



Shire of Northam
Heritage, Commerce and Lifestyle

Shire of Northam

Minutes

Ordinary Council Meeting

24 January 2024



DISCLAIMER

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

No responsibility whatsoever is implied or accepted by the Shire of Northam for any act, omission, statement or intimation occurring during Council or Committee meetings.

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

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

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

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

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

Contents

1	DECLARATION OF OPENING.....	5
2	ACKNOWLEDGEMENT OF COUNTRY	5
3	ATTENDANCE.....	5
3.1	ATTENDEES	5
3.2	APOLOGIES	6
3.3	APPROVED LEAVE OF ABSENCE.....	6
3.4	ABSENT.....	6
4	DISCLOSURE OF INTERESTS.....	6
5	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION	8
6	PUBLIC QUESTIONS.....	9
7	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	10
8	RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS.....	10
8.1	PETITIONS	10
8.2	PRESENTATIONS	10
8.3	DEPUTATIONS	10
9	APPLICATIONS FOR LEAVE OF ABSENCE	12
10	CONFIRMATION OF MINUTES	12
10.1	CONFIRMATION OF MINUTES FROM THE ORDINARY COUNCIL MEETING HELD 20 DECEMBER 2023.....	12
11	ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY.....	12
12	REPORTS OF COMMITTEE MEETINGS.....	13
13	OFFICER REPORTS.....	13
13.1	CEO'S OFFICE.....	13
13.1.1	Code Of Conduct For Councillors, Committee Members.....	13
13.2	ENGINEERING SERVICES.....	39
13.2.1	RFQ 14 Of 2023 - Minson Ave/Grey St EV Carpark.....	39
13.3	DEVELOPMENT SERVICES	44
13.3.1	Proposed Amendments - Local Planning Policy No. 3	44
13.4	CORPORATE SERVICES.....	59

13.4.1 Accounts & Statement Of Accounts - December 2023.....	59
13.4.2 Financial Report For The Period Ending 31 December 2023 ...	107
13.5 COMMUNITY SERVICES	124
13.5.1 RFT 07 Of 2023 - Northam Bike Hub Upgrades	124
13.5.2 Community Recognition For High Achievers	129
14 MATTERS BEHIND CLOSED DOORS	135
15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	135
16 URGENT BUSINESS APPROVED BY DECISION	135
17 DECLARATION OF CLOSURE	135

1 DECLARATION OF OPENING

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

2 ACKNOWLEDGEMENT OF COUNTRY

The Shire President, C R Antonio, invited Cr J E G Williams to present the Acknowledgment to Country.

Cr J E G Williams acknowledged the Traditional Owners of the land on which we meet, the Ballardong and Whadjuk people of the Nyoongar nation and paid our respects to Elders, past present and emerging.

3 ATTENDANCE

3.1 ATTENDEES

Council:

Shire President

C R Antonio

Deputy Shire President

A J Mencshelyi

Councillors

J E G Williams

M P Ryan

M I Girak

L C Biglin

D A Hughes

C M Poulton

H J Appleton

Staff:

Chief Executive Officer

D Terelinck

Executive Manager Engineering Services

P Devcic

Executive Manager Development Services

C B Hunt

Executive Manager Corporate Services

C J Young

Acting Executive Manager Community Services

J R Byers

Governance Coordinator

B J Hadlow

Governance Officer

T P Van Beek

Gallery:

General Public

S Hart
J Pollard
C Marris
G Marris
A Quin
A Jacob

3.2 APOLOGIES

Nil.

3.3 APPROVED LEAVE OF ABSENCE

Nil.

3.4 ABSENT

Nil.

4 DISCLOSURE OF INTERESTS

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

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

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

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

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

Item Name	Item No.	Name	Type of Interest	Nature of Interest
RFT 07 of 2023 - Northam Bike Hub Upgrades	13.5.1	President C R Antonio	Impartiality	Members of the club are known to President Antonio. One (member) spoke to President Antonio today (24/01/24) at a random encounter in Perth.

5 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Visitations and Consultations	
21/12/2023	Julimar Fire Incident Report meeting - Online
21/12/2023	Homecoming event – Bobby Hill honour - Northam
22/12/2023	Community Christmas Movie - Northam
25/12/2023	Christmas Day
26/12/2023	Boxing Day
31/12/2023	New Year's Eve
01/01/2024	New Year's Day
15/01/2024	Meeting with the Hon Steve Martin, MLC - Northam
16/01/2024	Triple M Weekly Radio Interview
18/01/2024	School's Out Stargazing event – Northam (Deputy Shire President)
18/01/2024	Auspire – Australia Day Launch - Perth
23/01/2024	Triple M Weekly Radio Interview
24/01/2024	Bin Tagging Information Session - Northam
Upcoming Events	
26/01/2024	Southern Brook Australia Day Breakfast
26/01/2024	Australia Day Citizenship Ceremony - Northam
26/01/2024	Australia Day Citizen of the Year Award Ceremony - Northam
30/01/2024	Triple M Weekly Radio Interview
03/02/2024	Lions Community Markets - Northam
03/02/2024	Quellington Hall BBQ
06/02/2024	Triple M Weekly Radio Interview
07/02/2024	Book Launch – Marg Sermon's History of Shire of Northam Schools - York
13/02/2024	Triple M Weekly Radio Interview
15/02/2024	Online Meeting – Living Well in the Wheatbelt Plan priorities
18/02/2024	Northam Vintage Swap Meet & Show and Shine
20/02/2024	Triple M Weekly Radio Interview
20/02/2024	Northam Chamber of Commerce and Shire of Northam Catch Up
21/02/2024	Regional Capitals Alliance Meeting - Perth

Operational Matters:

In respect of our heritage and following on from our current practice of acknowledging country as part of our forum and ordinary council meetings, the Shire of Northam Council has decided to allow Councillors, on a rotational

basis, to also make the acknowledgement of Country. This practice will commence in 2024.

Events Calendar:

The Shire of Northam will be hosting a number of Australia Day Events on the 26th of January.

In addition to events around various Shire localities, there will be a Citizenship Ceremony and morning tea at the Northam Recreation Centre then the 2024 Community Citizen of the Year Awards, free entry to the Northam Aquatic Facility with a free sausage sizzle along with entertainment and free slides.

From the late afternoon, there will be water styled events at Bernard Park, along with free soft-serve ice-cream and various forms of entertainment.

Strategic Matters:

The Shire of Northam continues to work on delivering and focusing on projects as part of the Community Plan. Part of this was recently awarding GDR Civil a Road Upgrade Contract. A great result with the contract being awarded to a local business. This follows recently completed upgrades to sections of Grass Valley North and South Roads.

6 PUBLIC QUESTIONS

Name:	Amy Jacob - Northam Swan Guardian Association and Who Let the Dogs Out.
Item Name (If applicable):	Nil.
Summary of Question 1:	Is Council looking to find the means to protect our White Swan population?
Summary of Response 1:	The Shire President advised that we currently have an action in our Council Plan to investigate way to repopulate or better protect our swan population, however this item is not marked for immediate action.
Summary of Question 2:	Are Council looking to improve the way that the community can access Ranger Services after hours?
Summary of Response 2:	The Shire President advised that the Shire is currently exploring improvements to after hours services and more details will be available in mid-2024.
Summary of Question 3:	Would there be any consideration in to looking into some form of outside of school care in Northam, that would allow parents to opportunity of accepting job offers outside of school hours?
Summary of Response 3:	The Shire President advised that this question would be taken on notice.

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:	Chris Marris - President of Northam BMX Club
Item Name (If applicable):	13.5.1 - RFT 07 of 2023 - Northam Bike Hub Upgrades
Summary of Deputation:	<p>Mr Marris attended to make a brief statement in support of the agenda item tonight on the Northam Bike Hub.</p> <p>The premise of the upgrade to the facility goes back to the storms that went through Northam about 3 years ago, when the club was impacted by the flooding, and the club was dramatically impacted in terms of the extent of damage to the facility and track.</p> <p>This items comes out of that as well as trying to build some resilience into the facility for all forms of cycling. Thus the project has evolved to not just be an upgrade to the BMX track, but also the introduction of a pump track and mountain bike skills track.</p> <p>The club is a very strong club and has been operating continuously for 28 years. They have a strong committee and a solid membership base. They hope and expect that the membership base will grow as they bring on the changes to the facility that will meet the current needs of riders.</p>

The club has already undertaken extensive works in preparation for this upgrade, and have brought in about 500 tonnes of dirt already. They are also committed to providing committee funds, man power and resources to the project.

Mr Marris expressed that he would like to encourage Council to support this request for additional funds, with consideration given to the duration it has taken to get to this point and the difference in costs/budget 2 and a half years ago versus now for a similar type project.

9 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

10 CONFIRMATION OF MINUTES

10.1 CONFIRMATION OF MINUTES FROM THE ORDINARY COUNCIL MEETING HELD 20 DECEMBER 2023

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4934

Moved: Cr M P Ryan

Seconded: Cr A J Mencshelyi

That the minutes of the Ordinary Council meeting held on Wednesday, 20 December 2023, be confirmed as a true and correct record of that meeting.

CARRIED 9/0

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr C M Poulton, Cr M P Ryan and Cr J E G Williams

Against: Nil

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

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

- 13.5.1 - RFT 07 of 2023 - Northam Bike Hun Upgrades.
- 13.5.2 - Community Recognition for High Achievers.

12 REPORTS OF COMMITTEE MEETINGS

Nil.

13 OFFICER REPORTS

13.1 CEO'S OFFICE

13.1.1 Code of Conduct for Councillors, Committee Members

File Reference:	2.3.1.2
Reporting Officer:	Britt Hadlow (Governance Coordinator)
Responsible Officer:	Debbie Terelinck (Chief Executive Officer)
Officer Declaration of Interest:	Nil.
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

This report requests Council to adopt the reviewed Code of Conduct for Councillors, Committee Members and Candidates as required by the *Local Government Act 1995*.

ATTACHMENTS

1. CE O- POLIC Y-03 G 1.4 Code of Conduct for Councillors, Committee Members and Candidates V 4 - Track [13.1.1.1 - 11 pages]
2. CE O- POLIC Y-03 G 1.4 Code of Conduct for Councillors, Committee Members and Candidates V 4 - Un- T [13.1.1.2 - 11 pages]

A. BACKGROUND / DETAILS

On 3 February 2021, the *Local Government (Model Code of Conduct) Regulations 2021* took effect. This was in response to stakeholder feedback that there was a need for governance reforms. The model Code of Conduct for Council Members, Committee Members and Candidates was developed to clearly reflect community expectations of behaviour and to support consistency between local governments in relation to the management of conduct of Council Members, Committee Members and Candidates.

The code was endorsed in April 2021 and is now due for review.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

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

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

Priority Action: Nil.

B.2 Financial / Resource Implications

There are no financial/resource implications in the review and endorsement of this Code of Conduct.

B.3 Legislative Compliance

Local Government Act 1995 s.5.103 and s.5.104

Local Government (Model Code of Conduct) Regulations 2021

B.4 Policy Implications

The existing Code of Conduct for Councillors, Committee Members and Candidates.

B.5 Stakeholder Engagement / Consultation

Nil.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/A		
Health & Safety	Councillors, Committee Members and Candidates engage in bullying or anti-social behaviour.	Rare (1) x Major (4) = Low (4)	Have an updated version of the code in place and provide to Councillors, Committee Members and

			Candidates on commencement of their tenure.
Reputation	Poor culture amongst Councillors, Committee Members and Candidates.		Have an updated version of the code in place and provide to Councillors, Committee Members and Candidates on commencement of their tenure.
Service Interruption	N/A		
Compliance	Code of Conduct for Councillors, Committee Members and Candidates becomes outdated.	Unlikely (2) x Minor (2) = Low (4)	Review the code at least every two years, or when the legislation is updated.
Property	N/A		
Environment	N/A		

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

This model Code of Conduct sets the minimum standards of conduct for Councillors, Committee Members and Candidates. It is prescribed by regulation to assist the abovementioned to understand and comply with the standards of conduct that are expected of them. There is minimal opportunity to make amendments to this model code, as any amendments must not change the intent of the code.

There have been no updates to the Code of Conduct for Councillors, Committee Members and Candidates since the *Local Government (Model Code of Conduct) Regulations 2021* came into effect.

In reviewing the Code of Conduct there has been minor updates to ensure the information included is accurate, and an Objective section has been added.

A tracked and clean version of the revised Code of Conduct has been included in the Attachments for ease of reading.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4938

Moved: Cr M P Ryan

Seconded: Cr M I Girak

That Council:

- 1. Adopt the Code of Conduct for Councillors, Committee Members and Candidates.**
- 2. Authorise the Chief Executive Officer to update the Policy manual to include the reviewed Code of Conduct for Councillors, Committee Members and Candidates.**

CARRIED 9/0

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr C M Poulton, Cr M P Ryan and Cr J E G Williams

Against: Nil



Shire of Northam Policy Manual (Section I)
~~Policy Code of Conduct~~
G 1.4 Code of Conduct for Councillors, Committee Members and
Candidates

GOVERNANCE

G 1.4 Code of Conduct for Councillors, Committee Members and Candidates

<i>Responsible Department</i>	CEO Office
<i>Resolution Number</i>	G-4200
<i>Resolution Date</i>	21/04/2021
<i>Next Scheduled Review</i>	2023 2026
<i>Related Shire Documents</i>	Nil
<i>Related Legislation</i>	Local Government (Model Code of Conduct) Regulations 2021

OBJECTIVE

To provide guidance on appropriate conduct and behaviour in roles of Council Members, Committee Members and Local Government Election Candidates.

SCOPE

Council Members, Committee Members and Candidates.

POLICY

Division 1 – Preliminary provisions

1. Citation

This is the Shire of Northam's Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —

Act means the Local Government Act 1995;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.



Division 2 – General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal Integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest. It is the individual responsibility of members and candidates to disclose any conflicts and ensure that they are managed appropriately to comply with the Model Code and serve their community as expected by the local electors.; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision-making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

(1) A council member, committee member or candidate should —

- (a) treat others with respect, courtesy and fairness; and
- (b) respect and value diversity in the community.



- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 – Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

- (1) A council member, committee member or candidate —
 - (a) must ensure that their use of social media and other forms of communication complies with this code; and
 - (b) must only publish material that is factually correct.
- (2) A council member or committee member —
 - (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
 - (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others



Shire of Northam Policy Manual (Section I)
~~Policy~~ Code of Conduct
G 1.4 Code of Conduct for Councillors, Committee Members and
Candidates

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —



- (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.



- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
- (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
- (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
- (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.



- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 – Rules of conduct

Notes for this Division:

1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the Electoral Act 1907 or the Commonwealth Electoral Act 1918;

resources of a local government includes —

- (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or



(b) to cause detriment to the local government or any other person.

- (2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or The Criminal Code section 83.

19. Prohibition against involvement in administration

- (1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.
- (2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

- (1) In this clause —

local government employee means a person —

- (a) employed by a local government under section 5.36(1) of the Act; or
- (b) engaged by a local government under a contract for services.

- (2) A council member or candidate must not —

- (a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or
- (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or
- (c) act in an abusive or threatening manner towards a local government employee.

- (3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

- (4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

- (a) make a statement that a local government employee is incompetent or dishonest; or
- (b) use an offensive or objectionable expression when referring to a local government employee.



- (5) Subclause (4)(a) does not apply to conduct that is unlawful under The Criminal Code Chapter XXXV.

21. Disclosure of information

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

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

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
- (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
- (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —



interest —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
- (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.



Shire of Northam Policy Manual (Section I)
~~Policy~~ Code of Conduct
G 1.4 Code of Conduct for Councillors, Committee Members and
Candidates

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

24. Further Information

Further advice and information regarding this Code can be obtained from the Chief Executive Officer.



Shire of Northam Policy Manual (Section I)
Code of Conduct
G 1.4 Code of Conduct for Councillors, Committee Members and
Candidates

GOVERNANCE

G 1.4 Code of Conduct for Councillors, Committee Members and Candidates

<i>Responsible Department</i>	CEO Office
<i>Resolution Number</i>	
<i>Resolution Date</i>	
<i>Next Scheduled Review</i>	2026
<i>Related Shire Documents</i>	Nil
<i>Related Legislation</i>	Local Government (Model Code of Conduct) Regulations 2021

OBJECTIVE

To provide guidance on appropriate conduct and behaviour in roles of Council Members, Committee Members and Local Government Election Candidates.

SCOPE

Council Members, Committee Members and Candidates.

POLICY

Division 1 – Preliminary provisions

1. Citation

This is the Shire of Northam's Code of Conduct for Council Members, Committee Members and Candidates.

2. Terms used

(1) In this code —

Act means the Local Government Act 1995;

candidate means a candidate for election as a council member;

complaint means a complaint made under clause 11(1);

publish includes to publish on a social media platform.

(2) Other terms used in this code that are also used in the Act have the same meaning as they have in the Act, unless the contrary intention appears.



Division 2 – General principles

3. Overview of Division

This Division sets out general principles to guide the behaviour of council members, committee members and candidates.

4. Personal Integrity

(1) A council member, committee member or candidate should —

- (a) act with reasonable care and diligence; and
- (b) act with honesty and integrity; and
- (c) act lawfully; and
- (d) identify and appropriately manage any conflict of interest. It is the individual responsibility of members and candidates to disclose any conflicts and ensure that they are managed appropriately to comply with the Model Code and serve their community as expected by the local electors.; and
- (e) avoid damage to the reputation of the local government.

(2) A council member or committee member should —

- (a) act in accordance with the trust placed in council members and committee members; and
- (b) participate in decision-making in an honest, fair, impartial and timely manner; and
- (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
- (d) attend and participate in briefings, workshops and training sessions provided or arranged by the local government in relation to the performance of their role.

5. Relationship with others

(1) A council member, committee member or candidate should —

- (a) treat others with respect, courtesy and fairness; and
- (b) respect and value diversity in the community.



- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

6. Accountability

A council member or committee member should —

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to council or committee meetings; and
- (d) be open and accountable to, and represent, the community in the district.

Division 3 – Behaviour

7. Overview of Division

This Division sets out —

- (a) requirements relating to the behaviour of council members, committee members and candidates; and
- (b) the mechanism for dealing with alleged breaches of those requirements.

8. Personal integrity

(1) A council member, committee member or candidate —

- (a) must ensure that their use of social media and other forms of communication complies with this code; and
- (b) must only publish material that is factually correct.

(2) A council member or committee member —

- (a) must not be impaired by alcohol or drugs in the performance of their official duties; and
- (b) must comply with all policies, procedures and resolutions of the local government.

9. Relationship with others



Shire of Northam Policy Manual (Section I)
Code of Conduct
G 1.4 Code of Conduct for Councillors, Committee Members and
Candidates

A council member, committee member or candidate —

- (a) must not bully or harass another person in any way; and
- (b) must deal with the media in a positive and appropriate manner and in accordance with any relevant policy of the local government; and
- (c) must not use offensive or derogatory language when referring to another person; and
- (d) must not disparage the character of another council member, committee member or candidate or a local government employee in connection with the performance of their official duties; and
- (e) must not impute dishonest or unethical motives to another council member, committee member or candidate or a local government employee in connection with the performance of their official duties.

10. Council or committee meetings

When attending a council or committee meeting, a council member, committee member or candidate —

- (a) must not act in an abusive or threatening manner towards another person; and
- (b) must not make a statement that the member or candidate knows, or could reasonably be expected to know, is false or misleading; and
- (c) must not repeatedly disrupt the meeting; and
- (d) must comply with any requirements of a local law of the local government relating to the procedures and conduct of council or committee meetings; and
- (e) must comply with any direction given by the person presiding at the meeting; and
- (f) must immediately cease to engage in any conduct that has been ruled out of order by the person presiding at the meeting.

11. Complaint about alleged breach

- (1) A person may make a complaint, in accordance with subclause (2), alleging a breach of a requirement set out in this Division.
- (2) A complaint must be made —



- (a) in writing in the form approved by the local government; and
 - (b) to a person authorised under subclause (3); and
 - (c) within 1 month after the occurrence of the alleged breach.
- (3) The local government must, in writing, authorise 1 or more persons to receive complaints and withdrawals of complaints.

12. Dealing with complaint

- (1) After considering a complaint, the local government must, unless it dismisses the complaint under clause 13 or the complaint is withdrawn under clause 14(1), make a finding as to whether the alleged breach the subject of the complaint has occurred.
- (2) Before making a finding in relation to the complaint, the local government must give the person to whom the complaint relates a reasonable opportunity to be heard.
- (3) A finding that the alleged breach has occurred must be based on evidence from which it may be concluded that it is more likely that the breach occurred than that it did not occur.
- (4) If the local government makes a finding that the alleged breach has occurred, the local government may —
 - (a) take no further action; or
 - (b) prepare and implement a plan to address the behaviour of the person to whom the complaint relates.
- (5) When preparing a plan under subclause (4)(b), the local government must consult with the person to whom the complaint relates.
- (6) A plan under subclause (4)(b) may include a requirement for the person to whom the complaint relates to do 1 or more of the following —
 - (a) engage in mediation;
 - (b) undertake counselling;
 - (c) undertake training;
 - (d) take other action the local government considers appropriate.



- (7) If the local government makes a finding in relation to the complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of —
- (a) its finding and the reasons for its finding; and
 - (b) if its finding is that the alleged breach has occurred — its decision under subclause (4).

13. Dismissal of complaint

- (1) The local government must dismiss a complaint if it is satisfied that —
- (a) the behaviour to which the complaint relates occurred at a council or committee meeting; and
 - (b) either —
 - (i) the behaviour was dealt with by the person presiding at the meeting; or
 - (ii) the person responsible for the behaviour has taken remedial action in accordance with a local law of the local government that deals with meeting procedures.
- (2) If the local government dismisses a complaint, the local government must give the complainant, and the person to whom the complaint relates, written notice of its decision and the reasons for its decision.

14. Withdrawal of complaint

- (1) A complainant may withdraw their complaint at any time before the local government makes a finding in relation to the complaint.
- (2) The withdrawal of a complaint must be —
- (a) in writing; and
 - (b) given to a person authorised under clause 11(3).

15. Other provisions about complaints

- (1) A complaint about an alleged breach by a candidate cannot be dealt with by the local government unless the candidate has been elected as a council member.



- (2) The procedure for dealing with complaints may be determined by the local government to the extent that it is not provided for in this Division.

Division 4 – Rules of conduct

Notes for this Division:

1. Under section 5.105(1) of the Act a council member commits a minor breach if the council member contravenes a rule of conduct. This extends to the contravention of a rule of conduct that occurred when the council member was a candidate.
2. A minor breach is dealt with by a standards panel under section 5.110 of the Act.

16. Overview of Division

- (1) This Division sets out rules of conduct for council members and candidates.
- (2) A reference in this Division to a council member includes a council member when acting as a committee member.

17. Misuse of local government resources

- (1) In this clause —

electoral purpose means the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the Electoral Act 1907 or the Commonwealth Electoral Act 1918;

resources of a local government includes —

- (a) local government property; and
 - (b) services provided, or paid for, by a local government.
- (2) A council member must not, directly or indirectly, use the resources of a local government for an electoral purpose or other purpose unless authorised under the Act, or by the local government or the CEO, to use the resources for that purpose.

18. Securing personal advantage or disadvantaging others

- (1) A council member must not make improper use of their office —
 - (a) to gain, directly or indirectly, an advantage for the council member or any other person; or



(b) to cause detriment to the local government or any other person.

(2) Subclause (1) does not apply to conduct that contravenes section 5.93 of the Act or The Criminal Code section 83.

19. Prohibition against involvement in administration

(1) A council member must not undertake a task that contributes to the administration of the local government unless authorised by the local government or the CEO to undertake that task.

(2) Subclause (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

20. Relationship with local government employees

(1) In this clause —

local government employee means a person —

(a) employed by a local government under section 5.36(1) of the Act; or

(b) engaged by a local government under a contract for services.

(2) A council member or candidate must not —

(a) direct or attempt to direct a local government employee to do or not to do anything in their capacity as a local government employee; or

(b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a local government employee in their capacity as a local government employee; or

(c) act in an abusive or threatening manner towards a local government employee.

(3) Subclause (2)(a) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

(4) If a council member or candidate, in their capacity as a council member or candidate, is attending a council or committee meeting or other organised event (for example, a briefing or workshop), the council member or candidate must not orally, in writing or by any other means —

(a) make a statement that a local government employee is incompetent or dishonest; or

(b) use an offensive or objectionable expression when referring to a local government employee.



- (5) Subclause (4)(a) does not apply to conduct that is unlawful under The Criminal Code Chapter XXXV.

21. Disclosure of information

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

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

document includes a part of a document;

non-confidential document means a document that is not a confidential document.

- (2) A council member must not disclose information that the council member —
- (a) derived from a confidential document; or
 - (b) acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subclause (2) does not prevent a council member from disclosing information —
- (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or
 - (f) to a legal practitioner for the purpose of obtaining legal advice; or
 - (g) if the disclosure is required or permitted by law.

22. Disclosure of interests

- (1) In this clause —



interest —

- (a) means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest; and
 - (b) includes an interest arising from kinship, friendship or membership of an association.
- (2) A council member who has an interest in any matter to be discussed at a council or committee meeting attended by the council member must disclose the nature of the interest —
- (a) in a written notice given to the CEO before the meeting; or
 - (b) at the meeting immediately before the matter is discussed.
- (3) Subclause (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subclause (2) does not apply if a council member fails to disclose an interest because the council member did not know —
- (a) that they had an interest in the matter; or
 - (b) that the matter in which they had an interest would be discussed at the meeting and the council member disclosed the interest as soon as possible after the discussion began.
- (5) If, under subclause (2)(a), a council member discloses an interest in a written notice given to the CEO before a meeting, then —
- (a) before the meeting the CEO must cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding must bring the notice and its contents to the attention of the persons present immediately before any matter to which the disclosure relates is discussed.
- (6) Subclause (7) applies in relation to an interest if —
- (a) under subclause (2)(b) or (4)(b) the interest is disclosed at a meeting; or
 - (b) under subclause (5)(b) notice of the interest is brought to the attention of the persons present at a meeting.
- (7) The nature of the interest must be recorded in the minutes of the meeting.



*Shire of Northam Policy Manual (Section I)
Code of Conduct
G 1.4 Code of Conduct for Councillors, Committee Members and
Candidates*

23. Compliance with plan requirement

If a plan under clause 12(4)(b) in relation to a council member includes a requirement referred to in clause 12(6), the council member must comply with the requirement.

24. Further Information

Further advice and information regarding this Code can be obtained from the Chief Executive Officer.

13.2 ENGINEERING SERVICES

13.2.1 RFQ 14 of 2023 - Minson Ave/Grey St EV Carpark

File Reference:	13.2.1
Reporting Officer:	Kristy Hopkins (Procurement Coordinator), Chan Vyas (Project Development Engineer), Helen Singh (Engineering Administration Coordinator)
Responsible Officer:	Paul Devcic (Executive Manager Engineering Services)
Officer Declaration of Interest:	N/A
Voting Requirement:	Simple Majority Absolute Majority
Press release to be issued:	No

BRIEF

For Council to consider submissions received in response to the Request for Quote 14 of 2023 – Minson Ave/Grey St EV Carpark. This report provides details of the submissions received and identifies a recommended Contractor to complete the works and services.

ATTACHMENTS

1. CONFIDENTIAL REDACTED - RFQ 14 of 2023 Evaluation Matrix - Averaged [13.2.1.1 - 1 page]
2. CONFIDENTIAL REDACTED - RFQ 14 of 2023 - Evaluation Report V 1 [13.2.1.2 - 4 pages]

A. BACKGROUND / DETAILS

In accordance with legislative requirements, a request for these works was prepared and advertised on Wednesday 1 November 2023 with tenders closing on Wednesday 4 December 2023. This process was to seek suitably qualified Contractors to complete the works/services on the Shire's behalf.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Place.

