HEALTH AUSTRALIA	FOODSAFE ONLINE TRAINING PROGRAM, ANNUAL SUBSCRIPTION - 01/07/2022 - 30/06/2023	1		905.00
INV 48841	10/06/2022	ENVIRONMENTAL HEALTH AUSTRALIA	EHA MEMBERSHIP - GORDON TESTER - 01/07/2022 - 30/06/2023	1	355.00	
INV 48843	10/06/2022	ENVIRONMENTAL HEALTH AUSTRALIA	FOODSAFE ONLINE TRAINING PROGRAM, ANNUAL SUBSCRIPTION - 01/07/2022 - 30/06/2023	1	550.00	
EFT44092	29/06/2022	EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	INDIVIDUAL REPORTS FOR NEW VOLUNTEER FIREFIGHTING MEMBERS - JULY 2021	1		500.28
INV 1492700931/07/2021		EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	INDIVIDUAL REPORTS FOR NEW VOLUNTEER FIREFIGHTING MEMBERS - JULY 2021	1	125.07	
INV 1496827030/09/2021		EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	INDIVIDUAL REPORTS FOR NEW VOLUNTEER FIREFIGHTING MEMBERS - SEPTEMBER 2021	1	125.07	
INV 1500806930/11/2021		EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	INDIVIDUAL REPORTS FOR NEW VOLUNTEER FIREFIGHTING MEMBERS - NOVEMBER 2021	1	125.07	
INV 1502806031/12/2021		EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	INDIVIDUAL REPORTS FOR NEW VOLUNTEER FIREFIGHTING MEMBERS - DECEMBER 2021	1	41.69	
INV 1504852231/01/2022		EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	INDIVIDUAL REPORTS FOR NEW VOLUNTEER FIREFIGHTING MEMBERS - JANUARY 2022	1	41.69	
INV 1506880328/02/2022		EQUIFAX AUSTRALASIA WORKFORCE SOLUTIONS PTY LTD	INDIVIDUAL REPORTS FOR NEW VOLUNTEER FIREFIGHTING MEMBERS - FEBRUARY 2022	1	41.69	
EFT44093	29/06/2022	FRONTLINE FIRE & RESCUE EQUIPMENT	TO SUPPLY A POWDERCOATED URBAN 3.4U RADIATOR GUARD - INKPEN 3.4U	1		475.48
INV 74895	22/06/2022	FRONTLINE FIRE & RESCUE EQUIPMENT	TO SUPPLY A POWDERCOATED URBAN 3.4U RADIATOR GUARD - INKPEN 3.4U	1	475.48	
EFT44094	29/06/2022	GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1911 - SUPPLY AND FIT TWO TYRES AS PER QUOTE U524107510	1		481.48

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INV 6412633422/06/2022		GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PN1911 - SUPPLY AND FIT TWO TYRES AS PER QUOTE U524107510	1	455.48	
INV 6412634022/06/2022		GOODYEAR & DUNLOP TYRES (AUST) PTY LTD	PUNCTURE REPAIR FOR TYRE ON PN1705	1	26.00	
EFT44095	29/06/2022	GROVE WESLEY DESIGN ART	STUBBY HOLDERS / CARDS	1		55.80
INV 7049	07/06/2022	GROVE WESLEY DESIGN ART	STUBBY HOLDERS / CARDS	1	55.80	
EFT44096	29/06/2022	GROWISE PTY LTD	ORDER OF BIODEGRADABLE TREE GUARDS, STAKES AND COCOONS AS PER QUOTE PROVIDED GREEN GUARD POP - GGPOP450T (1500) ECO STAKE - ECOSIK750 (1500) COCOON PLANT INCUBATOR - COCOON25 (40) FREIGHT	1		4,433.00
INV 0249	31/05/2022	GROWISE PTY LTD	ORDER OF BIODEGRADABLE TREE GUARDS, STAKES AND COCOONS AS PER QUOTE PROVIDED GREEN GUARD POP - GGPOP450T (1500) ECO STAKE - ECOSIK750 (1500) COCOON PLANT INCUBATOR - COCOON25 (40) FREIGHT	1	4,433.00	
EFT44097	29/06/2022	HILLS CONCRETE PTY LTD	SEPTIC LIDS FOR BERT HAWKE OVAL	1		185.00
INV 610	23/06/2022	HILLS CONCRETE PTY LTD	SEPTIC LIDS FOR BERT HAWKE OVAL	1	185.00	
EFT44098	29/06/2022	IW PROJECTS ATF THE CARMEL TRUST	REVIEW POND 3 LINER QUOTES, SPEAK TO WCLS AND REPLY TO EMAIL, HHW DISPOSAL OPTIONS. SITE VISIT RE LANDFILL PROGRESS AND WINTER PREPARATION. LANDFILL COVER MATERIAL INSPECTION. LINER SPECIFICATION AND PLANT HIRE SPECIFICATION.	1		3,168.00

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INV 1408	28/02/2022	IW PROJECTS ATF THE CARMEL TRUST	TECHNICAL QUERY RE ON-SITE POND LINER WELDING OPTION. POND SPRAY SYSTEM QUERY RE FILTER BLOCKAGES. TECHNICAL QUERIES, INKPEN ROAD TRANSFER STATION ONLY AND ALL WASTE TO OLD QUARRY ROAD LANDFILL, COVER MATERIAL AND PERIMETER BUND. TECHNICAL QUERIES OLD QUARRY RD LF VS INKPEN RD LF COMMERCIAL WASTE AND HHW DISPOSAL. POND 3 DRAINING LIQUID, INKPEN FILLING OPTIONS.	1	1,034.00	
INV 1438	31/05/2022	IW PROJECTS ATF THE CARMEL TRUST	REVIEW POND 3 LINER QUOTES, SPEAK TO WCLS AND REPLY TO EMAIL, HHW DISPOSAL OPTIONS. SITE VISIT RE LANDFILL PROGRESS AND WINTER PREPARATION. LANDFILL COVER MATERIAL INSPECTION. LINER SPECIFICATION AND PLANT HIRE SPECIFICATION.	1	2,134.00	
EFT44099	29/06/2022	IXOM OPERATIONS PTY LTD	CLORINE MONTHLY SERVICE FEE FOR WWTP - MAY 2022	1		522.75
INV 6533248	31/05/2022	IXOM OPERATIONS PTYLTD	CLORINE MONTHLY SERVICE FEE FOR NORTHAM AQUATIC FACILITY - MAY 2022	1	174.25	
INV 6533248	31/05/2022	IXOM OPERATIONS PTYLTD	CLORINE MONTHLY SERVICE FEE FOR WWTP - MAY 2022	1	348.50	
EFT44100	29/06/2022	JS TECHNOLOGY & DIGITAL PTYLTD	1 X TELSTRA TUFF MAX2 BATTERY REPLACEMENT FOR JUDITH HAY	1		98.00
INV 11178	21/06/2022	JS TECHNOLOGY & DIGITAL PTYLTD	1 X TELSTRA TUFF MAX2 BATTERY REPLACEMENT FOR JUDITH HAY	1	98.00	
EFT44101	29/06/2022	KENNARDS HIRE PTY LTD	HIRE OF LAWN CORER/AERATOR FOR FOUR DAYS - 13/06/22 TO 16/06/22	1		347.82
INV 2387204717/06/2022		KENNARDS HIRE PTY LTD	HIRE OF LAWN CORER/AERATOR FOR FOUR DAYS - 13/06/22 TO 16/06/22	1	347.82	
EFT44102	29/06/2022	KLEENHEAT GAS	NORTHAM ADMIN - 2 X 45KG GAS CYLINDERS - FACILITY FEE/CYLINDER SERVICE CHARGE ANNUALLY 2022/2023	1		42.90

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INV 4428599	01/04/2022	KLEENHEAT GAS	NORTHAM ADMIN - 2 X 45KG GAS CYLINDERS - FACILITY FEE/CYLINDER SERVICE CHARGE ANNUALLY 2022/2023	1	42.90	
EFT44103	29/06/2022	KOOJEDDA COUNTRY	JAMS / SAUCES	1		133.00
INV 49	27/04/2022	KOOJEDDA COUNTRY	JAMS / SAUCES	1	133.00	
EFT44104	29/06/2022	LUCY'S TEAROOMS	CATERING - COUNCIL FORUM MEETING 11 MAY 2022	1		360.00
INV 2707	08/06/2022	LUCY'S TEAROOMS	CATERING - COUNCIL FORUM MEETING 11 MAY 2022	1	360.00	
EFT44105	29/06/2022	LUME BRASSERIE - MADEELA PL T/AS	CATERING - COUNCIL FORUM MEETING 8/06/2022	1		936.00
INV SHIRE 0808/06/2022		LUME BRASSERIE - MADEELA PL T/AS	CATERING - COUNCIL FORUM MEETING 8/06/2022	1	468.00	
INV SHIRE 1515/06/2022		LUME BRASSERIE - MADEELA PL T/AS	CATERING - ORDINARY COUNCIL MEETING 15/06/2022	1	468.00	
EFT44106	29/06/2022	MODERN TEACHING AIDS PTY LTD	GAMES FOR SCHOOL HOLIDAY PROGRAMMES	1		358.55
INV 4487595506/06/2022		MODERN TEACHING AIDS PTY LTD	GAMES FOR SCHOOL HOLIDAY PROGRAMMES	1	358.55	
EFT44107	29/06/2022	MORRIS PEST AND WEED CONTROL	SHIRE OF NORTHAM - ANNUAL SPIDER TREATMENTS	1		2,244.00
INV INV-211316/06/2022		MORRIS PEST AND WEED CONTROL	SHIRE OF NORTHAM - ANNUAL SPIDER TREATMENTS	1	2,244.00	
EFT44108	29/06/2022	MURRAY RIVER NORTH PTY LTD	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1		2,040.00
INV T1594	29/06/2022	MURRAY RIVER NORTH PTY LTD	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1	1,020.00	
INV T1604	29/06/2022	MURRAY RIVER NORTH PTY LTD	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1	1,020.00	
EFT44109	29/06/2022	NAVIGATOR PHOTOGRAFIX	5X DIGITAL AERIAL IMAGES (NUMBERS 2, 3, 4, 16 AND 19) AS PER QUOTE 1049 FOR TIP SHOP AND WASTE WATER PLANT	1		450.00
INV 1060	16/06/2022	NAVIGATOR PHOTOGRAFIX	5X DIGITAL AERIAL IMAGES (NUMBERS 2, 3, 4, 16 AND 19) AS PER QUOTE 1049 FOR TIP SHOP AND WASTE WATER PLANT	1	450.00	
EFT44110	29/06/2022	NORTHAM AND DISTRICTS GUN CLUB	QUICK RESPONSE GRANT APPLICATION - JULY 2022 CARNIVAL	1		750.00

