



Shire of Northam

Heritage, Commerce and Lifestyle

SHIRE OF NORTHAM

**MINUTES
OF THE
ORDINARY COUNCIL MEETING
HELD ON
WEDNESDAY
18 APRIL 2012**

SHIRE OF NORTHAM

MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 18 APRIL 2012 AT 5:30 PM

	Page
1. OPENING AND WELCOME	1
2. DECLARATION OF INTEREST	2
3. ATTENDANCE	2
4. APOLOGIES	2
5. LEAVE OF ABSENCE PREVIOUSLY APPROVED.....	2
6. APPLICATIONS FOR LEAVE OF ABSENCE.....	3
7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	3
8. PUBLIC QUESTION TIME	3
9. PUBLIC STATEMENT TIME	3
10. PETITIONS/DEPUTATIONS/PRESENTATIONS	3
11. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	3
11.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 21 MARCH 2012.....	5
12. ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION	6
13. REPORTS OF OFFICERS.....	6
13.1. ADMINISTRATION	8
13.1.1 SELECTION CRITERIA FOR TENDER NO 2 OF 2012 - KILLARA RESPITE FACILITY STAGE 2	8
13.2. DEVELOPMENT SERVICES.....	34
13.2.1 FOOD ACT & ENFORCEMENT AGENCY FUNCTIONS	34
13.2.2 ADOPTION OF SCHEME AMENDMENT NO 32 TO TOWN PLANNING SCHEME NO 3 - REZONING LOCATION 8071 (400) CHITTY ROAD, BAKERS HILL FROM 'AGRICULTURE LOCAL' ZONE TO 'RURAL SMALL HOLDING' ZONE 38	55
13.2.3 IMPLEMENTATION OF THE WESTERN AUSTRALIAN BUILDING ACT 2011	68
13.2.4 INTRODUCTION OF KERBSIDE RECYCLING TO THE SHIRE OF NORTHAM	77
13.2.5 PURCHASE OF FILL MATERIAL FOR OLD QUARRY ROAD WASTE MANAGEMENT FACILITY.....	81
13.2.6 NORTHAM AGRICULTURAL SOCIETY LEASE - SHOWGROUNDS	89
13.3. CORPORATE SERVICES	89
13.3.1 ACCOUNTS & STATEMENTS OF ACCOUNTS	104
13.3.2 FINANCIAL STATEMENTS TO 29 FEBRUARY 2012.....	133
13.3.3 SHIRE OF NORTHAM ART COLLECTION COMMITTEE REPORT	

13.4. COMMUNITY SERVICES.....	140
13.4.1 RELOCATION OF AVON VALLEY ARTS SOCIETY GROUP.....	140
13.5. ENGINEERING SERVICES.....	144
14. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	144
15. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....	144
15.1. ELECTED MEMBERS	144
15.2. OFFICERS.....	144
16. CONFIDENTIAL ITEM/S.....	144
17. DECLARATION OF CLOSURE	144

SHIRE OF NORTHAM

Minutes of the Ordinary Council Meeting held in the Council Chambers on WEDNESDAY, 18 April 2012 at 5:30 pm

DISCLAIMER

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

1. OPENING AND WELCOME

Cr SB Pollard declared the meeting open at 5.35pm.

2. DECLARATION OF INTEREST

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

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

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

Cr R Head has declared a 'Financial Interest' Item 13.1.1 – Selection Criteria for Tender No. 2 of 2012 – Killara Respite Facility Stage 2 – as his wife is employed at Killara Adult Day Care and Respite Centre.

3. ATTENDANCE

COUNCIL

President	Cr S B Pollard
Councillors	T M Little
	U Rumjantsev
	K D Saunders
	J E Williams
	A W Llewellyn
	D G Beresford
	R M Head
	R W Tinetti
Chief Executive Officer	N A Hale
Executive Manager Development Services	P B Steven
Project Manager Community Infrastructure	C B Hunt

GALLERY

Fourteen (14) members in the gallery and one (1) from the press.

4. APOLOGIES

Cr D Hughes, Ms D Gobbart - Executive Manager Corporate Services, Ms J McGready - Executive Manager Community Services and Mr A Haslett - A/Executive Manager Engineering Services

5. LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr R Tinetti has applied for a leave of absence from all Council meetings between the following dates:

04 April 2012 to 23 April 2012, and
14 May 2012 to 27 May 2012

Cr Tinetti, due to changed circumstances was able to attend the Ordinary Council Meeting of 18 April 2012

Cr R Head has requested a leave of absence from all Council Meetings and activities between the following dates:

05.04.2012 to 22.04.2012

Cr Head, due to changed circumstances was able to attend the Ordinary Council Meeting of 18 April 2012.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Cr T Little has requested a leave of absence from all Council Meetings and duties between the following dates:

14 May 2012 to 16 June 2012

7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

8. PUBLIC QUESTION TIME

Nil

9. PUBLIC STATEMENT TIME

Cr R Head questioned the inclusion of Item 13.4.1 in the agenda, as he believed the agenda item had been withdrawn on advice from an email sent to Councillors.

Shire President Cr S Pollard declared Item 13.4.1 is to be withdrawn from the agenda.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS

Presentation from Rhonda Lawrence – Regional Coordinator, Wheatbelt Active After-School Communities, Australian Sports Commission, regarding the Wheatbelt Active After-School Communities Program.

Presentation from Adrian Price – Shire of Dowerin Natural Resource Management Officer - Avon Valley Environmental Society, regarding kerbside recycling.

Ms Genny Budas – Northam Army Heritage Camp - presented Shire President Cr A Pollard with a new publication from the Northam Army Heritage Camp.

11. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

11.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 21 MARCH 2012.

RECOMMENDATION/COUNCIL DECISION

Minute No C.1750

Moved: Cr D Beresford

Seconded: Cr K Saunders

That the Minutes of the Ordinary Meeting of Council held on Wednesday 21 March 2012 be confirmed as a true and accurate record of that Meeting.

CARRIED 9/0

12. ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION**12.1 PRESIDENTS REPORT – WEDNESDAY 18th April, 2012**

<u>Visitations and Consultations</u>	
23/3/12	ABC Radio re: new Cat Law implications and preparedness
23/3/12	WA Police Nick Skinner re: anti violence aspects
23/3/12	Citizenship Ceremony
26/3/12	Alcohol awareness team meeting re: Shire and alcohol control
26/3/12	Rotary Club dinner meeting
27/3/12	ABC Radio re: Detention Centre progress
28/3/12	ABC Radio re: Super town growth plan and business cases
28/3/12	Welcome to Northam newcomers BBQ
28/3/12	Councillors strategic planning meeting
29/3/12	WALGA Avon Midlands Country Zone Conference Day 1
30/3/12	WALGA Avon Midlands Country Zone Conference Day 2
1/4/12	Northam Flying 50 main event
2/4/12	AROC meeting in Toodyay
2/4/12	Northam Greyhounds inaugural under lights meeting
4/4/12	Hon. Mia Davies MLC re : Shire/State issues
5/4/12	St Josephs School Northam building blessing
7/4/12	York Antique Fair and sun downer
11/4/12	SIHI presentation to Council
12/4/12	Dept. Regional Development, Local Gov, Arts and Sport meeting
12/4/12	Rotary welcome to exchange students reception
16/4/12	Towards 2022 community meetings in Wundowie and Bakers Hill
<u>Upcoming Events</u>	
25/4/12	ANZAC Day commemoration services
26/4/12	Chamber of Commerce monthly meeting
27/4/12	Planning Institute PD event re: super town planning processes
28/4/12	Bakers Hill Car Show event
11/5/12	Citizenship Ceremony
13/5/12	HAFE Festival

STRATEGIC ASPECTS**Community Consultation – Towards 2022**

The final preliminary community meetings will be completed on 16th April and the consultants will then prepare a report to Council which will form the basis for our

Community Strategic Plan which then feeds the Corporate Business Plan from 1st July, 2013.

Health and Emergency Services Precinct

Letters have been exchanged with the Northam Bowling Club outlining our preference for land in the immediate vicinity of the Northam Country Club to be the primary site for consideration as the future home of the Northam Bowling Club. This will allow land adjacent to the Northam Regional Hospital to become available for the health and emergency services precinct to be expanded over time.

Local Planning Scheme #6 and Strategy

We are now waiting on the Minister for Planning, Department of Planning and WA Planning Commission to respond to the various changes Council made to the previously advertised scheme and strategy to see if those recommended changes are accepted.

Regional Centres Development Plan (Supertowns)

We are in a hiatus period where our growth plan and business cases are being assessed by the State Government. The Wheatbelt Development Commission is working with our surrounding towns to ensure the Northam growth plan reflects the regional relationship Northam has with those towns as this aspect will be another key to the success of the growth plan over time.

13.1. ADMINISTRATION

Cr R Head has declared a ‘Financial Interest’ Item 13.1.1 – Selection Criteria for Tender No. 2 of 2012 – Killara Respite Facility Stage 2 – as his wife is employed at Killara Adult Day Care and Respite Centre.

Cr R Head departed the Chambers at 6.14pm.

13.1.1 SELECTION CRITERIA FOR TENDER NO 2 OF 2012 - KILLARA RESPITE FACILITY STAGE 2

Name of Applicant:	Internal Report
Name of Owner:	Shire of Northam
File Ref:	1.3.15.8
Officer:	Chadd Hunt
Officer Interest:	Nil
Policy:	Council Policy F3.2 Purchasing & Tendering Policy
Voting:	Simple Majority
Date:	5 April 2012

PURPOSE

This report seeks approval from the Council for the adoption of the selection criteria and specifications in order to call for Tender for No 2 of 2012– Killara Respite Facility Stage 2.

BACKGROUND

The existing facilities at Killara are proposed to be expanded by the construction of two purpose built respite buildings, associated car parking and access areas as shown in the attached concept plans. The proposed new facility will accommodate 16 overnight respite beds.

Council initially considered the proposed tender at a special meeting held on August 24 2011 where it resolved the following –

That Council

1. *Approve the building design and site plan for the proposed Killara Stage 2 as detailed within the plans attached to the Agenda for the purposes of calling tenders.*
2. *Approve the calling of tenders for Tender No 5 of 2011 – Killara Stage 2 as included within this report.*
3. *Adopt the compliance and non weighted criteria as contained in the attached RFT document and the following qualitative selection criteria
Demonstrated Capacity and Experience – 40% Weighting*

*Key Personnel and Subcontractors – 25% Weighting
Performance – 35% Weighting*

4. *Note the specifications for the proposed Tender document as attached to this report.*
5. *Conduct public consultation with adjoining landowners to the proposed development in accordance with the plans attached to the Agenda prior to formally considering planning approval for the project.*
6. *Request the Department of Regional Development and Lands to modify the existing Reserve 47321 (Killara Respite Reserve) to include that area proposed by the second stage of this development.*

Council previously resolved to undertake a design and construct tender process for Killara Stage 2 however no tender was accepted by Council at the meeting held on 21 December 2011. It was also resolved to tender for a construction only tender for the building works.

Since the decision of Council various consultants have been engaged to prepare the detailed plans and documentation. In addition to the additional works Council has recently been advised that funding has been approved from the Royalties for Regions Action Agenda funding round as well as AROC agreeing to a further allocation under the 2011-12 CLGF(Regional) allocation. It is also anticipated that Lotterywest will soon confirm a successful application for funding for the fit out of the building.

Given the above information it is deemed that the staging of the project is not required and that the tender will involve the construction of the entire project.

STATUTORY REQUIREMENTS

Part 4 (Tenders) of the Local Government (Functions and General) Regulations 1996 apply. In particular, Regulation 14 (2a):

“If a Local Government –

- (a) is required to invite a tender; or
- (b) not being required to invite a tender, decides to invite a tender.

The local government must, before Tenders are publicly invited, determine in writing the criteria for deciding which tender should be accepted.”

As the value of the proposed works are in excess of \$100,000 Council is required to tender for the project.

Council recently requested the Department of Regional Development and Lands to modify the land tenure in the location to reflect the proposed development. The land on which the building is to be constructed on is currently contained within Reserve 47231 which is under a management order with Council for the purposes of “Respite Centre”.

Reserve 47231 is currently zoned as “Local Scheme Reserve – Public Purpose” with the designated purpose of “Reserve”. Under the provisions of Town Planning Scheme No. 5 the following clauses are applicable –

3.4 USE AND DEVELOPMENT OF LOCAL RESERVES

3.4.1. A person must not —

- (a) use a Local Reserve; or
- (b) commence or carry out development on a Local Reserve, without first having obtained planning approval under Part 9 of the Scheme.