Outcome 9: Safe roads and greater use of sustainable transport options.

Objective 9.1: Maintain a safe, efficient road network and supporting infrastructure.

Priority Action 9.1.8: Provide electric vehicle charging infrastructure in Northam CBD and various Council facilities.

B.2 Financial / Resource Implications

The 2023/24 adopted budget has provision of \$204,210.00 for this project. McDowall Affleck were engaged to produce a lighting plan and Bill of Quantities (BoQ), reducing available budget to \$192,100.

This report recommends the award of Minson Ave/Grey St EV Carpark priced at \$286,536.00 to Estimating & Civils Australia. This results in a budget shortfall of \$94,436. It is proposed to address this shortfall through the following 2023/24 budget amendments.

C2226 Yilgarn Ave Culvert (G/L 141201670):

- Original Budget: \$104,512.61
- Proposed new Budget: \$0
- No longer required as the drainage issues have been rectified by other means.

PC11318 Bernard Park (G/L 141103700):

- Original Budget: \$204,210
- Proposed new Budget: \$308,722.61

B.3 Legislative Compliance

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

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

B.4 Policy Implications

Policy F 4.2 – Procurement Policy

B.5 Stakeholder Engagement / Consultation

As previously reported to Council, approval is being sought from the State Government for the closure of a portion of Grey Street to facilitate the EV charging station project to progress.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Project cost over run	Medium (3) x Likely (4) = 12 High Risk	<ul style="list-style-type: none"> Project cost to be monitored. Variation approval protocol to follow.
Health & Safety	Injury or property damage	Medium (3) x Possible (3) = 9 Moderate Risk	<ul style="list-style-type: none"> Contractor's safety management plan. Traffic Management Plan. Shire of Northam online induction.
Reputation	Project delay	Medium (3) x Possible (3) = 9 Moderate risk.	<ul style="list-style-type: none"> The project timeline to be monitor and delay reported as soon as possible.
Service Interruption	<ul style="list-style-type: none"> Interruption to refuse pick up service to Rivers Edge Cafe during construction. Grey Street on street bays will be closed during construction. 	Minor (2) x Possible (3) = 6 Low risk.	<ul style="list-style-type: none"> Contractor to allow or make alternative arrangements for Rivers Edge Cafe refuse pick up service. Minson Ave Bernard Park parking bays are available.
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Nil

C. OFFICER'S COMMENT

In response to the advertised request, four submissions were received, of which all were compliant:

1. Comiskey's
2. Downer
3. Estimating & Civils Australia
4. GDR Civil

The proposed budget reallocations required in 2023/24 to fund the award of Minson St/Grey St EV Carpark are detailed in the Financial/Resource Implication Section.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4939

Moved: Cr A J Mencshelyi

Seconded: Cr D A Hughes

That Council, by Absolute Majority, authorise the Chief Executive Officer to amend the 2023/24 budget as per the below table:

G/L	Account Name	Original Budget	Proposed Budget
141201670	C2226 Yilgarn Ave Culvert	\$104,512.61	\$0
141103700	PC11318 Bernard Park	\$204,210.00	\$308,722.61

**CARRIED 9/0
BY ABSOLUTE MAJORITY**

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr C M Poulton, Cr M P Ryan and Cr J E G Williams

Against: Nil

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4940

Moved: Cr M I Girak

Seconded: Cr M P Ryan

That Council:

- 1. Accept the response to the Request for Quote 14 of 2023 – Minson Ave/Grey St EV Carpark for \$286,536.00 (excl GST).**
- 2. Authorise the CEO to make variations (maximum increase of 10%) to the awarded price prior to entering a contract for Minson Ave/Grey St EV Carpark, Request for Quote 14 of 2023 with Estimating & Civils Australia.**
- 3. Authorise the CEO to enter into a contract for the Minson Ave/Grey St EV Carpark, Request for Quote 14 of 2023 with Estimating & Civils Australia.**

CARRIED 9/0

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr C M Poulton, Cr M P Ryan and Cr J E G Williams

Against: Nil

13.3 DEVELOPMENT SERVICES

13.3.1 Proposed Amendments - Local Planning Policy No. 3

Address:	N/A
Owner:	N/A
Applicant:	N/A
File Reference:	3.1.8.23
Reporting Officer:	Jacky Jurmann (Acting 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:	Public Notice

BRIEF

Council at its Ordinary Meeting held on 15 November 2023 resolved to adopt the draft amended Local Planning Policy No. 3 – Small Homes, Transportable, Repurposed and Second-Hand Dwellings for the purposes of advertising.

The drafted amended LPP has been advertised and no submissions were received.

The final amended LPP is now presented to Council for adoption.

ATTACHMENTS

1. LP P 3 Transportable, Repurposed & Secondhand Dwellings Draft Amendments 2023 TRACKED [**13.3.1.1** - 6 pages]
2. LP P 3 Transportable, Repurposed & Secondhand Dwellings Draft Amended 2023 [**13.3.1.2** - 6 pages]

A. BACKGROUND / DETAILS

The amendments to Local Planning Policy No. 3 were proposed to address concerns that foreshadowed amendments to the Residential Design code may result in low-quality housing.

The amendments, if approved, will require applicants proposing small homes (less than 100m² in floor area) to submit a development application for

approval, which will enable Shire officers to assess the quality of the development to ensure that high-quality housing is being established in the Shire.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: Place.

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

Objective 7.2: Ensure community access to safe and diverse housing options.

Priority Action 7.2.1: Facilitate the development of innovative housing solutions through the local planning strategy.

Priority Action 7.2.3: Facilitate through the local planning framework a variety of housing choices including age-friendly accommodation and lifestyle villages in appropriate locations.

B.2 Financial / Resource Implications

There are no financial / resource implications associated with this proposal. The costs associated with advertising are within current budgets.

B.3 Legislative Compliance

The amendment of local planning policies is regulated by the Planning and Development (Local Planning Schemes) Regulations 2015, including advertising the amended policy for a minimum period of 21 days.

B.4 Policy Implications

The amended Policy will provide improved guidelines for the assessment and approval development of small homes in the Shire, which is consistent with the Council Plan and Housing Strategy.

B.5 Stakeholder Engagement / Consultation

The proposed amendments to the LPP were advertised in accordance with the provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for a minimum period of 21 days on the Shire's website and social media. No submissions were received in response to the advertising.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	N/a	N/a	N/a

Health & Safety	N/a	N/a	N/a
Reputation	N/a	N/a	N/a
Service Interruption	N/a	N/a	N/a
Compliance	Correct process not followed.	Minor (2) x Unlikely (2) = Low (4)	Ensure amendment process follows regulatory requirements.
Property	N/a	N/a	N/a
Environment	N/a	N/a	N/a

B.7 Natural Environment Considerations

There are no natural environment considerations associated with this proposal.

C. OFFICER'S COMMENT

The amended LPP No.3 will provide the community and developers guidelines on the development of small homes in the Shire, together with providing Council and Officers guidelines for assessment of development proposals.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4941

Moved: Cr M I Girak

Seconded: Cr A J Mencshelyi

That Council:

- 1. Adopts the amended Local Planning Policy No. 3 – Small Homes, Transportable, Repurposed & Second-Hand Dwellings (Attachment 1).**
- 2. Advertise the adoption of the amended local planning policy.**

CARRIED 8/1

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr M P Ryan and Cr J E G Williams

Against: Cr C M Poulton

Two members of the Public Gallery, Mr G Marris and Mr C Marris, left the meeting at 6:09pm.



Shire of Northam Planning Policy Manual (Section II)
Local Planning Policy
LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND-HAND DWELLINGS

LOCAL PLANNING POLICY

LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND-HAND DWELLINGS

Responsible Department	Development Services
Resolution Number	C.4136
Resolution Date	27/01/2021
Next Scheduled Review	2023
Related Shire Documents	Local Planning Scheme No. 6
Related Legislation	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 <u>State Planning Policy 7.3 - Residential Design Codes</u>

OBJECTIVES

- Ensure that no development adversely impacts upon the amenity of the area or upon vistas from public roads;
- Limit the impact of this type of development by specifying general guidelines for small homes, transportable, repurposed and second hand dwellings; and
- To promote high quality, diverse, affordable, sustainable housing within the Shire of Northam.

SCOPE

DEFINITIONS

The terms in this policy have the same meaning as the Local Planning Scheme No. 6 (LPS6), ~~and~~ Residential Design Codes (R-Codes) and Caravan Parks and Camping Grounds Act 1995.

The following additional terms are is defined for the purpose of this policy:-

LPP3 Transportable, Repurposed & Secondhand Dwellings Draft Amendments 2023DS-POLICY-22 LPP3 Transportable, Repurposed & Secondhand Dwellings_V1



“**Donga**” means a transportable building typically utilised as workers’ accommodation throughout the mining industry and/or utilised as site offices and/or has the general appearance of mine site accommodation.

“Small home” is an umbrella term in the context of this LPP which encompasses ‘Tiny Homes’ and other habitable structures that are smaller than typical residential dwellings, and may be pre-fabricated for placement on-site but does not include a caravan, park home, sea container, yurt or donga.

POLICY

1. General

1.1 All dwellings with a floor area of 100m² or less require development approval irrespective of whether they are new or second-hand, transportable, or built on site.

1.2 All repurposed and second-hand dwellings require development approval as per the Zoning Table in the Scheme.

1.3 Repurposed dwellings constructed using second-hand dongas or sea containers will not be supported in the “Residential”, “Rural Residential”, “Rural Smallholdings”, “Rural” (under 40ha) and “Development” zone or within a heritage precincts.

1.4 Dwellings will be considered as defined by LPS6 and/or the R-Codes as a single house, single bedroom dwelling, ancillary dwelling or grouped dwellings depending on the circumstances on which it is being constructed, including tourist accommodation.

~~1. Transportable Dwellings~~

~~1.1 All new purpose built transportable dwellings under 100m² require development approval.~~

~~1.21.1 Repurposed and second hand dwellings require development approval as per the Zoning Table in the Scheme.~~

~~1.31.1 Repurposed dwellings constructed using dongas will not be supported in the “Residential”, “Rural Residential”, “Rural Smallholdings”, “Rural” (under 40ha) and “Development” zones.~~

2. Design Criteria for Small Homes and Transportable Dwellings

2.1 All small homes and transportable dwellings:

(a) shall be designed to reflect the existing character of development surrounding the subject site;

(b) shall be located at the front of a site are to address the primary street in a traditional manner. This includes a dwelling entry and a

LPP3 Transportable, Repurposed & Secondhand Dwellings Draft Amendments 2023DS-POLICY-22 LPP3 Transportable, Repurposed & Secondhand Dwellings_V1



Shire of Northam Planning Policy Manual (Section II)
Local Planning Policy
LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND-
HAND DWELLINGS

major opening to at least one (1) habitable room (living area and/or bedroom);

~~(b)~~(c) shall have a roof form that complements the surrounding area and a minimum roof pitch of 15 degrees if the majority of the surrounding dwellings are of similar design;

(d) shall have a primary living space with a minimum area of 3.8m x 3.8m) and a bedroom with a minimum area of 2.7m x 2.7m;

(e) shall contain a kitchen, bathroom and laundry;

~~(e)~~(f) shall have cladding of materials to the satisfaction of the Shire. Finishes such as brick veneer, hardiplank sheets, spray render and factory painted steel are acceptable materials. Other finishes will require consideration by the Shire.

~~(d)~~(g) where deemed necessary by the Shire, verandah(s), carports and/or painting/recladding shall be undertaken to enhance the dwelling;

~~(e)~~(h) where deemed necessary by the Shire, landscaping shall be undertaken around the dwelling.

3. Repurposed or Second-Hand Dwellings

3.1 Application for development approval shall be accompanied by plans, photographs of each elevation and a report of the condition of the dwelling to be relocated or repurposed.

~~3.2 Second hand dongas will not be supported for repurposing within the "Residential", "Rural Residential", "Rural Smallholdings", "Rural" (under 40ha) and/or "Development" Zones.~~

4. Preservation of Amenity

4.1 The Shire may refuse to approve the transportation of a repurposed or second-hand dwelling if, in its opinion, the proposed building would have an adverse effect on the amenity of the locality. The Shire shall have regard to, but not limited to, the following:

(a) The external appearance of the repurposed or second-hand dwelling and any associated structures and landscaping;

(b) Whether the structure is a donga;

(c) The design of all elevations of the repurposed or second-hand dwelling where applicable, particularly those visible from a public road;

(d) The dimensions and proportions of the repurposed or second-hand dwelling;

(e) The use of compatible building and landscape materials, taking into consideration tone, texture, scale, shape and colour;

LPP3 Transportable, Repurposed & Secondhand Dwellings Draft Amendments 2023DS-POLICY-22 ~~LPP3 Transportable, Repurposed & Secondhand Dwellings_V1~~



Shire of Northam Planning Policy Manual (Section II)
Local Planning Policy
LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND-
HAND DWELLINGS

- (f) The effect on existing buildings on nearby properties and on the occupants of those buildings;
- (g) The environment resulting from the repurposed or second-hand dwelling itself and the effect of that environment, on the occupants of the building and the Shire's intentions for the development of the surrounding locality;
- (h) The effect of the building on existing and future services and community facilities. In particular, drainage, sewerage, water reticulation and existing or proposed community facilities such as schools, parks, civic buildings and pedestrian links;
- (i) The effect on the landscape and environment generally; and
- (j) Any other matter which, in the opinion of the Shire, is relevant to the amenity of the locality.

5. Removal of Asbestos

- 5.1 Removal of asbestos materials from any dwelling(s) is to be carried out in compliance with the Health (Asbestos) Regulations 1992, by a licensed contractor and at the expense of the applicant/landowner.
- 5.2 Should the dwelling require transport from a location outside of the Shire boundaries, all asbestos materials are to be removed from the dwelling prior to transportation.
- 5.3 Should the dwelling require transport from a location within the Shire, every reasonable effort must be made to remove the asbestos materials from the dwelling prior to transport. If the removal of asbestos materials prior to transport is not possible, permission from the Shire must be obtained prior to transport of the dwelling.
- 5.4 All asbestos materials disposed within the Shire shall be at a Shire authorised disposal facility and at the cost of the applicant.

6. Legal Agreement requiring the payment of bonds

- 6.1 For repurposed or second-hand relocated dwellings in the "Residential", "Rural Residential", "Rural Smallholdings" and "Development" zones, a legal agreement, at the cost of the applicant, is required to be entered into to ensure that there is a bank guarantee for the full amount of the bond (amount specified in the Shire's adopted Fees and Charges).
- 6.2 Upon completion of specified stages, the bond will be progressively released as follows:
 - (a) Stage 1:
Release 25% if, within 6 months of the date of the development approval being granted:

[LPP3 Transportable, Repurposed & Secondhand Dwellings Draft Amendments 2023DS-POLICY-22 LPP3 Transportable, Repurposed & Secondhand Dwellings_V1](#)



Shire of Northam Planning Policy Manual (Section II)
Local Planning Policy
LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND-
HAND DWELLINGS

- (a) The dwelling is correctly positioned on site as depicted on the approved plan;
 - (b) The dwelling is correctly stumped or suitably affixed to the ground and the site is filled and/or drained satisfactorily, such that it is structurally adequate in accordance with the engineer's certification; and
 - (c) The dwelling is up to lock up stage (all external windows, doors and fittings/fixtures installed/repaired).
- (b) Stage 2:
Release 25% if, within 8 months of the date of development approval being granted:
- (a) All gutters, fascia and downpipe work is completed to the satisfaction of the Shire;
 - (b) All roof end/roofing work is completed (flashings on ridge and gable ends installed); and
 - (c) All external surfaces are painted or reclad to a tradesman like standard in accordance with the painting and building approvals (including wall, doors, windows surrounds, sills etc.).
- (c) Stage 3:
Release 40% if, within 10 months of the development approval being granted:
- (a) Compliance with all development conditions;
 - (b) An approved effluent disposal system has been installed and the system has been inspected by the Shire's Environmental Health Officer and a permit to use has been issued;
 - (d) Completion and certification of all electrical work;
 - (e) Completion and certification of all plumbing work;
 - (f) All wet area tiling completed in accordance with the Building Code of Australia;
 - (g) Kitchen fit-out completed (cupboards/benches and stove/hotplate installed etc); and
 - (h) Building has reached practical completion stage, including construction of any verandahs.
- (d) Stage 4:
Release 10% if, within 12 months of the development approval being granted:
- (a) Landscaping is planted and established to the Shire's satisfaction.
 - (b) Landscaping has measures in place to ensure its maintenance to the Shire's satisfaction.
- Note: Landscaping may not be required if the second hand relocated dwelling is located in the "Rural Smallholdings" or "Rural"

[LPP3 Transportable, Repurposed & Secondhand Dwellings Draft Amendments 2023DS-POLICY-22 LPP3 Transportable, Repurposed & Secondhand Dwellings_V1](#)



Shire of Northam Planning Policy Manual (Section II)
Local Planning Policy
LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND-
HAND DWELLINGS

zones. Land size and prevailing landuse will govern whether the landscaping component is applicable and is at the discretion of the Shire. Should landscaping be determined to be irrelevant in the circumstances, the 10% applicable to Stage 4 will be refunded at the completion of Stage 3.

7. Time Limit of Works and Forfeiture of Bond

- 7.1 The time for completion of all work is twelve (12) months from the commencement of works or prior to occupation, whichever comes first. Should the Shire not be satisfied with works undertaken to date at the time of expiry of the time limit, the Shire will take measures to ensure the works are completed as soon as is practicable. These measures may include the use of the bond to complete outstanding works.
- 7.2 Failure to comply with the conditions imposed by the Shire on the development approval will result in forfeiture of the bond (full or part) and removal of the building unless otherwise determined by the Shire. The Legal Agreement in relation to the Bond is required to contain a clause relating to forfeiture of the bond to the Shire for failing to comply with conditions imposed.

8. Subdivision of Land

- 8.1 The subdivision of land in association with the development of a small home may be conditionally supported provided development approval has been granted and the minimum site area is met.

LPP3 Transportable, Repurposed & Secondhand Dwellings Draft Amendments 2023DS-POLICY-22 LPP3 Transportable, Repurposed & Secondhand Dwellings_V1



Shire of Northam Planning Policy Manual (Section II)
Local Planning Policy
LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND-
HAND DWELLINGS

LOCAL PLANNING POLICY

LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND- HAND DWELLINGS

<i>Responsible Department</i>	Development Services
<i>Resolution Number</i>	C.4136
<i>Resolution Date</i>	27/01/2021
<i>Next Scheduled Review</i>	2023
<i>Related Shire Documents</i>	Local Planning Scheme No. 6
<i>Related Legislation</i>	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015 State Planning Policy 7.3 - Residential Design Codes

OBJECTIVES

- Ensure that no development adversely impacts upon the amenity of the area or upon vistas from public roads;
- Limit the impact of this type of development by specifying general guidelines for small homes, transportable, repurposed and second hand dwellings; and
- To promote high quality, diverse, affordable, sustainable housing within the Shire of Northam.

SCOPE

DEFINITIONS

The terms in this policy have the same meaning as the Local Planning Scheme No. 6 (LPS6), Residential Design Codes (R-Codes) and Caravan Parks and Camping Grounds Act 1995.

The following additional terms are defined for the purpose of this policy:

LPP3 Transportable, Repurposed & Secondhand Dwellings_Draft Amended 2023



“**Donga**” means a transportable building typically utilised as workers’ accommodation throughout the mining industry and/or utilised as site offices and/or has the general appearance of mine site accommodation.

“**Small home**” is an umbrella term in the context of this LPP which encompasses ‘Tiny Homes’ and other habitable structures that are smaller than typical residential dwellings, and may be pre-fabricated for placement on-site but does not include a caravan, park home, sea container, yurt or donga.

POLICY

1. General

- 1.1 All dwellings with a floor area of 100m² or less require development approval irrespective of whether they are new or second-hand, transportable, or built on site.
- 1.2 All repurposed and second-hand dwellings require development approval as per the Zoning Table in the Scheme.
- 1.3 Repurposed dwellings constructed using second-hand dongas or sea containers will not be supported in the “Residential” zone or within a heritage precinct.
- 1.4 Dwellings will be considered as defined by LPS6 and/or the R-Codes as a single house, single bedroom dwelling, ancillary dwelling or grouped dwellings depending on the circumstances on which it is being constructed, including tourist accommodation.

2. Small Homes and Transportable Dwellings

- 2.1 All small homes and transportable dwellings:
 - (a) shall be designed to reflect the existing character of development surrounding the subject site;
 - (b) shall be located at the front of a site are to address the primary street in a traditional manner. This includes a dwelling entry and a major opening to at least one (1) habitable room (living area and/or bedroom);
 - (c) shall have a roof form that complements the surrounding area and a minimum roof pitch of 15 degrees if the majority of the surrounding dwellings are of similar design;
 - (d) shall have a primary living space with a minimum area of 3.8m x 3.8m) and a bedroom with a minimum area of 2.7m x 2.7m;
 - (e) shall contain a kitchen, bathroom and laundry;



Shire of Northam Planning Policy Manual (Section II)
Local Planning Policy
LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND-
HAND DWELLINGS

- (f) shall have cladding of materials to the satisfaction of the Shire. Finishes such as brick veneer, hardiplank sheets, spray render and factory painted steel are acceptable materials. Other finishes will require consideration by the Shire.
 - (g) where deemed necessary by the Shire, verandah(s), carports and/or painting/recladding shall be undertaken to enhance the dwelling;
 - (h) where deemed necessary by the Shire, landscaping shall be undertaken around the dwelling.
3. Repurposed or Second-Hand Dwellings
- 3.1 Application for development approval shall be accompanied by plans, photographs of each elevation and a report of the condition of the dwelling to be relocated or repurposed.
4. Preservation of Amenity
- 4.1 The Shire may refuse to approve the transportation of a repurposed or second-hand dwelling if, in its opinion, the proposed building would have an adverse effect on the amenity of the locality. The Shire shall have regard to, but not limited to, the following:
- (a) The external appearance of the repurposed or second-hand dwelling and any associated structures and landscaping;
 - (b) Whether the structure is a donga;
 - (c) The design of all elevations of the repurposed or second-hand dwelling where applicable, particularly those visible from a public road;
 - (d) The dimensions and proportions of the repurposed or second-hand dwelling;
 - (e) The use of compatible building and landscape materials, taking into consideration tone, texture, scale, shape and colour;
 - (f) The effect on existing buildings on nearby properties and on the occupants of those buildings;
 - (g) The environment resulting from the repurposed or second-hand dwelling itself and the effect of that environment, on the occupants of the building and the Shire's intentions for the development of the surrounding locality;
 - (h) The effect of the building on existing and future services and community facilities. In particular, drainage, sewerage, water reticulation and existing or proposed community facilities such as schools, parks, civic buildings and pedestrian links;
 - (i) The effect on the landscape and environment generally; and
 - (j) Any other matter which, in the opinion of the Shire, is relevant to the amenity of the locality.

LPP3 Transportable, Repurposed & Secondhand Dwellings_Draft Amended 2023



5. Removal of Asbestos
 - 5.1 Removal of asbestos materials from any dwelling(s) is to be carried out in compliance with the Health (Asbestos) Regulations 1992, by a licensed contractor and at the expense of the applicant/landowner.
 - 5.2 Should the dwelling require transport from a location outside of the Shire boundaries, all asbestos materials are to be removed from the dwelling prior to transportation.
 - 5.3 Should the dwelling require transport from a location within the Shire, every reasonable effort must be made to remove the asbestos materials from the dwelling prior to transport. If the removal of asbestos materials prior to transport is not possible, permission from the Shire must be obtained prior to transport of the dwelling.
 - 5.4 All asbestos materials disposed within the Shire shall be at a Shire authorised disposal facility and at the cost of the applicant.
6. Legal Agreement requiring the payment of bonds
 - 6.1 For repurposed or second-hand relocated dwellings in the "Residential", "Rural Residential", "Rural Smallholdings" and "Development" zones, a legal agreement, at the cost of the applicant, is required to be entered into to ensure that there is a bank guarantee for the full amount of the bond (amount specified in the Shire's adopted Fees and Charges).
 - 6.2 Upon completion of specified stages, the bond will be progressively released as follows:
 - (a) Stage 1:

Release 25% if, within 6 months of the date of the development approval being granted:

 - (a) The dwelling is correctly positioned on site as depicted on the approved plan;
 - (b) The dwelling is correctly stumped or suitably affixed to the ground and the site is filled and/or drained satisfactorily, such that it is structurally adequate in accordance with the engineer's certification; and
 - (c) The dwelling is up to lock up stage (all external windows, doors and fittings/fixtures installed/repaired).
 - (b) Stage 2:

Release 25% if, within 8 months of the date of development approval being granted:

 - (a) All gutters, fascia and downpipe work is completed to the satisfaction of the Shire;



- (b) All roof end/roofing work is completed (flashings on ridge and gable ends installed); and
- (c) All external surfaces are painted or re-clad to a tradesman like standard in accordance with the painting and building approvals (including wall, doors, windows surrounds, sills etc.).

(c) Stage 3:

Release 40% if, within 10 months of the development approval being granted:

- (a) Compliance with all development conditions;
- (b) An approved effluent disposal system has been installed and the system has been inspected by the Shire's Environmental Health Officer and a permit to use has been issued;
- (d) Completion and certification of all electrical work;
- (e) Completion and certification of all plumbing work;
- (f) All wet area tiling completed in accordance with the Building Code of Australia;
- (g) Kitchen fit-out completed (cupboards/benches and stove/hotplate installed etc); and
- (h) Building has reached practical completion stage, including construction of any verandahs.

(d) Stage 4:

Release 10% if, within 12 months of the development approval being granted:

- (a) Landscaping is planted and established to the Shire's satisfaction.
- (b) Landscaping has measures in place to ensure its maintenance to the Shire's satisfaction.

Note: Landscaping may not be required if the second hand relocated dwelling is located in the "Rural Smallholdings" or "Rural" zones. Land size and prevailing landuse will govern whether the landscaping component is applicable and is at the discretion of the Shire. Should landscaping be determined to be irrelevant in the circumstances, the 10% applicable to Stage 4 will be refunded at the completion of Stage 3.

7. Time Limit of Works and Forfeiture of Bond

- 7.1 The time for completion of all work is twelve (12) months from the commencement of works or prior to occupation, whichever comes first. Should the Shire not be satisfied with works undertaken to date at the time of expiry of the time limit, the Shire will take measures to ensure the works are completed as soon as is practicable. These measures may include the use of the bond to complete outstanding works.



Shire of Northam Planning Policy Manual (Section II)
Local Planning Policy
**LPP3: SMALL HOMES, TRANSPORTABLE, REPURPOSED & SECOND-
HAND DWELLINGS**

7.2 Failure to comply with the conditions imposed by the Shire on the development approval will result in forfeiture of the bond (full or part) and removal of the building unless otherwise determined by the Shire. The Legal Agreement in relation to the Bond is required to contain a clause relating to forfeiture of the bond to the Shire for failing to comply with conditions imposed.

8. Subdivision of Land

8.1 The subdivision of land in association with the development of a small home may be conditionally supported provided development approval has been granted and the minimum site area is met.

DRAFT

13.4 CORPORATE SERVICES

13.4.1 Accounts & Statement of Accounts - December 2023

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

BRIEF

For Council to receive the accounts for the period from 1 December to 31 December 2023.

ATTACHMENTS

1. Declaration December 2023 [**13.4.1.1** - 7 pages]
2. Accounts & Statement of Accounts - December 2023 [**13.4.1.2** - 37 pages]

A. BACKGROUND / DETAILS

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

Pursuant to Financial Management Regulation 13, a list of payments made from Municipal and Trust accounts is required to be presented to Council on a periodical basis. These details are included as Attachment 1. In accordance with Financial Management Regulation 12, the Chief Executive Officer has delegated authority to make these payments.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

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

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

Priority Action 12.1.1: Provide the community with an annual explanation of the Shire's short and long term financial commitments and overall financial health.