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INV 2208	09/06/2022	NORTHAM AND DISTRICTS GUN CLUB	QUICK RESPONSE GRANT APPLICATION - JULY 2022 CARNIVAL	1	750.00	
EFT44111	29/06/2022	NORTHAM BETTA HOME LIVING	CREATE 298 OFFICE. SUPPLY SMEG DISH WASHER MODEL DW6214S2.	1		899.00
INV 2001004323/06/2022		NORTHAM BETTA HOME LIVING	CREATE 298 OFFICE. SUPPLY SMEG DISH WASHER MODEL DW6214S2.	1	899.00	
EFT44112	29/06/2022	NORTHAM COUNTRY CLUB INC	QUICK RESPONSE GRANT APPLICATION - REPLACEMENT OF SHADE CLOTH	1		2,788.72
INV 3993	20/06/2022	NORTHAM COUNTRY CLUB INC	QUICK RESPONSE GRANT APPLICATION - REPLACEMENT OF SHADE CLOTH	1	2,788.72	
EFT44113	29/06/2022	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS - 14/06/2022	1		175.00
INV 0000427610/06/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS - 10/6/2022	1	40.00	
INV 0000427714/06/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS - 14/06/2022	1	90.00	
INV 0000428518/06/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS - 18/6/2022	1	25.00	
INV 0000428620/06/2022		NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS - 20/06/2022	1	20.00	
EFT44114	29/06/2022	NORTHAM REGIONAL GYM INCORPORATED	COMMUNITY QUICK RESPONSE GRANT APPLICATION - COMMUNITY GYM FLOORING	1		3,770.00
INV INV-000810/06/2022		NORTHAM REGIONAL GYM INCORPORATED	COMMUNITY QUICK RESPONSE GRANT APPLICATION - COMMUNITY GYM FLOORING	1	3,770.00	
EFT44115	29/06/2022	OXTER SERVICES	BURIAL DATE: 23.05.2022. NEW GRAVE FOR THE BURIAL OF TERENCE CLIFTON / BURIAL DATE: 25.05.2022. NEW GRAVE FOR THE BURIAL OF ADRIAN PATRICK RYDER	1		3,201.00
INV 25827	26/05/2022	OXTER SERVICES	BURIAL DATE: 23.05.2022. NEW GRAVE FOR THE BURIAL OF TERENCE CLIFTON / BURIAL DATE: 25.05.2022. NEW GRAVE FOR THE BURIAL OF ADRIAN PATRICK RYDER	1	2,134.00	
INV 25892	09/06/2022	OXTER SERVICES	BURIAL DATE: 9.06.2022 NEW GRAVE FOR THE BURIAL OF BERYL MATILDA HEIR	1	1,067.00	
EFT44116	29/06/2022	PETER JOHN THOMPSON	CALENDAR NORTHAM 3 & 4 / COASTERS	1		138.00

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INV 100	15/06/2022	PETER JOHN THOMPSON	CALENDAR NORTHAM 3 & 4 / COASTERS	1	138.00	
EFT44117	29/06/2022	PORTER CONSULTING ENGINEERS	FLYING 50's RACETRACK RELOCATION AS PER C.202122-09 - CLAIM TWO	1		4,070.00
INV 0002241524	06/2022	PORTER CONSULTING ENGINEERS	FLYING 50's RACETRACK RELOCATION AS PER C.202122-09 - CLAIM TWO	1	4,070.00	
EFT44118	29/06/2022	RURAL BUILDING COMPANY PTY LTD	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1		1,000.00
INV T1377	29/06/2022	RURAL BUILDING COMPANY PTY LTD	REFUND OF INFRASTRUCTURE BOND - NO DAMAGE	1	1,000.00	
EFT44119	29/06/2022	SPECIALISED TREE SERVICE	CHANGE OVER 6 EVENT BANNERS FOR THE AVON DESCENT	1		306.00
INV 3877	27/06/2022	SPECIALISED TREE SERVICE	CHANGE OVER 6 EVENT BANNERS FOR THE AVON DESCENT	1	306.00	
EFT44120	29/06/2022	STALLION BUILDING CO PTY LTD T/A STALLION HOMES	50% RETENTION RELEASE FOR CLACKLINE FIRE SHED	1		3,668.10
INV RET210621	06/2022	STALLION BUILDING CO PTY LTD T/A STALLION HOMES	50% RETENTION RELEASE FOR CLACKLINE FIRE SHED	1	3,668.10	
EFT44121	29/06/2022	TALIS CONSULTANTS PTY LTD	DAMAGE PICKUP OF ENTIRE NETWORK AND PROJECT MANAGEMENT AS PER CONTRACT C.202021-24. 1VEHICLE, 2PERSONS INCL MEALS AND ACCOMODATION. STORM EVENT2-4MARCH2021 - AGRN962 - CONSULTANCY PERIOD TO 31 MAY 2022	1		23,841.14
INV 25119	31/03/2022	TALIS CONSULTANTS PTY LTD	DAMAGE PICKUP OF ENTIRE NETWORK AND PROJECT MANAGEMENT AS PER CONTRACT C.202021-24. 1VEHICLE, 2PERSONS INCL MEALS AND ACCOMODATION. STORM EVENT2-4MARCH2021 - AGRN962 - CONSULTANCY SERVICES FOR PERIOD ENDING 31 MARCH 2022	1	8,412.26	
INV 25257	30/04/2022	TALIS CONSULTANTS PTY LTD	DAMAGE PICKUP OF ENTIRE NETWORK AND PROJECT MANAGEMENT AS PER CONTRACT C.202021-24. 1VEHICLE, 2PERSONS INCL MEALS AND ACCOMODATION. STORM EVENT2-4MARCH2021 - AGRN962 - CONSULT ANCE PERIOD TO 30 APRIL 2022	1	4,543.00	

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INV 25508	31/05/2022	TALIS CONSULTANTS PTY LTD	DAMAGE PICKUP OF ENTIRE NETWORK AND PROJECT MANAGEMENT AS PER CONTRACT C.202021-24. 1VEHICLE, 2PERSONS INCL MEALS AND ACCOMODATION. STORM EVENT2-4MARCH2021 - AGRN962 - CONSULTANCY PERIOD TO 31 MAY 2022	1	10,885.88	
EFT44122	29/06/2022	THE WORKWEAR GROUP	LEE MCLELLAN - UNIFORMS	1		251.09
INV 1402842931/05/2022		THE WORKWEAR GROUP	LEE MCLELLAN - UNIFORMS	1	251.09	
EFT44123	29/06/2022	TITANWOOD HOLDINGS	CONSULTANCY HISTORICAL OBJECTS PRESERVATION 4 HOURS X \$95 + GST	1		418.00
INV HC006-2018/06/2022		TITANWOOD HOLDINGS	CONSULTANCY HISTORICAL OBJECTS PRESERVATION 4 HOURS X \$95 + GST	1	418.00	
EFT44124	29/06/2022	TOLL - IPEC PTY LTD T/AS	TOLL CHARGES - MAY 2022 - HEALTH / DEPOT / CESM	1		178.90
INV 0546-S30 29/05/2022		TOLL - IPEC PTY LTD T/AS	TOLL CHARGES - MAY 2022 - HEALTH / DEPOT / CESM	1	141.70	
INV 0548-S30 12/06/2022		TOLL - IPEC PTY LTD T/AS	TOLL CHARGES - JUNE 2022 - HEALTH	1	37.20	
EFT44125	29/06/2022	TYREPOWER LTD	PN1906 - M10734 - 4 X KUMHO KH 225/55R18 KL33 98H. FITTING, TYRE DISPOSAL AND WHEEL ALIGNMENT	1		1,165.09
INV 8265.144422/06/2022		TYREPOWER LTD	PN1906 - M10734 - 4 X KUMHO KH 225/55R18 KL33 98H. FITTING, TYRE DISPOSAL AND WHEEL ALIGNMENT	1	1,165.09	
EFT44126	29/06/2022	VINCELEC	VISITORS CENTRE. REPLACE 12 X EXTERNAL BUNKER LIGHTS AS PER QUOTES.	1		2,573.44
INV IV1332 21/06/2022		VINCELEC	VISITORS CENTRE. REPLACE 12 X EXTERNAL BUNKER LIGHTS AS PER QUOTES.	1	1,938.40	
INV IV1333 21/06/2022		VINCELEC	VISITORS CENTRE. REPLACE LIGHTS IN MALE, DISABLE AND STAFF TOILETS.	1	635.04	
EFT44127	29/06/2022	WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY AS PER C.201920-09 - 23/5/2022 - 12/6/2022	1		2,860.00
INV 0000402015/06/2022		WA CONTRACT RANGER SERVICES	CAT MANAGEMENT EXPENCES - MAY 2022	1	880.00	
INV 0000401915/06/2022		WA CONTRACT RANGER SERVICES	MANAGMENT OF SHIRE OF NORTHAM DOG IMPOUND FACILITY AS PER C.201920-09 - 23/5/2022 - 12/6/2022	1	1,980.00	

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EFT44128	29/06/2022	WA RETICULATION SUPPLIES	SOL-HT-NODE100 SINGLE STATION CONTROLLER AND SOLENOID COIL / H-SOL-PGV101JT HUNTER PGV 25MM SOLENOIS VALVE JAR TOP F/C	1		921.08
INV M6494	24/06/2022	WA RETICULATION SUPPLIES	SOL-HT-NODE100 SINGLE STATION CONTROLLER AND SOLENOID COIL / H-SOL-PGV101JT HUNTER PGV 25MM SOLENOIS VALVE JAR TOP F/C	1	921.08	
EFT44129	29/06/2022	WCP CIVIL PTY LTD	PAVEMENT WORKS - DRING / SOUTHERN BROOK / JENNAPULLIN / WELLINGTON / ROBINSON / CHARLES ST AS PER C.202122-06 - CLAIM 2	1		253,918.68
INV 27070	31/05/2022	WCP CIVIL PTY LTD	PAVEMENT WORKS - DRING / SOUTHERN BROOK / JENNAPULLIN / WELLINGTON / ROBINSON / CHARLES ST AS PER C.202122-06 - CLAIM 2	1	228,251.06	
INV 27070	31/05/2022	WCP CIVIL PTY LTD	VO-2 OF C.202122-06 TWO COAT SEAL JENNAPULLIN CRESCENT, GRASS VALLEY SOUTH	1	25,667.62	
EFT44130	29/06/2022	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1611 - DIAGNOSE AND REPAIR WATER TRUCK PUMP BATTERY NOT CHARGING ALSO THE REMOTE IS NOT WORKING. MONDAY 16/05/2022	1		873.50
INV INV-136401/06/2022		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	PN1611 - DIAGNOSE AND REPAIR WATER TRUCK PUMP BATTERY NOT CHARGING ALSO THE REMOTE IS NOT WORKING. MONDAY 16/05/2022	1	873.50	
EFT44131	29/06/2022	WHEATBELT OFFICE & BUSINESS MACHINES (WOBM)	POWERSHIELD SAFEGUARD 1000VA/600W	1		245.00
INV 29011	14/06/2022	WHEATBELT OFFICE & BUSINESS MACHINES (WOBM)	POWERSHIELD SAFEGUARD 1000VA/600W	1	245.00	
EFT44132	29/06/2022	J & A BUILDING PTY LTD	C.202021-30 - VO-01 - ADDITIONAL 2 ROLLER DOORS AND DRIVEWAY TO HENRY ST / C.202021-30 - VO-01 - MATERIAL PRICE INCREASE	1		50,140.20
INV 0000329625/05/2022		J & A BUILDING PTY LTD	C.202021-30 - VO-01 - ADDITIONAL 2 ROLLER DOORS AND DRIVEWAY TO HENRY ST / C.202021-30 - VO-01 - MATERIAL PRICE INCREASE	1	35,884.20	
INV 0000329725/05/2022		J & A BUILDING PTY LTD	SUPPLY AND CONSTRUCT NORTHAM SES SHED EXTENSION AS PER CONTRACT C.202021-30 PROGRESS CLAIM - EARTHWORKS	1	14,256.00	
EFT44133	29/06/2022	SPECIALISED TREE SERVICE	VEGETATION BRIDGE CLEARING - TRIMMER RD	1		8,339.10