3.4.2. In determining an application for planning approval the Local Government is to have

due regard to —

- (a) the matters set out in clause 10.2; and
- (b) the ultimate purpose intended for the Reserve.

In accordance with Council resolutions staff undertook further consultation with the surrounding landowners and the general public regarding the building design and overall development. This included a manned display at the Northam Boulevard Shopping Centre and an open information session for all adjoining landowners held at the existing Killara Facility in August 2011.

In addition to the above the recent introduction of the Building Act 2012 will require the engagement of an independent building surveyor to issue a certificate of building design compliance which will then enable the building permit to be issued by Council Officers. Similarly following the completion of the building an independent building surveyor will need to further engaged to issue a certificate of construction compliance so that a occupancy permit can be issued by Council Officers

CONFORMITY WITH THE PLAN FOR THE FUTURE

KEY RESULT AREA: Building our Community

OUTCOME 8: Respect and Care for our aged

STRATEGY: Plan for an aging population ensuring that health facilities and other services are provided by government and other agencies

BUDGET IMPLICATIONS

Application of appropriate selection criteria to the tender will assist in ensuring that Tenderers offering the “best value” with respect to the supply of goods and services are highlighted via the tender assessment process.

Council has allocated \$2.5 million within the 2011/12 financial year to undertake the project. Funding for the project has now been confirmed as –

2010-11 CLGF (Regional) Allocation - \$1,679,860

Royalties for Regions Action Agenda Funding - \$700,000

2011-12 CLGF (Regional) Allocation - \$700,000 (to be confirmed by DRDL)

Lotterywest - \$250,000 (to be confirmed in writing to be used for fit out and landscaping only)

Council - \$210,000 in-kind contribution including land and project management

OFFICERS' COMMENT

Following the most recent resolution of Council concerning the project various consultants have been engaged to finalise the design and specification for the project. These have included Architects, Hydraulic Designers, Electrical Engineers, Civil and Structural Engineers. The documents are now able to be used as a basis for a construction only tender process.

In order to comply with the statutory requirement for the calling of Tenders, Council is required to approve the selection criteria used to evaluate these Tenders.

It is clear from Council's previous resolutions that it supports the concept of the expansion of the Killara Respite Facility in the location as proposed.

RECOMMENDATION/COUNCIL DECISION

Minute No C.1751

Moved: Cr T Little
Seconded: Cr A Llewellyn

That Council,

1. **adopt the following selection criteria**

(a) Relevant Technical Experience	Weighting 15%
(b) Key Personal skills and experience	Weighting 10%
(c) Tenderers Resources	Weighting 5%
(d) Demonstrated Understanding	Weighting 10%
(e) Price	Weighting 60%
2. **approve the calling of tender for Tender 2 of 2012 - Killara Stage 2 Construction**
3. **approve the specifications for the proposed Tender document as attached to this report.**
4. **approve the use of the extension of the Killara Respite Facility on Reserve 47231 as it is consistent with the ultimate purpose for the reserve as contained within Town Planning Scheme No. 5**

CARRIED 8/0

Cr R Head returned to Chambers at 6:18pm.



REQUEST FOR TENDER

Request for Tender (RFT)	Killara Respite Centre -Stage 2, Chidlow Street, Northam
Deadline	4 pm , MONDAY 7 th May 2012
Address for Tender Delivery	Shire of Northam Administration Office 395 Fitzgerald Street NORTHAM WA 6401 ELECTRONIC MAIL AND FACSIMILE TENDERS WILL NOT BE ACCEPTED
RFT Number	Tender 2 of 2012

SHIRE OF NORTHAM – 2 of 2012 – Killara Respite Facility Stage 2

SHIRE OF NORTHAM – 2 of 2012 – Killara Respite Facility Stage 2

PART 1	READ AND KEEP THIS PART
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TABLE OF CONTENTS

1. PRINCIPAL'S REQUEST	4
1.1 CONTRACT REQUIREMENTS IN BRIEF.....	4
1.2 TENDER DOCUMENTS.....	4
1.3 CONTACT PERSONS.....	4
1.4 EVALUATION PROCESS.....	5
1.5 SELECTION CRITERIA.....	5
1.6 PRICE BASIS.....	6
2. CONDITIONS OF TENDER	7
2.1 LIST OF DOCUMENTS.....	7
3 SPECIFICATIONS	11
3.1 PROJECT DESCRIPTION.....	11
3.2 OBJECTIVES.....	11
3.3 SITE.....	12
3.4 AUTHORITIES.....	12
3.5 SUBCONTRACTORS/CONSULTANTS.....	12
3.6 WORKING HOURS.....	12
4 CONDITIONS OF CONTRACT	13
4.1 ANNEXURE A.....	13
5 TENDERER'S OFFER	18
5.1 OFFER FORM.....	18
5.2 RESPONSE TO SELECTION CRITERIA.....	19
5.3 PRICE INFORMATION.....	20
6 APPENDICES	26

PART 1	READ AND KEEP THIS PART
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1. PRINCIPAL’S REQUEST

1.1 CONTRACT REQUIREMENTS IN BRIEF

The Contract is for the supply and construction of a second stage respite facility, built on site, – all as specified within.

1.2 TENDER DOCUMENTS

This Request for Tender is comprised of the following parts:

- (a) Part 1-Principal’s Request (read and keep this part);
- (b) Part 2-Conditions of Tender (read and keep this part);
- (c) Part 3- Specification (read and keep this part); and
- (d) Part 4-Conditions of Contract (read and keep this part).
- (e) Part 5 – Tenderers Offer(complete and return this part)
- (f) Part 6 - Appendix (includes tender drawings- read and keep this part).

Separate documents are listed within Section 2.1 of this document.

1.3 CONTACT PERSONS

Tenderers should not rely on any information provided by any person(s) other than those listed below:

Technical & Specifications

Gary Batt & Associates, Architects
 9438 1277
garybatt@westnet.com.au

Contractual

Chadd Hunt
 Project Manager Community Infrastructure
 9622 6120
projects@northam.wa.gov.au

PART 1	READ AND KEEP THIS PART
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1.4 EVALUATION PROCESS

This is a Request for Tender (RFT).

Your Tender will be evaluated using information provided in your Tender.

The following evaluation methodology will be used in respect of this Request:

- (a) tenders are checked for completeness and compliance. Tenders that do not contain all information requested (eg completed Offer form and Attachments) may be excluded from evaluation.
- (b) tenders are assessed against the Selection Criteria. Contract costs are evaluated, eg tendered prices and other relevant whole-of life costs are considered.
- (c) the most suitable Tenderers may be shortlisted and may also be required to clarify the Tender, make a presentation, demonstrate the product/solution offered and/or open premises for inspection. Referees may also be contacted prior to the selection of the successful Tenderer.

A contract may then be awarded to the Tenderer, whose Tender is considered the most advantageous tender to the Principal.

1.5 SELECTION CRITERIA

The Principal has adopted a best value for money approach to this Tender.

The Contract will be awarded to a Tenderer who best demonstrates the ability to provide quality products at a competitive price. The tendered prices will be assessed with the following qualitative and compliance criteria to determine the most advantageous outcome to the Principal.

This means that, although price is considered, the tender containing the lowest price will not necessarily be accepted, nor will the Tender ranked the highest on the qualitative criteria.

1.5.1 COMPLIANCE CRITERIA

These criteria will not be point scored. Each Tender will be assessed on a Yes/No basis as to whether the criterion is satisfactorily met. An assessment of "No" against any criterion may eliminate the Tender from consideration.

Description of Compliance Criteria	Yes/No
(a) Compliance with the Specification contained in this Request.	Yes/No
(b) Compliance with the Conditions of Tendering in this Request.	Yes/No

PART 1	READ AND KEEP THIS PART
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<p>(c) Compliance with the written submission for Construction Period - from date of award for the Killara Stage 2 Building – Please attach and label as Attachment 1.</p>	Yes/No
<p>(d) Compliance with and completion of the Price Schedule.</p>	Yes/No

1.5.2 QUALITATIVE CRITERIA

In determining the most advantageous Tender, the Evaluation Panel will score each Tenderer against the qualitative criteria.

It is essential that Tenderers address each qualitative criterion. The Tenders will be used to select the chosen Tenderer, and failure to provide the specified information may result in elimination from the Tender evaluation process.

The qualitative criteria for this Request are as follows:

Description of Qualitative Criteria	
(a)	Relevant technical experience. – Please attach and label as attachment 2.
(b)	Key personnel skills & experience – Please attach and label as attachment 3.
(c)	Tenderer’s Resources – Please attach and label as attachment 4.
(d)	Demonstrated understanding of the project. – Please attach and label as attachment 5.

1.5.3 PRICE CONSIDERATIONS

The tendered price will be considered along with related factors affecting the total cost to the Principal.

1.6 PRICE BASIS

All prices for new Killara Stage 2 offered under this Request shall be fixed for the term of the Contract.

Tendered prices must include Goods and Services Tax (GST).

Unless otherwise indicated prices tendered shall include delivery, unloading, packing, marking and all applicable levies, duties, taxes and charges. Any charge not stated in the Tender, as being additional will not be allowed as a charge for any transaction under any resultant Contract.

PART 1	READ AND KEEP THIS PART
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2. CONDITIONS OF TENDER

2.1 LIST OF DOCUMENTS

- Attachment 1 – Killara Stage 2 Specification Document
- Attachment 2 – Architectural Plans
- Attachment 3 – Electrical Services Plans
- Attachment 4 – Structural Services Plans
- Attachment 5 – Mechanical Services Plans
- Attachment 6 – Civil Works Plans
- Attachment 7 – Hydraulic Services Plans
- Attachment 8 – Fire Services Plan (information only)

2.2 DELIVERY METHOD

Tenders may be:

- (a) delivered by hand to Shire of Northam, Administration Office, 395 Fitzgerald Street, Northam WA 6401 (by the Tenderer or the Tenderer’s private agent) or;
- (b) sent through the mail to the Chief Executive Officer, Shire of Northam, PO Box 613, Northam WA 6401.

Electronic mail Tenders and Tenders submitted by facsimile will not be accepted.

2.3 LODGEMENT OF TENDERS

The Tender must be lodged by the Deadline. **The Deadline for this Request** is as shown on the cover of this tender document, in western standard time.

The Tender must be:

- (a) Signed and numbered consecutively and include an index
- (b) placed in a sealed envelope;
- (c) clearly endorsed with the tender number and titled as shown on the front cover of this Request;

All requested attachments and any other brochures or pamphlets must be attached to the tender submission.

2.4 REJECTION OF TENDERS

A Tender shall be rejected without consideration of its merits in the event that it is not submitted before the Deadline and at the place specified in the Request and may be rejected if it fails to comply with any other requirements of the Request.

2.5 LATE TENDERS

Tenders received after the Deadline will not be accepted for evaluation.

SHIRE OF NORTHAM – 2 OF 2012 – KILLARA STAGE 2

PART 1	READ AND KEEP THIS PART
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2.6 ACCEPTANCE OF TENDERS

Unless otherwise stated in this Request, Tenders may be for all or part of the Requirements and may be accepted by the Principal either wholly or in part. The Principal is not bound to accept the lowest Tender and may reject any or all Tenders submitted.

2.7 DISCLOSURE OF CONTRACT INFORMATION

Documents and other information relevant to the contract may be disclosed when required by law under the *Freedom of Information Act 1992* or under a Court order.

All Tenderers will be given particulars of the successful Tenderer (s) or advising that no Tender was accepted.

2.8 ALTERNATIVE TENDERS

All Alternative Tenders shall be accompanied by a conforming Tender.

Tenders submitted as Alternative Tenders or made subject to conditions other than the General and Special Conditions of Contract shall in all cases arising be clearly marked "ALTERNATIVE TENDER".

The Principal may in its absolute discretion reject any Alternative Tender as invalid.

Any printed "General Conditions of Contract" shown on the reverse of a Tenderer's letter or quotation form will not be binding on the Principal in the event of a Contract being awarded unless the Tender is marked as an Alternative Tender.

2.9 TENDER VALIDITY PERIOD

All Tenders shall remain valid and open for acceptance for a minimum period of three (3) months from the Deadline

Council proposes accepting a tender at its next ordinary meeting.

2.10 GENERAL CONDITIONS OF CONTRACT

Tenders shall be deemed to have been made on the basis of and to incorporate the General Conditions of Contract – Australian Standard 2124 – 1992, incorporating Annexure Part A.

2.11 PRECEDENCE OF DOCUMENTS

In the event of there being any conflict or inconsistency between the terms and conditions in this Request and those in the General Conditions of Contract, the terms and conditions appearing in this Request shall have precedence.