B.2 Financial / Resource Implications

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

B.3 Legislative Compliance

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

B.4 Policy Implications

Nil.

B.5 Stakeholder Engagement / Consultation

Not applicable.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

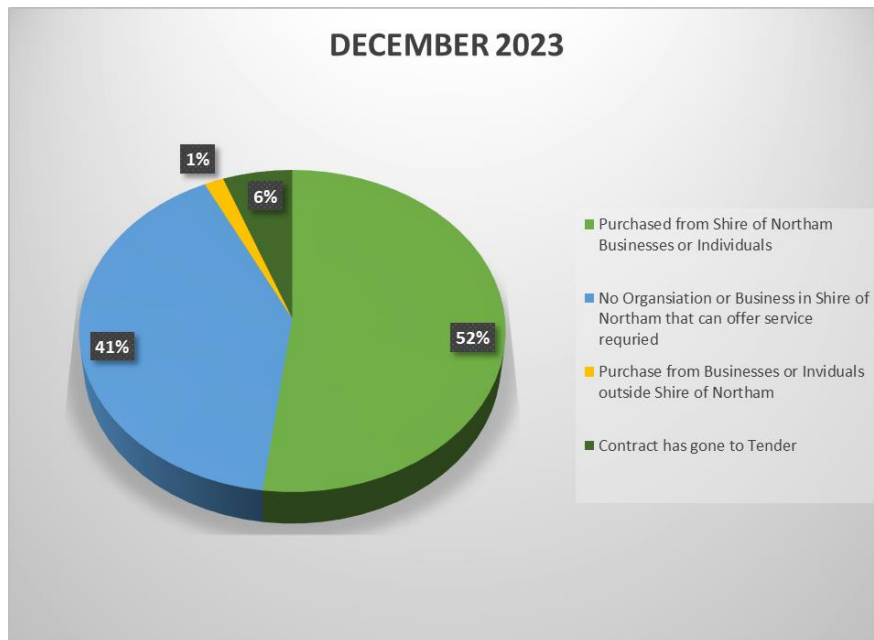
Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Figures not reflecting the true financial situation	Rare (2) x Medium (3) = Low (3)	There are processes in place to show compliance with relevant legislation
Health & Safety	N/A	N/A	N/A
Reputation	N/A	N/A	N/A
Service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

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

The matter of Council 'supporting local businesses' has been raised over a long period. To assist in providing a greater understanding of the purchasing patterns of the Shire of Northam, the following graph summarises the payments made locally for the month of December 2023:



RECOMMENDATION / COUNCIL DECISION

Minute No: C.4942

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

That Council receive the payments for the period 1 December to 31 December 2023, as listed:

- **Municipal Fund payment cheque numbers 35620 to 35621 Total \$42,666.80**
- **Municipal Fund EFT49407 to EFT49599 Total \$1,213,764.33**
- **Direct Debits Total \$109,576.57**
- **Payroll Total \$532,089.10**

TOTAL: \$1,898,096.80.

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

CARRIED 9/0

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr C M Poulton, Cr M P Ryan and Cr J E G Williams

Against: Nil

Payment dates 1st December 2023 - 31st December 2023

- Municipal Fund payment cheque numbers 35620 to 35621 Total \$42,666.80.

Electronic Funds Transfer

- Municipal Fund EFT49407 to EFT49599 Total \$1,213,764.33
- Direct Debits Total \$109,576.57.

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

Month	Cheques 2023/2024	EFT Payments 2023/2024	Direct Debits 2023/2024	Payroll 2023/2024	Total Payments 2023/2024
July	\$ 31,823.37	\$ 1,139,770.48	\$ 88,946.08	\$ 472,296.12	\$ 1,732,836.05
August	\$ 21,279.17	\$ 2,223,525.24	\$ 148,550.54	\$ 758,309.11	\$ 3,151,664.06
September	\$ 12,934.99	\$ 1,993,268.12	\$ 102,751.41	\$ 583,310.22	\$ 2,692,264.74
October	\$ 174,102.94	\$ 2,106,936.68	\$ 107,815.93	\$ 557,118.03	\$ 2,945,973.58
November	\$ 48,195.42	\$ 2,507,365.26	\$ 106,162.63	\$ 570,488.72	\$ 3,232,212.03
December	\$ 42,666.80	\$ 1,213,764.33	\$ 109,576.57	\$ 532,089.10	\$ 1,898,096.80
January					\$ -
February					\$ -
March					\$ -
April					\$ -
May					\$ -
June					\$ -
Total	\$ 331,002.69	\$ 11,184,630.11	\$ 663,803.16	\$ 3,473,611.30	\$ 15,653,047.26

The following table presents all payments made for the month from Council credit cards paid by direct debit on DD20134.1 - \$10,095.39

Summary Credit Card Payments	\$	Total
Executive Manager of Corporate Services		
24/10/2023 RED ROOSTER - CATERING	80.70	
24/10/2023 DOMINOES - CATERING	113.85	
26/10/2023 FOXIT SOFTWARE - SOFTWARE SUPSCRIPTION	599.62	
25/10/2023 KMART - TRAINING SUPPLIES	32.00	
30/10/2023 MATILDA BAT PARKING - PARKING	13.00	
03/11/2023 SAI GLOBAL - AUSTRALIAN STANDARDS	154.07	
03/11/2023 QUEST INNALOO - ACCOMMODATION FOR TRAINING	1120.00	

09/11/2023 COPERNIC - SOFTWARE SUPSCRIPTION	592.32
11/11/2023 STARLINK - COMMUNICATIONS	174.00
13/11/2023 ADOBE SYSTEMS - SOFTWARE SUPSCRIPTION	225.96
17/11/2023 AMAYSIM MOBILE - SOFTWARE SUPSCRIPTION	10.00
21/11/2023 DOMINOES - CATERING	158.30
22/11/2023 BANK FEE	59.04
	\$ 3,332.86
Executive Manager of Development Services	
16/10/2023 QUEST JOONDALUP - ACCOMODATION FOR TRAINING	355.25
13/11/2023 DOT - PLANT MAINTENANCE	31.10
13/11/2023 DOT - PLANT MAINTENANCE	46.50
17/11/2023 DOT - PLANT MAINTENANCE	77.60
	\$ 510.45
Community Emergency Services Manager	
23/10/2023 BEYOND PAOWER - FUEL	139.41
24/10/2023 WOBN - OFFICE SUPPLIES	195.70
26/10/2023 MRS SIPPY BBQ - CATERING	317.70
27/10/2023 SUPER CHEAP AUTO - COMMUNICATIONS	169.99
28/10/2023 STARLINK - COMMUNICATIONS	415.00
30/10/2023 NORTHAM CAR CARE – PLANT MAINTENANCE	10.40
31/10/2023 FORMSTACK – SOFTWARE SUBSCRIPTION	93.22
02/11/2023 BULL MOTOR BODIES – PLANT MAINTENANCE	78.10
03/11/2023 JAYCAR ELECTRONICS - PLANT MAINTENANCE	37.80
04/11/2023 KENNARDS HIRE - TOILET HIRE	197.00
04/11/2023 BP LAKES - CATERING	160.00
05/11/2023 BUNNINGS - COMMUNICATIONS	5.50
12/11/2023 BUNNINGS -SUPPLIES	130.00
15/11/2023 SUPER CHEAP AUTO - PLANT MAINTENANCE	83.44
17/11/2023 LOOSEFOOT TAVERN - CATERING	500.00
17/11/2023 LOOSEFOOT TAVERN - CATERING	300.00
18/11/2023 OFFICEWORKS – SUPPLIES FOR TRAINING	54.20
	\$ 2,887.46
Executive Manager Engineering Services	
25/10/2023 HOSECO – PLANT MAINTENANCE	330.72
30/11/2023 KENNARDS HIRE – PLANT HIRE	1961.00
	\$ 2,291.72

Acting Executive Manager Community Services	
23/10/2023 FACEBOOK – ADVERTISMENT	385.00
31/10/2023 FACEBOOK - ADVERTISMENT	2.62
31/10/2023 SPOTLIGHT – XMAS SUPPLIES	144.00
01/11/2023 GOLDEN CARERS - SUBSCRIPTION	74.95
01/11/2023 FACEBOOK - ADVERTISMENT	0.13
01/11/2023 FACEBOOK - ADVERTISMENT	22.96
04/11/2023 FACEBOOK - ADVERTISMENT	51.78
04/11/2023 FACEBOOK - ADVERTISMENT	0.29
07/11/2023 FACEBOOK - ADVERTISMENT	70.00
07/11/2023 FACEBOOK - ADVERTISMENT	0.17
09/11/2023 FACEBOOK - ADVERTISMENT	27.95
10/11/2023 FACEBOOK - ADVERTISMENT	0.19
10/11/2023 FACEBOOK - ADVERTISMENT	70.00
14/11/2023 FACEBOOK - ADVERTISMENT	70.00
14/11/2023 FACEBOOK - ADVERTISMENT	0.01
16/11/2023 XMASTREE - XMAS SUPPLIES	138.50
17/11/2023 FACEBOOK - ADVERTISMENT	14.35
	\$ 1,072.90
Total Credit Card Expenditure	\$ 10,095.39

The following table presents payment made by Council for the Coles Card Account – November 2023. Paid on 22nd December 2023 by EFT49541 - \$1,523.94

DATE	SUMMARY COLES CARD PAYMENTS	\$	TOTAL
	HR ASSISTANT		
15/11/2023	CATERING	146.53	
			\$ 146.53
	COMMUNITY SERVICES ADMIN OFFICER		
8/11/2023	CATERING	60.75	
8/11/2023	OFFICE SUPPLIES	2.70	
10/11/2023	OFFICE SUPPLIES	11.95	
21/11/2023	OFFICE SUPPLIES	59.30	
			\$ 134.70
	ENGINEERING - ADMIN OFFICER		

6/11/2023	CATERING	81.10	
10/11/2023	OFFICE SUPPLIER	53.50	
29/11/2023	OFFICE SUPPLIES	10.85	
29/11/2023	TRAINING	6.50	
			\$ 151.95
	ENGINEERING - ADMIN COORDINATOR		
3/11/2023	KITCHEN SUPPLIES	24.70	
20/11/2023	KITCHEN SUPPLIES	11.40	
23/11/2023	CATERING	107.65	
			\$ 143.75
	KILLARA CO-ORDINATOR		
2/11/2023	MEALS FOR CLIENTS	56.20	
7/11/2023	MEALS FOR CLIENTS	145.11	
7/11/2023	MEALS FOR CLIENTS	27.60	
8/11/2023	MEALS FOR CLIENTS	105.45	
10/11/2023	MEALS FOR CLIENTS	52.99	
16/11/2023	MEALS FOR CLIENTS	26.20	
			\$ 413.55
	RECREATION SERVICES COORDINATOR		
20/11/2023	CATERING	46.76	
23/11/2023	KIOSK STOCK	124.05	
			\$ 170.81
	DEVELOPMENT SERVICES ADMIN OFFICER		
13/11/2023	ANIMAL SUPPLIES	27.15	
13/11/2023	CATERING	291.00	
			\$ 318.15
	GOVERNANCE OFFICER		
22/11/2023	COUNCILLOR SUPPLIES	44.50	
			\$ 44.50
Total Coles Card Expenditure			\$ 1,523.94

The following table presents payment made by Council for the Woolworths Card Account – November 023. Paid on 22nd December 2023 by EFT 49598 - \$2745.34

DATE	SUMMARY WOOLWORTHS CARD PAYMENTS	\$	TOTAL
------	----------------------------------	----	-------

MANAGER COMMUNITY DEVELOPMENT & TOURISM		
3/11/2023	KITCHEN SUPPLIES	46.80
6/11/2023	CATERING	8.95
6/11/2023	KITCHEN SUPPLIES	3.10
9/11/2023	KITCHEN SUPPLIES	6.20
20/11/2023	KITCHEN SUPPLIES	24.65
22/11/2023	KITCHEN SUPPLIES	6.40
27/11/2023	KITCHEN SUPPLIES	13.95
		\$ 110.05
KILLARA CO-ORDINATOR		
1/11/2023	MEALS FOR CLIENTS	332.80
8/11/2023	MEALS FOR CLIENTS	164.06
15/11/2023	MEALS FOR CLIENTS	293.06
22/01/2023	MEALS FOR CLIENTS	447.51
		\$ 1,237.43
KILLARA ADMIN OFFICER		
29/11/2023	MEALS FOR CLIENTS	364.18
		\$ 364.18
RECREATION SERVICES COORDINATOR		
9/11/2023	KIOSK SUPPLIES	220.90
9/11/2023	OFFICE/KIOSK SUPPLIES	209.92
15/11/2023	OFFICE/KIOSK SUPPLIES	151.04
23/11/2023	OFFICE/KIOSK SUPPLIES	253.45
28/11/2023	OFFICE SUPPLIES	25.80
30/11/2023	OFFICE/KIOSK SUPPLIES	5.82
		\$ 866.93
PROCUREMENT COORDINATOR		
3/11/2023	KITCHEN SUPPLIES	18.00
8/11/2023	KITCHEN SUPPLIES	41.00
		\$ 59.00
ADMINISTRATION COORDINATOR		
10/11/2023	KITCHEN SUPPLIES	9.00

16/11/2023	KITCHEN SUPPLIES	5.50	
20/11/2023	KITCHEN SUPPLIES	9.00	
30/11/2023	KITCHEN SUPPLIES	15.50	
			\$ 39.00
	LIBRARY MANAGER		
8/11/2023	OFFICE SUPPLIES	16.55	
16/11/2023	OFFICE SUPPLIES	14.50	
17/11/2023	OFFICE SUPPLIES	2.95	
24/11/2023	OFFICE SUPPLIES	14.75	
28/11/2023	OFFICE SUPPLIES	20.00	
			\$ 68.75
Total Woolworths Card Expenditure			\$ 2,745.34

The following table presents payment made by Council for Fuel Purchases / Products – December 2023.

Payment to Dun Direct on 22nd December 2023 by EFT49548 - \$48,788.72

Payment to Caltex Starcard on 22nd December 2023 by EFT49536 - \$237.37

Payment to Business Fuel Card on 22nd December 2023 by EFT49534 - \$5,228.17

Total Fuel Payment - \$54,254.26

DATE	SUMMARY OF FUEL PURCHASES / PRODUCTS	TYPE	\$
NON OPERATIONAL - LIGHT VEHICLES			
Nov-23	PN1310	FUEL PURCHASES	\$171.81
Nov-23	PN2302	FUEL PURCHASES	\$409.51
Nov-23	PN1915	FUEL PURCHASES	\$266.43
Nov-23	PN2005	FUEL PURCHASES	\$88.19
Nov-23	PN1905	FUEL PURCHASES	\$75.07
Nov-23	PN2105	FUEL PURCHASES	\$455.91
Nov-23	PN1901	FUEL PURCHASES	\$129.03
Nov-23	PN2016	FUEL PURCHASES	\$424.43
Nov-23	PN1907	FUEL PURCHASES	\$415.22
Nov-23	PN1906	FUEL PURCHASES	\$180.06
Nov-23	PN2019	FUEL PURCHASES	\$186.55
Nov-23	PN2006	FUEL PURCHASES	\$338.82
Nov-23	PN2004	FUEL PURCHASES	\$409.94
Nov-23	PN2015	FUEL PURCHASES	\$301.68
Nov-23	PN2013	FUEL PURCHASES	\$487.14
Nov-23		CARD FEES ONLY	\$15.40
		TOTAL	\$4,355.19

OPERATIONAL - LIGHT VEHICLES / MACHINERY / PLANT			
DEPOT VEHICLES			
Nov-23	LIGHT VEHICLES	FUEL PURCHASES	\$6,162.16
Nov-23	MACHINERY / PLANT	FUEL PURCHASES	\$34,439.40
Nov-23	OTHER PURCHASE	GADUS S3 450G	\$111.00
Nov-23		CARD FEES ONLY	\$3.85
		TOTAL	\$40,716.41
CESM			
Nov-23	BUSHFIRE BRIGAGE VEHICLES	FUEL PURCHASES	\$5,692.94
Nov-23	CESM VEHICLES	FUEL PURCHASES	\$1,729.64
Nov-23		CARD FEE ONLY	\$23.85
		TOTAL	\$7,446.43
RANGER SERVICES			
Nov-23	RANGER VEHICLES	FUEL PURCHASES	\$1,736.23
		TOTAL	\$1,736.23
TOTAL FUEL PURCHASES			\$54,254.26

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering vouchers and electronic fund transfer payments as per above and totalling \$1,898,096.80 was submitted to the Ordinary Meeting of Council on Wednesday, 24 January 2024.

_____ CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering vouchers \$1,898,096.80 was submitted to each member of the Council on Wednesday, 24 January 2024, has been checked and is fully supported by vouchers and invoices which are submitted herewith, and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.

_____ CHIEF EXECUTIVE OFFICER

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
35620	14/12/2023	WATER CORPORATION	9007840302 GRASS VALLEY BFB FIRE SHED - 05/10 04/12/23	1		22,257.49
9007840302	07/12/2023	WATER CORPORATION	9007840302 GRASS VALLEY BFB FIRE SHED - 05/10-04/12/23		88.88	
9007840281	07/12/2023	WATER CORPORATION	9007840281 GRASS VALLEY HALL - 05/10/2023 to 04/12/2023		1,005.11	
9007840919	07/12/2023	WATER CORPORATION	9007840919 GRASS VALLEY MUSEUM - 05/10- 04/12/2023		5.73	
9007891775	01/12/2023	WATER CORPORATION	9007891775 HOOPER PARK - 28/09/2023 to 29/11/2023		263.76	
9007891839	01/12/2023	WATER CORPORATION	9007891839 STANDPIPE - KEANE ST BAKERS HILL 29/11/23		946.37	
9007892559	01/12/2023	WATER CORPORATION	9007892559 BAKERS HILL REC CENTRE to 29/11/2023		881.48	
90079387483	30/11/2023	WATER CORPORATION	9007938748 STANDPIPE - LOCKYER RD CLACKLINE28/11/23		18,727.34	
90231640763	30/11/2023	WATER CORPORATION	9023164076 CLACKLINE POST OFFICE 27/9 - 28/11/23		25.80	
90079838967	28/11/2023	WATER CORPORATION	90079838967 STANDPIPE - BODEGUERO WAY WUNDOWIE		312.82	
35621	22/12/2023	WATER CORPORATION	9007840214 STANDPIPE – KEANE ST GRASS VALLEY 08/08/2023 to 04/10/2023	1		20,409.31
INV 9007840206/10/2023		WATER CORPORATION	9007840214 STANDPIPE - KEANE ST GRASS VALLEY - 08/08/2023 to 04/10/2023		7,883.07	
INV 9022053216/11/2023		WATER CORPORATION	9022053227 STANDPIPE - OPP 53 CLARKE ST NORTHAM - 19/09/2023 to 14/11/2023		312.82	
INV 9007840207/12/2023		WATER CORPORATION	9007840214 STANDPIPE - KEANE ST GRASS VALLEY - 05/10/2023 to 04/12/2023		7,598.82	
INV 9007872215/12/2023		WATER CORPORATION	9007872232 KURINGAL VILLAGE - SERVICE - 12/10/2023 to 13/12/2023		47.10	
INV 9007872215/12/2023		WATER CORPORATION	9007872240 KURINGAL VILLAGE - UNIT 1 - 12/10/2023 to 13/12/2023		272.41	
INV 9007872215/12/2023		WATER CORPORATION	9007872259 KURINGAL VILLAGE - UNIT 2 - 12/10/2023 to 13/12/2023		299.75	
INV 9007872215/12/2023		WATER CORPORATION	9007872267 KURINGAL VILLAGE - UNIT 3 - 12/10/2023 to 13/12/2023		264.60	
INV 9007872215/12/2023		WATER CORPORATION	9007872275 KURINGAL VILLAGE - UNIT 4 - 12/10/2023 to 13/12/2023		270.46	
INV 9007872215/12/2023		WATER CORPORATION	9007872283 KURINGAL VILLAGE - UNIT 5 - 12/10/2023 to 13/12/2023		286.08	
INV 9007872215/12/2023		WATER CORPORATION	9007872291 KURINGAL VILLAGE - UNIT 6 - 12/10/2023 to 13/12/2023		303.65	
INV 9007872315/12/2023		WATER CORPORATION	9007872304 KURINGAL VILLAGE - UNIT 7 - 12/10/2023 to		299.75	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9007872315/12/2023		WATER CORPORATION	13/12/2023 9007872312 KURINGAL VILLAGE - UNIT 8 - 12/10/2023 to 13/12/2023		286.08	
INV 9007868915/12/2023		WATER CORPORATION	9007868997 WUNDOWIE PUBLIC TOILETS - 12/10/2023 to 13/12/2023		213.84	
INV 9007869115/12/2023		WATER CORPORATION	9007869105 R.E.E.D. WUNDOWIE (FLUFFLY DUCKS) - 12/10/2023 to 13/12/2023		671.88	
INV 9007869115/12/2023		WATER CORPORATION	9007869148 WUNDOWIE TOWN HALL - 12/10/2023 to 13/12/2023		541.36	
INV 9007871815/12/2023		WATER CORPORATION	9007871897 WUNDOWIE SKATE PARK - 12/10/2023 to 13/12/2023		228.13	
INV 9007871915/12/2023		WATER CORPORATION	9007871918 WUNDOWIE OVAL - 12/10/2023 to 13/12/2023		626.64	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 9007871915/12/2023		WATER CORPORATION	9007871993 WUNDOWIE DEPOT - LESCHENAULTIA - 12/10/2023 to 13/12/2023		2.87	
EFT49407	12/12/2023	ALEXANDER COOMBES	SUPPLY & OPERATE MICROPHONE & SPEAKERS, PLAYING CHRISTMAS CAROLS WUNDOWIE MARKETS	1		655.00
INV 000111	29/11/2023	ALEXANDER COOMBES	SUPPLY & OPERATE MICROPHONE & SPEAKERS, PLAYING CHRISTMAS CAROLS WUNDOWIE MARKETS	1	655.00	
EFT49408	12/12/2023	ALL PARTS WA - RONLIEEH PTY LTD T/AS	PN1913 - BATTERIES - DELKOR MF 780CCA 160RC	1		1,259.73
INV SI-00015904/12/2023		ALL PARTS WA - RONLIEEH PTY LTD T/AS	PN1913 - BATTERIES - DELKOR MF 780CCA 160RC	1	459.36	
INV SI-00015904/12/2023		ALL PARTS WA - RONLIEEH PTY LTD T/AS	13MM DRILL/DRIVER & SAWZALL CARBIDE TEETH BLADE	1	413.82	
INV SI-00016008/12/2023		ALL PARTS WA - RONLIEEH PTY LTD T/AS	GLOVES - RIGGERS & NITRILE VARYING SIZES	1	386.55	
EFT49409	12/12/2023	ALLISON CONTRACTING AND BOILER MAKING - JACOB ALLISON T/AS	PN1413 - REPAIRS TO END RAMP FOR TRAILER	1		625.00
INV 7858	28/11/2023	ALLISON CONTRACTING AND BOILER MAKING - JACOB ALLISON T/AS	RAMPS FOR PN1305 TIPPER TRUCK	1	240.00	
INV 73893	30/11/2023	ALLISON CONTRACTING AND BOILER MAKING - JACOB ALLISON T/AS	PN1413 - REPAIRS TO END RAMP FOR TRAILER	1	385.00	
EFT49410	12/12/2023	ALPHATEAM PTY LTD	2 X SENIOR LEVEL 2 ENGINEER TO ATTEND SITE	1		5,582.50
INV NTM202301/12/2023		ALPHATEAM PTY LTD	2 X SENIOR LEVEL 2 ENGINEER TO ATTEND SITE	1	5,582.50	
EFT49411	12/12/2023	ANDY'S PLUMBING SERVICE	NORTHAM DOG POUND. REPAIR WATER LEAK.	1		275.00
INV A19669	26/10/2023	ANDY'S PLUMBING SERVICE	NORTHAM DOG POUND. REPAIR WATER LEAK.	1	275.00	
EFT49412	12/12/2023	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	1		159.00
INV DEDUCT05/12/2023		AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS		159.00	
EFT49413	12/12/2023	AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 05/12/2023	1		74,846.26
INV CY1212211/12/2023		AUSTRALIAN TAXATION OFFICE - PAYG	PAYG FOR PAY WEEK ENDING 05/12/2023	1	74,846.26	
EFT49414	12/12/2023	AUTOPRO NORTHAM	7 PIN TRAILER LIGHT PLUGS	1		25.80
INV 1106279	29/11/2023	AUTOPRO NORTHAM	7 PIN TRAILER LIGHT PLUGS	1	25.80	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 3

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49415	12/12/2023	AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD T/AS	PN2020 - N.4099 - PLEASE CONDUCT THE 30,000km	1		481.59
INV 355093	22/11/2023	AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD T/AS	PN2020 - N.4099 - PLEASE CONDUCT THE 30,000km	1	481.59	
EFT49416	12/12/2023	AVON WASTE	C.202122-04 MANAGEMENT OF OLD QUARRY ROAD LANFILL, INKPEN, TRANSFER STATION AND TIP SHOP FACILITIES NOVEMBER 2023	1		185,896.97
INV 59489	03/11/2023	AVON WASTE	RUBISH COLLECTION FORNIGHT COMMENCING 23/10/2023	1	41,333.33	
INV 0005951017/11/2023		AVON WASTE	C.202122-04 MANAGEMENT OF OLD QUARRY ROAD LANFILL, INKPEN, TRANSFER STATION AND TIP SHOP FACILITIES NOVEMBER 2023	1	103,858.13	
INV 59506	17/11/2023	AVON WASTE	RUBBISH COLLECTION FORNTNIGHT COMMENCING 06/11/2023	1	40,705.51	
EFT49417	12/12/2023	BARRY EDWARD DILLON	RATE CREDIT REFUND FOR ASSESSMENT A1022	1		708.45
INV A1022	11/12/2023	BARRY EDWARD DILLON	RATE CREDIT REFUND FOR ASSESSMENT A1022		708.45	
EFT49418	12/12/2023	BIGNELL CONTRACTORS PTY LTD	FIRE HAZARD REDUCTION FOR 2A DORCAS STREET NORTHAM - A15672, A15671 & A15670	1		165.00
INV INV-019022/11/2023		BIGNELL CONTRACTORS PTY LTD	FIRE HAZARD REDUCTION FOR 2A DORCAS STREET NORTHAM - A15672, A15671 & A15670	1	165.00	
EFT49419	12/12/2023	BLACKWELL PLUMBING AND GAS PTY LTD	YEARLY BACKFLOW DEVICE TEST AND REPORT TO WATER CORP FOR VARIOUS SHIRE LOCATIONS.	1		4,604.60
INV INV-294306/11/2023		BLACKWELL PLUMBING AND GAS PTY LTD	YEARLY BACKFLOW DEVICE TEST AND REPORT TO WATER CORP FOR VARIOUS SHIRE LOCATIONS.	1	4,059.00	
INV INV-296429/11/2023		BLACKWELL PLUMBING AND GAS PTY LTD	BERNARD PARK. REPAIR LEAKING DRINKING FOUNTAIN/DOG BOWL	1	545.60	
EFT49420	12/12/2023	BOEKEMAN MACHINERY (WA) PTY LTD	IGNITION KEY	1		9.27
INV 382457	05/12/2023	BOEKEMAN MACHINERY (WA) PTY LTD	IGNITION KEY	1	9.27	
EFT49421	12/12/2023	BOLINDA PUBLISHING PTY LTD	LARGE PRINT BOOK STURAT WOODS BLACK DOG FORMERLY	1		53.46
INV 305687	23/11/2023	BOLINDA PUBLISHING PTY LTD	LARGE PRINT BOOK STURAT WOODS BLACK DOG FORMERLY	1	53.46	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 4