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INV 3876	24/06/2022	SPECIALISED TREE SERVICE	VEGETATION BRIDGE CLEARING - TRIMMER RD	1	8,339.10	
DD17950.1	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1		28,314.86
INV SUPER	07/06/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	23,627.05	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	2,650.53	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	54.24	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	54.24	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	25.00	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	1,450.00	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	86.15	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	92.26	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	67.05	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	114.75	
INV DEDUCT	07/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	93.59	
DD17950.2	07/06/2022	ONEPATH	SUPERANNUATION CONTRIBUTIONS	1		254.18
INV SUPER	07/06/2022	ONEPATH	SUPERANNUATION CONTRIBUTIONS	1	254.18	
DD17950.3	07/06/2022	UNISUPER	PAYROLL DEDUCTIONS	1		1,443.83
INV SUPER	07/06/2022	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1	820.41	
INV DEDUCT	07/06/2022	UNISUPER	PAYROLL DEDUCTIONS	1	163.42	
INV DEDUCT	07/06/2022	UNISUPER	PAYROLL DEDUCTIONS	1	460.00	
DD17950.4	07/06/2022	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		190.60
INV SUPER	07/06/2022	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	190.60	
DD17950.5	07/06/2022	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1		524.41

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INV SUPER	07/06/2022	PLUM SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	393.31	
INV DEDUCT	07/06/2022	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1	131.10	
DD17950.6	07/06/2022	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		241.42
INV SUPER	07/06/2022	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	241.42	
DD17950.7	07/06/2022	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		462.77
INV SUPER	07/06/2022	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	462.77	
DD17950.8	07/06/2022	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	1		132.02
INV SUPER	07/06/2022	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	1	132.02	
DD17950.9	07/06/2022	AUSTRALIAN CATHOLIC SUPPERANNUATION RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	1		242.61
INV SUPER	07/06/2022	AUSTRALIAN CATHOLIC SUPPERANNUATION RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	1	242.61	
DD17952.1	03/06/2022	TENNANT AUSTRALIA	RECREATION CENTRE LEASE FEE CLEANING EQUIPMENT JUNE 2022 FINANCE & LEASE IW8119996100	1		573.75
INV JUNE 2020	03/06/2022	TENNANT AUSTRALIA	RECREATION CENTRE LEASE FEE CLEANING EQUIPMENT JUNE 2022 FINANCE & LEASE IW8119996100	1	573.75	
DD17966.2	13/06/2022	BANKWEST	JASON WHITEAKER MASTERCARD 22/04/2022 - 23/05/2022	1		3,714.01
INV S PATTE	13/06/2022	BANKWEST	SCOTT PATTERSON MASTERCARD 22/04/2022 TO 23/05/2022	1	88.00	
INV JMETCA	13/06/2022	BANKWEST	JOANNE METCALF MASTERCARD 22/04/2022 TO 23/05/2022	1	1,112.34	
INV C YOUN	13/06/2022	BANKWEST	COLIN YOUNG MASTERCARD 22/04/2022 TO 23/05/2022	1	1,176.16	
INV J WHITE	13/06/2022	BANKWEST	JASON WHITEAKER MASTERCARD 22/04/2022 - 23/05/2022	1	1,337.51	
DD18001.1	21/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1		28,141.95
INV SUPER	21/06/2022	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	23,537.51	
INV DEDUCT	21/06/2022	AWARE SUPER	PAYROLL DEDUCTIONS	1	2,637.82	

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INV DEDUCT21/06/2022		AWARE SUPER	PAYROLL DEDUCTIONS	1	43.49	
INV DEDUCT21/06/2022		AWARE SUPER	PAYROLL DEDUCTIONS	1	43.49	
INV DEDUCT21/06/2022		AWARE SUPER	PAYROLL DEDUCTIONS	1	25.00	
INV DEDUCT21/06/2022		AWARE SUPER	PAYROLL DEDUCTIONS	1	1,450.00	
INV DEDUCT21/06/2022		AWARE SUPER	PAYROLL DEDUCTIONS	1	88.07	
INV DEDUCT21/06/2022		AWARE SUPER	PAYROLL DEDUCTIONS	1	70.36	
INV DEDUCT21/06/2022		AWARE SUPER	PAYROLL DEDUCTIONS	1	67.23	
INV DEDUCT21/06/2022		AWARE SUPER	PAYROLL DEDUCTIONS	1	114.90	
INV DEDUCT21/06/2022		AWARE SUPER	PAYROLL DEDUCTIONS	1	64.08	
DD18001.2	21/06/2022	ONEPATH	SUPERANNUATION CONTRIBUTIONS	1		262.91
INV SUPER	21/06/2022	ONEPATH	SUPERANNUATION CONTRIBUTIONS	1	262.91	
DD18001.3	21/06/2022	UNISUPER	PAYROLL DEDUCTIONS	1		1,443.83
INV SUPER	21/06/2022	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1	820.41	
INV DEDUCT21/06/2022		UNISUPER	PAYROLL DEDUCTIONS	1	163.42	
INV DEDUCT21/06/2022		UNISUPER	PAYROLL DEDUCTIONS	1	460.00	
DD18001.4	21/06/2022	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		190.60
INV SUPER	21/06/2022	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	190.60	
DD18001.5	21/06/2022	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1		525.83
INV SUPER	21/06/2022	PLUM SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	394.37	
INV DEDUCT21/06/2022		PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1	131.46	
DD18001.6	21/06/2022	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		241.42
INV SUPER	21/06/2022	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	241.42	

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DD18001.7	21/06/2022	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		416.30
INV SUPER	21/06/2022	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	416.30	
DD18001.8	21/06/2022	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	1		123.51
INV SUPER	21/06/2022	CATHOLIC SUPER	SUPERANNUATION CONTRIBUTIONS	1	123.51	
DD18001.9	21/06/2022	AUSTRALIAN CATHOLIC SUPPERANNUATION RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	1		231.94
INV SUPER	21/06/2022	AUSTRALIAN CATHOLIC SUPPERANNUATION RETIREMENT FUND	SUPERANNUATION CONTRIBUTIONS	1	231.94	
DD18040.2	13/06/2022	BANKWEST	BRENDAN RUTTER MASTERCARD 22/04/2022 TO 23/05/2022	1		605.54
INV B RUTTE13/06/2022		BANKWEST	BRENDAN RUTTER MASTERCARD 22/04/2022 TO 23/05/2022	1	605.54	
DD17950.10	07/06/2022	QSUPER	SUPERANNUATION CONTRIBUTIONS	1		214.52
INV SUPER	07/06/2022	QSUPER	SUPERANNUATION CONTRIBUTIONS	1	214.52	
DD17950.11	07/06/2022	MEDIA SUPER	PAYROLL DEDUCTIONS	1		1,168.35
INV SUPER	07/06/2022	MEDIA SUPER	SUPERANNUATION CONTRIBUTIONS	1	849.71	
INV DEDUCT07/06/2022		MEDIA SUPER	PAYROLL DEDUCTIONS	1	318.64	
DD17950.12	07/06/2022	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1		3,074.64
INV SUPER	07/06/2022	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	2,830.28	
INV DEDUCT07/06/2022		AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	139.18	
INV DEDUCT07/06/2022		AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	105.18	
DD17950.13	07/06/2022	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1		190.17
INV SUPER	07/06/2022	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1	190.17	
DD17950.14	07/06/2022	THE TRUSTEE FOR ANDALI SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		190.94

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	07/06/2022	THE TRUSTEE FOR ANDALI SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	190.94	
DD17950.15	07/06/2022	YKC SUPERFUND	PAYROLL DEDUCTIONS	1		846.16
INV SUPER	07/06/2022	YKC SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	615.39	
INV DEDUCT	07/06/2022	YKC SUPERFUND	PAYROLL DEDUCTIONS	1	230.77	
DD17950.16	07/06/2022	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1		189.01
INV SUPER	07/06/2022	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1	189.01	
DD17950.17	07/06/2022	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1		623.40
INV SUPER	07/06/2022	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1	453.38	
INV DEDUCT	07/06/2022	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1	170.02	
DD17950.18	07/06/2022	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,265.68
INV DEDUCT	07/06/2022	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	1	282.56	
INV SUPER	07/06/2022	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1	983.12	
DD17950.19	07/06/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		495.70
INV DEDUCT	07/06/2022	PRIME SUPER	PAYROLL DEDUCTIONS	1	135.19	
INV SUPER	07/06/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	360.51	
DD17950.20	07/06/2022	NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		297.73
INV SUPER	07/06/2022	NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	297.73	
DD17950.21	07/06/2022	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1		539.68
INV DEDUCT	07/06/2022	HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1	50.00	
INV SUPER	07/06/2022	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	489.68	
DD17950.22	07/06/2022	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1		176.50
INV SUPER	07/06/2022	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1	176.50	

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD17950.23	07/06/2022	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1		210.37
INV SUPER	07/06/2022	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1	210.37	
DD18001.10	21/06/2022	QSUPER	SUPERANNUATION CONTRIBUTIONS	1		214.52
INV SUPER	21/06/2022	QSUPER	SUPERANNUATION CONTRIBUTIONS	1	214.52	
DD18001.11	21/06/2022	MEDIA SUPER	PAYROLL DEDUCTIONS	1		1,168.35
INV SUPER	21/06/2022	MEDIA SUPER	SUPERANNUATION CONTRIBUTIONS	1	849.71	
INV DEDUCT	21/06/2022	MEDIA SUPER	PAYROLL DEDUCTIONS	1	318.64	
DD18001.12	21/06/2022	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1		2,884.29
INV SUPER	21/06/2022	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	2,650.39	
INV DEDUCT	21/06/2022	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	141.86	
INV DEDUCT	21/06/2022	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	92.04	
DD18001.13	21/06/2022	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1		254.18
INV SUPER	21/06/2022	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1	254.18	
DD18001.14	21/06/2022	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		184.24
INV SUPER	21/06/2022	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1	184.24	
DD18001.15	21/06/2022	YKC SUPERFUND	PAYROLL DEDUCTIONS	1		846.16
INV SUPER	21/06/2022	YKC SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	615.39	
INV DEDUCT	21/06/2022	YKC SUPERFUND	PAYROLL DEDUCTIONS	1	230.77	
DD18001.16	21/06/2022	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1		187.42
INV SUPER	21/06/2022	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1	187.42	
DD18001.17	21/06/2022	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1		623.40

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Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	21/06/2022	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1	453.38	
INV DEDUCT	21/06/2022	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1	170.02	
DD18001.18	21/06/2022	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1		1,267.80
INV DEDUCT	21/06/2022	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	1	282.98	
INV SUPER	21/06/2022	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1	984.82	
DD18001.19	21/06/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1		503.28
INV DEDUCT	21/06/2022	PRIME SUPER	PAYROLL DEDUCTIONS	1	137.26	
INV SUPER	21/06/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	1	366.02	
DD18001.20	21/06/2022	NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		297.73
INV SUPER	21/06/2022	NETWEALTH SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	297.73	
DD18001.21	21/06/2022	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1		518.24
INV DEDUCT	21/06/2022	HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1	50.00	
INV SUPER	21/06/2022	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	468.24	
DD18001.22	21/06/2022	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1		230.21
INV SUPER	21/06/2022	SUNSUPER	SUPERANNUATION CONTRIBUTIONS	1	230.21	
DD18001.23	21/06/2022	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1		210.37
INV SUPER	21/06/2022	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1	210.37	

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

Bank Code	Bank Name	TOTAL
1	MUNI FUND	1,901,513.29
TOTAL		1,901,513.29

Attachment 2 – Declaration

Payment dates 1st June 2022 – 30th June 2022

- Municipal Fund payment cheque numbers 35499 to 35508 Total \$61,146.72.