2.12 TENDERERS TO INFORM THEMSELVES

Tenderers shall be deemed to have:

- (a) examined the Request and any other information available in writing to Tenderers for the purpose of Tendering;
- (b) examined all further information relevant to the risks, contingencies, and other circumstances having an effect on their Tender which is obtainable by the making of reasonable enquires;

PART 1	READ AND KEEP THIS PART
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- (c) satisfied themselves as to the correctness and sufficiency of their Tenders including Tendered prices which shall be deemed to cover the cost of complying with all the Conditions of Tendering and of all matters and things necessary for the due and proper performance and completion of the work described therein; and
- (d) acknowledged that the Principal may enter into negotiations with a chosen Tenderer. Negotiations shall be carried out in good faith.

2.13 ALTERATIONS

The Tenderer shall not alter or add to the Request documents unless required by these Conditions of Tendering.

The Principal shall issue an addendum to all Tenderers where matters of significance make it necessary to amend the issued Request documents before the Deadline.

2.14 RISK ASSESSMENT

The Principal may have access to and give consideration to:

- (a) any risk assessment undertaken by Dun and Bradstreet; or any other credit rating agency; and
- (b) any information produced by the Bank, financial institution, or accountant of a Tenderer;

so as to assess that Tender and may consider such materials as tools in the Tender assessment process.

2.15 OWNERSHIP OF TENDERS

All documents, materials, articles and information submitted by the Tenderer as part of or in support of a Tender shall become upon submission the absolute property of the Principal and will not be returned to the Tenderer at the conclusion of the Tender process PROVIDED that the Tenderer shall be entitled to retain copyright and other intellectual property rights therein, unless otherwise provided by the Contract.

2.16 CANVASSING OF COUNCILLORS

If a Tenderer, whether personally or by an agent, canvasses any of the Principal's staff or councillors (as the case may be) with a view to influencing the acceptance of any Tender made by it or any other Tender, then regardless of such canvassing having any influence on the acceptance of such Tender, the Principal will omit the Tender from consideration.

2.17 IDENTITY OF THE TENDERER

The identity of the Tenderer and the Contractor is fundamental to the Principal. The Tenderer shall be the person, persons, corporation or corporations named as the Tenderer in Part 4 and whose execution appears on the Offer Form in Part 4 of this Request. Upon acceptance of the Tender, the Tenderer shall become the Contractor.

PART 1	READ AND KEEP THIS PART
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2.18 TENDER OPENING

All Tenderers and members of the public may attend or be represented at the opening of Tenders.

All Tenders will be opened in the Principal's offices, following the advertised Deadline. No discussions will be entered into between Tenderers' and the Principal's officers present or otherwise, concerning the Tenders submitted.

The Tender opening will be held in the Council Offices at 395 Fitzgerald Street in Northam shortly after the nominated tender closing time.

3 SPECIFICATIONS

3.1 PROJECT DESCRIPTION

The history of the project spans the last two years when the need first became apparent to address growing demand for respite and day care services within the Wheatbelt region. At that time Killara was facing three major strategic issues, they were:

- Physical limitations due to design and size of the of the existing facility;
- Inability to meet current demand for service; and
- No long term vision

As a result, the Principal commissioned a feasibility study to establish more formally:

- Community need;
- Range and extent of existing community services;
- Changing demographics in the region;
- Consumer expectations; and
- Industry driving forces.

The feasibility study was undertaken by an independent consultant with aged and community care expertise over a ten month period.

The feasibility study was comprehensive and a consultative approach was adopted to ensure engagement with key stakeholders. The feasibility study was finalised in May 2009 and confirmed that demand for aged and community care services will at least double over the next 20 years including the Wheatbelt region. It also revealed that Killara is well positioned to redefine and enhance its mix of services to better utilise its assets and to grow the current respite and day care services subject to physical expansion of the existing site.

It is intended that any resultant Tenderer will provide construction services for the Killara Adult Day Care and Respite Centre delivering:

- A dedicated safe and secure centre for respite care;
- A seven day a week service;
- Greater access for clients due to extra beds becoming available;
- Specialist dementia care;
- Increased access to day centre programs on-site and off-site;
- Close proximity to a district hospital in the event of an emergency;
- Easy access to the respite centre by road and rail; and
- Crisis accommodation in the event of a disaster or emergency within the region.

3.2 OBJECTIVES

Killara's existing facility was commissioned in 1994 as a custom designed day care centre and 16 years later the footprint hasn't changed but the service offered, the demand for services

PART 2

READ AND KEEP THIS PART

and the use of the facility has. These circumstances give rise for the need to construct a purpose built respite centre co-located with the existing facility.

The project consists of the construction of two separate buildings, each comprising of:

- 8 bedrooms (with en-suite bathrooms);
- Lounge room
- Activity room;
- Office;
- Kitchen;
- Laundry;
- Staff toilets;
- Anti room;
- Meals area;
- Store rooms;
- Landscaped and secure gardens and gazebo area linking the current facility;
- Refurbishment of existing facility; and
- Construction of car park, access ways and associated drainage in accordance with the site plan.

3.3 SITE

The Killara Adult Day Care and Respite Centre is to be co-located on the existing Killara site at 2 Burgoyne Street, Northam on land contained within Reserve 47231.

3.4 AUTHORITIES

The Tenderer shall ensure that all works comply with relevant authorities, codes and standard relevant to the State of Western Australia.

3.5 SUBCONTRACTORS/CONSULTANTS

The Tenderer is to provide a list of subcontractors/consultants considered necessary to supplement the required services. The Principal will consider the list of subcontractors/consultants as a recommendation. This will be required prior to the first progress payment claim being made.

3.6 WORKING HOURS

The Works of this Contract shall be performed between the hours of Monday to Saturday 7.00am – 6.00pm

No Works are to be performed on Sunday.

PART 2 READ AND KEEP THIS PART

4 CONDITIONS OF CONTRACT

4.1 ANNEXURE A

This Annexure shall be issued as part of the Tender Documents and is to be attached to the General Conditions of Contract and shall be read as part of the Contract.

The law applicable is that of the State or Territory of : (Clause 1)	Western Australia
Payments under the Contract shall be made at : (Clause 1)	Northam, Western Australia
The Principal : (Clause 2)	The Shire of Northam
The address of the Principal :	395 Fitzgerald St NORTHAM, WA 6401
The Superintendent : (Clause 2)	Gary Batt, Gary Batt & Associates
The address of the Superintendent :	Suite 10/25 Foss St Palmyra WA 6157
Nature of Contract : (Clause 3)	Lump Sum
The number of copies to be supplied by the Principal : (Clause 8.3)	1 copy
The number of copies to be supplied by the Contractor : (Clause 8.4)	2 copies
The time within which the Superintendent must give a direction as to the suitability and return the Contractors copies : (Clause 8.4)	10 days
AS 2124 – 1992	

PART 2 **READ AND KEEP THIS PART**

Work which cannot be subcontracted without approval : (Clause 9.2)	Any work
Insurance of the Works – the alternative applying : (Clause 18)	Alternative 1
The assessment for insurance purposes of the costs of demolition and removal of debris : (Clause 18(ii))	\$ 10,000
The assessment for insurance purposes of consultants' fees : (Clause 18(iii))	\$ 5,000
Public Liability Insurance – the alternative applying : (Clause 19)	Alternative 1
The amount of Public Liability Insurance shall be not less than : (Clause 19)	\$ 10,000,000.00
The time for giving possession of the Site : (Clause 27.1)	Separable Portion 1 : 60 days from date of award, or as agreed with the Principal.
The charge for overheads, profit, etc. for Daywork : (Clause 41(f))	15%
Times for Payment Claims : (Clause 42.1)	Monthly or Progress

SHIRE OF NORTHAM – 2 OF 2012 – KILLARA STAGE 2

PART 2	READ AND KEEP THIS PART
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AS 2124 – 1992 SEPARABLE PORTIONS

SEPARABLE PORTIONS

1. Separable Portion :	Separable Portion No. 1 Construction of Killara Stage 2 Building complete with all specified services installations and external works.
2. The Date for Practical Completion : (Clause 35.2)	The anticipated construction period – as tendered - after the possession of site date, 40 weeks
3. Liquidated Damages per day : (Clause 35.6)	\$480 per day
4. Limit of Liquidated Damages : (Clause 35.7)	Unlimited
5. Extra costs for Delay or Disruption : (Clause 36)	Not Applicable
6. Defects Liability Period : (Clause 37)	52 weeks

PART 4	COMPLETE AND RETURN THIS PART
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PART 4 COMPLETE AND RETURN THIS PART

5 TENDERER'S OFFER

5.1 OFFER FORM

The Chief Executive Officer
The Shire of Northam
PO Box 613
NORTHAM WA 6401.

I/We
{BLOCK LETTERS}: _____

ADDRESS: _____

ABN/GST Status _____

ACN (if any) _____

Telephone No: _____

Facsimile No: _____

E-mail (if any): _____

In response to Tender 2 of 2012 – Killara Respite Centre Stage 2:

I/We agree that I am/We are bound by, and will comply with this Request and its associated schedules, attachments, all in accordance with the Conditions of Tendering contained in this Request signed and completed.

The tendered price is valid up to ninety (90) calendar days from the date of the tender closing.

I/We agree that there shall be no cost payable by the Principal towards the preparation or submission of this Tender irrespective of its outcome.

The tendered consideration is as provided under the schedule of rates of prices in the prescribed format and submitted with this Tender.

Dated this: _____ day of _____ 20__

Signature of authorised signatory of Tenderer: _____

Name of authorised signatory (BLOCK LETTERS): _____

Position: _____

Address: _____

Witness Signature: _____

Name of witness: (BLOCK LETTERS): _____

Position: _____

Address: _____

SHIRE OF NORTHAM – 2 OF 2012 – KILLARA STAGE 2

PART 4	COMPLETE AND RETURN THIS PART
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5.2 RESPONSE TO SELECTION CRITERIA

5.2.1 COMPLIANCE CRITERIA

Have you complied with the Specification contained in this Request?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you complied with the Conditions of Tendering contained in this Request?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you complied with the written submission for anticipated Construction Period - from date of award for Killara Stage 2 ?	Attachment 1
Supply details in an attachment and label it "Attachment 1".	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you complied with and completed the price schedule – including the options?	Yes <input type="checkbox"/> No <input type="checkbox"/>

PART 4	COMPLETE AND RETURN THIS PART
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5.2.2 QUALITATIVE CRITERIA

Before answering the qualitative criteria, Tenderers shall note the following:

- (a) all information relevant to your answers should be contained within your Tender to each criterion;
- (b) tenderers shall assume that the Evaluation Panel has **no** previous knowledge of your organisation, its activities or experience;
- (c) tenderers shall provide full details for any claims, statements or examples used to address the qualitative criteria; and
- (d) tenderers shall address each issue outlined within a qualitative criterion.
- (e) Council will give consideration to how local the contractor is.

<p>Relevant technical experience</p> <p>Demonstrated experience in completing similar type projects.</p> <p>Supply details in an attachment and label it "Attachment 2".</p>	<p>Attachment 2</p> <p><input type="checkbox"/></p> <p>Tick✓if attached</p>
<p>Key personnel skills & experience</p> <p>Supply details in an attachment and label it "Attachment 3".</p>	<p>Attachment 3</p> <p><input type="checkbox"/></p> <p>Tick✓if attached</p>
<p>Tenderers Resources</p> <p>Detail of specifications submitted.</p> <p>Supply details in an attachment and label it "Attachment 4".</p>	<p>Attachment 4</p> <p><input type="checkbox"/></p> <p>Tick✓if attached</p>
<p>Demonstrated understanding</p> <p>Attach and label as attachment 5.</p>	<p>Attachment 5</p> <p><input type="checkbox"/></p> <p>Tick✓if attached</p>

5.3 PRICE INFORMATION

Tenderers **must** complete clause 4.4.2 "Price Schedule". Before completing the Price Schedule, Tenderers should read the entire Request.

PART 5 READ AND KEEP THIS PART

5.3.1.PRICE SCHEDULE – KILLARA STAGE 2 BUILDINGS

SHIRE OF NORTHAM – 2 OF 2012 – KILLARA STAGE 2



Scale: 1:1,000

Description

Map Projection: GDA 94 (Lat/Long)

Datum: Geocentric Datum of Australia 1994

1 Midland Square
 Midland WA 6056
 (08) 9273 7341
 customerservice@landgate.wa.gov.au
 www.landgate.wa.gov.au



Landgate



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13.2. DEVELOPMENT SERVICES

13.2.1 FOOD ACT & ENFORCEMENT AGENCY FUNCTIONS

Name of Applicant:	Executive Manager Development Services
Name of Owner:	Shire of Northam
File Ref:	4.1.7.2
Officer:	Phil Steven / Gill Mansfield
Officer Interest:	Nil
Policy:	Delegation
Voting:	Simple Majority
Date:	21 March 2012

PURPOSE

The purpose of this report is for Council as an enforcement agency to appoint an additional 'authorised officer' under the *Food Act 2008* and the *Food Regulations 2009*.