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49422	12/12/2023	BOOKTOPIA PTY LTD	BOOKS FOR PROFESSIONAL DEVELOPMENT	1		583.23
INV 2043411322/11/2023		BOOKTOPIA PTY LTD	BOOKS FOR PROFESSIONAL DEVELOPMENT	1	583.23	
EFT49423	12/12/2023	BOUNCY FUN CASTLES	HIRE OF INFLATABLE SLIDE ON FRIDAY 1/12/23 AT THE WUNDOWIE OVAL	1		730.00
INV 2333	27/11/2023	BOUNCY FUN CASTLES	HIRE OF INFLATABLE SLIDE ON FRIDAY 1/12/23 AT THE WUNDOWIE OVAL	1	730.00	
EFT49424	12/12/2023	BUILDING CERTIFICATION SERVICES PTY LTD	CERTIFICATE OF DESIGN - ENTRANCE STATEMENT	1		396.00
INV BCS026201/12/2023		BUILDING CERTIFICATION SERVICES PTY LTD	CERTIFICATE OF DESIGN - ENTRANCE STATEMENT	1	396.00	
EFT49425	12/12/2023	CADD'S FASHIONS	UNIFORMS FOR P FLANAGAN	1		692.70
INV 23-00012 30/11/2023		CADD'S FASHIONS	WORKBOOT ALLOWANCE - TIM EDMONDS	1	200.00	
INV 23-00012 06/12/2023		CADD'S FASHIONS	UNIFORM SHIRTS FOR DEPOT STAFF	1	135.00	
INV 23-00012 06/12/2023		CADD'S FASHIONS	UNIFORMS FOR P FLANAGAN	1	357.70	
EFT49426	12/12/2023	CARRINGTONS TRAFFIC SERVICES	1 TRAFFIC CONTROLLER AND VEHICLE FOR SOUTHERN BROOK ROAD COMMENCING MONDAY 20 NOVEMBER 2023	1		5,612.34
INV 0004672929/11/2023		CARRINGTONS TRAFFIC SERVICES	1 TRAFFIC CONTROLLER AND VEHICLE FOR SOUTHERN BROOK ROAD COMMENCING MONDAY 20 NOVEMBER 2023	1	2,229.29	
INV 0004673029/11/2023		CARRINGTONS TRAFFIC SERVICES	1 TRAFFIC CONTROLLER AND VEHICLE COMMENCING MONDAY 20 NOVEMBER 2023	1	1,658.80	
INV 0004673129/11/2023		CARRINGTONS TRAFFIC SERVICES	2 TC AND VEHICLES FOR TRAFFIC CONTROL ON YARRAMONY ROAD FOR 5 DAYS COMMENCING 23 NOVEMBER 2023	1	1,724.25	
EFT49427	12/12/2023	CENTRAL MOBILE MECHANICAL REPAIRS	PN1706 REGO N.001 - JD GRADER SERVICE 8000HR. MONDAY 04/12/2023 SITE TBA	1		5,521.01
INV 0000456004/12/2023		CENTRAL MOBILE MECHANICAL REPAIRS	PN2107 REGO N.4651 - ISUZU GARDENING TRUCK. SERVICE 20,000KM. FRIDAY 24/11/2023	1	1,091.64	
INV 0000456104/12/2023		CENTRAL MOBILE MECHANICAL REPAIRS	PN2104 REGO N.008 - FLOCON SERVICE 40,000KM. MONDAY 20/11/2023	1	1,246.19	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 5

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 0000455904/12/2023		CENTRAL MOBILE MECHANICAL REPAIRS	PN1502 REGO N4174 - MULTI ROLLER SERVICE 8750HRS. MONDAY 04/12/2023 SITE TBA	1	1,369.83	
INV 0000455804/12/2023		CENTRAL MOBILE MECHANICAL REPAIRS	PN1706 REGO N.001 - JD GRADER SERVICE 8000HR. MONDAY 04/12/2023 SITE TBA	1	1,813.35	
EFT49428	12/12/2023	CENTRECARE INC	EAP COUNSELLING PERTH METRO - SERVICE ID 5608	1		176.00
INV SI-00053131/10/2023		CENTRECARE INC	EAP COUNSELLING PERTH METRO - SERVICE ID 5608	1	176.00	
EFT49429	12/12/2023	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	1		1,444.08
INV DEDUCT05/12/2023		CHILD SUPPORT AGENCY	PAYROLL DEDU		1,444.08	
EFT49430	12/12/2023	CLARK EQUIPMENT	WALGA CONTRACT PSP0006 - PURCHASE OF 1 NEW CLARK L30D DIESEL POWERED FORKLIFT AS PER QUOTATION Q230316MC-3A	1		26,070.00
INV T11054JB12/10/2023		CLARK EQUIPMENT	WALGA CONTRACT PSP0006 - PURCHASE OF 1 NEW CLARK L30D DIESEL POWERED FORKLIFT AS PER QUOTATION Q230316MC-3A	1	26,070.00	
EFT49431	12/12/2023	COMBINED TYRES PTY LTD	PN2018 REGO N10938 - HILUX UTE, SUPPLY AND FIT 4 x 225/70R 17C ROAD.	1		880.00
INV INV-411005/12/2023		COMBINED TYRES PTY LTD	PN2018 REGO N10938 - HILUX UTE, SUPPLY AND FIT 4 x 225/70R 17C ROAD.	1	880.00	
EFT49432	12/12/2023	COUNTRYWIDE GROUP	15LTR LIQUID CHLORINE	1		416.00
INV ACC002427/11/2023		COUNTRYWIDE GROUP	PURCHASE OF 2 POLE SAW CHAINS	1	116.00	
INV ACC002428/11/2023		COUNTRYWIDE GROUP	15LTR LIQUID CHLORINE	1	150.00	
INV ACC002429/11/2023		COUNTRYWIDE GROUP	15LTR LIQUID CHLORINE	1	150.00	
EFT49433	12/12/2023	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	SES BUILDING. REPLACE BATTERIES AS PART OF ANNUAL SERVICING.	1		55.00
INV 132284	11/10/2023	CTI SECURITY SYSTEMS PTY LTD T/AS SECURUS	SES BUILDING. REPLACE BATTERIES AS PART OF ANNUAL SERVICING.	1	55.00	
EFT49434	12/12/2023	DAMIAN'S PLUMBING	MITCHELL AVENUE - INSTALL COPPER PIPE, RELEASE VALVE AND FITTINGS	1		935.00
INV 9661	30/11/2023	DAMIAN'S PLUMBING	MITCHELL AVENUE - INSTALL COPPER PIPE, RELEASE VALVE AND FITTINGS	1	935.00	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 6

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49435	12/12/2023	DRACO AIR PTY LTD	ANNUAL SERVICE OF AIRCONDITIONERS.	1		11,666.60
INV 16118	17/11/2023	DRACO AIR PTY LTD	ANNUAL SERVICE OF AIRCONDITIONERS.	1	11,666.60	
EFT49436	12/12/2023	EASIFLEET	PAYROLL DEDUCTIONS	1		619.53
INV DEDUCT05/12/2023		EASIFLEET	PAYROLL DEDUCTIONS		320.53	
INV DEDUCT05/12/2023		EASIFLEET	PAYROLL DEDUCTIONS		299.00	
EFT49437	12/12/2023	EL CABALLO GOLF COURSE - SKANK BAY PL T/AS	SENIOR SPORTS KEVIN MULAVEY, PETER BUTTFIELD, RON SKELCHER, WILLIAM REIMERS	1		400.00
INV ZA03351	28/11/2023	EL CABALLO GOLF COURSE - SKANK BAY PL T/AS	SENIOR SPORTS KEVIN MULAVEY, PETER BUTTFIELD, RON SKELCHER, WILLIAM REIMERS	1	400.00	
EFT49438	12/12/2023	EXTREME AMUSEMENTS CO	HIRE, SETUP & DELIVERY OF ARCADE GAMES FOR MARKET DAY 26/11/2023	1		1,470.00
INV 0001125	22/11/2023	EXTREME AMUSEMENTS CO	HIRE, SETUP & DELIVERY OF ARCADE GAMES FOR MARKET DAY 26/11/2023	1	1,470.00	
EFT49439	12/12/2023	FM SURVEYS	NORTHAM AIRPORT - PROPOSED EXTRA HANGERS DESIGN	1		880.00
INV INV-216904/12/2023		FM SURVEYS	NORTHAM AIRPORT - PROPOSED EXTRA HANGERS DESIGN	1	880.00	
EFT49440	12/12/2023	FORPARK AUSTRALIA - 4PARK PTY LTD T-AS	REPLACEMENT CHAIN FOR PLAY EQUIPMENT	1		644.60
INV 62336	21/11/2023	FORPARK AUSTRALIA - 4PARK PTY LTD T-AS	REPLACEMENT CHAIN FOR PLAY EQUIPMENT	1	644.60	
EFT49441	12/12/2023	FOUR LANDSCAPE STUDIO PTY LTD	C.202223-15 - CHARACTER STUDIES & STREETSCAPE CONCEPT PLAN AS PER QUOTE	1		8,703.75
INV FOUR16506/12/2023		FOUR LANDSCAPE STUDIO PTY LTD	C.202223-15 - CHARACTER STUDIES & STREETSCAPE CONCEPT PLAN AS PER QUOTE	1	8,703.75	
EFT49442	12/12/2023	FRESH TRADING CO OPS PTY LTD	CATERING 30 PEOPLE FOR STAKEHOLDER MEETING FOR DEPOT STAFF ON 4 DECEMBER 2023.	1		489.50
INV INV-153115/11/2023		FRESH TRADING CO OPS PTY LTD	LUNCH CATERING FOR 8 DEPOT STAFF.	1	165.00	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 7

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV INV-153330/11/2023		FRESH TRADING CO OPS PTY LTD	CATERING 30 PEOPLE FOR STAKEHOLDER MEETING FOR DEPOT STAFF ON 4 DECEMBER 2023.	1	324.50	
EFT49443	12/12/2023	G.S. BEVERIDGE & L.P. NOTTLE	WUNDOWIE POOL CHEMICAL SHED. REPLACE MISSING WINDOW LOUVRE WIT PERSPEX.	1		2,816.00
INV 465	20/11/2023	G.S. BEVERIDGE & L.P. NOTTLE	WUNDOWIE POOL CHEMICAL SHED. REPLACE MISSING WINDOW LOUVRE WIT PERSPEX.	1	2,376.00	
INV 468	23/11/2023	G.S. BEVERIDGE & L.P. NOTTLE	INKPEN TIP. REPAIR HOLE IN FENCE FROM BREAK IN.	1	440.00	
EFT49444	12/12/2023	GIUSEPPE VELLETRI	RATE CREDIT REFUND FOR ASSESSMENT A1427	1		144.83
INV A1427	11/12/2023	GIUSEPPE VELLETRI	RATE CREDIT REFUND FOR ASSESSMENT A1427		144.83	
EFT49445	12/12/2023	GRAFTON ELECTRICS	ELECTRICAL WORK FOR EV CHARING STATION - ADMISTRATION 395 FIZGERALD ST NORTHAM	1		8,580.00
INV 9845	27/11/2023	GRAFTON ELECTRICS	ELECTRICAL WORK FOR EV CHARING STATION - ADMISTRATION 395 FIZGERALD ST NORTHAM	1	8,580.00	
EFT49446	12/12/2023	GREGORY NEWTON MORRIS	RATE CREDIT REFUND FOR ASSESSMENT A11393	1		1,625.38
INV A11393	11/12/2023	GREGORY NEWTON MORRIS	RATE CREDIT REFUND FOR ASSESSMENT A11393		1,625.38	
EFT49447	12/12/2023	IN PHASE TEST & TAG	NORTHAM & WUNDOWIE DEPOTS. QUARTERLY TEST AND TAG OF PORTABLE TOOLS AND LEADS.	1		438.00
INV 0000668304/12/2023		IN PHASE TEST & TAG	NORTHAM & WUNDOWIE DEPOTS. QUARTERLY TEST AND TAG OF PORTABLE TOOLS AND LEADS.	1	438.00	
EFT49448	12/12/2023	IXOM OPERATIONS PTY LTD	920kg CHLORINE GAS FOR AQUATIC CENTRE	1		3,852.20
INV 6741234	20/11/2023	IXOM OPERATIONS PTY LTD	920kg CHLORINE GAS FOR AQUATIC CENTRE	1	3,852.20	
EFT49449	12/12/2023	JASON SIGNMAKERS	DOUBLE SIDED STREET BLADE SON SPECS - BEAMISH AVE	1		62.78
INV 34517	30/11/2023	JASON SIGNMAKERS	DOUBLE SIDED STREET BLADE SON SPECS - BEAMISH AVE	1	62.78	
EFT49450	12/12/2023	JLO DESIGNS	MAP DESIGN FOR SUNDAY SHOPDAY & CHRISTMAS MARKETS 2023	1		130.00
INV 543	01/12/2023	JLO DESIGNS	MAP DESIGN FOR SUNDAY SHOPDAY & CHRISTMAS MARKETS 2023	1	130.00	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 8

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49451	12/12/2023	JS TECHNOLOGY & DIGITAL PTY LTD	IPHONE CABLES	1		45.00
INV INV0712	07/12/2023	JS TECHNOLOGY & DIGITAL PTY LTD	IPHONE CABLES	1	45.00	
EFT49452	12/12/2023	LUCY'S TEAROOMS	NICOLE HAMPTON FAREWELL MORNING TEA 20x ASSORTED SANDWICHES & 40x ASSORTED HOT	1		300.00
INV 3185	22/11/2023	LUCY'S TEAROOMS	NICOLE HAMPTON FAREWELL MORNING TEA 20x ASSORTED SANDWICHES & 40x ASSORTED HOT	1	300.00	
EFT49453	12/12/2023	MALINOWSKI HOLDINGS PTY LTD	RENT 174 FITZGERALD ST NORTHAM (AVON MALL) - 01/07/2023-31/07/2023	1		1,237.50
INV 0000081527	11/2023	MALINOWSKI HOLDINGS PTY LTD	RENT 174 FITZGERALD ST NORTHAM (AVON MALL) - 01/07/2023-31/07/2023	1	1,237.50	
EFT49454	12/12/2023	MAYDAY EARTHMOVING / RENTAL - CHIVAS ENTERPRISES T-AS	DRY HIRE OF A GRADER FOR 30 DAYS - 1/11/2023-30/11/2023	1		13,915.00
INV 84624	30/11/2023	MAYDAY EARTHMOVING / RENTAL - CHIVAS ENTERPRISES T-AS	DRY HIRE OF A GRADER FOR 30 DAYS - 1/11/2023-30/11/2023	1	13,915.00	
EFT49455	12/12/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET SWEEPING & GULLY EDUCTION SERVICES (CLEANING TOWN ROADS) 20/11/2023-26/11/2023	1		7,801.20
INV N 0232	27/11/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET SWEEPING & GULLY EDUCTION SERVICES (CLEANING TOWN ROADS) 20/11/2023-26/11/2023	1	3,900.60	
INV N 0231	27/11/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET SWEEPING & GULLY EDUCTION SERVICES (CLEANING TOWN ROADS) 13/11/2023-19/11/2023	1	3,900.60	
EFT49456	12/12/2023	MORRIS MACHINING AND FABRICATION PTY LTD	MACHINE HYDRAULIC CYLINDER FOR BOBCAT	1		250.00
INV 0000000329	11/2023	MORRIS MACHINING AND FABRICATION PTY LTD	MACHINE HYDRAULIC CYLINDER FOR BOBCAT	1	250.00	
EFT49457	12/12/2023	MORRIS PEST & WEED CONTROL	PEST SPRAY SHIRE FACILITIES AS REQUIRED	1		2,896.25
INV INV-350612	11/2023	MORRIS PEST & WEED CONTROL	PEST SPRAY SHIRE FACILITIES AS REQUIRED	1	2,404.00	
INV INV-358405	12/2023	MORRIS PEST & WEED CONTROL	FUNGICIDE APPLICATION TO HENRY STREET OVAL AS PER QUOTE QU-0988	1	492.25	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 9

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49458	12/12/2023	MURRAY JAMES MCGREGOR	RATE CREDIT REFUND FOR ASSESSMENT A2039	1		581.50
INV A2039	11/12/2023	MURRAY JAMES MCGREGOR	RATE CREDIT REFUND FOR ASSESSMENT A2039		581.50	
EFT49459	12/12/2023	NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION & SATELLITE SERVICE FEE FOR NAVTRAC SYSTEM 15.11.2023 - 14.12.2023	1		761.92
INV 9293789715/11/2023	11/11/2023	NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION & SATELLITE SERVICE FEE FOR NAVTRAC SYSTEM 15.11.2023 - 14.12.2023	1	761.92	
EFT49460	12/12/2023	NOISENET OPERATIONS PTY LTD	RENTAL OF A STANDARD NOISENET SMART NOISE MONITOR	1		693.00
INV 1605	30/10/2023	NOISENET OPERATIONS PTY LTD	RENTAL OF A STANDARD NOISENET SMART NOISE MONITOR	1	693.00	
EFT49461	12/12/2023	NORTHAM BETTA HOME LIVING	REPLACEMENT WESTINGHOUSE SIDE BY SIDE REFRIDGERATOR FOR KILLARA COTTAGE	1		1,447.00
INV 2001006017/11/2023	11/11/2023	NORTHAM BETTA HOME LIVING	JVC PORTABLE BLUETOOTH SPEAKER	1	129.00	
INV 2001006029/11/2023	11/11/2023	NORTHAM BETTA HOME LIVING	REPLACEMENT WESTINGHOUSE SIDE BY SIDE REFRIDGERATOR FOR KILLARA COTTAGE	1	1,318.00	
EFT49462	12/12/2023	NORTHAM COUNTRY CLUB INC	GRANT NORTHAM GOLF CLUB - KENNEDY CUP AND LADIES DAY OPEN 22/23	1		1,300.00
INV 5339	16/11/2023	NORTHAM COUNTRY CLUB INC	GRANT NORTHAM GOLF CLUB - KENNEDY CUP AND LADIES DAY OPEN 22/23	1	1,100.00	
INV 5331	21/11/2023	NORTHAM COUNTRY CLUB INC	SENIORS SPORTS FUNDING - PETER OLIVER & PHILLIP CUTMORE - 2023-24	1	200.00	
EFT49463	12/12/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS NOVEMBER 2023	1		23.50
INV 0000518829/11/2023	11/11/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS NOVEMBER 2023	1	23.50	
EFT49464	12/12/2023	NORTHAM FLORIST	FLOWER ARRANGEMENT FOR PETA FLANAGAN	1		100.00
INV 28196	10/11/2023	NORTHAM FLORIST	FLOWER ARRANGEMENT FOR PETA FLANAGAN	1	100.00	
EFT49465	12/12/2023	NORTHAM LIQUOR BARONS	DRINKS FOR STAFF CHRISTMAS PARTY DECEMBER 2023	1		707.76
INV 1210-16407/12/2023	12/12/2023	NORTHAM LIQUOR BARONS	DRINKS FOR STAFF CHRISTMAS PARTY DECEMBER 2023	1	707.76	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 10

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49466	12/12/2023	NORTHAM MOTORS PTY LTD	PN2101 - N.4030 - PLEASE CONDUCT 45000KM SERVICE - 30/11/2023	1		515.00
INV 1434685	30/11/2023	NORTHAM MOTORS PTY LTD	PN2101 - N.4030 - PLEASE CONDUCT 45000KM SERVICE - 30/11/2023	1	515.00	
EFT49467	12/12/2023	NORTHAM PISTOL CLUB INC	GRANT 23/24 ISSF OPEN NORTHAM PISTOL CLUB	1		500.00
INV INV-011631/08/2023		NORTHAM PISTOL CLUB INC	GRANT 23/24 ISSF OPEN NORTHAM PISTOL CLUB	1	500.00	
EFT49468	12/12/2023	NUTRIEN AG SOLUTIONS LIMITED	25KG BAG FUNGICIDE GRANULES	1		382.00
INV 9099277321/11/2023		NUTRIEN AG SOLUTIONS LIMITED	25KG BAG FUNGICIDE GRANULES	1	382.00	
EFT49469	12/12/2023	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	AD FOR PAPER - RFT 08 OF 2023 - CLEANING OF NORTHAM TOWNSITE BUILDINGS (04/11/2023)	1		1,534.13
INV 1685328	30/11/2023	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	NEWSPAPER AD - REQUEST FOR TENDER 07 OF 2023 - NORTHAM BIKE HUB UPGRADES (28/10/2023)	1	761.72	
INV 1685329	30/11/2023	OMNICOM MEDIA GROUP AUSTRALIA PTY LTD	AD FOR PAPER - RFT 08 OF 2023 - CLEANING OF NORTHAM TOWNSITE BUILDINGS (04/11/2023)	1	772.41	
EFT49470	12/12/2023	OPAL AUSTRALIAN PAPER	2 x C5 229X162 H/GOLD PNS PCKT BX500 ENVELOPES	1		162.43
INV 9662136730/08/2023		OPAL AUSTRALIAN PAPER	2 x C5 229X162 H/GOLD PNS PCKT BX500 ENVELOPES	1	162.43	
EFT49471	12/12/2023	OXTER SERVICES	0570 SMALL CONFECTIONARY BAGS 1000s	1		99.13
INV 28220	21/11/2023	OXTER SERVICES	0570 SMALL CONFECTIONARY BAGS 1000s	1	99.13	
EFT49472	12/12/2023	PFD FOOD SERVICES PTY LTD	STOCK FOR AQUATIC CENTRE KIOSK	1		4,066.20
INV LI81861011/10/2023		PFD FOOD SERVICES PTY LTD	STOCK FOR AQUATIC CENTRE KIOSK	1	1,766.95	
INV LJ51156329/11/2023		PFD FOOD SERVICES PTY LTD	STOCK FOR AQUATIC CENTRE KIOSK	1	1,879.10	
INV LJ51156829/11/2023		PFD FOOD SERVICES PTY LTD	STOCK FOR AQUATIC CENTRE KIOSK	1	420.15	
EFT49473	12/12/2023	POOL AND PUMP SERVICE AND REPAIRS	SERVICE WUNDOWIE POOL PLANTROOM	1		1,985.93
INV PPS0118601/12/2023		POOL AND PUMP SERVICE AND REPAIRS	SERVICE WUNDOWIE POOL PLANTROOM	1	1,985.93	
EFT49474	12/12/2023	POOLSHOP ONLINE PTY LTD	CALCIUM HYPOCHLORITE 10KG	1		1,633.39

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 11

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV INV-176029/11/2023		POOLSHOP ONLINE PTY LTD	CALCIUM HYPOCHLORITE 10KG	1	1,473.89	
INV INV-175929/11/2023		POOLSHOP ONLINE PTY LTD	LIQUID POOL CHLORINE 15KG	1	159.50	
EFT49475	12/12/2023	PROFESSIONAL LOCKSERVICE	INKPEN TIP. SUPPLY 2 X MKEH KEYS AND SEND TO SITE.	1		55.00
INV 0010948923/11/2023		PROFESSIONAL LOCKSERVICE	INKPEN TIP. SUPPLY 2 X MKEH KEYS AND SEND TO SITE.	1	55.00	
EFT49476	12/12/2023	PUBLIC LIBRARIES WESTERN AUSTRALIA INC	STAMPS FOR SUMMER READING QUEST	1		51.26
INV INV2024-24/11/2023		PUBLIC LIBRARIES WESTERN AUSTRALIA INC	STAMPS FOR SUMMER READING QUEST	1	51.26	
EFT49477	12/12/2023	QUIN'S GOURMET BUTCHERS	2KG OF TENDER DICED LAMB FOR KILLARA DAY CENTRE LUNCH	1		43.87
INV 82	29/11/2023	QUIN'S GOURMET BUTCHERS	2KG OF TENDER DICED LAMB FOR KILLARA DAY CENTRE LUNCH	1	43.87	
EFT49478	12/12/2023	RED DOT STORE	ASSORTED ITEMS FOR KILLARA DAY CENTRE	1		128.75
INV 1155788528/11/2023		RED DOT STORE	ASSORTED ITEMS FOR KILLARA DAY CENTRE	1	77.75	
INV 1170800005/12/2023		RED DOT STORE	HOT GLUE STICKS & ASSORTED ITEMS FOR KILLARA DAY CENTRE	1	51.00	
EFT49479	12/12/2023	RH.OMEGA PHOTOGRAPHY	2 HOUR PHOTOGRAPHY PACKAGE FOR SUNDAY SHOP DAY ON THE 27/11/2023	1		400.00
INV 73373	29/11/2023	RH.OMEGA PHOTOGRAPHY	2 HOUR PHOTOGRAPHY PACKAGE FOR SUNDAY SHOP DAY ON THE 27/11/2023	1	400.00	
EFT49480	12/12/2023	SOUTHERN CROSS AUSTEREO PTY LTD	24 X AROUND THE TOWN INTERVIEWS	1		198.00
INV 7156726430/11/2023		SOUTHERN CROSS AUSTEREO PTY LTD	24 X AROUND THE TOWN INTERVIEWS	1	198.00	
EFT49481	12/12/2023	SPECIALISED TREE SERVICE	VEGETATION MANAGEMENT ON BERRY BROW ROAD	1		8,926.18
INV 4228	01/12/2023	SPECIALISED TREE SERVICE	EXTENDED VEGETATION CLEARANCE ON BERRY BROW ROAD	1	2,770.19	
INV 4227	01/12/2023	SPECIALISED TREE SERVICE	VEGETATION MANAGEMENT ON BERRY BROW ROAD	1	6,155.99	
EFT49482	12/12/2023	SPINIFEX SHEDS	REFUND OF FEE'S PAID DUE TO BEING OUTSIDE OF APPROVAL TIME.	1		171.65

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 12

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 166181	27/11/2023	SPINIFEX SHEDS	REFUND OF FEE'S PAID DUE TO BEING OUTSIDE OF APPROVAL TIME.	1	171.65	
EFT49483	12/12/2023	SPORTSPOWER NORTHAM H & H JOUBERT	STOCK FOR AQUATIC FACILITY KIOSK	1		1,820.80
INV 23-00015	01/12/2023	SPORTSPOWER NORTHAM H & H JOUBERT	STOCK FOR AQUATIC FACILITY KIOSK	1	1,820.80	
EFT49484	12/12/2023	SPOTLIGHT PTY LTD	JOLLY & JOY 200 TIP OVC PINE GARLAND GREEN	1		2,500.00
INV 5810000214	11/2023	SPOTLIGHT PTY LTD	JOLLY & JOY 200 TIP OVC PINE GARLAND GREEN	1	1,300.00	
INV 6302002318	11/2023	SPOTLIGHT PTY LTD	JOLLY & JOY 200 TIP PVC PINE GARLAND GREEN 2.7M	1	1,200.00	
EFT49485	12/12/2023	SYNERGY	361669500 OXIDATION PONDS - 18/10/2023 to 21/11/2023	1		10,431.19
INV 3614739623	11/2023	SYNERGY	361473960 OLD NORTHAM POOL - GREAT EASTERN HIGHWAY - 20/10/2023 to 16/11/2023		58.01	
INV 1578225628	11/2023	SYNERGY	157822560 IRISHTOWN BFB - 22/09/2023 to 21/11/2023		174.02	
INV 3616695028	11/2023	SYNERGY	361669500 OXIDATION PONDS - 18/10/2023 to 21/11/2023		2,232.11	
INV 3575491230	11/2023	SYNERGY	357549120 NORTHAM DEPOT - PEEL ST - 03/10/2023 to 29/11/2023		720.03	
INV 3355969201	12/2023	SYNERGY	335596920 NORTHAM VISITORS CENTRE - 04/10/2023 to 30/11/2023		395.31	
INV 3749669504	12/2023	SYNERGY	374966950 BEAVIS PLACE OPEN SPACE - 05/10/2023 to 01/12/2023		165.77	
INV 3577050605	12/2023	SYNERGY	357705060 GREY ST AVON DESCENT POOL AERATORS - 06/10/2023 to 04/12/2023		1,040.17	
INV 3575475205	12/2023	SYNERGY	357547520 BERNARD PARK BBQ PUMP LIGHTS - 05/10/2023 to 04/12/2023		2,137.11	
INV 3575487005	12/2023	SYNERGY	357548700 TOWN HALL & LESSER HALL - 06/10/2023 to 04/12/2023		746.97	
INV 3577047905	12/2023	SYNERGY	357704790 STAGE LIGHTS - SOUNDSHELL - 05/10/2023 to 04/12/2023		1,057.19	
INV 3575483205	12/2023	SYNERGY	357548320 BERNARD PARK TOILETS - 06/10/2023 to 04/12/2023		227.88	
INV 3577034206	12/2023	SYNERGY	357703420 PURSLOWE PARK - 06/10/2023 to 05/12/2023		120.30	
INV 1127695006	12/2023	SYNERGY	112769500 MEN'S SHED / OLD FIRE STATION - 05/10/2023 to 01/12/2023		308.90	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 13