Electronic Funds Transfer

- Municipal Fund EFT43819 to EFT44133 Total \$1,753,215.24
- Direct Debits Total \$87,151.33.

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

Month	Cheques	EFT Payments	Direct Debits	Payroll	Total Payments
July	\$ 74,373.09	\$ 1,422,562.64	\$ 77,599.91	\$ 436,064.10	\$ 2,010,599.74
August	\$ 48,650.97	\$ 2,042,447.90	\$ 77,232.35	\$ 449,812.85	\$ 2,618,144.07
September	\$ 27,219.58	\$ 1,599,646.29	\$ 81,823.88	\$ 669,771.82	\$ 2,378,461.57
October	\$ 44,449.19	\$ 2,493,410.73	\$ 92,740.06	\$ 469,926.08	\$ 3,100,526.06
November	\$ 73,850.62	\$ 1,525,786.14	\$ 89,376.97	\$ 464,557.55	\$ 2,153,571.28
December	\$ 23,832.76	\$ 1,801,627.97	\$ 92,423.06	\$ 512,077.48	\$ 2,429,961.27
January	\$ 57,663.93	\$ 1,423,108.71	\$ 89,637.93	\$ 481,522.24	\$ 2,051,932.81
February	\$ 54,320.55	\$ 1,548,499.53	\$ 89,055.24	\$ 503,927.01	\$ 2,195,802.33
March	\$ 100,791.95	\$ 1,588,196.49	\$ 130,102.00	\$ 694,238.20	\$ 2,513,328.64
April	\$ 24,951.12	\$ 1,020,713.13	\$ 88,515.11	\$ 456,232.09	\$ 1,590,411.45
May	\$ 28,478.93	\$ 1,962,589.13	\$ 85,935.94	\$ 452,551.44	\$ 2,529,555.44
June	\$ 61,146.72	\$ 1,753,215.24	\$ 87,151.33	\$ 457,291.29	\$ 2,358,804.58
Total	\$ 619,729.41	\$ 20,181,803.90	\$ 1,081,593.78	\$ 6,047,972.15	\$ 27,931,099.24

The following table presents all payments made for the month from Council credit cards paid by direct debit DD17966.1 / DD18040.2

Summary Credit Card Payments	\$	Total
CEO		
CITY OF PERTH PARKING - PARKING FOR MEETING	9.19	
BREADWINNER BAKEHOUSE - LUNCH - WORLD AIR RACE MEETING	14.80	
COLES EXPRESS - FUEL FOR CEO VEHICLE	131.16	
JS TECHNOLOGY - REPAIR OF CEO IPHONE (CRACKED SCREEN)	350.00	
WHEATBELT BUSINESS NETWORK - STATE BUDGET BREAKFAST	25.00	
WANEWSDTI - WA NEWS ONLINE SUBSCRIPTION	84.00	

Summary Credit Card Payments	\$	Total
SQM RESEARCH - POSTCODE SNAPSHOT	29.95	
COLES EXPRESS - FUEL FOR CEO VEHICLE	119.75	
DOME - LUNCH WITH EMCS & CEO OF NARAMBEEN	64.85	
DOME - LUNCH WITH EMCS & CEO OF NARAMBEEN	4.25	
DOME - MEETING WITH WALGA	4.30	
DOME - MEETING WITH WALGA	5.30	
LOCAL GOVERNMENT PROFESSIONALS - COMMUNICATIONS NETWORK EVENT - RECRUITMENT AND RESIGNATION	60.00	
SMARTSHEET INC - ADDITIONAL SMARTSHEET LICENCE	434.96	
		\$ 1,337.51
Executive Manager of Community Services		
BOULEVARD FINE JEWELLERS - GIFT - JORDYN BUDAS	200.00	
DROP BOX - SUBSCRIPTION	184.67	
FACEBOOK - FACEBOOK ADVERTISING	599.87	
SQUARESPACE INC - BKB WEBSITE DOMAIN PURCHASE	27.00	
SQUARESPACE INC - BKB WEBSITE - SUBSCRIPTION - GOOGLE WORKPLACE (ANNUALLY)	100.80	
		\$ 1,112.34
Executive Manager of Corporate Services		
QUEST INNALOO - ACCOMMODATION FOR TRAINING. LICENCING MONICA DWYER	912.42	
AMAYSIM MOBILE PTY LTD - LIBRARY LIFT PHONE DATA	10.00	
ADOBE ID CREATIVE CLOUD - MONTHLY FEES	213.99	
FOREIGN TRANSACTION FEE	39.75	
		\$ 1,176.16
Executive Manager of Development Services		
		\$ -
Executive Manager of Engineering Services		
BRADLEY AUSTRALIA - REPLACEMENT KEYS FOR SS TOILET PRODUCTS	88.00	
		\$ 88.00
Community Emergency Services Manager		
CREDIT CARD ANNUAL FEE	39.00	

Summary Credit Card Payments	\$	Total
COLES - VOLUNTEER REFRESHMENTS	60.35	
HOME BAKE SHOP - INCIDENT CATERING	144.70	
DOME NORTHAM - VOLUNTEER MEETING	27.55	
BAKERS HILL TAVERN - WELFARE FOR BRIGADE TRAINING & AGM	333.94	
		\$ 605.54
Total Credit Card Expenditure		\$ 4,319.55

CERTIFICATION OF THE PRESIDENT


I hereby certify that this schedule of account covering vouchers and electronic fund transfer payments as per above and totalling \$2,358,804.58 was submitted to the Ordinary Meeting of Council on Wednesday, 20 July 2022.



CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering vouchers \$2,358,804.58 was submitted to each member of the Council on Wednesday, 20 July 2022, has been checked and is fully supported by vouchers and invoices which are submitted herewith, and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.



CHIEF EXECUTIVE OFFICER

13.4.2 Financial Statement for the period ending 30 June 2022

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

BRIEF

For Council to receive the Financial Statement for the period ending 1 June 2022 to 30 June 2022.

ATTACHMENTS

Attachment 1: Financial Statement for the period ending 30 June 2022.

A. BACKGROUND / DETAILS

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

The Statement of Financial Activity for the period ending 30 June 2022 is included as Attachment 1 to this agenda and includes the following reports:

- Statement of Financial Activity
- Operating Statements
- Balance Sheet
- Acquisition of Assets
- Disposal of Assets
- Information on Borrowings
- Reserves
- Net Current Assets
- Cash Position
- Rating Information
- Cash Flow Information

The report includes a summary of the financial position along with comments relating to the statements. If Councillors wish to discuss the report contents or any other matters relating to this please contact Council finance staff prior to the meeting.

Operating Revenue

1. Governance is over budget by \$25,801 due to the revenue release from AASB15 of the contract revenue for a trainee apprenticeship grant.
2. General purpose funding is over budget 135.18% predominantly due to the prepayment of the Federal Assistance Grants \$2,557,758.
3. Law and Order revenue is under budget by \$1,027,394 due predominantly to the items disclosed below;
 - Fire mitigation grant which is under budget by \$274,734 (timing)
 - Fines revenue \$22,723.
 - **DFES Capital Grants \$667,824**
 - **DFES Operating Grants \$46,243**
4. **Education and Welfare 12.29% is over budget due to additional HACC grant revenue \$57,883 & Brokerage income \$49,044.**
5. **Recreation and Culture is under budget 64.39% due predominantly to the items listed below;**
 - **LRCI Program grant \$1,082,812**
 - **Transfer POS funds from trust \$146,500**
 - **Motor Sport Festival Grant \$250,000**
 - **Northam BMX redevelopment grant \$87,000**
 - **Recreation program income \$16,573**
6. Transport is under budget 56.79%, predominantly due to funding relating to Storm damage AGRN962 not being received due to delays in the approval process \$2,000,000, works associated with AGRN962 are now expected to be carried out in the 2022/23 financial year with the revenue paid on completion of the **works & commodity route funding of \$1,658,763 that will also be carried out in 2022/23.**
7. Other Economic Services is under budget by \$197,845 due to the items disclosed below;
 - Building permits of \$9,280
 - BKB Income \$26,163
 - **Grant funding Water Reuse, \$110,000**
 - **Grant BKB Interpretive Design Stage 2, \$150,000**

Operating Expenditure

8. Governance is under budget by 45.45%. This is primarily due to the following being under budget
 - Organisation software \$25,226
 - IT expense \$126,560
 - Consultancy \$15,464
 - **COVID-19 Business Incentive \$1,000,000**
9. **General Purpose funding is under budget 32.34% related to Valuation and title searches \$107,255 and salaries \$20,063**

10. Education and welfare is under budget 17.66% due predominantly to the items disclosed below;

- Killara Salaries \$124,043
- Killara Superannuation \$15,444
- **Youth Services \$13,373**
- **Bernard Park Play Centre \$11,972**
- **Memorial Hall Garden \$5,043**

11. Community Amenities is under budget 24.02%, to the items disclosed below;

- Rubbish site maintenance \$434,446
- Refuse Collection \$179,941 (timing)
- Green waste management \$35,000
- Verge Bins \$24,362
- Septage pond maintenance \$90,615
- Environmental works \$18,897
- Pest Plant Control \$20,000
- Planning Consultants \$84,100
- Public conveniences \$17,490
- **Town Planning Salaries \$40,802**
- **Town Planning Superannuation \$10,120**

12. Economic Services are under budget 10.85% as presented below

- **Festivals and Events \$91,567**
- **Events Signage \$31,503**
- **BKB Salaries \$39,859**
- **BKB General \$42,188**
- **Visitor Centre Building Maintenance \$43,674**

13. Other property and services is over budget by \$480,150 predominantly due to

- The internal allocations public works overheads allocations \$34,710 (non-cash)
- Plant allocation of \$144,800 (non-cash)
- Plant operation fuel \$23,421
- Plant Parts and Material \$25,504
- Staff Meetings \$80,477
- Sick leave \$40,258 (offset job allocations)
- Workers compensation \$193,829(reimbursable)

Operating Income by Nature and Type

14. Other Revenue is under budget due to the fire mitigation grant which is under budget by \$274,734 that is expected to be received in the 2022/23 financial year to coincide with the expenditure.

Operating Expenditure by Nature and Type

15. Materials and contracts are under budget by 34% predominantly due to items disclosed in notes 8, 9, 10 & 11 above.
16. Other expenditure is over budget \$615,103, due to the under recovery of public works overheads, directly associated with internal resources not being applied to capital works (non-cash).

Capital Expenditure

17. The purchase of the Flocon Truck at an additional \$21,246 over budget was both an increase in market price of the vehicle at the time of purchase and additional modifications to refurbish the original Flocon body and relocate the emulsion tank for \$9,150, this is largely offset with plant purchases that either have or is expected to come in under budget.

Capital items that are still in progress and are to be carried forward into the 2022/23 financial year will be presented to Council during the budget adoption process.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 12: Excellence in organisational performance and customer service.

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

B.2 Financial / Resource Implications

The Financial Statements have been prepared in accordance with Council's 2021/22 Budget.

B.3 Legislative Compliance

Section 6.4 and 6.26(2)(g) of the Local Government Act.
Local Government (Financial Management) Regulations 1996.

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

N/A.

B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
---------------	-------------	--------------------------------------	-------------------

Financial	Figures not reflecting the true financial situation	Rare (2) x Medium (3) = Low (3)	There are processes in place to show compliance with relevant legislation
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service Interruption	N/A	N/A	N/A
Compliance	Report not being accepted by Council	Rare (2) x Medium (3) = Low (3)	There are processes in place to ensure compliance with relevant legislation
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

C. OFFICER'S COMMENT

Nil.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4509


Moved: Cr Ryan

Seconded: Cr Hughes

That Council receives the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ending 30 June 2022.