BACKGROUND

Council at it's meeting of 16 November 2011 appointed authorised and designated officers under the *Food Act 2008* and the *Food Regulations 2009*. Since then it has become apparent that a relief Meat Inspector, Malcolm John Eastwell, who will be relieving Andrew Hicks whilst he is on leave is also required to be appointed by Council. The Act contains provisions that enable an enforcement agency (local government) to:-

1. Appoint 'authorised officers' (s122), and
2. Designate an authorised officer to be a 'designated officer' (s126).

STATUTORY REQUIREMENTS

Under the provisions of the *Food Act 2008* a Local Government is an 'enforcement agency' for the vast majority of food businesses within its shire and reference to the Chief Executive Officer (CEO) refers to the CEO of the Department of Health (DOH).

Section 122 regarding the appointment of 'authorised officers' provides that -

"An enforcement agency may appoint a person to be an authorised officer for the purposes of this Act if —

- (a) *the enforcement agency, having regard to any guidelines issued by the CEO under subsection (2), considers the person has appropriate qualifications and experience to perform the functions of an authorised officer; or*

- (b) *the person holds office as an Environmental Health Officer under the Health Act 1911.”*

The Act also provides that the Chief Executive Officer of the department of the Public Service (Department of Health) may issue guidelines that prescribe the qualifications and experience that are appropriate for a person to be appointed an ‘authorised officer’.

MEAT INSPECTORS

The Department of Health Guideline of 9 December 2010 advises that a Meat Inspector with the appropriate qualifications may be appointed as an ‘authorised officer’ for the purposes of inspection of animals before and after slaughter as per regulation 21 of the regulations. The CEO of the Department of Health has, in relation to Meat Inspectors, determined ‘appropriate qualifications’ to mean:

- For the inspection of sheep, cattle and pigs if –
 - The person holds a Certificate III in Meat Processing (Meat Safety); or
- For the inspection of game meat and ratites if –
 - The person holds a Certificate IV in Meat Processing (Meat Safety).

CERTIFICATE OF AUTHORITY

In approving an ‘authorised officer’, an enforcement agency (local government) must issue a ‘certificate of authority’ that meets the criteria of Part 10 section 123 of the Food Act. The DOH Guideline of 14 December 2010 refers that an enforcement agency is:-

- responsible for establishing application processes, verifying qualifications, and appointing ‘authorised officers’,
- required to prepare and maintain a list of ‘authorised officers’ appointed by them. Maintenance of lists of ‘authorised officers’ and compliance with appointment guidelines form part of the annual reporting requirements to the CEO of the DOH.

CONFORMITY WITH THE PLAN FOR THE FUTURE

KEY RESULT AREA: Developing our organisation

OUTCOME: Provide good governance

STRATEGY: Increase delegations to staff to enhance the decision making process

BUDGET IMPLICATIONS

There are no budgetary implications associated with this decision.

OFFICER’S COMMENT

In summary, the enforcement agency, in accordance with Part 10, Division 3, section 122 of the *Food Act 2008*, is delegated authority to appoint a person with the following qualifications and /or experience as an ‘authorised officer’ under the *Food Act 2008*:-

- Environmental Health Officers appointed under the *Health Act 1911*, or
- Meat Inspectors with qualifications that comply with the guidelines issued pursuant to section 122 of the *Food Act 2008*, for the purposes of Regulation 21 of the *Food Hygiene Regulations 2009*, or
- Persons to assist with discharge of the duties of an authorized person that meet the experience requirements of the guidelines issued pursuant to section 122 (2) of the *Food Act 2008*.

Meat Inspector

Mr Malcolm John Eastwell, who successfully completed Meat Inspection 1 & 2 in 1974 & 1975 at the Bentley Technical School and additionally has extensive experience in Meat Inspection retiring last year after 30 years as a Meat Inspector for AQIS. Currently Malcolm is prepared to conduct relief Meat Inspector duties for the Shire of Northam and Gingin for 3 months/year. Due to his vast experience he is deemed to be suitably qualified. Malcolm has in the past relieved Council’s appointed full time Meat Inspector, Andrew Hicks, during annual leave periods. Michael Bloomfield has also previously been appointed by Council to carry out emergency relief in the absence of Andrew Hicks on sick leave.

Register

Under the *Local Government Act 1995* Section 5.46, a Local Government must maintain a register of the delegations it has made under the Local Government Act and it is suggested that this is the most appropriate document to include reference to the *Food Act 2008* delegations.

RECOMMENDATION/COUNCIL DECISION

Minute No. C.1752

Moved: Cr U Rumjantsev

Seconded: Cr K Saunders

1. **Council appoint the following officer as an ‘authorised officer’ pursuant to the Food Act 2008 and with the following limitations:-**

Designation	Authorisation	Person	Limitations	Summary
Authorised Officer	<i>Food Act 2008</i> s122	Malcolm John Eastwell	<i>Food Act 2008</i> - r 21 Relief duties in absence of Meat Inspector	Meat Inspection

- 2. The authorised officer be issued with a 'certificate of authority' as an authorised officer in accordance with section 123 of the Food Act 2008, and**
- 3. The Shire of Northam CEO includes this authorisation in the Shire's list of authorised officers appointed which will form part of the annual reporting requirements to the Department of Health.**

CARRIED 9/0

13.2.2 ADOPTION OF SCHEME AMENDMENT NO 32 TO TOWN PLANNING SCHEME NO 3 - REZONING LOCATION 8071 (400) CHITTY ROAD, BAKERS HILL FROM 'AGRICULTURE LOCAL' ZONE TO 'RURAL SMALL HOLDING' ZONE

Name of Applicant:	Landvision
Name of Owner:	Mr John McGillvray and Ms Margaret Seeber
File Ref:	3.1.5.32
Officer:	Phil Steven/ Brooke Newman
Officer Interest:	Nil
Policy:	Planning and Development Act 2005 Planning Regulations 2009 Town Planning Scheme No. 3 ("TPS 3") Local Planning Strategy
Voting:	Simple Majority
Date:	04 April 2012

PURPOSE

This application is being referred to Council for determination as required by the provisions of the Shire's Local Planning Strategy.

BACKGROUND

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

Date	Item / Outcome
15 June 2011	Scheme Amendment initiated by Council
23 August 2011	Scheme Amendment sent to EPA for permission to advertise
5 September 2011	EPA advised Amendment will not be assessed and to advertise
27 September 2011	Advertising took place
9 November 2011	Advertising period concludes
5 January 2012	Negotiate with landowner regarding insufficient documents
13 January 2012	Negotiate with landowner's Consultant Planner regarding insufficient documents
14 March 2012	Received sufficient documents from the landowner's Consultant Planner

Council has previously resolved at its 15 June 2011 Ordinary Council Meeting the following:

- “1.0 Pursuant to Section 75 of the Planning and Development Act 2005, Shire of Northam's Town Planning Scheme No 3. be amended by:
- 1.1 Rezoning Loc 8071 (400) Chitty Road, Bakers Hill from ‘Agricultural-Local’ to ‘Rural Small Holdings’.
- 1.2 Amending the Scheme maps accordingly.
- 1.3 Amending Schedule 11 of the Scheme Text by including the following entry:

No.	Description of Land	Conditions
32	Loc 8071 (400) Chitty Road, Bakers Hill	<ol style="list-style-type: none"> 1. Subdivision shall generally be in accordance with the Subdivision Guide Plan prepared for the subject land as adopted by the local government and endorsed by the Western Australian Planning Commission and any approved modification thereto. 2. The subdivider shall prepare and implement an Environmental Management Plan to the satisfaction and approval of the local government prior to the subdivision of the land. The plan shall include:- <ol style="list-style-type: none"> (a) Vegetation protection areas – including remnant vegetation and planted wind breaks and any area where clearing is necessary for fire prevention, vehicle access or building construction; (b) Stocking rates for the proposed subdivided lots; (c) Building envelopes; and (d) Adequate setbacks for effluent disposal from watercourse and wetlands. 3. Any application for a rural pursuit that involves the stabling and keeping of stock (including horses) is to be accompanied by a stock management plan to the satisfaction and approval of

		<p><i>the local government. The stock management plan shall require all native vegetation and any area recognised for protection or rehabilitation in the Environmental Management Plan to be fenced.</i></p> <p><i>4. All buildings and on-site effluent treatment and disposal are to be confined to the building envelope for each lot. All building envelopes shall be:-</i></p> <ul style="list-style-type: none"> <i>a) Shown on the Subdivision Guide Plan;</i> <i>b) Located to avoid as far as practicable, the removal of any native vegetation or any area recognised for protection or rehabilitation identified on the Subdivision Guide Plan or the Environmental Management Plan;</i> <i>c) Located to preserve planted windbreaks;</i> <i>d) Located to exclude areas identified as low or very low capability for rural smallholdings in the land use capability assessment; and</i> <i>e) 2,000sqm in size unless otherwise approved by the local government.</i> <p><i>5. The subdivider shall prepare a Fire Management Plan that identifies the need for, and the construction requirements relative to firebreaks, water supplies and equipment and any other fire management requirements that may be deemed necessary, to the specification and satisfaction of the local government and the relevant government agency. The approved Fire Management Plan shall be implemented, as appropriate, incrementally consistent with staging of the subdivision or prior to the subdivision of the land as the case may require.</i></p> <p><i>6. All lots to be provided with a reticulated water supply.</i></p>
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		<p>7. Stormwater drainage shall be controlled through appropriate drainage systems to avoid erosion and discharge while maintaining natural flow of discharge at pre-development levels and shall be to the satisfaction and specifications of the local government. The storm automation system should be designed in accordance with the guidelines contained within the 'Stormwater Management Manual of WA' (Department of Water 2004).</p> <p>8. The permissibility of uses shall be:-</p> <ul style="list-style-type: none"> a) Dwelling (Single) (P); b) Home Occupation (P); c) Agriculture - Extensive (P); d) Animal Establishment (A); e) Home Office (P); f) Rural Pursuit (P) (Must comply with Environmental Management Plan); and g) All other uses that comply with the Local Planning Scheme in force at the time of any application with the exception of the following uses: <ul style="list-style-type: none"> • Dog Kennels; and • Animal Husbandry - Intensive. <p>These conditions are to read in conjunction with the Scheme requirements for the Rural Smallholdings Zone. In the event of any conflict, the provisions of this Schedule shall prevail.</p> <p>9. Landscape buffers are to be provided and maintained along Chitty Road to preserve the rural amenity to the satisfaction of the Local Government.</p> <p>10. At the time of a subdivision application the Shire will request that the Subdivider shall upgrade the section of Chitty Road adjacent to the property to the satisfaction of the Local Government.</p>
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		<p>11. <i>Stocking rates shall not exceed those recommended by the Department of Agriculture.</i></p> <p>12. <i>The subdivider shall prepare a Development Contribution Plan to the satisfaction of the local government.</i></p>
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2.0 *That the applicant be advised that Council generally supports the Subdivision Guide Plan submitted subject to the advice of the Environmental Protection Authority and service providers."*

The site is located a short distance from other properties that have been recently rezoned from "Agriculture Local" to "Rural Smallholdings" and is approximately 40.4686ha in area.

This application is proposing the rezoning of the site from "Agriculture Local" to "Rural Smallholdings" in order to facilitate subdivision of the site. The indicative Subdivision Guide Plan ("SGP") that accompanies the Scheme Amendment documentation indicates that the final aim of the applicant is to subdivide the subject land into three (3) lots ranging in area from 10.05 hectares to 20.17 hectares with transport links to existing infrastructure.

STATUTORY REQUIREMENTS

The processing of Scheme Amendments is to be undertaken in accordance with the requirements of Section 75 of the *Planning & Development Act 2005* ("the P & D Act 2005") and Section 48 of the *Planning Regulations 2009*. Section 75 of the P & D Act 2005 states:

"75. Local planning scheme may be amended

A local government may amend a local planning scheme with reference to any land within its district, or with reference to land within its district and other land within any adjacent district, by an amendment —

- (a) prepared by the local government, approved by the Minister and published in the Gazette; or*
- (b) proposed by all or any of the owners of any land in the scheme area, adopted, with or without modifications, by the local government, approved by the Minister and published in the Gazette."*

The site is currently zoned "Agriculture Local" under the provisions of TPS 3.