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 3575481306/12/2023		SYNERGY	357548130 MEMORIAL HALL - 05/10/2023 to 01/12/2023		933.04	
INV 2361098007/12/2023		SYNERGY	236109800 RAP PARK - 10/10/2023 to 06/12/2023		114.38	
EFT49486	12/12/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FOR DEPOT GOODS	1		216.01
INV 0613-S3026/11/2023		TEAM GLOBAL EXPRESS PTY LTD	FREIGHT FOR DEPOT GOODS	1	216.01	
EFT49487	12/12/2023	THE WATERSHED	HUNTER IRRIGATION SUPPLIES - RISERS & POP UPS	1		6,191.76
INV 1024170427/11/2023		THE WATERSHED	HUNTER IRRIGATION SUPPLIES - RISERS & POP UPS	1	3,911.76	
INV 1024179329/11/2023		THE WATERSHED	HUNTER I25 PLUS P/UP ADJ/360' S/S RISER - 4 INCH	1	2,280.00	
EFT49488	12/12/2023	TOTAL CHLORINE SOLUTIONS - ON POINT CORPORATION PTY LTD T/AS	CHLORINE OPERATOR TRAINING - MONDAY 04/12/2023 MONITOR AND OPERATE LIQUEFIED CHLORINE GAS DISINFECTION PROCESSES	1		2,750.00
INV INV-007504/12/2023		TOTAL CHLORINE SOLUTIONS - ON POINT CORPORATION PTY LTD T/AS	CHLORINE OPERATOR TRAINING - MONDAY 04/12/2023 MONITOR AND OPERATE LIQUEFIED CHLORINE GAS DISINFECTION PROCESSES	1	2,750.00	
EFT49489	12/12/2023	TOTAL GREEN RECYCLING PTY LTD	PICKUP LIGHT GLOBES ANMD TUBES FROM OLD QUARRY WASTE MANAGMENT FACILITY	1		4,634.19
INV INV1467 15/11/2023		TOTAL GREEN RECYCLING PTY LTD	PICKUP LIGHT GLOBES ANMD TUBES FROM OLD QUARRY WASTE MANAGMENT FACILITY	1	4,634.19	
EFT49490	12/12/2023	TRILITY SOLUTIONS PTY LTD	TRILITY TO CARRY OUT REMEDIAL WORKS AS PER SITE INSPECTION INCLUDING TO SUPPLY AND INSTALL SERVICE EXCHANGE REGULATOR, 3/4" S10K INJECTOR, 5" S10K RATEMETER, ISOLATION VALVES AND CARBON COLUMN	1		8,944.13
INV 7503839330/11/2023		TRILITY SOLUTIONS PTY LTD	TRILITY TO CARRY OUT REMEDIAL WORKS AS PER SITE INSPECTION INCLUDING TO SUPPLY AND INSTALL SERVICE EXCHANGE REGULATOR, 3/4" S10K INJECTOR, 5" S10K RATEMETER, ISOLATION VALVES AND CARBON COLUMN	1	8,944.13	
EFT49491	12/12/2023	TROY MILLS	RATE CREDIT REFUND FOR ASSESSMENT A2332	1		763.40
INV A2332	11/12/2023	TROY MILLS	RATE CREDIT REFUND FOR ASSESSMENT A2332		763.40	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 14

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49492	12/12/2023	VENDORPANEL PTY LTD	ANNUAL VENDORPANEL SUBSCRIPTION 2023-2024	1		7,109.46
INV VP3626	23/11/2023	VENDORPANEL PTY LTD	ANNUAL VENDORPANEL SUBSCRIPTION 2023-2024	1	7,109.46	
EFT49493	12/12/2023	VINCELEC	CLACKLINE HALL. REPAIR OVEN AS NOT WORKING.	1		170.00
INV IV1978	01/12/2023	VINCELEC	CLACKLINE HALL. REPAIR OVEN AS NOT WORKING.	1	170.00	
EFT49494	12/12/2023	WA CONTRACT RANGER SERVICES	C.202324-01 - MANAGEMENT OF NORTHAM POUND FACILITY 13/11/2023 TO 03/12/2023	1		1,375.00
INV 0000519701/12/2023		WA CONTRACT RANGER SERVICES	C.202324-01 - MANAGEMENT OF NORTHAM POUND FACILITY 13/11/2023 TO 03/12/2023	1	1,155.00	
INV 0000519601/12/2023		WA CONTRACT RANGER SERVICES	CAT MANAGEMENT OCT & NOV 2023	1	220.00	
EFT49495	12/12/2023	WA DISTRIBUTORS PTY LTD	ASSORTED LOLLIES FOR AQUATIC CENTRE KIOSK	1		980.45
INV 904304	23/11/2023	WA DISTRIBUTORS PTY LTD	CONFECTIONARY FOR THE AQUATIC CENTRE KIOSK	1	256.55	
INV 907516	30/11/2023	WA DISTRIBUTORS PTY LTD	ASSORTED LOLLIES FOR AQUATIC CENTRE KIOSK	1	627.65	
INV 910429	08/12/2023	WA DISTRIBUTORS PTY LTD	301695 10KG CAD FRESH LOLLY MIX	1	96.25	
EFT49496	12/12/2023	WA LIBRARY SUPPLIES	DISPLAY AIDS AND BARCODE SCANNERS	1		1,275.16
INV 0013623124/11/2023		WA LIBRARY SUPPLIES	DISPLAY AIDS AND BARCODE SCANNERS	1	1,275.16	
EFT49497	12/12/2023	WA SCOTTISH HIGHLAND DANCE ACADEMY - NORTHAM SCOTTISH HIGHLAND DANCING	NORTHAM HIGHLAND DANCING COMPETITION 22/23	1		500.00
INV 083394	21/11/2023	WA SCOTTISH HIGHLAND DANCE ACADEMY - NORTHAM SCOTTISH HIGHLAND DANCING	NORTHAM HIGHLAND DANCING COMPETITION 22/23	1	500.00	
EFT49498	12/12/2023	WARRICKS NEWSAGENCY	ASSORTED STATIONARY FOR ADMIN	1		625.06
INV 72872	09/10/2023	WARRICKS NEWSAGENCY	ASSORTED STATIONARY FOR ADMIN	1	303.54	
INV SN00 01730/11/2023		WARRICKS NEWSAGENCY	LIBRARY - MAGIZINE & NEWSPAPER SUBSCRIPTIONS FOR NOVEMBER 2023	1	184.40	
INV SN00 01730/11/2023		WARRICKS NEWSAGENCY	NEWSPAPERS & STATIONARY FOR LILLARA	1	137.12	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 15

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49499	12/12/2023	WAY SIGNS	WHITE REFLECTIVE 75MM NUMBERS FOR RURAL SIGNAGE	1		175.00
INV INV-324521/11/2023		WAY SIGNS	WHITE REFLECTIVE 75MM NUMBERS FOR RURAL SIGNAGE	1	175.00	
EFT49500	12/12/2023	WB PARTY HIRE AND EVENTS	SUPPLY & OPERATE GAMES AT WUNDOWIE TWILIGHT CHRISTMAS MARKETS ON FRIDAY THE 1ST OF DEC 2023 FROM 4PM TILL 8PM	1		278.00
INV INV0375 24/11/2023		WB PARTY HIRE AND EVENTS	SUPPLY & OPERATE GAMES AT WUNDOWIE TWILIGHT CHRISTMAS MARKETS ON FRIDAY THE 1ST OF DEC 2023 FROM 4PM TILL 8PM	1	278.00	
EFT49501	12/12/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	BROTHER CARTRIDGES & PHOTO COPIER PAPER	1		661.14
INV 31006	06/12/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	BROTHER CARTRIDGES & PHOTO COPIER PAPER	1	626.70	
INV 218601	06/12/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	MONTHLY PHOTO COPIER READING FOR CREATE 298 - 01/11/2023-06/12/2023	1	34.44	
EFT49502	12/12/2023	WILD-CARD.ORG	SONG CARDS FOR V/CENTRE STOCK	1		142.44
INV 0000720221/09/2023		WILD-CARD.ORG	SONG CARDS FOR V/CENTRE STOCK	1	142.44	
EFT49503	12/12/2023	WUNDOWIE PRIMARY SCHOOL P&C ASSOC	WUNDOWIE PRIMARY SCHOOL - EDUCATIONAL PRIZES AND GIFTS 23/24	1		100.00
INV JH 29.11. 29/11/2023		WUNDOWIE PRIMARY SCHOOL P&C ASSOC	WUNDOWIE PRIMARY SCHOOL - EDUCATIONAL PRIZES AND GIFTS 23/24	1	100.00	
EFT49505	18/12/2023	BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1		500.00
INV NOV 20230/11/2023		BROOKLANDS SUPER PTY LTD	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1	500.00	
EFT49506	18/12/2023	CHRISTOPHER ANTONIO	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1		6,734.57
INV NOV 20218/12/2023		CHRISTOPHER ANTONIO	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1	6,734.57	
EFT49507	18/12/2023	CHRISTOPHER POULTON	COUNCIL PAYMENT FOR NOVEMBER 2023	1		2,196.75
INV NOV 20230/11/2023		CHRISTOPHER POULTON	COUNCIL PAYMENT FOR NOVEMBER 2023	1	2,196.75	
EFT49508	18/12/2023	DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1		1,905.73

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 16

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV NOV 202 30/11/2023		DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1	1,905.73	
EFT49509	18/12/2023	HAYDEN JOHN APPLETON	COUNCILE PAYMENTS FOR NOVEMBER 2023	1		1,905.73
INV NOV 202 30/11/2023		HAYDEN JOHN APPLETON	COUNCILE PAYMENTS FOR NOVEMBER 2023	1	1,905.73	
EFT49510	18/12/2023	JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS NOVEMBER 2023	1		1,905.73
INV NOV 202 30/11/2023		JULIE ELLEN GREENFIELD WILLIAMS	COUNCILLOR PAYMENTS NOVEMBER 2023	1	1,905.73	
EFT49511	18/12/2023	LISA CHARMAINE BIGLIN	COUNCIL PAYMENT FOR NOVEMBER 2023	1		2,251.31
INV NOV 202 30/11/2023		LISA CHARMAINE BIGLIN	COUNCIL PAYMENT FOR NOVEMBER 2023	1	2,251.31	
EFT49512	18/12/2023	MARIA IRENE GIRAK	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1		1,905.73
INV NOV 202 30/11/2023		MARIA IRENE GIRAK	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1	1,905.73	
EFT49513	18/12/2023	MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1		1,905.73
INV NOV 202 30/11/2023		MICHAEL PATRICK RYAN	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1	1,905.73	
EFT49514	18/12/2023	SPECIALISED TREE SERVICE	STUMP GRINDING MORBY COTTAGE & PURSLOW PARK	1		1,685.00
INV 4239	14/12/2023	SPECIALISED TREE SERVICE	CHANGE 17 EVENT BANNERS OVER TO CHRISTMAS THEME	1	790.00	
INV 4240	14/12/2023	SPECIALISED TREE SERVICE	STUMP GRINDING MORBY COTTAGE & PURSLOW PARK	1	895.00	
EFT49515	18/12/2023	ATTILA JOHN MENCShELYI	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1		2,768.69
INV NOV 202 30/11/2023		ATTILA JOHN MENCShELYI	COUNCILLOR PAYMENTS FOR NOVEMBER 2023	1	2,768.69	
EFT49519	21/12/2023	DEPARTMENT OF FIRE & EMERGENCY SERVICE (DFES)	2023/ 2024 ESL QUARTER 2- EMERGENCY SERVICES LEVY INVOICE 156595	1		200,658.74
INV 156595	21/11/2023	DEPARTMENT OF FIRE & EMERGENCY SERVICE (DFES)	2023/ 2024 ESL QUARTER 2- EMERGENCY SERVICES LEVY INVOICE 156595	1	200,658.74	
EFT49520	21/12/2023	AARO GROUP	RECEIPT NUMBER 169811 - REFUND FOR BOND ON STANDPIPE KEY RETURN 22/11/2023	1		50.00

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 17

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 169811	14/12/2023	AARO GROUP	RECEIPT NUMBER 169811 - REFUND FOR BOND ON STANDPIPE KEY RETURN 22/11/2023	1	50.00	
EFT49521	21/12/2023	ALLMARK & ASSOCIATES PTY LTD	NAME BADGES,EVIE & BOBBY @ KILLARA & JELISSA & RAEISHA @ BKB	1		102.30
INV IN00409012	12/12/2023	ALLMARK & ASSOCIATES PTY LTD	NAME BADGES,EVIE & BOBBY @ KILLARA & JELISSA & RAEISHA @ BKB	1	102.30	
EFT49522	21/12/2023	AUSTRALIAN NATIVE MANUFACTURING PTY LTD	STOCK FOR BKB SHOP	1		518.50
INV INV-062930	10/10/2023	AUSTRALIAN NATIVE MANUFACTURING PTY LTD	STOCK FOR BKB SHOP	1	518.50	
EFT49523	21/12/2023	AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD T/AS	PN2020 - N.4099 - 30,000KM SERVICE INCLUDING ROTATION OF TYRES - 21/11/2023	1		747.16
INV 355262	08/12/2023	AVON VALLEY NISSAN & MITSUBISHI AVN NORTHAM PTY LTD T/AS	PN2020 - N.4099 - 30,000KM SERVICE INCLUDING ROTATION OF TYRES - 21/11/2023	1	747.16	
EFT49525	22/12/2023	ANDY'S PLUMBING SERVICE	REC CENTRE. 6 MONTHLY GREASE TRAP CLEAN OUT AND REPORT	1		1,386.00
INV A19685	11/12/2023	ANDY'S PLUMBING SERVICE	REC CENTRE. 6 MONTHLY GREASE TRAP CLEAN OUT AND REPORT	1	748.00	
INV A19686	11/12/2023	ANDY'S PLUMBING SERVICE	KILLARA RESPITE CARE. 6 MONTHLY GREASE TRAP CLEAN OUT AND REPORT.	1	638.00	
EFT49526	22/12/2023	AUSTRALIA POST	AUSTRALIA POST CHARGES - NOVEMBER 2023	1		2,191.90
INV 1012881903	12/12/2023	AUSTRALIA POST	AUSTRALIA POST CHARGES - NOVEMBER 2023	1	2,191.90	
EFT49527	22/12/2023	AUTOPRO NORTHAM	PN1703 - 5W 80CH UHF COMPACT CB RADIO W/SCANSUITE	1		399.35
INV 1109287	14/12/2023	AUTOPRO NORTHAM	PN1703 - 5W 80CH UHF COMPACT CB RADIO W/SCANSUITE	1	399.35	
EFT49528	22/12/2023	AVON VALLEY GARDEN SERVICE	FUEL REDUCTION 21 WALARAT ROAD, 20 STIRLING ST & 16 LYON ST NORTHAM	1		1,303.50
INV IV2232	11/12/2023	AVON VALLEY GARDEN SERVICE	FUEL REDUCTION 21 WALARAT ROAD, 20 STIRLING ST & 16 LYON ST NORTHAM	1	759.00	
INV IV2237	12/12/2023	AVON VALLEY GARDEN SERVICE	FUEL REDUCTION 19 KNIGHT STREET & 56 STIRLING STREET NORTHAM	1	544.50	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 18

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49529	22/12/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	WET HIRE OF A WATER CART FOR BEERING ROAD FOR 25 DAYS	1		116,403.38
INV IV11180	27/10/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	ADDITIONAL 5 DAY HIRE OF WATER CART COMMENCING 16 OCTOBER 2023	1	9,347.25	
INV IV11180	27/10/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	WET HIRE OF A WATER TRUCK FOR SMITH ROAD CLACKLINE FOR 5 DAYS COMMENCING 6 OCTOBER 2023	1	9,347.25	
INV IV11180	27/10/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	ADDITIONAL 5 DAY WET HIRE OF SEMI TRUCK FOR SMITH ROAD, CLACKLINE FOR 5 DAYS COMMENCING THURSDAY 5 OCTOBER 2023	1	7,744.00	
INV IV11180	27/10/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	SEMI TRUCK WET HIRE FOR SMITH ROAD, CLACKLINE FOR 5 DAYS COMMENCING WEDNESDAY 27 SEPTEMBER 2023	1	7,744.00	
INV IV11180	27/10/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	ADDITIONAL WET HIRE OF SEMI TRUCK COMMENCING 16 OCTOBER 2023	1	7,744.00	
INV IV11203	06/11/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	EMERGENCY SEMI WATER CART HIRE & REFILL INKPEN WATER TANKS	1	9,363.75	
INV IV11229	05/12/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	WET HIRE OF A WATER CART FOR BEERING ROAD FOR 25 DAYS	1	43,423.88	
INV IV11229	05/12/2023	AVON VALLEY PLANT & EQUIPMENT PTY LTD (AVPE)	WET HIRE OF A SEMI TRUCK FOR BEERING ROAD FOR 25 DAYS	1	21,689.25	
EFT49530	22/12/2023	AVON WASTE	DOMESTIC / COMMERCIAL RUBBISH COLLECTION FORTNIGHT ENDING 1/12/2023	1		42,060.92
INV 0005952929/11/2023		AVON WASTE	SUPPLY SKIP BIN SERVICES TO NORTHAM SES BUILDING - FOR 1 WEEK	1	480.00	
INV 59579	01/12/2023	AVON WASTE	DOMESTIC / COMMERCIAL RUBBISH COLLECTION FORTNIGHT ENDING 1/12/2023	1	41,580.92	
EFT49531	22/12/2023	BELINGARNI FABRICATION HOME AND PROPERTY SERVICES	FIREBREAK - OLD MOTOR X TRACK BOUNDARY OFF PURKIS DRIVE	1		945.00
INV 1102	07/12/2023	BELINGARNI FABRICATION HOME AND PROPERTY SERVICES	FIREBREAK - OLD MOTOR X TRACK BOUNDARY OFF PURKIS DRIVE	1	945.00	
EFT49532	22/12/2023	BLACKWELL PLUMBING AND GAS PTY LTD	REC CENTRE. REPLACE FIRE HYDRANT DAMAGED BY VHICAL (INSURANCE CLAIM)	1		6,380.00
INV INV-296805/12/2023		BLACKWELL PLUMBING AND GAS PTY LTD	REC CENTRE. REPLACE FIRE HYDRANT DAMAGED BY VHICAL (INSURANCE CLAIM)	1	4,015.00	
INV INV-297308/12/2023		BLACKWELL PLUMBING AND GAS PTY LTD	REC CENTRE. REPLACE 2 X TOILET SEATS	1	2,365.00	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 19

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49533	22/12/2023	BUNNINGS BUILDING SUPPLIES P/L	6FT TRESTLE TABLE	1		1,586.02
INV 2182/002	27/11/2023	BUNNINGS BUILDING SUPPLIES P/L	ASSORTED ITEMS FOR KILLARA - SILICONE, SILICONE GUN & GARDEN HOSE	1	48.60	
INV 2182/003	27/11/2023	BUNNINGS BUILDING SUPPLIES P/L	PVC JOINERS	1	37.00	
INV 2182/003	01/12/2023	BUNNINGS BUILDING SUPPLIES P/L	YATES GNATS BARRIER, PETUNIAS & PLANT CALIBRACHOA	1	110.85	
INV 2182/001	01/12/2023	BUNNINGS BUILDING SUPPLIES P/L	MASONRY DRILL BIT	1	18.91	
INV 2182/002	04/12/2023	BUNNINGS BUILDING SUPPLIES P/L	DRILL BITS, TIMBER ADHESIVE & SEALANT FOR DEPOT	1	103.32	
INV 2182/003	05/12/2023	BUNNINGS BUILDING SUPPLIES P/L	WATERPROOF GUM BOOTS	1	64.50	
INV 2182/003	05/12/2023	BUNNINGS BUILDING SUPPLIES P/L	HIGH IMPACT HAMMER DRILL	1	211.85	
INV 2182/003	05/12/2023	BUNNINGS BUILDING SUPPLIES P/L	MATERIALS FOR PLAYGROUND FENCE REPAIRS	1	260.28	
INV 2182/003	05/12/2023	BUNNINGS BUILDING SUPPLIES P/L	6FT TRESTLE TABLE	1	524.40	
INV 2182/003	07/12/2023	BUNNINGS BUILDING SUPPLIES P/L	9V BATTERIES 2 PACK	1	41.68	
INV 2182/003	13/12/2023	BUNNINGS BUILDING SUPPLIES P/L	DRAINAGE MATERIALS FOR STANDPIPE	1	75.87	
INV 2182/005	13/12/2023	BUNNINGS BUILDING SUPPLIES P/L	EMU44PR EAR MUFFS	1	28.00	
INV 2182/003	13/12/2023	BUNNINGS BUILDING SUPPLIES P/L	DEPOT CRIBROOM. SUPPLY 2 X ELECTRICAL TIMERS	1	60.76	
EFT49534	22/12/2023	BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR NOVEMBER 2023	1		5,228.17
INV 3704154830	11/2023	BUSINESS FUEL CARDS PTY LTD (FLEET CARD)	FUEL CHARGES FOR NOVEMBER 2023	1	5,228.17	
EFT49535	22/12/2023	CADD'S FASHIONS	UNIFORMS FOR MICHELLE PAUL	1		185.90
INV 23-00009	28/08/2023	CADD'S FASHIONS	UNIFORMS FOR MICHELLE PAUL	1	185.90	
EFT49536	22/12/2023	CALTEX STARCARD - WEX AUSTRALIA PTY LTD	FUEL CHARGES FOR NOVEMBER 2023	1		237.37
INV 108	30/11/2023	CALTEX STARCARD - WEX AUSTRALIA PTY LTD	FUEL CHARGES FOR NOVEMBER 2023	1	237.37	
EFT49537	22/12/2023	CHRISTOPHER JOHN MARRIS	CBFCO HONORARIUM PAYMENT FOR NOVEMBER 2023	1		833.37

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 20

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV AE18/12/18/12/2023		CHRISTOPHER JOHN MARRIS	CBFCO HONORARIUM PAYMENT FOR NOVEMBER 2023	1	833.37	
EFT49538	22/12/2023	CITY OF BAYSWATER	REIMBURSE SALARY FOR SECONDMENT OF ACTING MANAGER RECREATION SERVICES 9/10/2023-27/10/2023	1		7,407.41
INV 72572	30/11/2023	CITY OF BAYSWATER	REIMBURSE SALARY FOR SECONDMENT OF ACTING MANAGER RECREATION SERVICES 9/10/2023-27/10/2023	1	7,407.41	
EFT49539	22/12/2023	CLARK EQUIPMENT	1 SET OF 1800MM FORK EXTENSION SLIPPERS AND 1 DATA PLATE	1		1,135.20
INV 0826792014/12/2023		CLARK EQUIPMENT	1 SET OF 1800MM FORK EXTENSION SLIPPERS AND 1 DATA PLATE	1	1,135.20	
EFT49540	22/12/2023	CLEANAWAY DANIELS SERVICES PTY LTD	APEX PARK PUBLIC TOILETS X 4 SHARPS DISPOSAL SERVICE NOV 2023	1		620.40
INV 2239028	30/11/2023	CLEANAWAY DANIELS SERVICES PTY LTD	WUNDOWIE PUBLIC TOILETS X 2 SHARPS DISPOSAL SERVICE 20.11.2023	1	124.08	
INV 2239025	30/11/2023	CLEANAWAY DANIELS SERVICES PTY LTD	BAKERS HILL HOOPER PARK PUBLIC TOILETS X 2 SHARPS DISPOSAL SERVICE NOV 2023	1	124.08	
INV 2239026	30/11/2023	CLEANAWAY DANIELS SERVICES PTY LTD	BERNARD PARK PUBLIC TOILETS X 4 SHARPS DISPOSAL SERVICE 30.11.2023	1	124.08	
INV 2239027	30/11/2023	CLEANAWAY DANIELS SERVICES PTY LTD	APEX PARK PUBLIC TOILETS X 4 SHARPS DISPOSAL SERVICE NOV 2023	1	248.16	
EFT49541	22/12/2023	COLES - WEX AUSTRALIA PTY LTD	COLES PURCHASES - NOVEMBER 2023	1		1,523.94
INV 197	30/11/2023	COLES - WEX AUSTRALIA PTY LTD	COLES PURCHASES - NOVEMBER 2023	1	1,523.94	
EFT49542	22/12/2023	DAIMLER TRUCKS PERTH	PN1913 REGO N3805 - FUSO TIPTRUCK, DIAGNOSE FAULTY PTO	1		284.63
INV RA9800227/11/2023		DAIMLER TRUCKS PERTH	PN1913 REGO N3805 - FUSO TIPTRUCK, DIAGNOSE FAULTY PTO	1	284.63	
EFT49543	22/12/2023	DAMIAN'S PLUMBING	REPAIRS TO PEEL ST BRIDGE REUSE LINE	1		418.00
INV 9726	14/12/2023	DAMIAN'S PLUMBING	REPAIRS TO PEEL ST BRIDGE REUSE LINE	1	418.00	
EFT49544	22/12/2023	DELTA PTY LTD	C.202324-03 - CHIDLOW & EAST ST FOOTPATH CONSTRUCTION - PROGRESS CLAIM 1	1		60,116.10
INV 8104012	30/11/2023	DELTA PTY LTD	C.202324-03 - CHIDLOW & EAST ST FOOTPATH CONSTRUCTION - PROGRESS CLAIM 1	1	60,116.10	