CARRIED 7/0

Attachment 1 - Financial Statement for the period ending 30 June 2022



Shire of Northam
SHIRE OF NORTHAM
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 30 JUNE 2022

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**SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 30 JUNE 2022**

	NOTE	21/22 Amended Budget February 22 \$	Ytd Budget \$	21/22 Ytd Actual \$	Variances Actuals to Budget \$	Variances Actuals to Budget %
Operating						
Revenues						
Governance	1	35,070	35,070	60,871	25,801	73.57%
General Purpose Funding Other	2	1,949,588	1,949,588	4,527,380	2,577,792	132.22%
General Purpose Funding Rates		10,765,585	10,765,585	10,722,615	(42,970)	(0.40%)
Law, Order, Public Safety	3	1,862,086	1,862,086	834,692	(1,027,394)	(55.17%)
Health		61,000	61,000	47,752	(13,248)	(21.72%)
Education and Welfare	4	1,114,006	1,114,006	1,250,930	136,924	12.29%
Housing		54,277	54,277	49,764	(4,513)	(8.31%)
Community Amenities		3,285,488	3,285,488	3,181,610	(103,878)	(3.16%)
Recreation and Culture	5	2,808,374	2,808,374	1,000,151	(1,808,223)	(64.39%)
Transport	6	6,612,818	6,612,818	2,857,658	(3,755,160)	(56.79%)
Economic Services	7	813,857	813,857	616,012	(197,845)	(24.31%)
Other Property and Services		307,200	307,200	334,465	27,265	8.88%
Total Operating Revenue		29,669,349	29,669,349	25,483,900	(4,185,449)	(14.11%)
Expenses						
Governance	8	(2,471,572)	(2,471,572)	(1,348,294)	1,123,278	45.45%
General Purpose Funding	9	(410,224)	(410,224)	(277,551)	132,673	32.34%
Law, Order, Public Safety		(2,006,066)	(2,006,066)	(1,917,290)	88,776	4.43%
Health		(329,574)	(329,574)	(305,857)	23,717	7.20%
Education and Welfare	10	(1,521,817)	(1,521,817)	(1,253,068)	268,749	17.66%
Housing		(71,622)	(71,622)	(65,708)	5,914	8.26%
Community Amenities	11	(3,941,991)	(3,941,991)	(2,995,304)	946,687	24.02%
Recreation & Culture		(5,148,630)	(5,148,630)	(5,224,903)	(76,273)	(1.48%)
Transport		(6,429,785)	(6,429,785)	(6,697,776)	(267,991)	(4.17%)
Economic Services	12	(2,967,816)	(2,967,816)	(2,645,940)	321,876	10.85%
Other Property and Services	13	(166,676)	(166,676)	(646,826)	(480,150)	(288.07%)
Total Operating Expenses		(25,465,773)	(25,465,773)	(23,378,517)	2,087,256	8.20%
Removal of Non-Cash Items						
(Profit)/Loss on Asset Disposals		(26,442)	(26,442)	(216,305)	(189,863)	
Movement Provisions		70,000	70,000	(3,239)	(73,239)	
Depreciation on Assets		4,927,719	4,927,719	5,027,838	100,119	
Non Operating Items						
Purchase Land and Buildings		(3,075,598)	(3,075,598)	(1,306,567)	1,769,031	
Purchase Plant and Equipment		(1,250,383)	(1,250,383)	(626,896)	623,487	
Purchase Furniture and Equipment		0	0	0	0	
Purchase Bush Fire Equipment		(490,000)	(490,000)	0	490,000	
Purchase Infrastructure Assets - Roads		(6,883,299)	(6,883,299)	(1,845,087)	5,038,212	
Purchase Infrastructure Assets - Bridges		(167,740)	(167,740)	(117,540)	50,200	
Purchase Infrastructure Assets - Footpaths		(307,320)	(307,320)	(44,652)	262,668	
Purchase Infrastructure Assets - Drainage		(1,209,902)	(1,209,902)	(105,409)	1,104,492	
Purchase Infrastructure Assets - Parks & Ovals		(2,472,798)	(2,472,798)	(1,016,773)	1,456,025	
Purchase Infrastructure Assets - Airfields		(185,431)	(185,431)	(12,490)	172,942	
Purchase Infrastructure Assets - Streetscape		(42,000)	(42,000)	(7,905)	34,095	
Purchase Infrastructure Assets - Other		(1,410,144)	(1,410,144)	(1,144,053)	266,091	
Proceeds from Disposal of Assets		1,074,703	1,074,703	1,419,438	344,735	
Repayment of Debentures		(357,209)	(357,209)	(357,208)	1	
Proceeds from New Debentures		1,500,000	1,500,000	0	(1,500,000)	
Self-Supporting Loan Principal Income		20,850	20,850	20,850	0	
Transfers to Restricted Assets (Reserves)		(2,491,317)	(2,491,317)	(5,041,913)	(2,550,596)	
Transfers from Restricted Asset (Reserves)		2,849,512	2,849,512	2,849,512	0	
ADD Net Current Assets July 1 B/Fwd		5,723,222	5,723,222	5,723,222	0	
LESS Net Current Assets Year to Date				2,982,151	2,982,151	
Surplus/Deficit		(0)	(0)	2,377,173	2,377,174	

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2022

1. OPERATING STATEMENT

	21/22 Amended Budget Note February 22 \$	Ytd Budget	21/22 Ytd Actual \$	Variances Actuals to Budget \$	Variances Actual to Budget %
OPERATING REVENUES					
Rates	10,765,585	10,765,585	10,722,615	(42,970)	0%
Operating Grants Subsidies and Contributions	5,542,962	5,542,962	6,057,551	514,589	9%
Fees and Charges	4,359,737	4,359,737	4,110,566	(249,171)	-6%
Interest Earnings	198,500	198,500	184,440	(14,060)	-7%
Other Revenue	1,215,813	1,215,813	984,625	(231,188)	-19%
TOTAL OPERATING REVENUE	22,082,597	22,082,597	22,059,797	(22,800)	0%
OPERATING EXPENSES					
Employee Costs	(9,040,567)	(9,040,567)	(9,321,024)	(280,457)	3%
Materials and Contracts	(9,134,025)	(9,134,025)	(6,043,406)	3,090,619	-34%
Utility Charges	(1,159,630)	(1,159,630)	(1,218,387)	(58,757)	5%
Depreciation of Non Current Assets	(4,927,719)	(4,927,719)	(5,027,838)	(100,119)	2%
Interest Expenses	(215,505)	(215,505)	(226,769)	(11,264)	5%
Insurance Expenses	(551,889)	(551,889)	(545,334)	6,555	-1%
Other Expenditure	(122,336)	(122,336)	(737,439)	(615,103)	503%
TOTAL OPERATING EXPENSE	(25,151,671)	(25,151,671)	(23,120,197)	2,031,474	-8%
Non Operating Grants Subsidies and Contributions	7,246,208	7,246,208	2,949,478	(4,296,730)	-59%
Profit on Asset Disposals	340,544	340,544	474,625	134,081	39%
Loss on Asset Disposals	(314,102)	(314,102)	(258,320)	55,782	-18%
RESULTING FROM OPERATIONS	4,203,576	4,203,576	2,105,383	(2,098,193)	-50%



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2022

2. BALANCE SHEET

	21/22 YTD Actual \$	Audited 20/21 Actual \$
CURRENT ASSETS		
Cash Assets	9,938,795	8,872,241
Receivables	3,476,364	3,512,304
Inventories & Other Assets	0	418,850
TOTAL CURRENT ASSETS	13,415,159	12,803,395
NON-CURRENT ASSETS		
Receivables	591,381	428,969
Inventories	0	0
Land and Buildings	48,561,566	48,477,709
Property, Plant and Equipment	6,981,556	7,158,576
Infrastructure	171,438,931	170,708,690
Financial & Other Assets	222,408	324,820
TOTAL NON-CURRENT ASSETS	227,795,842	227,098,764
TOTAL ASSETS	241,211,001	239,902,159
CURRENT LIABILITIES		
Payables	1,939,353	3,283,104
Interest-bearing Liabilities	1,012	357,208
Provisions	1,153,135	1,226,374
TOTAL CURRENT LIABILITIES	3,093,500	4,866,686
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	5,701,320	5,701,320
Provisions	179,629	179,629
Payables	159,546	159,546
TOTAL NON-CURRENT LIABILITIES	6,040,495	6,040,495
TOTAL LIABILITIES	9,133,995	10,907,181
NET ASSETS	232,077,006	228,994,978
EQUITY		
Retained Surplus	111,609,139	113,277,270
Reserves - Cash Backed	8,426,529	3,676,371
Reserves - Asset Revaluation	112,041,338	112,041,337
TOTAL EQUITY	232,077,006	228,994,978



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2022

3. ACQUISITION OF ASSETS	21/22 Revised Budget \$	21/22 Ytd Actual \$
The following assets have been acquired during the period under review:		
By Program		
Governance	Note	
Admin Building Minor Works	6,500	798
New Telephone System cfwd	-	0
Law, Order & Public Safety		
CESM Vehicle PN1711	71,000	0
Brigade Appliance Wundowie 3.4	490,000	0
Northam Central, Bays & Garrison Fencing	73,015	0
Inkpen Extension	155,505	0
New Single Fireshed Wundowie	53,510	0
Bakers Hill Fire Shed	-	5,524
Clackline Kitchen unisex toilet & meeting room	133,386	133,386
Building Animal Control Stock Yards	18,000	0
LED Danger rating signs cfwd	19,725	0
SES Shed Extension - Bays & Garrison Fencing	73,015	57,855
CCTV grant stage 2(Wundowie)	27,508	9,633
Education & Welfare		
Killara Solar retention	0	555
Upgrade Kitchen Memorial Hall cfwd	30,000	0
Structural Repairs Memorial Hall cfwd	20,000	0
Washing Machines (2)	12,290	12,275
Housing		
Kurringal Units Upgrade	20,000	0
Community Amenities		
Old Quarry Drainage cfwd	35,000	6,453
Rehab Investigation Old Tip Site cfwd	35,000	0
Transfer Station Tip Shop cfwd	1,218,561	1,065,721
Solar Power System with Batteries (Inkpen)	19,990	19,747
Mobile Fire Fighting Unit	16,604	12,756
Area Drainage Upgrade/ Renewal	128,669	390
EMDS Vehicle PN1404	45,000	45,264
CBD Improvements	42,000	7,905
Apex Toilet floor covering upgrade	24,000	25,299
Bernard Park Floor covering upgrade	30,000	30,000