The site is also subject to the provisions of the Western Australian Planning Commission Development Control Policy DC 3.4. – Subdivision of Rural Land.

The subject lot is approximately 4.5 kilometres from Bakers Hill which allows for rezoning to Rural Smallholdings (5 – 20 ha hobby farm development) and the proposed lot sizes are in accordance with Council's existing Local Planning Strategy.

The proposed Scheme Amendment has been forwarded to the Environmental Protection Authority ("EPA") for their assessment. The EPA has decided that the proposed scheme amendment does not need to be assessed by the EPA.

The proposed Scheme Amendment has been advertised to service providers, surrounding landowners and advertised publicly. The attached schedule of submissions refers to comments that have been received during the advertising process.

CONFORMITY WITH THE PLAN FOR THE FUTURE

GOAL: To maintain a balance between maintenance of our lifestyle and sense of community with population growth and accompanying development.

The adoption and eventual approval of this Scheme Amendment application will result in an increase in the amount of appropriately zoned land for rural residential land uses in the Shire of Northam, therefore creating additional accommodation options to cater for potential increases in population.

BUDGET IMPLICATIONS

As per Council's resolution regarding the lifting of the moratorium on Scheme Amendments at its November 2010 meeting, the applicant has paid an upfront fee of \$2,000.

OFFICER'S COMMENT

The Scheme Amendment has been considered and the following comments are made.

Access

Access to the site is from Chitty Road to the west of the subject land. The SGP shows that all proposed lots will have access from Chitty Road.

It is considered that the access from Chitty Road for all lots is acceptable. However, the proposed driveway access point for proposed Lot 2 should be positioned as far as possible from the unconstructed road reserve running opposite and to the west in the vicinity of Lot 2.

Building Envelopes

The placing of building envelopes on the proposed lots is considered appropriate.

Low Capacity Land

The SGP identifies land unsuitable for development and has included these areas as protection areas. These areas will be required to be fenced at subdivision stage.

Subdivision Guide Plan

The SGP that is included in the Scheme Amendment documents shows that the proposed Scheme Amendment may facilitate the creation of three (3) lots ranging in size from 10.05 hectares to 20.17 hectares. The SGP also includes provisions relating to building envelopes, remnant vegetation and tree planting areas.

Conclusion

It is recommended that when the Shire is asked to comment on the subdivision application for any development resulting from this rezoning, by the Western Australian Planning Commission, that a condition be requested requiring the submission of a Developer Contribution Plan to the satisfaction of the Shire of Northam. It is also recommended that Council request the upgrading of the road network at this time.

Further, it is also recommended that a Restrictive Covenant or Section 70A Notice be placed on proposed Lot 2 at subdivision stage to ensure driveway construction is placed as far as possible from the unconstructed road positioned opposite Lot 2 to the west.

The proposed rezoning of the site is consistent with the provisions of the Shire of Northam's Planning Strategy which identifies that 5ha to 20ha lots can be considered as Rural Smallholding development. This application is only for the rezoning of the lot at this stage and further subdivision of the lots will require further approvals from the WAPC and comment from the Shire of Northam. It is therefore recommended that Council finally adopt the Scheme Amendment.

RECOMMENDATION/COUNCIL DECISION

Minute No C.1753

Moved: Cr R Head
Seconded: Cr T Little

That Council resolve the following to,

- 1. endorse the attached schedule of submissions and the recommendations contained therein with respect to Amendment No 32 to Town Planning Scheme No 3.**
- 2. in accordance with Section 87 of the *Planning and Development Act 2005* and Pursuant to Section 17 (2) of the *Town Planning Regulations 1967*, adopts for final approval, without modification, Amendment No 32 to Town Planning Scheme No 3 to:
 - (a) Rezoning Location 8071 (400) Chitty Road, Bakers Hill from 'Agricultural-Local' to 'Rural Small Holdings'.****

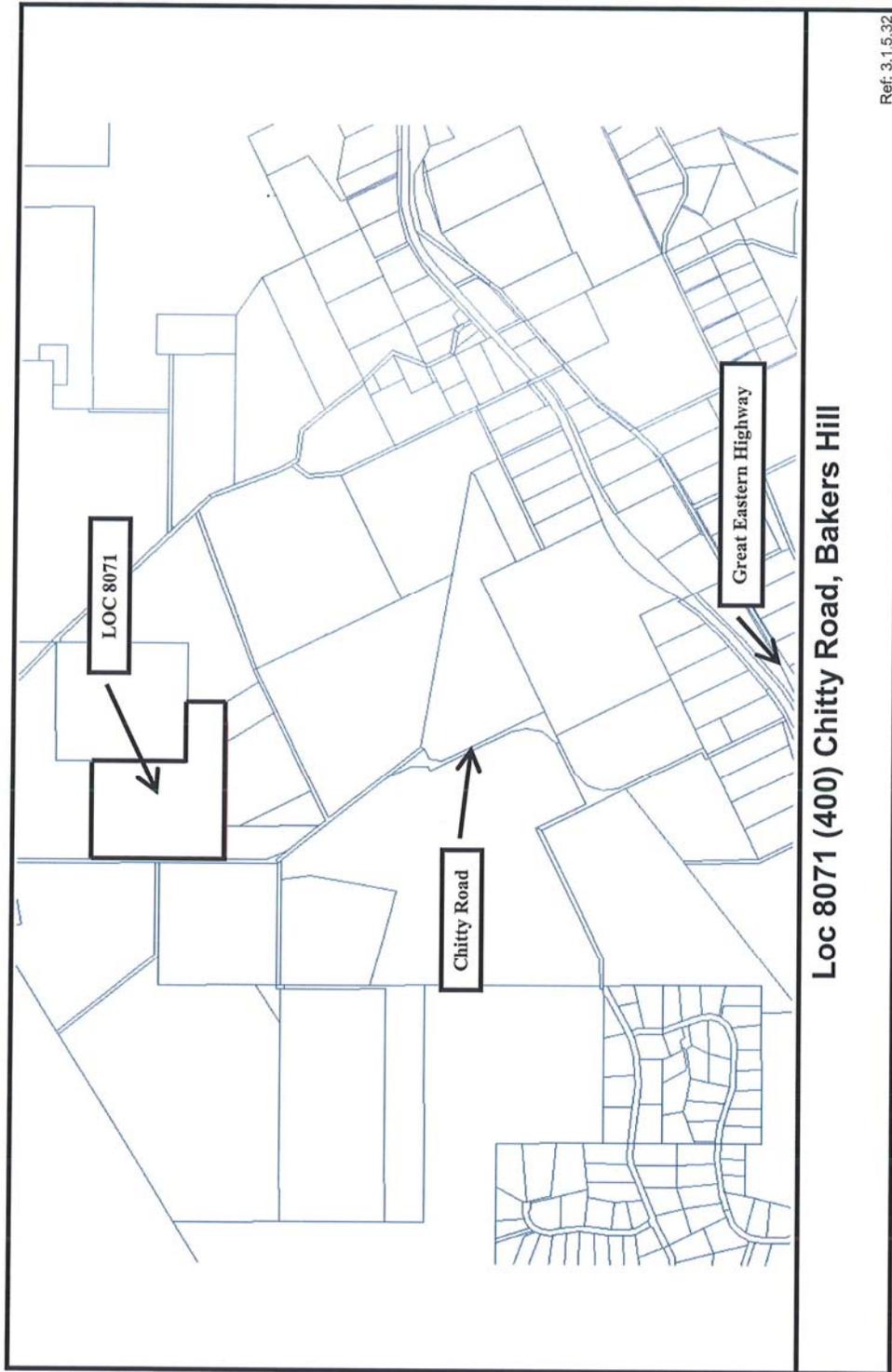
(b) Amending Schedule 11 of the Scheme Text by including the following entry:

No.	Description of Land	Conditions
32	Loc 8071 (400) Chitty Road, Bakers Hill	<p>1. Subdivision shall generally be in accordance with the Subdivision Guide Plan prepared for the subject land as adopted by the local government and endorsed by the Western Australian Planning Commission and any approved modification thereto.</p> <p>2. The subdivider shall prepare and implement an Environmental Management Plan to the satisfaction and approval of the local government prior to the subdivision of the land. The plan shall include:-</p> <p>(a) Vegetation protection areas – including remnant vegetation and planted wind breaks and any area where clearing is necessary for fire prevention, vehicle access or building construction;</p> <p>(b) Stocking rates for the proposed subdivided lots;</p> <p>(c) Building envelopes; and</p> <p>(d) Adequate setbacks for effluent disposal from watercourse and wetlands.</p> <p>3. Any application for a rural pursuit that involves the stabling and keeping of stock (including horses) is to be accompanied by a stock management plan to the satisfaction and approval of the local government. The stock management plan shall require all native vegetation and any area recognised for protection or rehabilitation in the Environmental Management Plan to be fenced.</p> <p>4. All buildings and on-site effluent</p>

			<p>treatment and disposal are to be confined to the building envelope for each lot. All building envelopes shall be:-</p> <ul style="list-style-type: none"> (a) Shown on the Subdivision Guide Plan; (b) Located to avoid as far as practicable, the removal of any native vegetation or any area recognised for protection or rehabilitation identified on the Subdivision Guide Plan or the Environmental Management Plan; (c) Located to preserve planted windbreaks; (d) Located to exclude areas identified as low or very low capability for rural smallholdings in the land use capability assessment; and (e) 2,000sqm in size unless otherwise approved by the local government. <p>5. The subdivider shall prepare a Fire Management Plan that identifies the need for, and the construction requirements relative to firebreaks, water supplies and equipment and any other fire management requirements that may be deemed necessary, to the specification and satisfaction of the local government and the relevant government agency. The approved Fire Management Plan shall be implemented, as appropriate, incrementally consistent with staging of the subdivision or prior to the subdivision of the land as the case may require.</p> <p>6. All lots to be provided with a reticulated water supply.</p> <p>7. Stormwater drainage shall be controlled through appropriate drainage systems to avoid erosion</p>	
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			<p>and discharge while maintaining natural flow of discharge at pre-development levels and shall be to the satisfaction and specifications of the local government. The storm automation system should be designed in accordance with the guidelines contained within the 'Stormwater Management Manual of WA' (Department of Water 2004).</p> <p>8. The permissibility of uses shall be:-</p> <p>(a) Dwelling (Single) (P); (b) Home Occupation (P); (c) Agriculture - Extensive (P); (d) Animal Establishment (A); (e) Home Office (P); (f) Rural Pursuit (P) (Must comply with Environmental Management Plan); and (g) All other uses that comply with the Local Planning Scheme in force at the time of any application with the exception of the following uses:</p> <ul style="list-style-type: none"> • Dog Kennels; and • Animal Husbandry - Intensive. <p>These conditions are to read in conjunction with the Scheme requirements for the Rural Smallholdings Zone. In the event of any conflict, the provisions of this Schedule shall prevail.</p> <p>9. Landscape buffers are to be provided and maintained along Chitty Road to preserve the rural amenity to the satisfaction of the Local Government.</p> <p>10. At the time of a subdivision application the Shire will request that the Subdivider shall upgrade the</p>
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			<p><i>section of Chitty Road adjacent to the property to the satisfaction of the Local Government.</i></p> <p><i>11. Stocking rates shall not exceed those recommended by the Department of Agriculture.</i></p> <p><i>12. The subdivider shall prepare a Development Contribution Plan to the satisfaction of the local government.</i></p>	
<p>3. authorise the Shire President and Chief Executive Officer to sign and execute the amendment documents and attach the Shire’s common seal; and</p> <p>4. forward the signed and executed amendment documents and Council’s decision to the Western Australian Planning Commission for final approval.</p> <p style="text-align: right;">CARRIED 9/0</p>				



**Shire of Northam
Town Planning Scheme No 3
Amendment No 32
Schedule of Submissions**

No.	Name / Address	Description of Affected Property	Summary of Submission	Council's Recommendation	Commission's Recommendation
1	Adjoining Landowner	288 Chitty Road, Bakers Hill	I have no problems with the above submission.	Noted.	
2	Department of Education	N/A	Thank you for your letter dated 28 September 2011 regarding the Proposed Scheme Amendment No 32 for Chitty Road, Bakers Hill. The Department of Education has reviewed the document and advises that it has no objection to the amendment.	Noted.	
3	FESA	N/A	<p>In relation to your letter dated the 28th September 2011, I believe the following should be kept in mind by the Shire of Northam Planning Officers.</p> <p>Where reticulated water is supplied, hydrant should be developed at 200 meter intervals.</p> <p>All subdivisions should have two means of entry/exit which strategically allows for "Emergency Access/Exits" in the event of an emergency.</p> <p>Subdivisions without reticulated water require a 100,000lt water tank with outlets for fire fighting appliances to be connected.</p>	Noted.	