**Ordinary Council Meeting Minutes
24 January 2024**

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 21

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49545	22/12/2023	DMC CLEANING	C.202021-05 CLEANING OF SHIRE OF NORTHAM FACILITIES - NOVEMBER 2023	1		12,953.15
INV SON213913/09/2023		DMC CLEANING	C.202021-05 -SUPPLY OF PAPER PRODUCTS 13/09/2023	1	653.80	
INV SON214031/10/2023		DMC CLEANING	C.202021-05 - SUPPLY OF PAPER PRODUCTS 31/10/2023	1	76.95	
INV SON214109/11/2023		DMC CLEANING	C.202021-05 - SUPPLY OF PAPER PRODUCTS 09/11/2023	1	612.99	
INV SON213501/12/2023		DMC CLEANING	C.202021-05 CLEANING OF SHIRE OF NORTHAM FACILITIES - NOVEMBER 2023	1	10,727.57	
INV SON214203/12/2023		DMC CLEANING	C.202021-05 - SUPPLY OF PAPER PRODUCTS - 9/11/2023	1	683.52	
INV SON214303/12/2023		DMC CLEANING	C.202021-05 - CLEANING SERVICES PROVIDED TO SHIRE FACILITIES	1	198.32	
EFT49546	22/12/2023	DORMAKABA AUSTRALIA PTY LTD	SHIRE ADMIN, CALLOUT TO SERVICE MALFUNCTIONING AUTO SLIDING DOORS, INCLUDING TRAVEL	1		847.00
INV 35WA11606/12/2023		DORMAKABA AUSTRALIA PTY LTD	SHIRE ADMIN, CALLOUT TO SERVICE MALFUNCTIONING AUTO SLIDING DOORS, INCLUDING TRAVEL	1	847.00	
EFT49547	22/12/2023	DRACO AIR PTY LTD	VISITORS CENTRE. REPAIR REPLACE VENTS IN KITCHEN AREA,	1		506.00
INV 16196	10/12/2023	DRACO AIR PTY LTD	VISITORS CENTRE. REPAIR REPLACE VENTS IN KITCHEN AREA,	1	506.00	
EFT49548	22/12/2023	DUN DIRECT PTY LTD	FUEL CHARGES FOR NOVEMBER 2023	1		48,788.72
INV NOV 20230/11/2023		DUN DIRECT PTY LTD	FUEL CHARGES FOR NOVEMBER 2023	1	48,788.72	
EFT49549	22/12/2023	E FIRE & SAFETY	NORTHAM DEPOT MONTHLY SERVICING OF FIRE EQUIPMENT	1		1,827.65
INV 598807	24/11/2023	E FIRE & SAFETY	RECREATION CENTRE MONTHLY SERVICING OF FIRE EQUIPMENT	1	254.65	
INV 598804	24/11/2023	E FIRE & SAFETY		1	162.80	
INV 599135	29/11/2023	E FIRE & SAFETY	KILLARA ADULT RESPITE CENTRE MONTHLY SERVICING OF FIRE EQUIPMENT	1	422.40	
INV 599527	30/11/2023	E FIRE & SAFETY	NORTHAM DEPOT MONTHLY SERVICING OF FIRE EQUIPMENT	1	987.80	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 22

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49550	22/12/2023	ENCHANTED CHARACTERS PTY LTD	2 X CHRISTMAS ANGEL STILT WALKERS FOR CAROLS ON FITZGERALD	1		1,760.00
INV INV-055512/12/2023		ENCHANTED CHARACTERS PTY LTD	2 X CHRISTMAS ANGEL STILT WALKERS FOR CAROLS ON FITZGERALD	1	1,760.00	
EFT49551	22/12/2023	GDR CIVIL CONTRACTING PTY LTD	DRY HIRE OF MULTI ROLLER FOR BEERING ROAD, IRISHTOWN	1		2,046.00
INV 2311	06/12/2023	GDR CIVIL CONTRACTING PTY LTD	DRY HIRE OF MULTI ROLLER FOR BEERING ROAD, IRISHTOWN	1	2,046.00	
EFT49552	22/12/2023	GRAFTON ELECTRICS	BERNARD PARK. REPLACE BROKEN FLOOD LIGHT WITH CHERRY PICKER.	1		5,593.00
INV 9884	07/12/2023	GRAFTON ELECTRICS	REPAIR XMAS DECORATIONS AT MALL	1	300.74	
INV 9891	08/12/2023	GRAFTON ELECTRICS	ELECTRICAN CALL OUT TO REPAIR FAIRY LIGHT CONNECTIONS ON GIANT SANTA - LOCATED ON THE AVON MALL	1	693.00	
INV 9892	12/12/2023	GRAFTON ELECTRICS	REPAIRS TO BAKERS HILL OVAL RETICULATION	1	969.32	
INV 9899	13/12/2023	GRAFTON ELECTRICS	BERNARD PARK. REPLACE BROKEN FLOOD LIGHT WITH CHERRY PICKER.	1	3,630.00	
EFT49553	22/12/2023	GREENFIELD TECHNICAL SERVICES	JOB SETUP AND ESTABLISHMENT	1		37,455.00
INV INV-375904/12/2023		GREENFIELD TECHNICAL SERVICES	JOB SETUP AND ESTABLISHMENT	1	37,455.00	
EFT49554	22/12/2023	JASON SIGNMAKERS	8KM/H, EMERGENCY MUSTER POINT, EYE WASH & CUSTOM SAFETY SIGN FOR DEPOT	1		340.42
INV 34826	12/12/2023	JASON SIGNMAKERS	8KM/H, EMERGENCY MUSTER POINT, EYE WASH & CUSTOM SAFETY SIGN FOR DEPOT	1	340.42	
EFT49555	22/12/2023	JELISSA PITTS	REIMBURSEMENT OF POLICE CLEARANCE JELISSA PITTS - TOURISM OFFICER BKB	1		58.70
INV AR 0612206/12/2023		JELISSA PITTS	REIMBURSEMENT OF POLICE CLEARANCE JELISSA PITTS - TOURISM OFFICER BKB	1	58.70	
EFT49556	22/12/2023	JH COMPUTER SERVICES WA PTY LTD	MONTHLY SUBSCRIPTION FEES FOR MICROSOFT, DATTO PROTECTION & CYBER MANAGEMENT - NOVEMBER 2023	1		7,304.55
INV 001554-D30/11/2023		JH COMPUTER SERVICES WA PTY LTD	MONTHLY SUBSCRIPTION FEES FOR MICROSOFT, DATTO PROTECTION & CYBER MANAGEMENT - NOVEMBER 2023	1	7,304.55	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 23

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49557	22/12/2023	JOHN SLOPER JOHNNIE MOTION MUSIC	DJ (MUSIC FOR CHRISTMAS PARTY)	1		500.00
INV INV0074	05/12/2023	JOHN SLOPER JOHNNIE MOTION MUSIC	DJ (MUSIC FOR CHRISTMAS PARTY)	1	500.00	
EFT49558	22/12/2023	KARLKA FENCEWRIGHT WA PTY LTD	C.202223-07 NORTHAM DEPOT SUPPLY & INSTALL NEW FENCING DROP GATES WITH CONTROLS & REMOTES - PROGRESS CLAIM 3	1		2,846.25
INV 26684	29/11/2023	KARLKA FENCEWRIGHT WA PTY LTD	C.202223-07 NORTHAM DEPOT SUPPLY & INSTALL NEW FENCING DROP GATES WITH CONTROLS & REMOTES - PROGRESS CLAIM 3	1	2,846.25	
EFT49559	22/12/2023	KEITH BOASE	PURCHASE OF DISINFECTANT CLEANER TO COMBAT PHENYLE USED AT ADMIN BUILDING	1		18.04
INV PD14122	14/12/2023	KEITH BOASE	PURCHASE OF DISINFECTANT CLEANER TO COMBAT PHENYLE USED AT ADMIN BUILDING	1	18.04	
EFT49560	22/12/2023	KLEENHEAT GAS	GAS FOR NORTHAM SWIMMING POOL HEATERS - DELIVERED 30.11.2023	1		2,178.32
INV 2220365730	11/2023	KLEENHEAT GAS	GAS FOR NORTHAM SWIMMING POOL HEATERS - DELIVERED 30.11.2023	1	1,938.26	
INV 2205500	07/12/2023	KLEENHEAT GAS	GAS FOR NORTHAM SWIMMING POOL HEATERS DELIVERED 07/12/20233	1	240.06	
EFT49561	22/12/2023	LEE-ELLEN MAREE EDMONDS	REIMBURSEMENT OF POLICE CLEARANCE LEE-ELLEN EDMONDS - TOURISM OFFICER	1		44.50
INV 256172	04/12/2023	LEE-ELLEN MAREE EDMONDS	REIMBURSEMENT OF POLICE CLEARANCE LEE-ELLEN EDMONDS - TOURISM OFFICER	1	44.50	
EFT49562	22/12/2023	LFA FIRST RESPONSE	DEFIB HS1 ADULT , CHILD & INFANT PADS	1		582.68
INV IN35573	04/12/2023	LFA FIRST RESPONSE	DEFIB HS1 ADULT , CHILD & INFANT PADS	1	582.68	
EFT49563	22/12/2023	LUCY'S TEAROOMS	DFES TRAINING CATERING - 28/10/2023	1		160.00
INV 3167	17/11/2023	LUCY'S TEAROOMS	DFES TRAINING CATERING - 28/10/2023	1	160.00	
EFT49564	22/12/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET & FOOTPATH SWEEPING & GULLY EDUCION 27/11/2023 - 3/12/2023	1		7,801.20

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 24

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV N 0242	11/12/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET & FOOTPATH SWEEPING & GULLY EDUCTION 27/11/2023 - 3/12/2023	1	3,900.60	
INV N 0243	11/12/2023	MINT SWEEPING PTY LTD T/AS IMMACU SWEEP	C.201819-12 STREET & GULLY EDUCTION & SWEEPING TOWN FOOTPATHS 04/12/2023 to 10/12/2023	1	3,900.60	
EFT49565	22/12/2023	MONSTERBALL AMUSEMENTS & HIRE - BYPROGRESS PTY LTD T/AS	SUPPLY & OPERATE INFLATABLE FOOTY GOALS AT THE BOBBY HILL RECOGNITION EVENT	1		1,090.00
INV 2200283921/12/2023	22/12/2023	MONSTERBALL AMUSEMENTS & HIRE - BYPROGRESS PTY LTD T/AS	SUPPLY & OPERATE INFLATABLE FOOTY GOALS AT THE BOBBY HILL RECOGNITION EVENT	1	1,090.00	
EFT49566	22/12/2023	MORRIS PEST & WEED CONTROL	BLACK BEETLE SPRAY AND GROSORB APPLICATION TO GEORGE NUICH PARK	1		429.00
INV INV-358505/12/2023	22/12/2023	MORRIS PEST & WEED CONTROL	BLACK BEETLE SPRAY AND GROSORB APPLICATION TO GEORGE NUICH PARK	1	429.00	
EFT49567	22/12/2023	NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION & SATELLITE SERVICE FEE FOR NAVTRAC SYSTEM 05.12.2023 TO 04.01.2024	1		340.73
INV 9295206705/12/2023	22/12/2023	NAVMAN WIRELESS PTY LTD	MONTHLY SUBSCRIPTION & SATELLITE SERVICE FEE FOR NAVTRAC SYSTEM 05.12.2023 TO 04.01.2024	1	340.73	
EFT49568	22/12/2023	NORTHAM AUTOS PTY LTD T/AS NORTHAM MAZDA / HOLDEN / SUZUKI	PN2007 - N11084 - PLEASE CONDUCT 113,000KM SERVICE, PLEASE ALSO REPAIR REPLACE BROKEN AERIAL - 21/11/2023	1		510.03
INV 143475	05/12/2023	NORTHAM AUTOS PTY LTD T/AS NORTHAM MAZDA / HOLDEN / SUZUKI	PN2007 - N11084 - PLEASE CONDUCT 113,000KM SERVICE, PLEASE ALSO REPAIR REPLACE BROKEN AERIAL - 21/11/2023	1	510.03	
EFT49569	22/12/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS DECEMBER 2023	1		144.00
INV 0000519601/12/2023	22/12/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS DEC 2023	1	24.00	
INV 0000519701/12/2023	22/12/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS DEC 2023	1	24.00	
INV 0000519804/12/2023	22/12/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS DEC 2023	1	24.00	
INV 0000519906/12/2023	22/12/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS DEC 2023	1	24.00	
INV 0000520008/12/2023	22/12/2023	NORTHAM FEED & HIRE	SWAN FOOD & OTHER MISCELLANEOUS ITEMS DECEMBER 2023	1	48.00	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 25

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49570	22/12/2023	NORTHAM TYREPOWER	PN2020 REGO N.4099 - SUPPLY AND FIT 4 X MAXXIS 205R16C 110/108Q 8PR BRAVO AT700, INCLUDING DISPOSAL	1		860.00
INV 152145	12/12/2023	NORTHAM TYREPOWER	PN2020 REGO N.4099 - SUPPLY AND FIT 4 X MAXXIS 205R16C 110/108Q 8PR BRAVO AT700, INCLUDING DISPOSAL	1	860.00	
EFT49571	22/12/2023	NUTRIEN AG SOLUTIONS LIMITED	PARA CARTRIDGES TWIN FILTER MASK/CHEM	1		100.10
INV 9099448424/11/2023		NUTRIEN AG SOLUTIONS LIMITED	PARA CARTRIDGES TWIN FILTER MASK/CHEM	1	100.10	
EFT49572	22/12/2023	OFFICEWORKS SUPERSTORES PTY LTD	PRIZES FOR SUMMER READING QUEST - SUMMER STEPS	1		93.60
INV 6109240227/11/2023		OFFICEWORKS SUPERSTORES PTY LTD	PRIZES FOR SUMMER READING QUEST - SUMMER STEPS	1	5.00	
INV 6109247727/11/2023		OFFICEWORKS SUPERSTORES PTY LTD	PRIZES FOR SUMMER READING QUEST - SUMMER STEPS	1	88.60	
EFT49573	22/12/2023	P&M HODGSON STEEL FABRICATION	REPAIRING RAMPS TO TRAILER	1		1,848.00
INV 6008	11/12/2023	P&M HODGSON STEEL FABRICATION	REPAIRING RAMPS TO TRAILER	1	1,848.00	
EFT49574	22/12/2023	PROFESSIONAL LOCKSERVICE	WUNDOWIE POOL. SUPPLY C03 WHITCO SCREEN DOOR CYLINDER AND DELIVER	1		156.20
INV 0010949123/11/2023		PROFESSIONAL LOCKSERVICE	WUNDOWIE POOL. SUPPLY C03 WHITCO SCREEN DOOR CYLINDER AND DELIVER	1	156.20	
EFT49575	22/12/2023	PROGRAMME ELECTRICAL MAINTENANCE	BAKERS HILL PAVILION. REPAIR/REPLACE LIGHT THAT IS TRIPPING OUT POWER FEED.	1		238.70
INV INV-000030/11/2023		PROGRAMME ELECTRICAL MAINTENANCE	BAKERS HILL PAVILION. REPAIR/REPLACE LIGHT THAT IS TRIPPING OUT POWER FEED.	1	238.70	
EFT49576	22/12/2023	RED DOT STORE	ASSORTED ITEMS FOR CLIENT XMAS PARTY	1		57.00
INV 1185372211/12/2023		RED DOT STORE	ASSORTED ITEMS FOR CLIENT XMAS PARTY	1	57.00	
EFT49577	22/12/2023	RH.OMEGA PHOTOGRAPHY	2 HOUR PHOTOGRAPHY PACKAGE FOR SUNDAY SHOP DAY - WUNDOWIE	1		400.00
INV 73373A	02/12/2023	RH.OMEGA PHOTOGRAPHY	2 HOUR PHOTOGRAPHY PACKAGE FOR SUNDAY SHOP DAY - WUNDOWIE	1	400.00	
EFT49578	22/12/2023	RINGA CIVIL	GRAVEL DELIVERY TO INKPEN WASTE FACILITY 4/12/2023	1		6,976.20

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 26

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV INV-132806/12/2023		RINGA CIVIL	GRAVEL DELIVERY TO INKPEN WASTE FACILITY 4/12/2023	1	6,976.20	
EFT49579	22/12/2023	ROOGENIC - ROO TEA PTY LTD	STOCK FOR BKB	1		432.95
INV WS-0000 29/11/2023		ROOGENIC - ROO TEA PTY LTD	STOCK FOR BKB	1	432.95	
EFT49580	22/12/2023	S & N CREATIONS	STOCK FOR BKB	1		2,426.60
INV INV-230225/11/2023		S & N CREATIONS	STOCK FOR BKB	1	1,215.50	
INV INV-232003/12/2023		S & N CREATIONS	STOCK FOR BKB	1	1,211.10	
EFT49581	22/12/2023	SEALANES (1985) PTY LTD	60 X CTN PER PALLET OF WATER INCLUDING DELIVERY AS PER EMAILS WITH AMANDA PROUD.	1		736.20
INV 5511844	12/10/2023	SEALANES (1985) PTY LTD	60 X CTN PER PALLET OF WATER INCLUDING DELIVERY AS PER EMAILS WITH AMANDA PROUD.	1	736.20	
EFT49582	22/12/2023	SEMINARS AUST PTY LTD AFT SEMINARS AUST SERVICE TST	FBT CARS AND MOTOR VEHICLES - ACCOUNTANT	1		429.00
INV RN 489-216/11/2023		SEMINARS AUST PTY LTD AFT SEMINARS AUST SERVICE TST	FBT CARS AND MOTOR VEHICLES - ACCOUNTANT	1	429.00	
EFT49583	22/12/2023	SOURCE SEPARATION SYSTEMS PTY LTD	MULTISORT RECYCLE BINS	1		469.93
INV INV24-0030/11/2023		SOURCE SEPARATION SYSTEMS PTY LTD	MULTISORT RECYCLE BINS	1	469.93	
EFT49584	22/12/2023	SPECIALISED TREE SERVICE	24 DAWSON ST WUNDOWIE - REMOVE LIMB OVERHANGING ROAD,	1		1,571.00
INV 4242	15/12/2023	SPECIALISED TREE SERVICE	24 DAWSON ST WUNDOWIE - REMOVE LIMB OVERHANGING ROAD,	1	1,296.00	
INV 4244	20/12/2023	SPECIALISED TREE SERVICE	EWP HIRE FOR CHRISTMAS DECORATION 06/12/2023	1	275.00	
EFT49585	22/12/2023	SUSAN VERONICA DAWSON	POLICE CLEARANCE RE-IMBURSEMENT FOR SUSAN DAWSON	1		58.70
INV 2951501	22/11/2023	SUSAN VERONICA DAWSON	POLICE CLEARANCE RE-IMBURSEMENT FOR SUSAN DAWSON	1	58.70	
EFT49586	22/12/2023	TEAM GLOBAL EXPRESS PTY LTD	TOLL FREIGHT NOVEMBER 2023	1		751.02
INV 0611-S30 12/11/2023		TEAM GLOBAL EXPRESS PTY LTD	TOLL CHARGES - NOVEMBER 2023	1	257.79	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 27

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV 0612-S30	19/11/2023	TEAM GLOBAL EXPRESS PTY LTD	TOLL FREIGHT NOVEMBER 2023	1	339.34	
INV 0614-S30	03/12/2023	TEAM GLOBAL EXPRESS PTY LTD	TOLL CHARGES - NOVEMBER 2023	1	153.89	
EFT49587	22/12/2023	TECHNOLOGY ONE LIMITED	TECHNOLOGYONE SUBSCRIPTION FEE FOR THE PERIOD 30/01/2024 - 29/01/2025	1		15,087.28
INV 230042	14/12/2023	TECHNOLOGY ONE LIMITED	TECHNOLOGYONE SUBSCRIPTION FEE FOR THE PERIOD 30/01/2024 - 29/01/2025	1	15,087.28	
EFT49588	22/12/2023	TERRA FORM CONTRACTING	ROADSIDE VERGE CONTOURING	1		9,900.00
INV 0000001530	11/2023	TERRA FORM CONTRACTING	ROADSIDE VERGE CONTOURING	1	9,900.00	
EFT49589	22/12/2023	TESTRIX SYSTEMS PTY LTD	TESTRIX TX30 30M PIPE INSPECTION CAMERA SYSTEM	1		2,997.50
INV TX-1272	30/11/2023	TESTRIX SYSTEMS PTY LTD	TESTRIX TX30 30M PIPE INSPECTION CAMERA SYSTEM	1	2,997.50	
EFT49590	22/12/2023	TREVOR EASTWELL	WUNDOWIE TO NORTHAM COMMUNITY TRANSPORT DEC 2023	1		50.00
INV 27	07/12/2023	TREVOR EASTWELL	WUNDOWIE TO NORTHAM COMMUNITY TRANSPORT DEC 2023	1	50.00	
EFT49591	22/12/2023	VINCELEC	RAILWAY MUSEUM. CHECK PLATFORM LIGHTS/PE CELL,	1		359.93
INV IV1989	11/12/2023	VINCELEC	RAILWAY MUSEUM. CHECK PLATFORM LIGHTS/PE CELL,	1	359.93	
EFT49592	22/12/2023	WARRICKS NEWSAGENCY	2024 DIARY'S & STATIONARY	1		1,199.56
INV 73874	04/12/2023	WARRICKS NEWSAGENCY	ASSORTED STATIONARY FOR ADMIN	1	364.26	
INV 73456	11/12/2023	WARRICKS NEWSAGENCY	2024 DIARY'S & STATIONARY	1	731.76	
INV 74087	13/12/2023	WARRICKS NEWSAGENCY	ASSORTED STATIONARY ITEMS FOR KILLARA	1	103.54	
EFT49593	22/12/2023	WB PARTY HIRE AND EVENTS	SUPPLY & OPERATE GAMES AT BAKERS HILL TWILIGHT CHRISTMAS MARKETS ON SATURDAY THE 16TH DEC 2023	1		278.00
INV INV0376	24/11/2023	WB PARTY HIRE AND EVENTS	SUPPLY & OPERATE GAMES AT BAKERS HILL TWILIGHT CHRISTMAS MARKETS ON SATURDAY THE 16TH DEC 2023	1	278.00	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 28

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT49594	22/12/2023	WCS CONCRETE PTY LTD	SUPPLY AND DELIVERY OF N40 CONCRETE FOR HUNTER ROAD, MULUCKINE	1		1,874.40
INV 0001118605/12/2023		WCS CONCRETE PTY LTD	SUPPLY AND DELIVERY OF N40 CONCRETE FOR HUNTER ROAD, MULUCKINE	1	1,874.40	
EFT49595	22/12/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 229 INTEREST PAYMENT -	1		80,114.94
INV 229	20/12/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 229 INTEREST PAYMENT -		80,114.94	
EFT49596	22/12/2023	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	CARRY OUT AIR CONDITIONER REPAIRS AS REQUIRED - SERVICE UNIT, NEW CONDENSOR, REGAS, SUNDRIES AND FREIGHT	1		964.50
INV INV-165024/10/2023		WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	CARRY OUT AIR CONDITIONER REPAIRS AS REQUIRED - SERVICE UNIT, NEW CONDENSOR, REGAS, SUNDRIES AND FREIGHT	1	964.50	
EFT49597	22/12/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	SELF INKING STAMP	1		120.05
INV 11849	11/12/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	SELF INKING STAMP	1	77.45	
INV 11854	11/12/2023	WHEATBELT OFFICE BM & COUNTRY COPIERS	END OF YEAR THANK YOU CARDS FOR HOUSEBOUND PATRONS AND VOLUNTEERS	1	42.60	
EFT49598	22/12/2023	WOOLWORTHS GROUP LIMITED (WOOLWORTHS GROUP)	WOOLWORTHS PURCHASES - NOVEMBER 2023	1		2,745.34
INV ST-0413101/12/2023		WOOLWORTHS GROUP LIMITED (WOOLWORTHS GROUP)	WOOLWORTHS PURCHASES - NOVEMBER 2023	1	2,745.34	
EFT49599	22/12/2023	WREN OIL	OIL WASTE DISPOSAL, ADMIN & COMPLIANCE FEES	1		16.50
INV 162655	11/12/2023	WREN OIL	OIL WASTE DISPOSAL, ADMIN & COMPLIANCE FEES	1	16.50	
DD20032.1	05/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1		30,395.96
INV SUPER	05/12/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	26,125.38	
INV DEDUCT05/12/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	2,918.69	
INV DEDUCT05/12/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	40.94	
INV DEDUCT05/12/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	40.94	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 29

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT05/12/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	700.00	
INV DEDUCT05/12/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	109.08	
INV DEDUCT05/12/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	267.31	
INV DEDUCT05/12/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	71.49	
INV DEDUCT05/12/2023		AWARE SUPER	PAYROLL DEDUCTIONS	1	122.13	
DD20032.2	05/12/2023	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1		592.88
INV SUPER	05/12/2023	PLUM SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	451.72	
INV DEDUCT05/12/2023		PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1	141.16	
DD20032.3	05/12/2023	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		611.53
INV SUPER	05/12/2023	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	611.53	
DD20032.4	05/12/2023	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		777.37
INV SUPER	05/12/2023	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	777.37	
DD20032.5	05/12/2023	QSUPER	PAYROLL DEDUCTIONS	1		782.88
INV SUPER	05/12/2023	QSUPER	SUPERANNUATION CONTRIBUTIONS	1	611.19	
INV DEDUCT05/12/2023		QSUPER	PAYROLL DEDUCTIONS	1	171.69	
DD20032.6	05/12/2023	LGIASUPER T/A BRIGHTER SUPER	SUPERANNUATION CONTRIBUTIONS	1		156.31
INV SUPER	05/12/2023	LGIASUPER T/A BRIGHTER SUPER	SUPERANNUATION CONTRIBUTIONS	1	156.31	
DD20032.7	05/12/2023	HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1		1,151.13
INV SUPER	05/12/2023	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	877.93	
INV DEDUCT05/12/2023		HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1	50.00	
INV DEDUCT05/12/2023		HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1	223.20	
DD20032.8	05/12/2023	YKC SUPERFUND	PAYROLL DEDUCTIONS	1		947.60

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 30

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	05/12/2023	YKC SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	700.40	
INV DEDUCT	05/12/2023	YKC SUPERFUND	PAYROLL DEDUCTIONS	1	247.20	
DD20032.9	05/12/2023	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1		284.48
INV SUPER	05/12/2023	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1	284.48	
DD20045.1	08/12/2023	TENNANT AUSTRALIA	RECREATION CENTRE LEASE FEE CLEANING EQUIPMENT DEC 2023	1		573.75
INV DEC 2023	08/12/2023	TENNANT AUSTRALIA	RECREATION CENTRE LEASE FEE CLEANING EQUIPMENT DEC 2023	1	573.75	
DD20121.1	19/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1		30,117.67
INV SUPER	19/12/2023	AWARE SUPER	SUPERANNUATION CONTRIBUTIONS	1	26,161.68	
INV DEDUCT	19/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	2,796.99	
INV DEDUCT	19/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	35.25	
INV DEDUCT	19/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	35.25	
INV DEDUCT	19/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	700.00	
INV DEDUCT	19/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	111.17	

**Ordinary Council Meeting Minutes
24 January 2024**

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 31

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV DEDUCT	19/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	82.35	
INV DEDUCT	19/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	71.90	
INV DEDUCT	19/12/2023	AWARE SUPER	PAYROLL DEDUCTIONS	1	123.08	
DD20121.2	19/12/2023	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		129.71
INV SUPER	19/12/2023	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	129.71	
DD20121.3	19/12/2023	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1		585.44
INV SUPER	19/12/2023	PLUM SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	446.05	
INV DEDUCT	19/12/2023	PLUM SUPERANNUATION FUND	PAYROLL DEDUCTIONS	1	139.39	
DD20121.4	19/12/2023	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1		611.53
INV SUPER	19/12/2023	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	1	611.53	
DD20121.5	19/12/2023	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		1,130.02
INV SUPER	19/12/2023	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	1,130.02	
DD20121.6	19/12/2023	QSUPER	PAYROLL DEDUCTIONS	1		783.61
INV SUPER	19/12/2023	QSUPER	SUPERANNUATION CONTRIBUTIONS	1	611.92	
INV DEDUCT	19/12/2023	QSUPER	PAYROLL DEDUCTIONS	1	171.69	
DD20121.7	19/12/2023	LGIASUPER T/A BRIGHTER SUPER	SUPERANNUATION CONTRIBUTIONS	1		130.26
INV SUPER	19/12/2023	LGIASUPER T/A BRIGHTER SUPER	SUPERANNUATION CONTRIBUTIONS	1	130.26	
DD20121.8	19/12/2023	HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1		1,207.54
INV SUPER	19/12/2023	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	1	934.34	
INV DEDUCT	19/12/2023	HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1	50.00	
INV DEDUCT	19/12/2023	HOSTPLUS SUPER	PAYROLL DEDUCTIONS	1	223.20	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 32