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2022

3. ACQUISITION OF ASSETS (Continued)	Note	21/22 Revised Budget \$	21/22 Ytd Actual \$
By Program (Continued)			
Recreation & Culture			
Halls Solar retention		0	6,137
Bakers Hill Pavillion, Structural Floor Cracking Repairs cfwd		7,000	4,070
Girl Guides Hall Upgrade Airconditioner		7,700	7,362
Grass Valley Hall Upgrade to Stainless Steel kitchen		20,000	0
Southern Brook Hall Flooring Repairs		20,500	19,989
Southern Brook Hall Brick Pointing and Mortar repairs		7,000	0
Northam Hall replace external door & paint 9 others		7,500	0
Northam Hall, Replace Gutters cfwd		12,885	18,240
Wundowie Pool Solar retention		0	1,550
Wundowie Pool Bowl Repainting cfwd		10,000	0
Turnstile Northam Pool		7,755	9,744
Northam Aquatic Facility, Power & Taps to Concourse cfwd		7,700	9,480
Northam Aquatic Facility cfwd		20,000	20,000
Upgrade switchboard Bert Hawke Pavillion		5,727	25,710
Repair missing mortar Bert Hawke Pavillion		2,500	
Install CCTV Bert Hawke		13,000	11,053
Bert Hawke Pavillion Including kitchen cfwd		58,700	17,400
Bert Hawke Pavillion Ceiling cfwd		50,000	15,945
Rec Centre install timer taps		9,100	3,843
Rec Centre Solar retention		0	1,448
Hockey Pitch Lighting cfwd		68,000	57,870
Bert Hawke Development cfwd		55,545	50,209
POS Playground Improvements		89,975	91,701
Landscaping/demolition Old Pool site cfwd		510,000	2,630
Improvements Dr Dunlop Park cfwd		27,000	0
Northam Youth Space, Toilets & Parking cfwd		11,000	1,753
Beavis Place Realignment & Landscaping		567,120	568,000
Bridge Crossing Fixings C/fwd		10,000	0
RV Friendly Day Site Northam cfwd		224,918	212,849
RV Friendly Bakers Hill cfwd		95,000	0
RV Friendly Wundowie cfwd		19,240	7,762
Overnight Caravan Stay Dump point cfwd		20,000	0
Train Station (Peel/Minson/Duke) cfwd		0	0
Shade Structures Bernard Park cfwd		0	0
Shade Structures Bakers Hill cfwd		50,000	0
Upgrade Existing Playground Bakers Hill Recreation Centre		25,000	24,000
Track Enhancements Northam Motor Festival		500,000	0
Northam BMX Redevelopment		200,000	0
Library Upgrade replace Lift Door Closures		6,900	7,771
Old Girls School, drainage to rear		3,500	3,180
AVVVA - Roof Repairs		14,000	12,372
AVVVA - Repair and paint ceilings		4,800	0
AVVVA - External Painting		3,500	0
AVVVA - Canopy over side door		2,500	1,680
AVVVA - Vinyl to bathroom		1,070	967
Old Railway Station platform		120,000	0
Old Railway Station extra platform lights		2,500	0

SHIRE OF NORTHAM
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 30 JUNE 2022

3 ACQUISITION OF ASSETS (Continued)	Note	21/22 Revised Budget	21/22 Ytd Actual
Transport			
Northam Depot Redesign cfwd		1,849,285	831,738
Solar Northam Depot		11,300	0
Gordon Street Silk 80-140 (left)		31,070	0
Wellington Street Silk 560-800		57,100	43,702
Bernard Park		48,550	0
East Street		85,600	0
Mudalla Road		17,083	0
Perina Way		67,917	0
Drainage - Rural Upgrade		234,448	7,528
Drainage - Rural Renewal		234,000	817
Drainage AGRN 962		512,785	96,674
Jennapullin Road 1.3-2.05		221,635	373,159
Wellington St 520-850		7,599	7,600
Southern Brook Road Silk 19.33-20.36		382,800	385,704
Grass Valley South Road Silk 0-1.1		34,290	0
Dring Street Silk 0.16-0.18		45,120	40,363
Croke Avenue 0-0.66		54,231	655
Leeder Road Silk 0-1.92		60,300	0
Mokine Road Silk 0-1.92		92,882	0
Linley Valley Road Silk 0-0.81		142,642	0
Robinson Road SLK 0.02-0.75		220,327	3,732
Fitzgerald Street Silk 2-2.74		73,877	3,031
Wellington Street Silk 2.46-2.72		286,396	4,399
Capitalised Maintenance		97,700	0
Leschenaultia Road 0-350		25,314	210
Harvey Road 0-470		62,200	0
Oliver Street		22,000	25,301
Marky Street Silk 1-110 cfwd		53,360	46,970
Charles Street Silk 510-1070 cfwd		88,000	102,718
Kurringal Road Silk 0-550 cfwd		92,496	238
Springfield Road Silk 0-120 cfwd		42,841	35,400
Southern Brook Road Silk 16330-17300 cfwd		197,194	1,593
Henry Street Silk 0 - 190		143,686	0
Parker Street Silk 0-0.65		44,493	0
Cox Street Silk 0-0.23		130,691	59,425
Forward Street Silk 0-0.22		132,364	64,475
Clarke Street 0-1		135,075	655
Southern Brook Road 0-3070 defects liability		20,961	20,961
BS Coates Road SLK 0-4.35		245,071	0
BS Spencers Brook Road SLK 0-23.63		1,413,692	0
BS Forrest Street Silk 0.21-1.03		203,640	0
BS Mitchell Avenue Silk 0.21-3.4		118,800	0
LRCI Werribee Road		120,125	123,886
LRCI Lyon Street		185,100	157,741
LRCI Gairdner & Wellington		316,406	303,990
DFRRA AGRN 962		1,099,515	68,423
Kerb Renewal		36,238	2,695
Culvert Renewal		234,238	11,762
Bridge Construction Composite Decking & Lights		167,740	117,540
PN1201 N008 Isuzu Flocon cfwd	15	160,000	210,746
PN1308 Toyota Hilux Workmate cfwd		28,000	25,036
Tandem Trailer cfwd		15,250	0
PN1707 Holden Captiva LY7 seats		35,000	35,645
PN1407 Mazda BT50 4x2 single cab diesel ute		40,000	0
PN1312 Fuso Canter wide cab manual 4 ton		80,000	80,841
PN0001 Tandem Trailer for Dynapac Roller		6,000	0
PN1009A 2 Way Pig Trailer		76,000	0
PN1515 Mitsubishi 2 Way Tipper Truck		241,000	0
Emergency replacement Tractor		91,323	91,323
PN1406 Peruzzo Panther 1800 Aerator		26,000	25,280
Jet Rodding Trailer new drainage		85,000	95,802
Skid Steer Broom		9,000	4,685
Variable Message Board - Insurance Claim		24,000	0
Float Trailer		60,000	0

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2022

3. ACQUISITION OF ASSETS (Continued)	Note	21/22 Revised Budget \$	21/22 Ytd Actual \$
<u>By Program (Continued)</u>			
Transport			
Upgrade Runway & Taxiway lighting cfwd		20,931	12,490
Lot Development		14,500	0
New toilet block		150,000	0
Economic Services			
Old Fire Station timber windows repair		10,500	12,450
Create 298 replace foyer lights		4,500	4,669
Visitors Centre Solar retention		0	20,256
Water Pump Station Upgrade		145,520	0
Bakers Hill Water harvesting cfwd		75,000	0
Bakers Hill Water Project easement cfwd		25,000	0
BKB Building Phase 2 Interpretive incl fire pit		175,000	15,840
		17,494,614	6,227,372

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2022

3. ACQUISITION OF ASSETS (Continued)	Note	21/22 Revised Budget \$	21/22 Ytd Actual \$
<u>By Class</u>			
Land Held for Resale		0	0
Land and Buildings		3,075,598	1,306,567
Plant and Equipment		1,250,383	626,896
Furniture and Equipment		0	0
Bush Fire Equipment		490,000	0
Playground Equipment		0	0
Infrastructure Assets - Roads		6,883,299	1,845,087
Infrastructure Assets - Footpaths		307,320	44,652
Infrastructure Assets - Bridges & Culverts		167,740	117,540
Infrastructure Assets - Drainage		1,209,902	105,409
Infrastructure Assets - Parks & Ovals		2,472,798	1,016,773
Infrastructure Assets - Airfields		185,431	12,490
Infrastructure Assets - Streetscape		42,000	7,905
Infrastructure Assets - Other		1,410,143	1,144,053
		17,494,614	6,227,372



SHIRE OF NORTHAM
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 30 JUNE 2022

4. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$
Law Order & Public Safety						0
CESM Vehicle PN1711	38,713	0	25,500	0	(13,213)	0
Welfare						
May Street Kindy (write off)	24,144	24,144	0	0	(24,144)	(24,144)
Bernard Park Playgroup (write off)	116,644	116,644	0	0	(116,644)	(116,644)
Community Amenities						
EMDS Vehicle PN1404	33,296	33,065	35,000	34,818	1,704	1,753
Recreation & Culture						
Sale of Land, Yilgarn Ave	406,500	366,200	724,500	723,550	318,000	357,350
Transport						
PN1201 N008 Isuzu Flocon c/wd	75,226	77,108	25,000	43,273	(50,226)	(33,835)
PN1308 Toyota Hilux Workmate c/wd	10,000	10,000	8,000	11,818	(2,000)	1,818
Bobcat Trailer	5,500	0	1,000	0	(4,500)	0
PN1707 Holden Captiva 7 Seats	16,705	0	12,000	0	(4,705)	0
PN1407 Mazda BT 50 4x2 Single Cab diesel	13,000	15,697	12,500	9,092	(500)	(6,605)
PN1312 Fuso Canter 4T wide cab	33,673	35,000	30,000	35,767	(3,673)	767
PN1009A 2 Way Pig Trailer	30,673	0	8,000	0	(22,673)	0
PN1515 Mitsubishi 2 Way Tip Truck	69,396	0	85,000	0	15,604	0
Toro Procore deep tyre arerator	24,872	25,259	8,000	7,280	(16,872)	(17,979)
Emergency Case Tractor failure	33,542	33,236	11,823	11,823	(21,719)	(21,413)
Variable Message Board - Insurance Claim	13,144	13,143	18,380	18,380	5,236	5,237
Inkpen Loader	93,233	92,245	60,000	54,545	(33,233)	(37,700)
Economic Services					0	0
Minson Avenue	10,000	0	10,000	0	0	0
Blackberry Close	0	352,300	0	460,000	0	107,700
	1,048,261	1,194,041	1,074,703	1,410,346	26,442	216,305

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$	21/22 Budget \$	Ytd Actual \$
Plant & Equipment						
CESM Vehicle PN1711	38,713	0	25,500	0	(13,213)	0
EMDS Vehicle PN1404	33,296	33,065	35,000	34,818	1,704	1,753
PN1201 N008 Isuzu Flocon c/wd	75,226	77,108	25,000	43,273	(50,226)	(33,835)
PN1308 Toyota Hilux Workmate c/wd	10,000	10,000	8,000	11,818	(2,000)	1,818
Bobcat Trailer	5,500	0	1,000	0	(4,500)	0
PN1707 Holden Captiva 7 Seats	16,705	14,488	12,000	9,092	(4,705)	0
PN1407 Mazda BT 50 4x2 Single Cab diesel	13,000	15,697	12,500	9,092	(500)	(6,605)
PN1312 Fuso Canter 4T wide cab	33,673	35,000	30,000	35,767	(3,673)	767
PN1009A 2 Way Pig Trailer	30,673	0	8,000	0	(22,673)	0
PN1515 Mitsubishi 2 Way Tip Truck	69,396	0	85,000	0	15,604	0
Toro Procore deep tyre arerator	24,872	25,259	8,000	7,280	(16,872)	(17,979)
Emergency Case Tractor failure	33,542	33,236	11,823	11,823	(21,719)	(21,413)
Variable Message Board - Insurance Claim	13,144	13,143	18,380	18,380	5,236	5,237
Inkpen Loader	93,233	92,245	60,000	54,545	(33,233)	(37,700)
Land/Buildings						
Sale of Land, Yilgarn Ave	406,500	366,200	724,500	723,550	318,000	357,350
Minson Avenue	10,000	0	10,000	0	0	0
May Street Kindy (write off)	24,144	0	0	0	(24,144)	(24,144)
Bernard Park Playgroup (write off)	116,644	0	0	0	(116,644)	(116,644)
Blackberry Close	0	352,300	0	460,000	0	107,700
	1,048,261	1,067,741	1,074,703	1,419,438	26,442	216,305