No.	Name / Address	Description of Affected Property	Summary of Submission	Council's Recommendation	Commission's Recommendation
4	Department of Mines and Petroleum	N/A	<p>Thank you for your letter dated 28 September 2011 inviting comment on the above Town Planning Scheme Amendment.</p> <p>The Geological Survey of Western Australia has assessed this proposal on behalf of the Department of Mines and Petroleum with respect to mineral and petroleum resources, geothermal energy and basic raw materials and has no comment to make in this regard.</p>	Noted.	
5	Adjoining Landowner	Lots 15417 & 700 (428) Chitty Road, Bakers Hill	We have no objections to the proposed rezoning.	Noted.	
6	Main Roads WA	N/A	<p>Further to your correspondence of the 28th September 2011 with attachments, Main Roads WA (MRWA) provides the following comments.</p> <p>In assessing the proposal, MRWA has determined from the information supplied that the development does not appear to generate adverse impacts to the MRWA network.</p> <p>Therefore, MRWA has no objection to the proposed development or require any conditions placed.</p>		
7	Department of Water	N/A	Thank you for your letter	Noted.	

No.	Name / Address	Description of Affected Property	Summary of Submission	Council's Recommendation	Commission's Recommendation
8	Department of Health	N/A	<p>received 13 September 2011 and the opportunity to provide comment regarding the amendment.</p> <p>The Corporation does not consider that the amendment presents any concerns to its service infrastructure and hence has no concerns with the proposal.</p> <p>Generally, beyond the existing town site boundaries of Northam the Corporation may only service farmed zoned lots under a "farm lands water scheme" and a "service by agreement". This is a reduced and restricted level of service when compared to an urban/town level of service that provides a minimal volume per day and specific requirements for the owner to manage quality. The existing property has a service and agreement in place for this type and the scheme is capable of supplying two more services if required to the proposed new lots.</p> <p>Thank you for your letter of 28 September 2011 seeking the Department of Health's (DOH) comments on the proposed Scheme Amendment above.</p>	Noted.	

No.	Name / Address	Description of Affected Property	Summary of Submission	Council's Recommendation	Commission's Recommendation
			<p>Based on the overall lot size, as well as the large lot sizes proposed in the future subdivision plan, the Department of Health has no objection to the rezoning proposal, subject to details of the wastewater disposal systems being acceptable to DOH and the Shire of Northam at building application stage.</p>		

13.2.3 IMPLEMENTATION OF THE WESTERN AUSTRALIAN BUILDING ACT 2011

Name of Applicant:	Shire of Northam
Name of Owner:	N/A
File Ref:	4.3.1.8
Officer:	Phil Steven / Jim McLevie
Officer Interest:	Nil
Policy:	Nil
Voting:	Absolute Majority
Date:	04 March 2012

PURPOSE

To further update Council on the processes involved in adoption of the Building Act 2011 and the subsidiary regulations.

BACKGROUND

The proposed Building Act 2011 proclaimed by State Parliament on 23 June 2011 was implemented throughout Western Australia on the 2 April 2012. At Council’s Meeting on 16 November 2011, Council adopted some of the delegations necessary for the application of the Act.

STATUTORY REQUIREMENTS

The *Building Act 2011* amends the *Local Government (Miscellaneous) Act 1960* (Parts vii, ix are deleted and Part xv is amended); and repeals the *Building Regulations 1989* and the *Local Government (Prohibition on Dealings in Land) Regulations 1973*.

CONFORMITY WITH THE PLAN FOR THE FUTURE

KEY RESULT AREA: Building Our Community

GOAL: To partner with business stakeholders to identify opportunities for economic growth and continuously improve the presentation of the Shire to attract new residents and investment.

OUTCOME 7: Encourage owners of new buildings to use sustainable methods and in keeping with the predominant character of the local area

- a) Ensure residential buildings are completed within the permitted time frame
- b) Reduce the number of shed dwellings by enforcing conditions imposed when granting approval

BUDGET IMPLICATIONS

FEES

For the purpose of examples \$250,000 is used as the current average estimated value of the building work for a dwelling in the Shire of Northam.

For the purpose of examples \$500,000 is used as the current average estimated value of the building work for a commercial building in the Shire of Northam.

The following are statutory fees adopted under the Building Act from 2 April 2011:

1. **Certified application for a building permit**

- (a) For building work for a Class 1 or Class 10 building or incidental structure to that building
0.19% of the estimated value of the building work but not less than \$90
(e.g: for \$250,000 the charge would be \$475)
- (b) For building work for a Class 2 to Class 9 building or incidental structure to that building
0.09% of the estimated building value but not less than \$90
(e.g: for \$250,000 the charge would be \$225)

2. **Uncertified application for a building**

- 0.32% of the estimated value of the building work but not less than \$90
(e.g: for \$250,000 the charge would be \$800)
(e.g: for \$500,000 the charge would be \$1,600)

3. **Application for a demolition permit**

- (a) for demolition work in respect of a Class 1 or Class 10 building or incidental structure
\$90
- (b) for demolition work in respect of a Class 2 to Class 9 building
\$90 for each storey of the building

4. **Application to extend the time during which a building or demolition permit has effect**

\$90

5. **Application for an occupancy permit for a completed building**

\$90

6. **Application for a temporary occupancy permit for an incomplete building**

\$90

7. **Application for modification of an occupancy permit for additional use of a building on a temporary basis**
\$90
8. **Application for a replacement occupancy permit for permanent change of the building's use, classification**
\$90
9. **Application for an occupancy permit or building approval certificate for registration of strata scheme, plan of re-subdivision**
\$10 for each strata unit covered by the application, but not less than \$100
10. **Application for an occupancy permit for a building in respect of which unauthorised work has been done**
0.18% of the estimated value of the unauthorised work, but not less than \$90
11. **Application for a building approval certificate for a building in respect of which unauthorised work has been done**
0.38% of the estimated value of the unauthorised work but not less than \$90
12. **Application to replace an occupancy permit for an existing building**
\$90
13. **Application for a building approval certificate for an existing building where unauthorised work has not been done**
\$90
14. **Application to extend the time during which an occupancy permit or building approval certificate has effect.**
\$90
15. **Swimming pool inspections**
\$55 across a 4 year period
\$55 for a requested inspection
16. **Building inspection service fee**
\$90 for the first hour and \$60 per hour thereafter
17. **Certificate of Construction Compliance**
\$90 for the first hour and \$60 per hour thereafter
18. **Certificate of Building Compliance**
\$90 for the first hour and \$60 per hour thereafter

OFFICER'S COMMENT

The two major affecting changes under the *Building Act 2011*(the Act) involve the introduction of private certification and reduced time frames for processing Building Applications.

ROLE OF THE LOCAL GOVERNMENT

The role of local government in the new building approvals process is split between four main functions:

1. PERMIT APPROVAL AND ISSUING

Under the *Building Act 2011*, Local governments become **Permit Authorities** issuing building, demolition and occupancy permits within its local government area.

Building Permit

An **independent registered building surveyor** can certify a building application as compliant with the Building Code of Australia and all referenced building standards by issue of a **certificate of design compliance**. The application then becomes a **Certified Application** which is submitted to the relevant Permit Authority that governs the area in which the building works are proposed to be carried out. If they are a **complete application** the permit is issued by a **designated employee** of the relevant local council. The Permit Authority has a time frame of ten (10) business days to issue a **permit** for those building works.

In this process the local government is responsible for accepting a complete application and issuing a permit. Assessing that the application adheres to planning and health requirements, relevant local laws and adherence of the plans to the Building Code of Australia and all referenced building standards, lies with the applicant.

Demolition Permit

A demolition permit does not require certification so all demolition applications are assessed by the permit authority before issuing a demolition permit.

Occupancy Permit

Except for class 1 and 10 buildings, before a completed building is occupied, an occupancy permit must be obtained from the permit authority. It is evidence that a building has been lawfully constructed and is safe to occupy for the use stated on the permit.

New Buildings

Once a building is completed, application is made to the local permit authority for an **occupancy permit**. A **Certificate of Construction Compliance** (issued by a registered building surveyor), will confirm that the building has been built according to the issued permit and that it complies with the relevant building standards. The Certificate of Construction Compliance, along with other required information and certificates must be supplied to the Local Permit Authority for the issue of an occupancy permit.

Existing Buildings

Application can be made to the local permit authority for an **occupancy certificate** for an existing building. A **Certificate of Building Compliance** (issued by a registered building surveyor), will confirm that the building has been built according to the issued permit and that it complies with the relevant building standards. The Certificate of Building Compliance, along with other required information and certificates must be supplied to the Local Permit Authority for the issue of an occupancy permit.

The Building Act 2011 makes it an offence to occupy a Class 2 - 9 (commercial) building without an appropriate occupancy permit. The permit authority issues occupancy permits for completed buildings within its geographical jurisdiction.

2. CERTIFYING WORKS

Under the Building Act 2011, Local Councils are required to provide certification for Class 1 (dwellings) and Class 10 (sheds, patios, pergolas, retaining walls, swimming pools and the like).

These will be submitted as **Uncertified Applications** and are certified by an independent registered building surveyor as compliant with the Building Code of Australia and all referenced building standards by issue of a **Certificate of Design Compliance**. If they are a complete application they are required to be granted a certificate of design compliance and a permit within a twenty five (25) business day time frame.

In this process the local government is responsible for accepting a complete application, assessing that the application adheres to planning and health requirements, relevant local laws and adherence of the plans to the Building Code of Australia and all referenced building standards. Along with issuing a permit for the building works.

3. ENFORCEMENT

The Local Council as a permit authority has the role of ensuring conformity with the Building Act 2011.

This includes:

- a) monitoring whether a provision of this Act has been, or is being, complied with;
- b) investigating a suspected contravention of a provision of the Building Act 2011;
- c) conducting an inspection or test of equipment, machinery or a system, or an existing building, under arrangements
- d) ascertaining whether a building or an incidental structure is in a dangerous state or is unfit for human occupation;
- e) taking action.

Under Section 96 of the *WA Building Act 2011*, permit authorities (local governments) may designate employees as **authorised persons** to carry out the above mentioned duties.

A permit authority must give an **identity card** to each person designated by it as an authorised person.

An authorised person may exercise a power in relation to someone only if the authorised person first produces the authorised person's identity card for the other person's inspection, or the authorised person has the identity card displayed so it is clearly visible to the other person.

An employee designated powers as an authorised person has the power to:

- a) Enter onto a property at a reasonable time if they have reasonable cause to believe that works are occurring under this Act or in contravention of this Act;
- b) Obtain information at the property concerned, inspect, film, operate computers, take samples, copy relevant documents, seize evidence, secure evidence and compel compliance;
- c) Use force that is reasonably necessary, but not against a person;
- d) Give oral or written direction.

If an authorised person has cause to enter a property for purposes other than stated in Part 8, Division 3, Section 100 (1) of the Act. They are required to obtain from a JP an **entry warrant authorising** entry to the property.

A Permit Authority may issue a **building order** against building or demolition works which are suspected to be in a contravention of the Act.

The building order compels the person served to:

- a) stop works in progress.
- b) demolish, dismantle or remove building or demolition works deemed unsafe or dangerous or in any other way deemed not to comply with the Act;
- c) carry out rectification works to comply with the Act;
- d) evacuate and keep vacant a building deemed unsafe or dangerous or in any other way deemed not to comply with the Act;
- e) take or not take other actions specified in the Act, so as to prevent or stop a suspected contravention of the Act.

4. RECORD KEEPING

The Local Government as a Permit Authority is required to provide for the keeping of records in relation to matters mentioned in the Act.

The matters mentioned in the Act include:

- a) Inspections of building or demolition work;
- b) Regulations about safety and health matters in buildings requiring occupancy permits;
- c) Changing building standards or requirements to existing buildings

The Local Government as a Permit Authority is also required to provide electronically, to the Building Commissioner the following information, in respect of the period covered by an annual report —

- a) the number of building permits, demolition permits and occupancy permits granted by the permit authority;
- b) the number of building approval certificates granted by the permit authority;
- c) the total estimated value of building work for which building permits were granted by the permit authority;
- d) the number of building orders made by the permit authority;
- e) the number of prosecutions for an offence against the Act commenced by the permit authority;
- f) the number and outcome of prosecutions commenced by the permit authority that have been finalised in the period.