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD20121.9	19/12/2023	YKC SUPERFUND	PAYROLL DEDUCTIONS	1		947.60
INV SUPER	19/12/2023	YKC SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	700.40	
INV DEDUCT	19/12/2023	YKC SUPERFUND	PAYROLL DEDUCTIONS	1	247.20	
DD20134.1	12/12/2023	BANKWEST	DAVID EMERY MASTERCARD - 24/10/2023 - 22/11/2023	1		10,095.39
INV A ESPEY	12/12/2023	BANKWEST	ALEX ESPEY MASTERCARD 24/10/2023 - 22/11/2023	1	2,887.46	
INV C YOUN	12/12/2023	BANKWEST	COLIN YOUNG MASTERCARD - 24/10/2023 - 22/11/2023	1	3,332.86	
INV C HUNT	12/12/2023	BANKWEST	CHADD HUNT MASTERCARD - 24/10/2023 - 22/11/2023	1	510.45	
INV P DEVC	12/12/2023	BANKWEST	PAUL DEVCIC MASTERCARD - 24/10/2023 - 22/11/2023	1	2,291.72	
INV D EMER	12/12/2023	BANKWEST	DAVID EMERY MASTERCARD - 24/10/2023 - 22/11/2023	1	1,072.90	
DD20032.10	05/12/2023	MTAA SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1		323.67
INV SUPER	05/12/2023	MTAA SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	323.67	
DD20032.11	05/12/2023	VANGUARD SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1		129.16
INV SUPER	05/12/2023	VANGUARD SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	129.16	
DD20032.12	05/12/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1		5,269.41
INV SUPER	05/12/2023	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	4,720.66	
INV DEDUCT	05/12/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	398.75	
INV DEDUCT	05/12/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	150.00	
DD20032.13	05/12/2023	MERCER SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		350.82
INV SUPER	05/12/2023	MERCER SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	350.82	
DD20032.14	05/12/2023	FIRST SUPER	SUPERANNUATION CONTRIBUTIONS	1		128.28
INV SUPER	05/12/2023	FIRST SUPER	SUPERANNUATION CONTRIBUTIONS	1	128.28	
DD20032.15	05/12/2023	TWUSUPER	SUPERANNUATION CONTRIBUTIONS	1		271.83

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 33

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	05/12/2023	TWUSUPER	SUPERANNUATION CONTRIBUTIONS	1	271.83	
DD20032.16	05/12/2023	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	1		350.82
INV SUPER	05/12/2023	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	350.82	
DD20032.17	05/12/2023	SLATE SUPER	SUPERANNUATION CONTRIBUTIONS	1		268.00
INV SUPER	05/12/2023	SLATE SUPER	SUPERANNUATION CONTRIBUTIONS	1	268.00	
DD20032.18	05/12/2023	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1		711.81
INV SUPER	05/12/2023	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1	526.12	
INV DEDUCT	05/12/2023	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1	185.69	
DD20032.19	05/12/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1		3,140.91
INV DEDUCT	05/12/2023	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	1	409.94	
INV SUPER	05/12/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1	2,730.97	
DD20032.20	05/12/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1		1,109.35
INV DEDUCT	05/12/2023	UNISUPER	PAYROLL DEDUCTIONS	1	137.05	
INV DEDUCT	05/12/2023	UNISUPER	PAYROLL DEDUCTIONS	1	460.00	
INV SUPER	05/12/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1	512.30	
DD20032.21	05/12/2023	AUSTRALIAN RETIREMENT TRUST	PAYROLL DEDUCTIONS	1		1,012.07
INV SUPER	05/12/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1	872.71	
INV DEDUCT	05/12/2023	AUSTRALIAN RETIREMENT TRUST	PAYROLL DEDUCTIONS	1	139.36	
DD20032.22	05/12/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1		258.44
INV SUPER	05/12/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1	258.44	
DD20032.23	05/12/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1		309.63

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 34

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
INV SUPER	05/12/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1	309.63	
DD20032.24	05/12/2023	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1		126.39
INV SUPER	05/12/2023	THE TRUSTEE FOR A E & DL WILLIAMS SUPER FUND	SUPERANNUATION CONTRIBUTIONS	1	126.39	
DD20121.10	19/12/2023	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1		284.48
INV SUPER	19/12/2023	MACQUARIE SUPER CONSOLIDATOR	SUPERANNUATION CONTRIBUTIONS	1	284.48	
DD20121.11	19/12/2023	MTAA SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1		216.31
INV SUPER	19/12/2023	MTAA SUPERFUND	SUPERANNUATION CONTRIBUTIONS	1	216.31	
DD20121.12	19/12/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1		5,171.00
INV SUPER	19/12/2023	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	4,624.63	
INV DEDUCT	19/12/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	396.37	
INV DEDUCT	19/12/2023	AUSTRALIAN SUPER PTY LTD	PAYROLL DEDUCTIONS	1	150.00	
DD20121.13	19/12/2023	VANGUARD SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1		147.61
INV SUPER	19/12/2023	VANGUARD SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	147.61	
DD20121.14	19/12/2023	MERCER SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1		350.82
INV SUPER	19/12/2023	MERCER SUPERANNUATION PLAN	SUPERANNUATION CONTRIBUTIONS	1	350.82	
DD20121.15	19/12/2023	FIRST SUPER	SUPERANNUATION CONTRIBUTIONS	1		91.40
INV SUPER	19/12/2023	FIRST SUPER	SUPERANNUATION CONTRIBUTIONS	1	91.40	
DD20121.16	19/12/2023	TWUSUPER	SUPERANNUATION CONTRIBUTIONS	1		271.52
INV SUPER	19/12/2023	TWUSUPER	SUPERANNUATION CONTRIBUTIONS	1	271.52	
DD20121.17	19/12/2023	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	1		350.82
INV SUPER	19/12/2023	MLC NOMINEES PTY LTD	SUPERANNUATION CONTRIBUTIONS	1	350.82	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 35

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
DD20121.18	19/12/2023	SLATE SUPER	SUPERANNUATION CONTRIBUTIONS	1		266.16
INV SUPER	19/12/2023	SLATE SUPER	SUPERANNUATION CONTRIBUTIONS	1	266.16	
DD20121.19	19/12/2023	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1		698.13
INV SUPER	19/12/2023	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS	1	516.01	
INV DEDUCT	19/12/2023	ZURICH AUSTRALIA LIMITED	PAYROLL DEDUCTIONS	1	182.12	
DD20121.20	19/12/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1		3,138.40
INV DEDUCT	19/12/2023	REST INDUSTRY SUPER	PAYROLL DEDUCTIONS	1	426.53	
INV SUPER	19/12/2023	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS	1	2,711.87	
DD20121.21	19/12/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1		1,110.82
INV DEDUCT	19/12/2023	UNISUPER	PAYROLL DEDUCTIONS	1	137.05	
INV DEDUCT	19/12/2023	UNISUPER	PAYROLL DEDUCTIONS	1	460.00	
INV SUPER	19/12/2023	UNISUPER	SUPERANNUATION CONTRIBUTIONS	1	513.77	
DD20121.22	19/12/2023	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1		96.20
INV SUPER	19/12/2023	IOOF PORTFOLIO SERVICE SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	1	96.20	
DD20121.23	19/12/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1		1,019.74
INV DEDUCT	19/12/2023	AUSTRALIAN RETIREMENT TRUST	PAYROLL DEDUCTIONS	1	139.36	
INV SUPER	19/12/2023	AUSTRALIAN RETIREMENT TRUST	SUPERANNUATION CONTRIBUTIONS	1	880.38	
DD20121.24	19/12/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1		275.17
INV SUPER	19/12/2023	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	1	275.17	
DD20121.25	19/12/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1		314.74
INV SUPER	19/12/2023	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	SUPERANNUATION CONTRIBUTIONS	1	314.74	

**Ordinary Council Meeting Minutes
24 January 2024**

Attachment 13.4.1.2

Date: 08/01/2024
Time: 8:11:50AM

Shire of Northam

USER: zz**Louise Harris
PAGE: 36

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
-------------------	------	------	---------------------	--------------	---------------	--------

REPORT TOTALS

Bank Code	Bank Name	TOTAL
1	MUNI FUND	1,366,007.70
TOTAL		1,366,007.70

13.4.2 Financial Report For The Period Ending 31 December 2023

File Reference:	2.1.3.4
Reporting Officer:	Kudzai Matanga (Finance Manager), Mia Miller (Management Accountant)
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 31 December 2023.

ATTACHMENTS

1. 12. Statement of Financial Activity - December 2023 [**13.4.2.1** - 13 pages]

A. BACKGROUND / DETAILS

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

The Statement of Financial Activity for the period ending 31 December 2023 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.

Notes to the Financial Statements (items in bold represent new notes)

Operating Revenue

1. Operating grants are over budget 49% due to timing of receipt of the Commonwealth Home Support Program grant.
2. Other revenue is over budget 38% due to the timing of workers compensation and airport income.

6. Operating Expenditure

3. Utility expenditure is under budget 27% due to the timing and is expected to finish the year on budget.
4. Other expenditure is under budget 16% and is expected to finish the year on budget

Capital Revenue

5. Non-operating grants are under budget by 55% due to timing and accounting for Local Roads and Community Infrastructure Program (LRCIP) grants that were recognized as accrued income in the 2022/23 and reversed in the 2023/24 year pending receipt of the grant.

Operating revenue and expenditure by program

6. **Operating revenue- Governance recorded a lower reported value compared to that reported in November 2023 due to reallocation of transactions to align accounts after the COA change over.**
7. **Economic Services and Other Properties expenditure reported value is lower compared to that reported in November 2023 due to reallocation of transactions to align accounts after the COA change over.**

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

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

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

Priority Action 12.1.1: Provide the community with an annual explanation of the Shire's short- and long-term financial commitments and overall financial health.

B.2 Financial / Resource Implications

The Financial Statements have been prepared in accordance with Council's 2023/24 adopted 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

Refer to Risk Matrix [here](#).

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

B.7 Natural Environment Considerations

Nil.

C. OFFICER'S COMMENT

The changes in the Chart of Accounts resulted in some GL accounts being available that should not have been used. In the main this has been rectified and training has been undertaken with staff on the new Chart of Accounts to mitigate this occurring in future.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4943

Moved: Cr H J Appleton

Seconded: Cr A J Mencshelyi

That Council receives the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ending 31 December 2023.

CARRIED 9/0

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr C M Poulton, Cr M P Ryan and Cr J E G Williams

Against: Nil



Shire of Northam

SHIRE OF NORTHAM

MONTHLY STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 DECEMBER 2023

TABLE OF CONTENTS

	Page
Statement of Financial Activity	2 to 4
Notes to and forming part of the statement	
Acquisition of Assets	5
Disposal of Assets	6
Information on Borrowings	8
Reserves	9
Net Current Assets	10
Rating Information	11
Cash Flow Information	12
Investment Schedule	13



SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 31 DECEMBER 2023

	NOTE	2023/24 Budget	Ytd Budget	2023/24 Ytd Actual	Variance Actuals to Budget	Variance Actuals to Budget
OPERATING REVENUE						
Rates		11,986,145	11,936,142	11,882,100	(54,042)	0%
Operating Grants Subsidies and Contributions	1	1,976,927	1,005,464	1,502,367	496,903	49%
Fees and Charges		4,868,229	3,293,227	3,289,863	(3,364)	0%
Interest Revenue		379,500	187,703	191,379	3,676	2%
Other Revenue	2	1,126,997	503,078	692,299	189,221	38%
TOTAL OPERATING REVENUE		20,337,798	16,925,614	17,558,008	632,394	4%
OPERATING EXPENSES						
Employee Costs		(10,453,625)	(5,236,767)	(5,271,320)	(34,553)	1%
Materials and Contracts		(7,764,501)	(3,833,671)	(3,745,729)	87,942	-2%
Utility Charges	3	(1,185,797)	(497,595)	(362,447)	135,148	-27%
Depreciation of Non Current Assets		(5,164,280)	(2,582,064)	(2,588,686)	(6,622)	0%
Finance Costs		(279,554)	(144,253)	(141,325)	2,928	-2%
Insurance Expenses		(657,036)	(656,870)	(591,100)	65,770	-10%
Other Expenditure	4	(286,968)	(172,552)	(144,531)	28,021	-16%
TOTAL OPERATING EXPENSE		(25,791,761)	(13,123,772)	(12,845,138)	278,634	-2%
Capital Grants Subsidies and Contributions	5	4,535,431	751,621	346,535	(405,086)	-54%
Profit on Asset Disposals		854,044	32,350	40,018	7,668	24%
Loss on Asset Disposals		(199,968)	(202,241)	(56,302)	145,939	-72%
RESULTING FROM OPERATIONS		(264,456)	4,383,572	5,043,121	659,549	15.05%
Removal of Non-Cash Items						
(Profit)/Loss on Asset Disposals		(654,076)	(169,891)	(16,284)	153,607	
Movement Provisions		377,023	0	0	0	
Depreciation on Assets		5,164,280	(2,582,064)	2,588,686	5,170,750	
Non Operating Items						
Purchase Land and Buildings		(2,854,807)	(962,366)	(935,082)	27,284	
Purchase Plant and Equipment		(1,629,382)	(1,568,760)	(661,619)	907,141	
Purchase Furniture and Equipment		(381,756)	0	0	0	
Purchase Infrastructure Assets - Roads		(4,302,004)	(1,342,338)	(597,977)	744,361	
Purchase Infrastructure Assets - Bridges		(400,000)	0	(36,437)	(36,437)	
Purchase Infrastructure Assets - Footpaths		(1,010,545)	0	(900)	(900)	
Purchase Infrastructure Assets - Drainage		(1,108,282)	(482,524)	(84,360)	398,164	
Purchase Infrastructure Assets - Parks & Ovals		(2,128,919)	(258,037)	(258,397)	(360)	
Purchase Infrastructure Assets - Airfields		0	0	0	0	
Purchase Infrastructure Assets - Other		(471,119)	(315,106)	(26,860)	288,246	
Proceeds from Disposal of Assets		1,603,682	1,577,793	221,118	(1,356,675)	
Repayment of Debentures		(460,849)	(228,400)	(228,400)	0	
Proceeds from New Debentures		0	0	0	0	
Self-Supporting Loan Principal Income		22,208	0	11,017	11,017	
Transfers to Restricted Assets (Reserves)		(1,185,958)	0	(1,153,142)	(1,153,142)	
Transfers from Restricted Asset (Reserves)		520,703	0	520,703	520,703	
Net Current Assets July 1 B/Fwd		9,164,256	9,466,903	9,466,903	0	
Net Current Assets Year to Date		-	7,518,782	13,351,461	5,832,679	
Surplus/Deficit		(0)	(0)	500,630	500,630	

This statement is to be read in conjunction with the accompanying notes.



**SHIRE OF NORTHAM
STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM
FOR THE PERIOD ENDING 31 DECEMBER 2023**

	NOTE	23/24 Budget \$	Ytd Budget \$	23/24 Ytd Actual \$	Variances Actuals to Budget \$	Variances Actuals to Budget %
Operating						
Revenues						
Governance	6	51,620	16,236	32,258	16,022	99%
General Purpose Funding Other		12,592,606	12,245,609	12,244,643	(966)	(0%)
Law, Order, Public Safety		1,680,321	380,392	399,392	19,000	5%
Health		61,000	42,618	51,569	8,951	21%
Education and Welfare		1,486,699	749,168	1,092,811	343,643	46%
Housing		107,176	53,580	25,088	(28,492)	(53%)
Community Amenities		3,401,757	2,500,000	2,597,885	97,885	4%
Recreation and Culture		1,963,675	405,661	277,672	(127,989)	(32%)
Transport		2,767,297	948,390	835,922	(112,468)	(12%)
Economic Services		1,563,922	342,335	258,828	(83,507)	(24%)
Other Property and Services		51,200	25,596	128,492	102,896	402%
Total Operating Revenue		25,727,273	17,709,585	17,944,561	234,976	1%
Expenses						
Governance		(3,723,321)	(1,057,997)	(697,268)	360,729	34%
General Purpose Funding		(233,121)	(150,538)	(213,999)	(63,461)	(42%)
Law, Order, Public Safety		(1,730,905)	(1,058,025)	(1,088,608)	(30,583)	(3%)
Health		(403,007)	(215,249)	(241,910)	(26,661)	(12%)
Education and Welfare		(1,265,825)	(731,194)	(624,584)	106,610	15%
Housing		(105,755)	(59,357)	(54,342)	5,015	8%
Community Amenities		(3,906,311)	(2,010,004)	(1,872,691)	137,313	7%
Recreation & Culture		(4,676,158)	(2,762,212)	(2,759,655)	2,557	0%
Transport		(4,919,822)	(3,742,424)	(3,669,563)	72,861	2%
Economic Services	7	(2,458,290)	(1,427,347)	(992,248)	435,099	30%
Other Property and Services	7	(2,569,214)	(111,666)	(686,572)	(574,906)	(515%)
Total Operating Expenses		(25,991,729)	(13,326,013)	(12,901,440)	424,573	3.19%
NET RESULT		-264,456	4,383,572	5,043,121	659,549	15.05%

This statement is to be read in conjunction with the accompanying notes.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 DECEMBER 2023

2. BALANCE SHEET

	23/24 YTD Actual \$	22/23 Actual \$
CURRENT ASSETS		
Cash Assets	10,477,507	7,438,135
Receivables	5,966,740	2,882,499
Inventories & Other Assets	3,860,335	5,804,676
TOTAL CURRENT ASSETS	20,304,583	16,125,310
NON-CURRENT ASSETS		
Receivables	577,625	476,940
Inventories	0	0
Land and Buildings	59,434,531	59,015,974
Property, Plant and Equipment	6,430,289	6,101,034
Infrastructure	284,788,902	327,810,305
Financial & Other Assets	283,494	345,155
TOTAL NON-CURRENT ASSETS	351,514,840	393,749,408
TOTAL ASSETS	371,819,423	409,874,718
CURRENT LIABILITIES		
Payables	2,905,654	2,073,911
Interest-bearing Liabilities	308,538	1,690,236
Provisions	1,454,704	1,454,704
TOTAL CURRENT LIABILITIES	4,668,897	5,218,851
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	6,597,517	6,597,518
Provisions	276,326	276,326
Payables	0	0
TOTAL NON-CURRENT LIABILITIES	6,873,843	6,873,844
TOTAL LIABILITIES	11,542,740	12,092,695
NET ASSETS	360,276,683	397,782,023
EQUITY		
Retained Surplus	79,752,263	117,890,042
Reserves - Cash Backed	3,665,449	3,033,010
Reserves - Asset Revaluation	276,858,971	276,858,971
TOTAL EQUITY	360,276,683	397,782,023

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 DECEMBER 2023

3. ACQUISITION OF ASSETS (Continued)	Note	23/24 Budget \$	23/24 Ytd Actual \$
<u>By Class</u>			
Land Held for Resale		0	0
Land and Buildings		2,854,807	935,082
Plant and Equipment		1,629,382	661,619
Furniture and Equipment		381,756	0
Bush Fire Equipment		0	0
Playground Equipment		0	0
Infrastructure Assets - Roads		4,302,004	597,977
Infrastructure Assets - Footpaths		1,010,545	900
Infrastructure Assets - Bridges & Culverts		400,000	36,437
Infrastructure Assets - Drainage		1,108,282	84,360
Infrastructure Assets - Parks & Ovals		2,128,919	258,397
Infrastructure Assets - Airfields		0	0
Infrastructure Assets - Streetscape		-	0
Infrastructure Assets - Other		471,119	26,860
		14,286,814	2,601,631



SHIRE OF NORTHAM
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 31 DECEMBER 2023

4. DISPOSALS OF ASSETS

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

By Program	Note	Written Down Value		Sale Proceeds		Profit(Loss)	
		23/24 Budget \$	Ytd Actual \$	23/24 Budget \$	Ytd Actual \$	23/24 Budget \$	Ytd Actual \$
Governance							
PN1915 Ford Ranger Ute 4X4		12,675.80	8,404.25	44,545.00	40,000.00	31,869.20	31,595.75
Law Order & Public Safety							
CESM Vehicle PN1711 c/fwd		21,035.00	-	27,273.00	-	6,238.00	-
PN 2012 Ford ranger N11n54 MV2007 C/fwd		27,552.00	24,870.00	24,500.00	20,909.09	(3,052.00)	(3,960.91)
PN1902 Mitsubishi Triton		21,864.46	-	10,909.00	-	(10,955.46)	-
Welfare							
Hyundai VF2 I40 2.0 Auto Wagon		15,000	15,000.00	9,091	11,481.45	(5,909.00)	(3,518.55)
Community Amenities							
PN1907 Ford Escape		20,219.02	-	10,000.00	-	(10,219.02)	-
Transport							
N.002 volvo G930 2014 Grader c/fwd		139,845.00	123,074.00	80,000.00	75,000.00	(59,845.00)	(48,074.00)
John Deere Z-track Ride on Mower-Z997 c/fwd		10,960.00	-	1,500.00	-	(9,460.00)	-
Hino Dual Cab Truck 300 Series 921 Crew Diesel (N.003) c/fwd		39,617.00	35,501.39	40,455.00	40,454.55	838.00	4,953.16
Holden Colorado Crew Cab 4X4 LT2 Auto 2.8L c/fwd		28,233.00	23,804.06	32,727.00	27,272.73	4,494.00	3,468.67
PN1905 Mitsubishi Outlander		19,017.00	-	20,000.00	-	983.00	-
PN1005 Kubota F3680 Mower GP1001		20,011.36	-	6,500.00	-	(13,511.36)	-
MV1405 Forklift		6,909.00	6,748.19	6,000.00	6,000.00	(909.00)	(748.19)
PN1502 Bomag Road Roller (N.4174)		87,400.00	-	35,000.00	-	(52,400.00)	-
PN1518 Flail Mower Trimax WS205		5,372.00	-	1,000.00	-	(4,372.00)	-
PN1603 MV1603 Sewell Road Broom		20,011.00	-	1,000.00	-	(19,011.00)	-
PN1622 - Fieldquip Major 3 Point Linkage Roller Mower		7,474.00	-	1,000.00	-	(6,474.00)	-
PN1804 Hino 500 Series Tipper (N10759)		82,942.00	-	80,182.00	-	(2,760.00)	-
Vermeer Stump Grinder MV1508		-	-	10,000.00	-	10,000.00	-
PN1623 Mitsubishi Triton Single Cab		10,000.00	-	12,000.00	-	2,000.00	-
PN1602 Mitsubishi Triton Ute GLX		10,000.00	-	12,000.00	-	2,000.00	-
MV1909 Mazda BT50 (N.4487)		13,378.00	-	19,000.00	-	5,622.00	-
PN2007 Mazda BT50 (N11084)		20,090.00	-	19,000.00	-	(1,090.00)	-
Other Property and Services							
Northam Depot Land Peel Terrace		310,000.00	-	1,100,000.00	-	790,000.00	-
		949,606	237,401.89	1,603,682.00	221,117.82	654,076.36	(16,284.07)



SHIRE OF NORTHAM
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDING 31 DECEMBER 2023

4. DISPOSALS OF ASSETS

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

4. DISPOSALS OF ASSETS CONTINUED

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	23/24 Budget \$	Ytd Actual \$	23/24 Budget \$	Ytd Actual \$	23/24 Budget \$	Ytd Actual \$
Plant & Equipment						
PN1915 Ford Ranger Ute 4X4	12,675.80	8,404.25	44,545.00	40,000.00	31,869	31,595.75
CESM Vehicle PN1711 c/fwd	21,035.00	-	27,273.00	-	6,238	-
PN 2012 Ford ranger N11n54 MV2007 C/fwd	27,552.00	24,870.00	24,500.00	20,909.09	(3,052)	(3,960.91)
PN1902 Mitsubishi Triton	21,864.46	-	10,909.00	-	(10,955)	-
Hyundai VF2 I40 2.O Auto Wagon	15,000.00	15,000.00	9,091.00	11,481.45	(5,909)	(3,518.55)
PN1907 Ford Escape	20,219.02	-	10,000.00	-	(10,219)	-
N.002 volvo G930 2014 Grader c/fwd	139,845.00	123,074.00	80,000.00	75,000.00	(59,845)	(48,074.00)
John Deere Z-track Ride on Mower-Z997 c/fwd	10,960.00	-	1,500.00	-	(9,460)	-
(N.003) c/fwd	39,617.00	35,501.39	40,455.00	40,454.55	838	4,953.16
Holden Colorado Crew Cab 4X4 LT2 Auto 2.8L c/fwd	28,233.00	23,804.06	32,727.00	27,272.73	4,494	3,468.67
PN1905 Mitsubishi Outlander	19,017.00	-	20,000.00	-	983	-
PN1005 Kubota F3680 Mower GP1001	20,011.36	-	6,500.00	-	(13,511)	-
MV1405 Forklift	6,909.00	6,748.19	6,000.00	6,000.00	(909)	(748.19)
PN1502 Bomag Road Roller (N.4174)	87,400.00	-	35,000.00	-	(52,400)	-
PN1518 Flail Mower Trimax WS205	5,372.00	-	1,000.00	-	(4,372)	-
PN1603 MV1603 Sewell Road Broom	20,011.00	-	1,000.00	-	(19,011)	-
Mower	7,474.00	-	1,000.00	-	(6,474)	-
PN1804 Hino 500 Series Tipper (N10759)	82,942.00	-	80,182.00	-	(2,760)	-
Vermeer Stump Grinder MV1508	-	-	10,000.00	-	10,000	-
PN1623 Mitsubishi Triton Single Cab	10,000.00	-	12,000.00	-	2,000	-
PN1602 Mitsubishi Triton Ute GLX	10,000.00	-	12,000.00	-	2,000	-
MV1909 Mazda BT50 (N.4487)	13,378.00	-	19,000.00	-	5,622	-
PN2007 Mazda BT50 (N11084)	20,090.00	-	19,000.00	-	(1,090)	-
Land/Buildings						
Northam Depot Land Peel Terrace	310,000.00	-	1,100,000.00	-	790,000	-
	949,605.64	237,401.89	1,603,682.00	221,117.82	654,076.36	(16,284.07)

Summary

Profit on Asset Disposals
Loss on Asset Disposals

22/23 Budget \$	Ytd Actual \$
854,044	40,018
(199,968)	(56,302)
654,076	(16,284)



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 DECEMBER 2023

5 INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-22	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		23/24 Budget	23/24 Ytd Actual	23/24 Budget	23/24 Ytd Actual	23/24 Budget	23/24 Ytd Actual	23/24 Budget	23/24 Ytd Actual
		\$	\$	\$	\$	\$	\$	\$	\$
Recreation & Culture									
Loan 219A - Northam Bowling Club ** 3.18%	80,894	0	0	22,208	11,017	58,686	69,877	2,955	1,547
Loan 224 - Recreation Facilities 6.48%	610,035	0	0	60,354	29,696	549,681	580,339	42,777	21,698
Loan 227 - Youth Space 2.26%	313,370	0	0	49,338	24,531	264,032	288,839	8,967	4,538
Loan 228 - Swimming Pool 1.88%	3,828,654	0	0	199,939	99,502	3,628,715	3,729,152	97,469	48,830
loan 229- Depot 4.74%	1,700,000	0	0	79,630	39,359	1,620,370	1,660,641	92,386	46,960
Economic Services									
Loan 225 - Victoria Oval Purchase 6.48%	499,120	0	0	49,380	24,296	449,740	474,824	35,000	17,753
	7,032,073	0	0	460,849	228,400	6,571,224	6,803,673	279,554	141,326

Note: ** indicates self - supporting loans

All other debenture repayments are to be financed by general purpose revenue.



SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 DECEMBER 2023

	23/24 Budget			23/24 Ytd Actual				
	Opening Bal	Tfr To Reserve	Tfr From Reserve	Total	Opening Bal	Tfr To Reserve	Tfr From Reserve	Total
6. RESERVES - CASH BACKED								
Employee Liability Reserve	815,323	20,978	(42,190)	794,111	796,706	17,245	(42,190)	771,762
Office Equipment Reserve	104,632	2,757	(100,000)	7,389	102,365	2,216	(100,000)	4,581
Plant & Equipment Reserve	124,738	3,287	(100,000)	28,025	122,035	2,642	(100,000)	24,676
Road & Bridgeworks Reserve	209,265	318,551		527,816	204,731	317,591		522,321
Refuse Site Reserve	300,694	124,029	-	424,723	293,334	117,012		410,346
Speedway Reserve	157,554	4,244		161,798	154,140	3,336		157,477
Community Bus Replacement Reserve	104,734	2,699		107,433	102,465	2,218		104,683
Septage Pond Reserve	207,809	5,422	(118,513)	94,718	201,395	4,359	(118,513)	87,241
Killara Reserve	409,874	26,432	-	436,306	399,788	24,047		423,834
Recreation and Community Facilities Reserve	231,820	660,597	-	892,417	28,578	648,894		677,471
Council Buildings & Amenities Reserve	86,846	7,678		94,524	280,505	6,072		286,577
Parking Facilities Construction Reserve	104,632	2,696		107,328	102,365	2,216		104,581
Reticulation Scheme Reserve	247,245	6,515	(160,000)	93,760	241,888	5,236	(160,000)	87,123
Revaluation Reserve	2,846	73	-	2,919	2,716	59		2,775
Unspent Grants Reserve		-		-	-			-
Total Cash Backed Reserves	3,108,010	1,185,958	(520,703)	3,773,265	3,033,010	1,153,142	(520,703)	3,665,449

Total Interest & Transfers

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



SHIRE OF NORTHAM

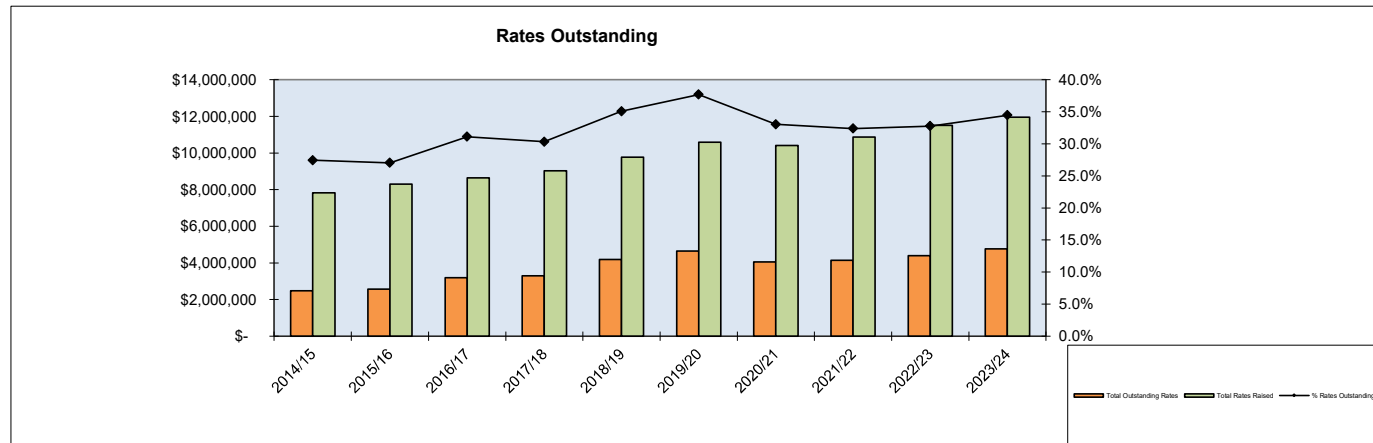
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD ENDING 31 DECEMBER 2023

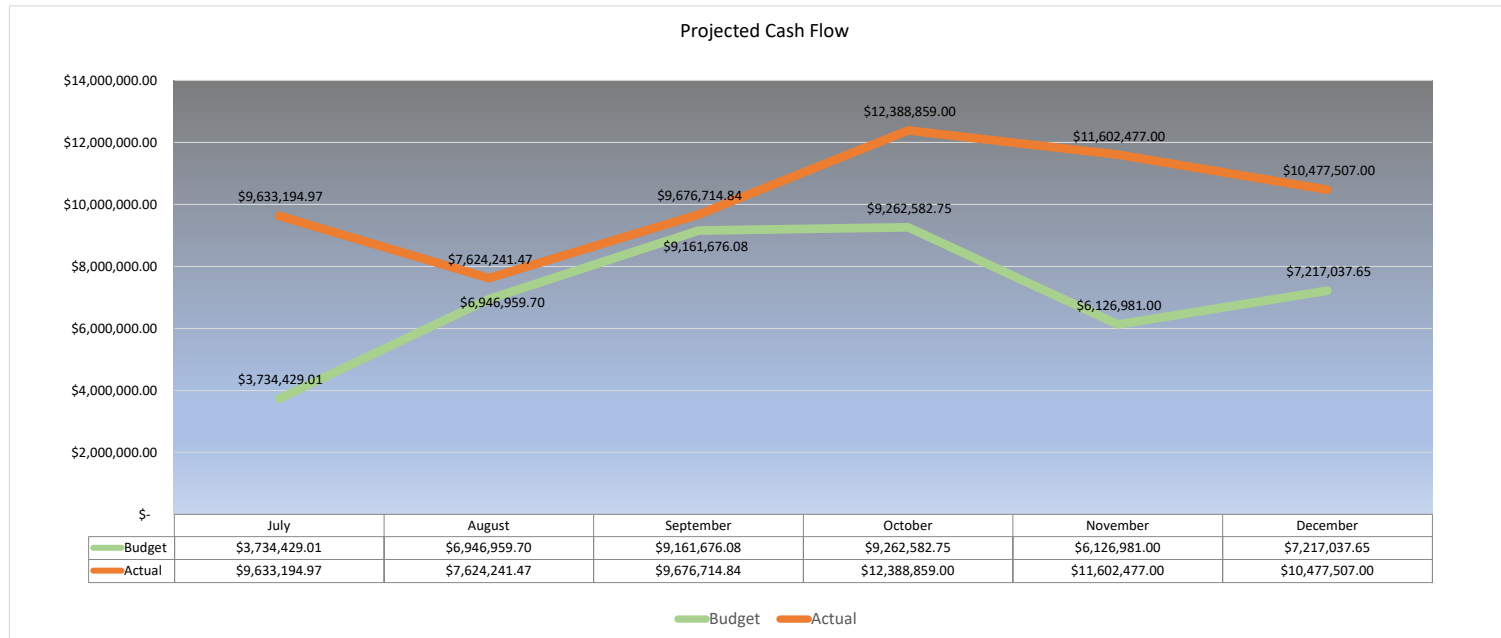
	23/24 Budget	23/24 Ytd Actual	22/23 Financial Report
	\$	\$	\$
7. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	200,000	10,477,507	9,678,088
Cash - Restricted Reserves	3,773,263	3,665,449	3,033,010
Self Supporting Loan	0	12,906	28,208
Receivables	2,766,113	585,508	943,969
Rates - Current	0	5,552,121	2,403,661
Pensioners Rates Rebate	0	0	0
Provision for Doubtful Debts	0	(63,837)	(63,837)
GST Receivables	0	74,929	186,562
Inventories	0	0	0
	6,739,376	20,304,583	16,209,660
LESS: CURRENT LIABILITIES			
Sundry Creditors	(1,238,130)	(641,310)	(780,143)
Rates Income in Advance	(469,461)	(268,183)	(391,910)
GST Payable	0	(27,735)	(48,772)
Accrued Salaries & Wages	0	0	(174,269)
Accrued Interest on Debentures	0	(61,982)	(57,106)
Accrued Expenditure	0	0	0
Bond Liability	(945,724)	(970,965)	(768,121)
Payg Payable	0	0	0
Loan Liability	(463,054)	(234,653)	(463,054)
Provision for Annual Leave	(709,390)	(709,390)	(709,390)
Provision for Long Service Leave	(745,314)	(745,314)	(745,314)
Other Payables	0	(1,009,363)	(1,165,121)
	(4,571,073)	(4,668,896)	(5,303,200)
NET CURRENT ASSET POSITION	2,168,303	15,635,687	10,906,460
Less: Cash - Reserves - Restricted	(3,773,263)	(3,665,449)	(3,033,010)
Current Portion of Lease Liabilities	0	11,903	11,902
Less: Loans receivable - clubs/institutions	0	12,906	(28,208)
Add: Current Loan Liability	460,849	234,653	463,054
Add: Leave Liability Reserve	794,111	771,762	796,705
Add: Budgeted Leave	350,000	350,000	350,000
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	0	13,351,461	9,466,903

SHIRE OF NORTHAM
RATING REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2023

	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Key Rating Dates										
RATES ISSUED	14/08/14	14/08/15	19/08/2016	1/08/2017	15/08/2018	4/09/2019	7/08/2020	23/08/2021	2/09/2022	25/08/2023
RATES DUE	8/10/2014	25/09/2015	30/09/2016	14/09/2017	19/09/2018	9/10/2019	11/09/2020	29/09/2021	7/10/2022	2/10/2023
2nd INSTALMENT DUE	8/12/2014	25/11/2015	30/11/2016	14/11/2017	19/11/2018	9/12/2019	11/11/2020	29/11/2021	7/12/2022	4/12/2023
3rd INSTALMENT DUE	9/02/2015	25/01/2016	30/01/2017	15/01/2018	21/01/2018	10/02/2020	11/01/2021	31/01/2022	7/02/2023	5/02/2024
4th INSTALMENT DUE	9/04/2015	28/03/2016	30/03/2017	15/03/2018	21/03/2018	14/04/2020	11/03/2021	31/03/2022	12/04/2023	8/04/2024
Outstanding 1st July	\$716,120	\$873,686	\$1,116,220	\$1,483,688	\$1,535,793	\$1,737,187	\$1,842,862	\$1,911,223	\$1,882,648	\$1,883,329
Rates Levied	\$8,222,616	\$8,552,189	\$8,931,257	\$9,564,551	\$9,925,046	\$10,342,585	\$10,381,252	\$10,676,737	\$11,272,726	\$11,856,419
Interest, Ex gratia, interim and back rates less writeoffs	\$80,154	\$83,173	\$208,077	-\$155,280	\$474,784	\$251,025	\$29,990	\$190,654	\$242,052	\$94,588
Rates paid by month										
1 July	62,554	29,105	43,333	60,002	94,638	87,543	307,979	94,808	90,363	67,295
2 August	119,840	700,198	367,776	2,054,983	1,856,869	213,195	2,343,849	462,892	397,332	371,229
3 September	2,650,420	4,519,842	4,243,288	3,764,731	4,014,835	2,829,221	4,326,537	5,819,112	3,666,388	4,272,603
4 October	2,550,091	630,886	1,166,136	484,607	590,724	3,255,037	208,486	756,888	3,478,258	2,925,852
5 November	506,022	842,856	908,844	1,036,340	952,902	574,138	580,253	1,041,532	720,389	495,891
6 December	654,900	214,507	336,154	189,794	239,893	724,440	437,028	465,088	655,106	934,587
7 January										
8 February										
9 March										
10 April										
11 May										
12 June										
Total YTD	6,543,827	6,937,395	7,065,530	7,590,457	7,749,861	7,683,575	8,204,132	8,640,320	9,007,836	9,067,458
% Ytd Rates Outstanding	27.4%	27.0%	31.1%	30.3%	35.1%	37.7%	33.0%	32.4%	32.8%	34.5%
Ytd Outstanding	2,475,062	2,571,652	3,190,025	3,302,503	4,185,763	4,647,222	4,049,971	4,138,294	4,389,590	4,766,878



SHIRE OF NORTHAM
CASH FLOW REPORT
FOR THE PERIOD ENDED 31 DECEMBER 2023



INVESTMENT REGISTER

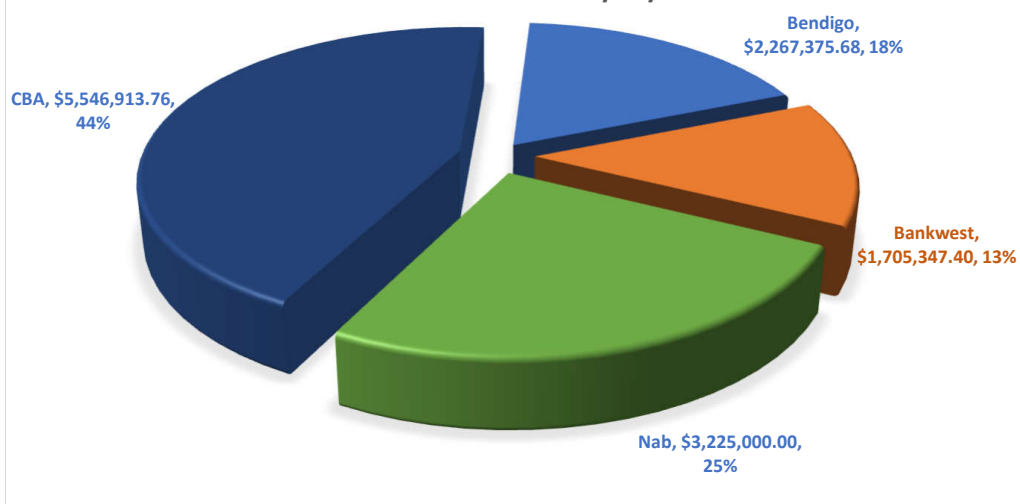
Investor: SHIRE OF NORTHAM

Starting Log Date: 01/07/23

Current Date: 31/12/23

Bank	INVESTING TERM		AMOUNT INVESTED	INTEREST RATE P.A	TERM TO MATURITY MONTHS
	Start	End			
Bendigo- Ref 3834911	28/08/23	28/02/24	\$1,267,375.68	5.25%	6
Bendigo	04/10/23	04/01/24	\$1,000,000.00	4.49%	3
Bankwest- Ref 412001820-2	19/09/23	19/03/24	\$1,546,299.61	3.85%	6
Bankwest TRUST ARDC	30/11/23	30/12/23	\$159,047.79	1.25%	1
Combank	27/12/23	27/03/24	\$1,025,569.86	5.10%	3
Combank	04/12/23	04/04/24	\$510,473.42	4.93%	4
Combank	09/09/23	09/02/24	\$1,003,986.55	4.80%	5
Combank	03/10/23	03/04/24	\$505,979.45	4.92%	6
Combank	04/08/23	04/02/24	\$500,904.48	5.01%	6
Combank	04/10/23	04/04/24	\$2,000,000.00	4.96%	6
Nab	13/09/23	13/03/24	\$725,000.00	5.00%	6
Nab	12/10/23	12/01/24	\$1,000,000.00	4.75%	3
Nab	13/09/23	13/03/24	\$1,500,000.00	5.00%	6
Total			\$12,744,636.84		

DISTRIBUTION OF INVESTMENTS 31/12/2023



13.5 COMMUNITY SERVICES

13.5.1 RFT 07 of 2023 - Northam Bike Hub Upgrades

File Reference:	13.5.1
Reporting Officer:	Kristy Hopkins (Procurement Coordinator), Elizabeth Osborne (Recreation & Youth Facilitator), David Emery (Manager Recreation & Youth Services)
Responsible Officer:	Paul Devcic (Executive Manager Engineering Services)
Officer Declaration of Interest:	N/A
Voting Requirement:	Simple Majority Absolute Majority
Press release to be issued:	No

BRIEF

For Council to consider submissions received in response to the Request for Tender 07 of 2023 – Northam Bike Hub Upgrades. This report provides details of the submissions received and identifies a recommended Contractor to complete the works and services.

ATTACHMENTS

1. CONFIDENTIAL REDACTED - RFT 07 of 2023 - Evaluation Report [13.5.1.1 - 5 pages]
2. CONFIDENTIAL REDACTED - RFT 07 of 2023 - Evaluation Matrix Averaged [13.5.1.2 - 1 page]

A. BACKGROUND / DETAILS

Council resolved on 16 June 2021 (C.4228), that the Shire would support the Northam BMX Club with the Community Sport and Recreation Facilities Fund (CSRFF) application for the BMX track upgrades. A small grant application was submitted in March 2022 and funding of \$90,734 was awarded in June 2022. Council adopted an annual budget of \$226,000 in 2022/23 for the purpose of this project.

Tenders were sought in September 2022, two responses were received at \$240,000 and \$600,000. Concerns were raised regarding variations, resulting in a decision to undertake detailed design for the project, with the cost of this covered by the existing budget.

A request for an extension of the timeframe for expenditure of the CSRFF grant was submitted to the State Government and was approved for delivery of the project in 2023/24.

In accordance with legislative requirements, a request for these works was prepared and advertised on Saturday 28 October 2023 with tenders closing on Friday 17 November 2023. This process sought responses from suitably qualified Contractors to complete the works/services on the Shire's behalf.

Four submissions were received of which Avon Valley Plant & Equipment were identified as the preferred supplier.

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: People.

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

Objective 3.2: Grow participation in sport, recreation, and leisure activities with quality regional facilities.

Priority Action 3.2.11: Provide improved facilities at Henry Street Oval with a multi-purpose electronic scoreboard, BMX track, additional parking, and an entry statement with an electronic message board.

B.2 Financial / Resource Implications

The 2023/24 adopted budget made provision for this project of \$206,334 of which \$20,000 has been spent on detailed designs leaving an available budget of \$186,334. This amount includes the CSRFF grant of \$90,734.

This report recommends the award of Northam Bike Hub Upgrades priced at \$265,908 excl GST. This results in the requirement of \$79,574 in additional funding to deliver the project. Staff propose to address the shortfall through the following budget amendment:

From GL/Job	Account Name	To GL/Job	Account Name	Budget Amendment
3030246	Interest Earnings	PC 11361	Northam BMX Track	\$ 79,574

B.3 Legislative Compliance

Section 3.57 of the Local Government Act 1995 requires a local government to invite tenders for consideration before accepting 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 process on how tenders are to be called and assessed.

B.4 Policy Implications

Policy F4.2 - Procurement Policy

B.5 Stakeholder Engagement / Consultation

The Northam BMX Club were consulted in relation to the project and design.

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Submissions coming in higher than budgeted.	Possible ((3) x Medium (3) = Moderate	Funding has been identified to contribute in the mid-year budget review to complete project.
Health & Safety	Tenderer does not meet their safety obligations	Unlikely (2) x Major (4) = Moderate	A thorough review of tenderer's safety plan was undertaken and officers will project manage and check during project delivery.
Reputation	Project does not progress to delivery or delivery within scope resulting in reputational and relationship damage with the club and community	Possible (3) x Minor (2) = Moderate (6)	Additional funding identified to deliver project within scope.
Service Interruption	Project timelines are extended.	Possible (3) x Minor (2) = Moderate (6)	Direct project management is to be undertaken by Shire officers however minor delays will have minimal impact.
Compliance	N/A	N/A	N/A
Property	N/A	N/A	N/A
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Designs have been undertaken to mitigate impacts to the surrounding environment with improvements to drainage part of the upgrades.

C. OFFICER'S COMMENT

In response to the advertised request, four submissions were received, of which all were compliant:

1. Avon Valley Plant & Equipment
2. Australian Pump Tracks
3. Comiskey's Contracting
4. Three Chillies Designs

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

Officers have explored the possibility of reducing the scope of this project, however that would affect the grant conditions and may result in reputational risk to the Shire, and as the project is planned over a 10-week period the opportunity to run over two budget years is not considered practical.

The additional funding results from higher than budgeted interest earnings that can be allocated to this project to enable delivery.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4935

Moved: Cr A J Mencshelyi

Seconded: Cr M I Girak

That Council, by Absolute Majority, authorise the Chief Executive Officer to amend the 2023/24 Budget as per the table below:

From GL/Job	Account Name	To GL/Job	Account Name	Budget Amendment
3030246	Interest Earnings	PC 11361	Northam BMX Track	\$79,574

**CARRIED 9/0
BY ABSOLUTE MAJORITY**

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr C M Poulton, Cr M P Ryan and Cr J E G Williams

Against: Nil

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4936

Moved: Cr A J Mencshelyi

Seconded: Cr M I Girak

That Council:

1. **Accept the response to the Request for Tender 07 of 2023 – Northam Bike Hub Upgrades for \$265,908.70 (excl GST).**
2. **Authorise the Chief Executive Officer to make variations (maximum increase of 10% to awarded price) prior to entering a contract for Northam Bike Hub Upgrades, Request for Tender 07 of 2023 with Avon Valley Plant & Equipment.**
3. **Authorise the Chief Executive Officer to enter a contract for the Northam Bike Hub Upgrades with Avon Valley Plant & Equipment.**

CARRIED 9/0

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr C M Poulton, Cr M P Ryan and Cr J E G Williams

Against: Nil

13.5.2 Community Recognition for High Achievers

File Reference:	1.3.16.1
Reporting Officer:	Janice Byers (Acting Executive Manager Community Services)
Responsible Officer:	Janice Byers (Acting Executive Manager Community Services)
Officer Declaration of Interest:	Nil
Voting Requirement:	Simple Majority
Press release to be issued:	No

BRIEF

To consider options and a suggested process to honour high achievers within the community who demonstrate outstanding and meritorious achievements in sport, business, education, or community at a local and/or national/ international level to inform development of an appropriate Policy for the Shire of Northam.

ATTACHMENTS

Nil

A. BACKGROUND / DETAILS

Council resolved the following at its 2023 October Ordinary Council Meeting to:

MOTION/COUNCIL DECISION

Minute No: C.4873

Moved: Cr C R Antonio

Seconded: Cr D A Hughes

That Council requests the Chief Executive Officer to investigate options for honouring high achievers within the community and report back to Council by January 2024.

CARRIED 10/0

Officers have explored the concept of recognising high achievers in the community and have identified the following considerations:

Purpose

To develop a program that recognises people with strong ties to the Shire of Northam who have demonstrated success in the following three categories:

- Sport
- Business and/or Professional
- Community

Objectives

To:

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

Nominations

Nominations will be called for on an annual basis.

Selection Process

It is important that the selection process has robust criteria that will support transparency of the nomination, selection and awarding process.

The process will be to encourage nominees to provide details against such criteria as:

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

Panel Process

It is proposed that a selection panel be formed comprising:

- Shire President (Deputy President in the absence of the President)
- Shire of Northam Chief Executive Officer
- Independent, respected community member, selected from a group of volunteers.

Recognition Approach – Option 1 – Timeline Wall Mural

Creation of a timeline mural for the high achievers for example sport can be considered on the entrance wall of the Northam recreation centre or business/professionals could be on a wall within the Northam or Wundowie library (depending on which location is most relevant).

This concept would enable recognition of past and current high achievers, with the ability to add future recipients. It is likely that a small image short sentence, name and dates are included for each person.

Benefits of this option is the visual impact at key community facilities within the Shire as well as adding an artwork of interest.

Recognition Approach – Option 2 – Digital Touchscreen Kiosk

The digital kiosk is a more modern version of providing communications and allows flexibility in design, functionality and updating.

This concept is more interactive and can be designed to tailor information. There are multiple styles and size variations available for the display.

In addition to using a digital, interactive means to recognise high achievers, this option could be used as a communications portal for other Shire-related matters. As an example, these kiosks can be installed at multiple facilities and used to communicate and interact with the community on events, or to undertake community feedback and surveys.

Recognition Approach – Option 3 – Walk of Fame

The walk of fame typically consists of a path in a prominent location where a plaque/paving is inserted within the path/wall to commemorate a high achiever. In addition to recognising contemporary high achievers, a walk of fame could also include individual migrants or migrant communities who have contributed to the socio-cultural and economic development of Northam past and post war years.

This concept is a visual statement and has the tourism appeal where tourists can 'walk' the Shire of Northam high achievers. It can also become part of the streetscape strategy, moving forward.

Recognition Approach – Option 4 – Naming of Facilities/Assets

This option could include the naming of various Shire facilities/assets such as buildings, scoreboards etc. reflective of the category the nominee has been selected for. It is recommended that if this option is considered further work be undertaken to define how this approach would be managed given there have been sensitivities in the past where Local Governments have named facilities after local community members.

There are many more options available to recognise high achievers that have not been explored in depth, however once the program has been approved, this would become part of our continuous improvement process.

The below table represents the estimated cost for these options:

OPTION	SCOPE OF WORK	Est. COST ex GST
--------	---------------	------------------

1	Design, supply, and install mural	\$10,000 per location
2	Design supply and install digital kiosk	\$12,000 – 15,000 per kiosk
3	Design, supply, and install footpath/wall plaque	Still to be costed – but expected to be less costly than options 1 & 2
4	Design, supply, and install signage/wall plaque	Still to be costed – but expected to be less costly than options 1 & 2

B. CONSIDERATIONS

B.1 Strategic Community / Corporate Business Plan

Performance Area: People.

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

Objective 3.3: Grow participation in arts, culture, and community activities.

Priority Action: Nil.

B.2 Financial / Resource Implications

The estimated financial implications are highlighted in the table above, noting there is currently no budget allocated for this initiative.

B.3 Legislative Compliance

Nil

B.4 Policy Implications

Nil

B.5 Stakeholder Engagement / Consultation

Nil

B.6 Risk Implications

Refer to Risk Matrix [here](#).

Risk Category	Description	Rating (likelihood x consequence)	Mitigation Action
Financial	Cost implications may be seen as too high, and money can be better spent elsewhere.	Possible ((3) x Medium (3) = Moderate	Understand community support for this initiative.
Health & Safety	N/A	N/A	N/A
Reputation	Program fails to apply a fair process	Possible ((3) x Medium (3) = Moderate	Ensure process is administered in a transparent and fair manner.

Reputation	Naming of facilities or other recognition activities should sensitivities arise with the high achiever in future	Possible ((3) x Medium (3) = Moderate	Undertake further research to understand how other Local Governments have managed this risk.
Service Interruption	N/A	N/A	N/A
Compliance	N/A	N/A	N/A
Property	Allocated buildings/assets cease to exist	Possible ((3) x Medium (3) = Moderate	Identify process to transfer to other buildings/assets.
Environment	N/A	N/A	N/A

B.7 Natural Environment Considerations

Nil

C. OFFICER'S COMMENT

This report provides an overview of options considered and a suggested process to recognise high achievers within the Shire of Northam as requested by Council in October 2023, noting there may be other options that have not been captured. It is recognised that further work is required in the form of development of an appropriate Policy and this report is seeking direction from Council on which, if any of the options put forward in relation to the Recognition Approach to consider as part of the Policy development in the first instance. This will also inform what resources would need to be considered as part of the 2024/25 budget to implement the Policy.

Many Local Governments administer similar types of programs, with varying objectives and processes for implementation. It is intended to undertake further research on these programs to inform development of a proposed Policy for the initiative.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.4937

Moved: Cr A J Mencshelyi

Seconded: Cr D A Hughes

That Council:

1. Notes the research undertaken on options for introducing an initiative to recognise high achievers within the Shire of Northam.
2. Requests the Chief Executive to develop a Policy for Recognition of High Achievers for consideration by Council Members by April 2024.
3. Requests the Chief Executive Officer to consider the following recognition approaches in the development of the Policy:
 - a. Recognition Approach - Option 3 - Walk of Fame
 - b. Recognition Approach - Option 2 - Digital Touchscreen Kiosk

CARRIED 9/0

For: President C R Antonio, Cr A J Mencshelyi, Cr H J Appleton, Cr L C Biglin, Cr M I Girak, Cr D A Hughes, Cr C M Poulton, Cr M P Ryan and Cr J E G Williams

Against: Nil

One member of the Public Gallery, Ms A Jacobs, left the meeting at 5:57pm.

14 MATTERS BEHIND CLOSED DOORS

Nil.

15 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

16 URGENT BUSINESS APPROVED BY DECISION

Nil.

17 DECLARATION OF CLOSURE

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

"I certify that the Minutes of the Ordinary Meeting of Council held on 24 January 2024 have been confirmed as a true and correct record."

_____ President

_____ Date