Summary

Profit on Asset Disposals
Loss on Asset Disposals

21/22 Budget \$	Ytd Actual \$
340,544	474,625
(314,102)	(258,320)
26,442	216,305



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2022

5 INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-21	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		21/22 Budget \$	21/22 Ytd Actual \$	21/22 Budget \$	21/22 Ytd Actual \$	21/22 Budget \$	21/22 Ytd Actual \$	21/22 Budget \$	21/22 Ytd Actual \$
Recreation & Culture									
Loan 219A - Northam Bowling Club ** 3.18%	123,263	0	0	20,850	20,850	102,413	102,413	4,570	6,659
Loan 224 - Recreation Facilities 6.48%	719,786	0	0	53,127	53,126	666,659	666,660	50,660	60,898
Loan 227 - Youth Space 2.26%	408,781	0	0	47,170	47,170	361,611	361,611	11,698	14,098
Loan 228 - Swimming Pool 1.88%	4,217,782	0	0	192,595	192,595	4,025,187	4,025,187	107,129	88,591
COVID-19 Response Depot 5.61%	0	500,000	0	0	0	500,000	0	0	0
COVID-19 Response Initiative 5.61%	0	1,000,000	0	0	0	1,000,000	0	0	0
Economic Services									
Loan 225 - Victoria Oval Purchase 6.48%	588,916	0	0	43,467	43,467	545,449	545,449	41,448	56,523
	6,058,528	1,500,000	0	357,209	357,208	7,201,319	5,701,320	215,505	226,769

Note: ** indicates self - supporting loans

All other debenture repayments are to be financed by general purpose revenue.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2022

	21/22 Amended Budget				21/22 Ytd Actual					
	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total	Opening Bal	Interest	Tfr To Reserve	Tfr From Reserve	Total
6. RESERVES - CASH BACKED										
Employee Liability Reserve	875,513	3,877		(51,872)	827,518	875,513	2,493		(51,872)	826,134
Aged Accomodation Reserve					-	-				-
Housing Reserve					-	-				-
Office Equipment Reserve		1329	100,000		101,329	-	84	100,000		100,084
Plant & Equipment Reserve	118,948	526	230,000	(230,000)	119,474	118,948	368	230,000	(230,000)	119,316
Road & Bridgeworks Reserve		886	200,000		200,886	-	169	200,000		200,169
Refuse Site Reserve	350,438	2,320	200,000	(226,487)	326,271	350,438	978	200,000	(226,487)	324,929
Regional Development Reserve					-	-				-
Speedway Reserve	150,242	665			150,907	150,242	464			150,706
Community Bus Replacement Reserve			100,000		100,000	-	184	100,000		100,184
Septage Pond Reserve	268,140	1,251	14,228		283,619	268,140	779	14,228		283,147
Killara Reserve	438,800	2,021	150,000	(144,854)	445,967	438,800	1,318	150,000	(144,854)	445,264
Stormwater Drainage Projects Reserve					-	-				-
Recreation and Community Facilities Reserve		1,410	139,812		141,222		398	139,812		140,210
Administration Office Reserve					-	-				-
Council Buildings & Amenities Reserve		2,657	278,478		281,135	-	235	278,478		278,713
River Management Reserve					-	-				-
Parking Facilities Construction Reserve			100,000		100,000	-	84	100,000		100,084
Art Collection Reserve					-	-				-
Reticulation Scheme Reserve		1,047	236,299		237,346	-		236,299		236,299
Revaluation Reserve	72,491	11		(70,000)	2,502	72,491	165		(70,000)	2,656
Unspent Grants Reserve	-	-	-	-	-	-	-	2,557,758	-	2,557,758
COVID-19 Reserve	1,401,799		724,500	(2,126,299)	-	1,401,799	3,119	724,500	(2,126,299)	3,119
Total Cash Backed Reserves	3,676,371	18,000	2,473,317	(2,849,512)	3,318,176	3,676,371	10,838	5,031,075	(2,849,512)	5,868,772
Total Interest & Transfers										2,491,317

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



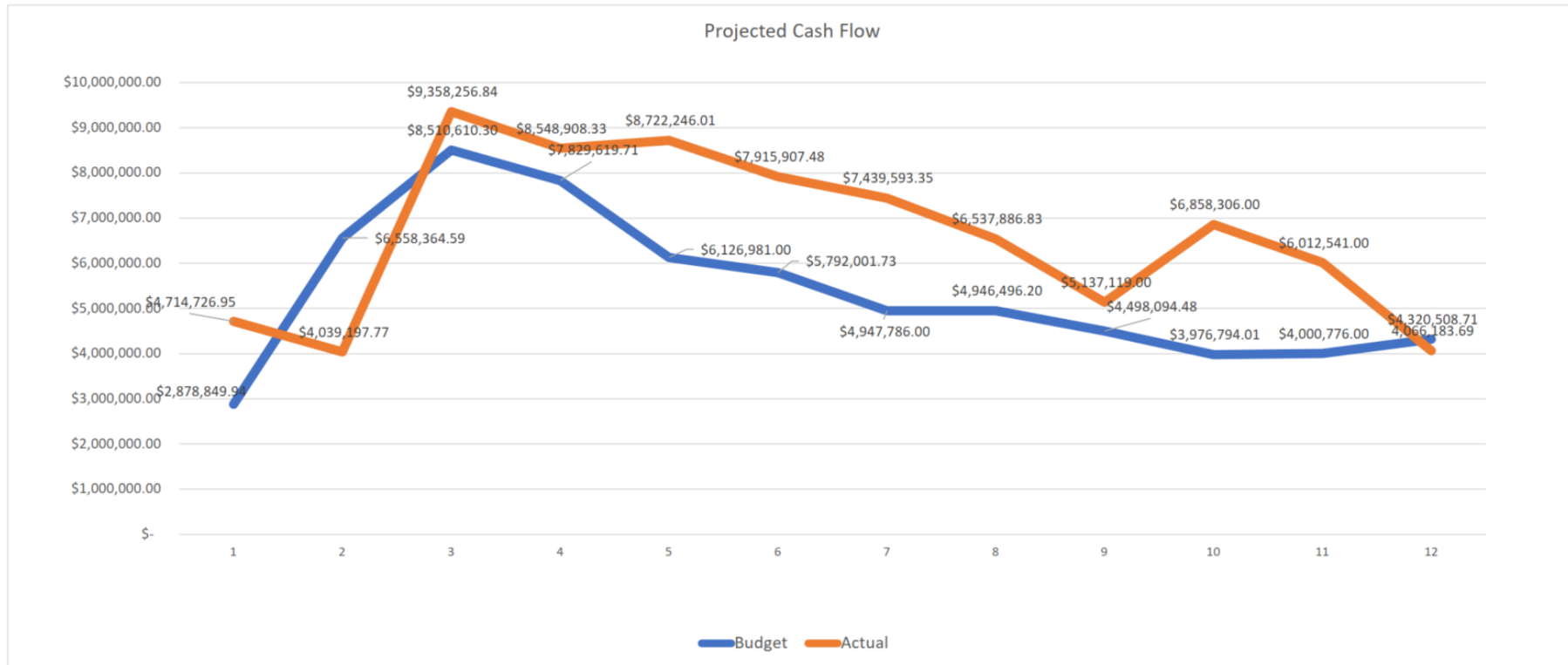
SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 30 JUNE 2022

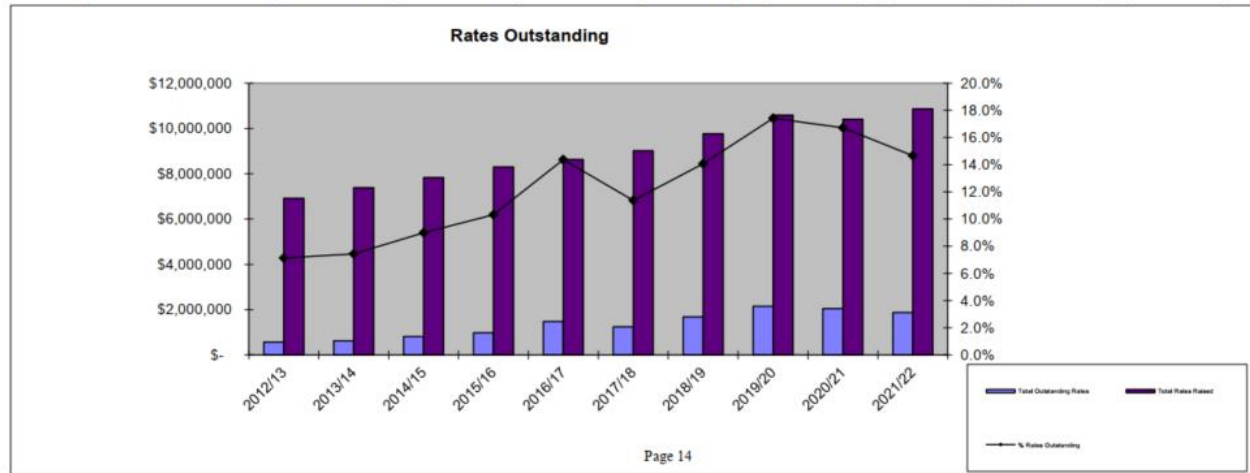
	21/22 Budget	21/22 Ytd Actual	Audited 20/21 Financial Report
	\$	\$	\$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	200,000	1,512,266	5,195,870
Cash - Restricted Reserves	3,318,176	8,426,529	3,676,371
Self Supporting Loan	20,850	(6,000)	20,850
Receivables	2,076,632	1,010,601	1,177,108
Rates - Current	0	2,486,087	2,493,261
Pensioners Rates Rebate	0	19,451	0
Provision for Doubtful Debts	0	(158,064)	(158,064)
Other financial Assets	0	134,166	
Accrued Income/Prepayments	0	0	398,000
Inventories	1,000	0	0
	<u>5,616,658</u>	<u>13,425,036</u>	<u>12,803,395</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(3,439,652)	(371,659)	(835,301)
Rates Income in Advance	0	(391,919)	(361,162)
GST Payable	0	(154,962)	(99,446)
Accrued Salaries & Wages	0	(119,824)	(119,824)
Accrued Interest on Debentures	0	(123,219)	(64,100)
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	(102,170)
Bond Liability	0	(722,287)	(579,213)
Withholding Tax Payable	0	0	0
Payg Payable	0	(55,485)	0
Loan Liability	(358,220)	(1,012)	(357,208)
Provision for Annual Leave	0	(546,101)	(546,101)
Provision for Long Service Leave	0	(607,034)	(610,273)
Other Payables	0	0	(1,191,888)
	<u>(3,797,872)</u>	<u>(3,093,501)</u>	<u>(4,866,686)</u>
NET CURRENT ASSET POSITION	1,818,786	10,331,535	7,936,709
Less: Cash - Reserves - Restricted	(3,318,176)	(8,426,529)	(3,676,371)
Less: Cash - Unspent Grants - Restricted	0	0	0
Less: Land for resale - Cost of acquisition			0
Less: Loans receivable - clubs/institutions	0	0	(20,850)
Add: Current Loan Liability	370,000	1,012	358,220
Add: Leave Liability Reserve	879,390	826,134	875,514
Add: Budgeted Leave	250,000	250,000	250,000
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	0	2,982,151	5,723,222