NEW TERMS USED IN THE BUILDING ACT 2011:

Permit - replaces building licence

Permit Authority - an organisation that grants all the permits that are required under the new building approval system. It ensures that all statutory requirements for the lodgement of a permit application are met, and that the paperwork is complete. It also has responsibility for keeping building records and providing building information to the Building Commission. A permit authority has an enforcement role and can issue building orders to require builders to rectify building work that doesn't meet approved requirements.

Independent registered building surveyor:

Registered being a Building Surveyor who is entitled under the *Registration Act* section 11 to sign certificates of design compliance for buildings or incidental structures of the kind that is the subject of the application.

Independent being:

- a) the building surveyor is neither an owner of the land on which the building or incidental structure that is the subject of the application is, or is proposed to be, located, nor an employee of an owner of the land; and
- b) the building surveyor is neither the person who proposes to be named as the builder or demolition contractor on the permit, nor an employee of that person.

Certificate of Design Compliance is signed by a registered building surveyor to state that the building will comply with each applicable building standard if the building is completed in accordance with the specified plans and specifications. The certificate also states that the building will comply with any prescribed authorities (such as planning, health, construction over sewers, etc.) that have issued for the building.

Certificate of Construction Compliance a certificate signed by a registered building surveyor to certify that a new building complies with the applicable building standards and that it is safe to occupy.

Certificate of Building Compliance a certificate signed by a registered building surveyor to certify that an existing building complies with the applicable building standards and that it is safe to occupy.

Certified Application application submitted to the Local Permit Authority which has been certified as compliant against the Building code by the issue of a Certificate of Design

Uncertified Applications applications submitted to the Local Permit Authority without certification as compliant against the Building Code by the issue of a Certificate of Design

Complete Application an application which contains all of the plans, information, certificates, forms and details required by the Act and the Local Permit Authority.

Designated Employee a person employed by the Permit Authority, given authority to act as an authorised person

Identity Card a card issued to an authorised person for the purpose of showing that person as an authorised person.

Entry Warrant a warrant issued to an authorised person by a JP, in order to authorise entry and to exercise the authorised person's powers.

Building Order an order given as written notice to make compliant with the Act building or demolition works.

Occupancy Permit a permit issued by permit authorities for commercial and public buildings in their jurisdiction area. The permit is evidence that a building has been lawfully constructed and is safe to occupy for the use stated on the permit.

OTHER CHANGES IN THE BUILDING ACT 2011 WHICH AFFECT LOCAL COUNCIL

CHANGE

A certificate of design compliance, certificate of construction compliance and certificate of building compliance are required to be issued by an **Independent registered building surveyor**.

AFFECT

- a) Building works on Council owned land require certification from a registered building surveyor not an employee of the Council. This will need to be considered when costing projects and when considering the waiving of fees.
- b) **Certificates of Construction Compliance** or **Certificates of Building Compliance** for commercial and public buildings owned by the council are required to be issued by a registered building surveyor not an employee of the council.

CHANGE

As required by the Act, all commercial and public buildings are to have issued an **Occupancy Permit**. This is a retrospective requirement.

AFFECT

All existing commercial and public use buildings owned by the Shire of Northam will need to be assessed for an **Occupancy Permit** (see (b) above a). This will need to be considered when developing budget.

CHANGE

If works on land are to affect adjoining properties in any way listed in the Act, consent must be sought from each owner of the land adjoining.

AFFECT

Building works on Council owned land require consent from adjoining owners prior to a permit being issued if the works are to affect adjoining land.

RECOMMENDATION/COUNCIL DECISION

Minute No C.1754

Moved: Cr R Head
Seconded: Cr U Rumjantsev

That Council,

1. **In accordance with Section 127 of the WA Building Act 2011 and 5.42 of the Local Government Act 1995, Council adopts and delegates to the Chief Executive Officer and other relevant staff, the functions of the Local Government:**

DELEGATION NUMBER -
LEGISLATIVE POWER - Building Act 2011, s65

DELEGATION SUBJECT - Buildings - extending the period of duration of an Occupancy permit or a Building Approval Certificate
DELEGATE - Executive Manager Development Services
Building Surveyor/s

The Executive Manager Development Services and Building Surveyors of the Shire are delegated authority to extend the period of duration of an Occupancy permit or a Building Approval Certificate, subject to the provisions of s65 Building Act 2011.

DELEGATION NUMBER -

LEGISLATIVE POWER - Building Act 2011, s117

DELEGATION SUBJECT - Buildings - Revoke Building Orders

DELEGATE - Executive Manager Development Services

Building Surveyor/s

The Executive Manager Development Services and Building Surveyors of the Shire are delegated authority to Revoke Building Orders, subject to the provisions of s117 Building Act 2011.

2. in accordance with Section 96 (3) of the WA Building Act 2011 and Section 9.10 of the Local Government Act 1995 Council appoints the Chief Executive Officer to be authorised for the purposes of performing the functions of the Local Government under

Section 100 - Entry Powers

Section 101 - Powers after entry for compliance purposes

Section 102 - Obtaining information and documents

Section 103 - Use of force and assistance

Section 106 - Apply for an entry warrant

3. revoke applicable delegations and authorisations under the provisions of the Local Government (Miscellaneous) Provisions 1960 (Parts VIII and Part XV), currently named B01, B02, B04 and B05.

4. a report be prepared, 12 months after the implementation of the WA Building Act 2011 and Building Regulations on the impact on the Shire of Northam's financial and service delivery, and to repeal further delegations under the Local Government (Miscellaneous) Provisions 1960.