**SHIRE OF NORTHAM
 CASH FLOW REPORT
 FOR THE PERIOD ENDED 30 JUNE 2022**



SHIRE OF NORTHAM
RATING REPORT
FOR THE PERIOD ENDED 30 JUNE 2022

	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Key Rating Dates										
RATES ISSUED	5/08/2012	4/09/2013	14/08/14	14/08/15	19/08/2016	1/08/2017	15/08/2018	4/09/2019	7/08/2020	25/08/2021
RATES DUE	24/09/2012	23/10/2013	8/10/2014	25/09/2015	30/09/2016	14/09/2017	19/09/2018	9/10/2019	11/09/2020	29/09/2021
2nd INSTALMENT DUE	16/11/2012	23/12/2013	8/12/2014	25/11/2015	30/11/2016	14/11/2017	19/11/2018	9/12/2019	11/11/2020	29/11/2021
3rd INSTALMENT DUE	29/01/2013	24/02/2014	9/02/2015	25/01/2016	30/01/2017	15/01/2018	21/01/2018	10/02/2020	11/01/2021	31/01/2022
4th INSTALMENT DUE	29/03/2013	24/04/2014	9/04/2015	28/03/2016	30/03/2017	15/03/2018	21/03/2018	14/04/2020	11/03/2021	31/03/2022
Outstanding 1st July	\$562,531	\$568,647	\$716,120	\$873,686	\$1,116,220	\$1,483,688	\$1,535,793	\$1,737,187	\$1,842,862	\$1,911,223
Rates Levied	\$7,312,029	\$7,758,147	\$8,222,616	\$8,552,189	\$8,931,257	\$9,564,551	\$9,925,046	\$10,342,585	\$10,381,252	\$10,676,737
Interest, Ex gratia, interim and back rates less writeoffs	\$68,857	\$73,630	\$80,154	\$83,173	\$208,077	-\$155,280	\$474,784	\$251,025	\$29,990	\$190,654
Rates paid by month										
1 July	38,805	47,443	62,554	29,105	43,333	60,002	94,638	87,543	307,979	94,808
2 August	1,043,163	23,961	119,840	700,198	367,776	2,054,983	1,856,869	213,195	2,343,849	462,892
3 September	3,604,324	1,152,416	2,650,420	4,519,842	4,243,288	3,764,731	4,014,835	2,829,221	4,326,537	5,819,112
4 October	443,703	3,790,646	2,550,091	630,886	1,166,136	484,607	590,724	3,255,037	208,486	756,888
5 November	680,522	444,497	506,022	842,856	908,844	1,036,340	952,902	574,138	580,253	1,041,532
6 December	160,665	685,338	654,900	214,507	336,154	189,794	239,893	724,440	437,028	465,088
7 January	469,219	194,157	295,629	441,681	464,526	637,664	861,146	427,789	643,946	794,760
8 February	166,351	502,176	508,828	148,327	260,963	258,355	174,143	576,493	323,242	316,347
9 March	448,126	176,270	256,379	601,416	589,684	670,462	821,970	476,994	558,147	674,247
10 April	261,010	517,451	484,165	166,567	182,282	164,940	230,157	680,168	127,599	218,728
11 May	30,530	120,455	59,527	115,947	109,069	165,995	209,350	199,792	184,893	131,689
12 June	30,530	120,455	59,527	115,947	109,069	165,995	209,350	138,298	162,996	129,065
Total YTD	7,376,949	7,775,266	8,207,882	8,527,280	8,781,122	9,653,867	10,255,977	10,183,109	10,204,957	10,905,156
% Ytd Rates Outstanding	7.1%	7.4%	9.0%	10.3%	14.4%	11.4%	14.1%	17.4%	16.7%	14.7%
Ytd Outstanding	566,469	625,158	811,007	981,767	1,474,433	1,239,092	1,679,646	2,147,688	2,049,147	1,873,459



Cr J E G Williams declared an "Impartiality" interest in item 13.4.3 - Rates Exemption – 8 Frankish Road, Northam as Cr Williams daughter is the reporting officer.

13.4.3 Rates Exemption – 8 Frankish Road, Northam

File Reference:	A16712
Reporting Officer:	Anastasia Williams, Rates Officer
Responsible Officer:	Colin Young, Executive Manager Corporate Services
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

Seeking Council endorsement for a rate exemption on A13102 in accordance with section 6.26 (2) of the Local Government Act 1995 6.26. Rateable land (2) The following land is not rateable land —

(e) land used exclusively by a religious body as a school for the religious instruction of children; and (f) land used exclusively as a non-government school within the meaning of the School Education Act 1999;

ATTACHMENTS

Nil.

A. BACKGROUND / DETAILS

An Application for rate exemption was received 17 May 2022 from Micheal Fawkes & Andrew Draffin as Directors for the Woodthorpe School-Eastern Campus Pty Ltd as Trustee for Eastern Education Trust requesting a rate exemption as a school for the religious instruction of children for the property at Lot 701 (8) Frankish Road, Northam.

Mr Fawkes has provided the following documentation;

- Application for rates exemption
- Statutory Declaration supporting application
- Confirmation of Deed
- Deed of Variation
- Certificate of Registration & Constitution
- ATO Portal Summary
- ACNC Portal Summary

- Financials for year ending 31/12/2021

The above documentation supports the request that the property is used exclusively as a school for the religious instruction of children, as required by the Local Government Act 1995.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Outcome 12: Excellence in organisational performance and customer service.

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

B.2 Financial / Resource Implications

The applied exemption will reduce rate revenue by approximately \$7,223.78 for 2022/2023. The Woodthorpe School Eastern Campus PTY LTD would still be required to pay the emergency services levy and rubbish charges applicable to this property.

B.3 Legislative Compliance

The Local Government Act 1995 Section 6.26(2) defines land that is not rateable, allowing Council to grant an exemption of rates.

6.26. Rateable land

(2) The following land is not rateable land —

(e) land used exclusively by a religious body as a school for the religious instruction of children; and

(f) land used exclusively as a non-government school within the meaning of the School Education Act 1999;

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

Woodthorpe School-Eastern Campus Pty Ltd as Trustee for Eastern Education Trust was to ascertain its use and eligibility.

B.6 Risk Implications

Risk Category	Description	Rating (consequence x likelihood)	Mitigation Action
Financial	Loss of yearly rates revenue	Likely (4) x Insignificant (1) = Low (4)	Ensure the rateable status of the property is correct.
Health & Safety	N/A	N/A	N/A

Reputation			
Service Interruption	N/A	N/A	N/A
Compliance	Local Government Act 1995 not complied with.	Possible (3) x Minor (2) = Moderate(6)	Ensure consideration is given to the Local Government Act 1995.
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

C. OFFICER'S COMMENT

Woodthorpe School-Eastern Campus Pty Ltd as Trustee for Eastern Education Trust has provided the relevant documentation showing it meets the criteria for a rate exemption as per s6.26(2)(e) of the Local Government Act 1995.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4510

Moved: Cr Appleton

Seconded: Cr Ryan

That Council grant a rate exemption for Educational Purposes as of 01 July 2022 to Woodthorpe School-Eastern Campus Pty Ltd as Trustee for Eastern Education Trust for the premise they own at 8 Frankish Road, Northam (A16712).

CARRIED 7/0

13.5 COMMUNITY SERVICES

Nil.

14. MATTERS BEHIND CLOSED DOORS

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4511

Moved: Cr Ryan
Seconded: Cr Galloway

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

- 14.1 Airport Fees as the item relates to a contract entered into or which may be entered into.
- 14.2 Lease Agreement for a Portion of 44 Peel Terrace, Northam as the item relates to a contract entered into or which may be entered into.
- 14.3 Chief Executive Officer Review Committee Meeting held on 8 June 2022 as the item related to a matter affecting an employee.

CARRIED 7/0

The Gallery left the meeting at 6:12pm.

Cr J E G Williams declared an "Impartiality" interest in item 14.1 – Airport Lease Fees as Cr Williams sister and brother-in-law have a hangar at the Northam Airport.

14.1 AIRPORT LEASE FEES

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4512

**Moved: Cr Ryan
Seconded: Cr Galloway**

That Council:

- 1. Approve making a standard rate of \$5.50 per square metre for recreational hangar sites and \$6.00 per square metre for commercial sites.**
- 2. Increase the rental incrementally over the next two years to achieve the Market Rental.**
- 3. Charge hangar 24/25 an extra \$1000 to cover the cost of four reserved parking bays per annum**
- 4. Advise all hangar owners of the impending increases.**

**CARRIED 7/0
BY ABSOLUTE MAJORITY**

Cr M P Ryan declared an "Impartiality" interest in item 14.2 - Lease Agreement for a Portion of 44 Peel Terrace, Northam as the applicant in known to Cr Ryan.

14.2 LEASE AGREEMENT FOR A PORTION OF 44 PEEL TERRACE, NORTHAM

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4513

Moved: Cr Hughes

Seconded: Cr Curtis

That Council:

- 1. Renew the lease for 270 square metres of leasable area at 44 Peel Terrace Northam a further 12 months at \$10,000.00.**
- 2. In accordance with section 3.58 (3), authorise the CEO to give local public notice of the proposed disposal of a the old Creche Room to Ms Rebeca Davey for the purposes of providing child care services once at a consideration of \$10,000 per annum.**
- 3. Subject to there being no significant objections to the proposed disposal and based on the valuation received by Council in November 2020, authorise a lease agreement with Ms Rebecca Davey for a portion of 44 Peel Terrace, Northam known as the Recreation Centre Creche for a period of 12 months with an option to renew for a further 12 months.**

CARRIED 7/0

14.3 CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE MEETING HELD ON 8 JUNE 2022

The staff left the meeting at 6:15pm.

Receipt of Minutes:

RECOMMENDATION / COUNCIL DECISION
<p>Minute No: C.4514</p> <p>Moved: Cr Antonio</p> <p>That Council receive the minutes from the Chief Executive Officer Review Committee meeting held on 8 June 2022.</p> <p style="text-align: right;">CARRIED 7/0</p>

Adoption of Recommendations:

RECOMMENDATION
<p>That Council:</p> <ol style="list-style-type: none">1. Request the Chief Executive Officer to provide a detailed report for the financial year ending June 30th 2022, on staff turnover details and analysis of turnover trends.2. Authorise that the timing of the Chief Executive Officer's KPIs for 2022/23 be determined by the delivery of the Shire's 2022/23 budget.

RECOMMENDATION / COUNCIL DECISION
<p>Minute No: C.4515</p> <p>Moved: Cr Antonio Seconded: Cr Williams</p> <p>That Council:</p> <ol style="list-style-type: none">1. Request the Chief Executive Officer to provide a detailed report for the financial year ending June 30th 2022, on staff turnover details and analysis of turnover trends.2. Authorise that the timing of the Chief Executive Officer's KPIs for 2022/23 be determined by the final adoption of the Shire's 2022/23 budget. <p style="text-align: right;">CARRIED 7/0</p>

Reason for change to committee recommendation

Council formed the view that terminology 'final adoption' was more appropriate to determine the timing of the Chief Executive Officer's KPI's.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4516

Moved: Cr Ryan
Seconded: Cr Galloway

That Council move out from behind closed doors.

CARRIED 7/0

The staff and gallery returned to the meeting at 6:20pm.

15. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

16. URGENT BUSINESS APPROVED BY DECISION

Nil.

17. DECLARATION OF CLOSURE

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

"I certify that the Minutes of the Ordinary Meeting of Council held on Wednesday, 20 July 2022 have been confirmed as a true and correct record."


_____ President

17/8/2022 Date