CARRIED 9/0

An Overview of the New Building Approvals System

Building Permit Approvals Process – Uncertified Applications

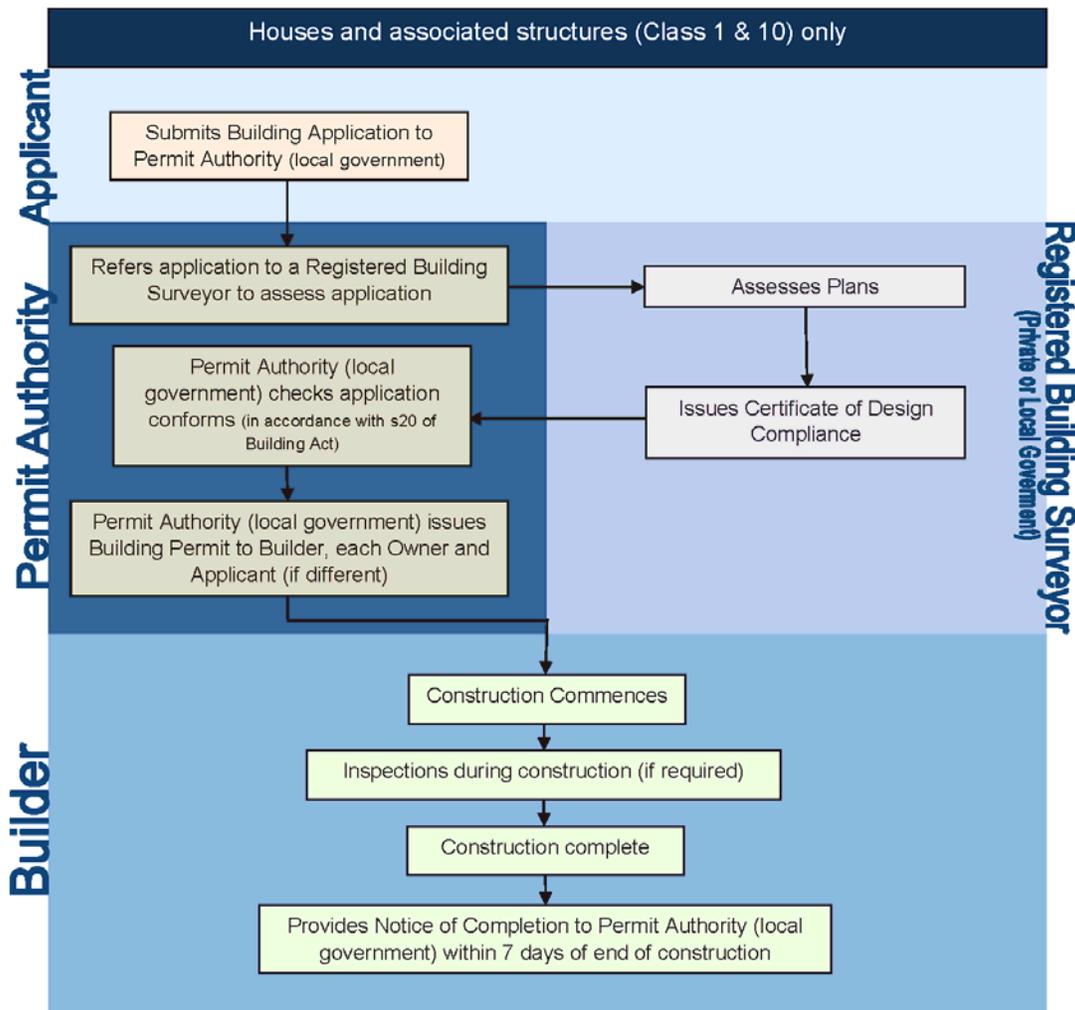


Figure 2

Building Permit Approvals Process – Certified Applications

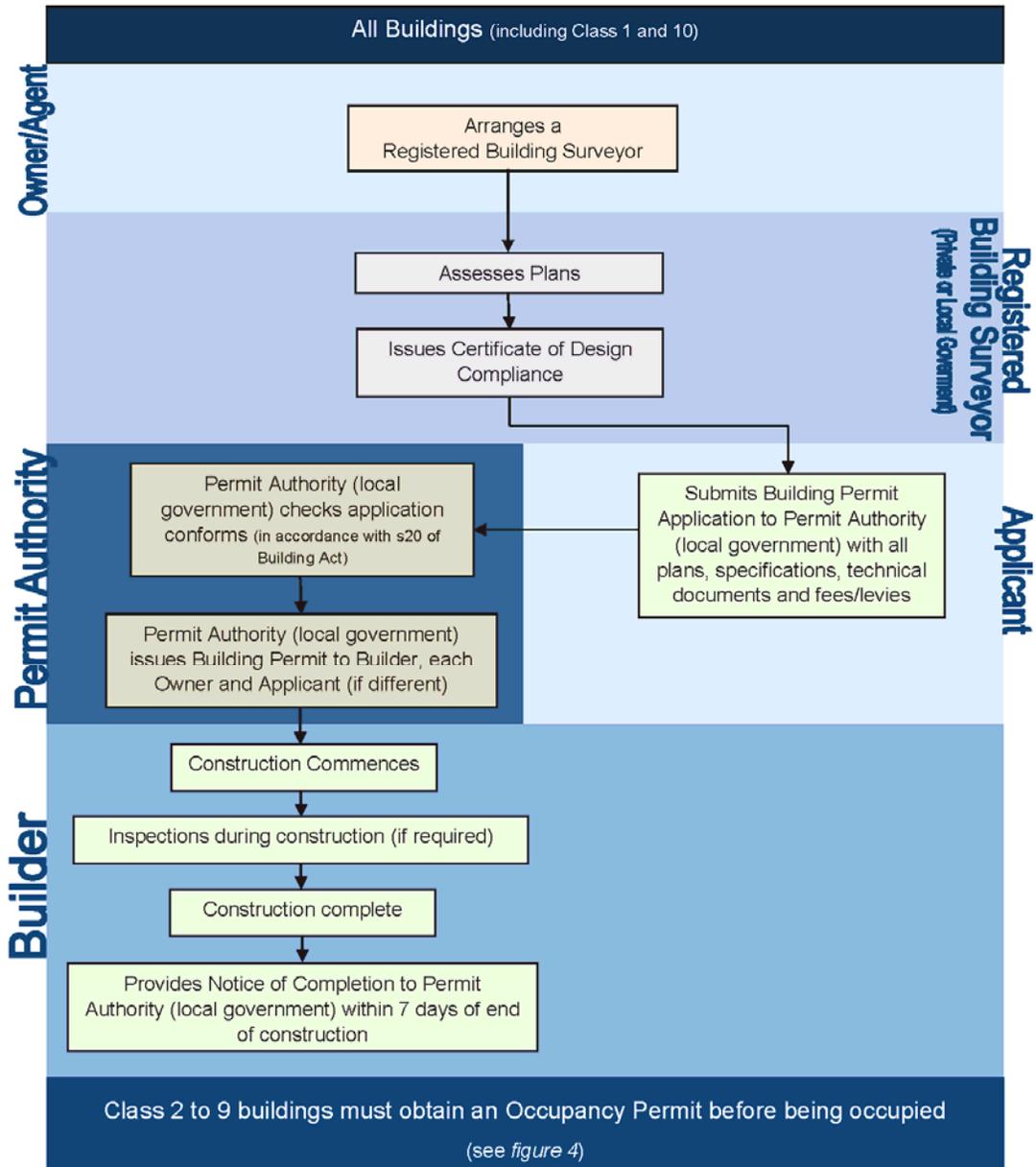


Figure 3

Occupancy Permit/ Building Approval Certificate Process

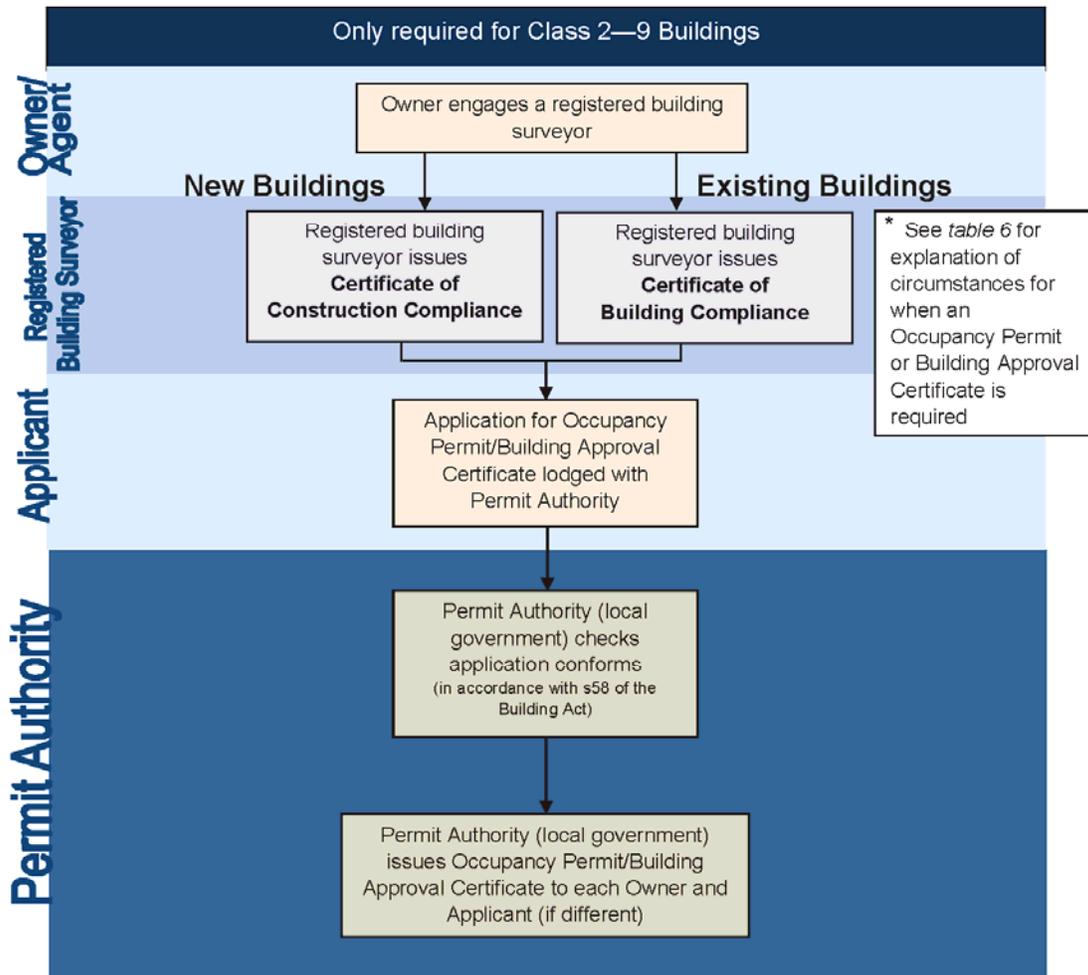


Figure 4

13.2.4 INTRODUCTION OF KERBSIDE RECYCLING TO THE SHIRE OF NORTHAM

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	4.1.1.8
Officer:	Phil Steven / Carmen Sadleir
Officer Interest:	Nil
Policy:	Avon Strategic Waste Minimisation Plan 2008-2013
Voting:	Simple Majority
Date:	04 April 2012

PURPOSE

The purpose of this report is for Council to consider the introduction of kerbside recycling to the Shire of Northam in January 2013.

BACKGROUND

Council records show that kerbside recycling was considered at previous Council Meetings including those held on 30 June 1999, 23 June 2004, 15 June 2005, 21 June 2006, and 11 June 2008. At Council’s Meeting on 11 June 2008, Council rejected kerbside recycling 6/4 for the following reasons:

- cost to pensioners
- opportunity for regional group to participate
- opportunity to tender for kerbside rubbish collection and recycling together for price savings

At Council’s Meeting on 20 July 2011, it was decided that Council consider listing a kerbside recycling service in the draft 2012/13 Budget. Staff are following that direction by bringing this issue to Council prior to the Budget deliberations.

At least two surveys have previously been undertaken to gauge community support for kerbside recycling. Generally these have shown that there is support for the proposal, provided that it can be done at a reasonable cost to residents. The most recent Kerbside Recycling Survey was undertaken in May 2008. This included 4000 mail-outs. Over 500 responses (12.5%) were received, which is a statistically valid response since it is greater than 10%. The results of the survey are shown below:

SURVEY RESULTS:

Importance of recycling to the community

Very Important	Important	Medium	Low Importance	Not Important
455	54	16	18	12

Responses showed that 92% of residents felt that recycling was either important or very important or to the community.

Number of households that would participate in a fortnightly kerbside recycling collection if it was available

Northam	Wundowie	Grass Valley	Bakers Hill	Clackline	El Caballo
341	26	16	5	18	1

Sea Brook	Irishtown	Spencers Brook	Southern Brook	Other
9	7	4	4	5

The survey showed that approximately 70 - 85% of respondents indicated that they would participate in kerbside recycling if it was available, with this trend reasonably similar across the Shire of Northam.

Amount that residents are prepared to pay

\$0	\$20	\$25	\$30	\$40	\$50	\$60	\$80	\$100
64	2	3	1	3	2	249	133	82

This question was asked so that residents would be aware that there will be a cost associated with the recycling service. The cost was expected to be around the \$80 mark so three options were given. As would be expected, most people ticked \$60 being the cheapest, but some wrote zero on the survey. Surprisingly some ticked \$100 with the statement that they would be prepared to pay whatever is required to receive the service.

There was a section for additional comments, and in summary these indicated:

- The opportunity to recycle in the Shire is long overdue and most people are very keen to participate.
- Could the Shire provide a 3rd bin for recycling green waste (prunings) as well.
- Ensure that recyclables are sorted and recycled, not landfilled.
- The Shire should be able to "sell" the recyclables to subsidise the cost to the ratepayer.
- Pensioners should have a free, or discounted recycling service.

Recycling myths can be viewed at <http://recyclingweek.planetark.org/documents/doc-78-nrw-recyclingmythsreport.pdf>

Kerbside recycling is offered at the following Shires in WA: Exmouth, Esperance, Albany, Denmark, Katanning, Kojonup, Broome, Kalgoorlie, Mandurah, Murray, Serpentine-Jarrahdale, Waroona, Augusta-Margaret River, Boyup Brook, Bunbury, Busselton, Capel, Dardanup, Donnybrook-Balingup, Harvey, Cunderdin, Wagin, West Arthur, Wickpin, and Wongan Ballidu.

STATUTORY REQUIREMENTS

LOCAL GOVERNMENT ACT 1995

The cost for commencing a recycling contract in the Shire of Northam is likely to be greater than \$100,000 per annum. The process for calling Tenders is outlined in the Local Government Act 1995 and the Local Government (Functions and General) Regulations 1996, and would normally be required for this size contract. However, since Avon Waste is listed as one of WALGA's preferred suppliers, the Shire is not required to call Tenders before entering into a contract for a recycling service. In practice the Shire would seek quotes from a number of preferred suppliers for the service.

HEALTH ACT 1911

The cost of kerbside recycling will be a user pays system. Under the Health Act 1911, a separate sanitary rate can be charged to residents for the removal of rubbish from premises. This can include removal of rubbish or recycling. The recycling charge can be included in the general Shire Rates, or listed as a recycling levy on the rates notice.

WASTE AVOIDANCE & RESOURCE RECOVERY ACT 2007

Although the Shire is not legally required to have a kerbside recycling program, the Waste Avoidance and Resource Recovery Act 2007 does include requirements for local governments to adopt a Waste Plan within its Plan for the Future, to implement strategies to reduce the amount of waste received by the local government, such as by increased recycling activities.

STATE WASTE STRATEGY

The State Waste Strategy (March 2012) provides direction for the management of waste by Local Governments. At its launch the Waste Authority Chairman (Peter Fitzpatrick) stated that the target for non-metropolitan areas is for 30% of municipal solid waste to be recovered by 2015 and 50% by 2020 (currently 15%).

CONTAINER DEPOSIT LEGISLATION (CDL)

This arrangement is in place in SA and NT where 10c is paid for the return of empty beverage containers to recycling depots. CDL is being considered at a national level. If this is unsuccessful it will be considered at a State level. A recent survey has shown that the majority of local governments in WA are supportive of proposal. If this structure was to be introduced, it is expected to have a negligible impact on the viability of kerbside recycling, as the contractor would receive a greater income at the time of dropping off beverage containers to recycling depots, but less beverage containers would be dropped into the recycle bin since residents would drop these off directly to recycling depots to receive their 10c refund. The main volume of recycling, being paper and cardboard, would remain unchanged if CDL was introduced.

CLEAN ENERGY ACT 2011

The Clean Energy Act comes into effect on 2 April 2012. Under the Act, organisations will be charged for their emission of carbon, such as from industry, and for local government landfill sites. The threshold for landfills is 25,000 tonnes of carbon. The Shire of Northam is reasonably close to the threshold for its Old Quarry Road Landfill Site, since currently approximately 23,000 tonnes of waste is received at the Old Quarry Road Facility, of which a portion is recycled and removed from the Facility (eg scrap steel) before it reaches the landfill. Approximately 20,000 tonnes of waste is landfilled per year, with approximately 3,000 tonnes coming from the Shires of York and Toodyay. The carbon price liability of \$23 per tonne for landfills for 25,000 tonnes is expected to relate, as a rule of thumb, to waste generation from more than 20,000 people going into the landfill. The population of the Shire's of York, Northam and Toodyay is 20,253, but waste from surrounding Wundowie (2000) goes to the Inkpen Waste Management Facility keeping the Old Quarry Road Waste Management Facility below the threshold. Paper and cardboard are significant contributors to the carbon deficit, and kerbside recycling would particularly address this waste stream.

ZERO WASTE 2020

Zero Waste 2020 is a concept which aims to have zero waste going to landfill in WA by the year 2020. As part of the Zero Waste State Plan, funding was provided to local governments to write Waste Minimisation Plans showing how they would take steps towards zero waste. For Phase 1, each Shire was required to complete an online waste and recycling survey to assess how much waste is being produced, how much is being recycling and how much is being landfilled. Further to this survey, funding was available for the development of a Strategic Waste Minimisation Plan (SWMP) to show how the waste issue could be managed better. Shires were encouraged to form groups to maximise funding opportunities.

The Shire of Northam joined with the Shire of Toodyay to form the 'Avon Group'. Following the development of the Avon Strategic Waste Management Plan (SWMP), the Shires were successful in obtaining funding to the value of \$47,000 for the introduction of mulching, E-waste recycling, composting bins and worm farm projects in 2009-2011. The Avon Group SWMP was adopted by the Shire of Northam Council on 17 December 2008. The Plan includes the following details in relation to kerbside recycling:

The Avon Group is to investigate the development of kerbside recycling collections in the Region. Data within the SWMP indicates that 9540 tonnes of recyclables are generated per annum within the Shire of Northam, which is 0.89 tonnes per person compared to 2.2 tonnes of refuse generated per person (30%).

Packaging waste (potentially recyclable) is identified as a priority waste stream as it could be diverted from the landfill, which is a primary purpose of the Zero Waste 2020 strategy.

The SWMP accepts that "the "consumer pays" principle should apply. Not all ratepayers consume at the same level hence it is not equitable that ratepayers should contribute to

the costs of recycling at equal levels. Therefore it is suggested that low demand consumers such as pensioners should be eligible for a rebate on the recycling costs. This could be achieved by including the recycling cost in the Shire's Rates, rather than in the separate waste levy.

Activities recommended within the SWMP towards investigating the potential for developing kerbside recycling collections in the Region include:

- Assess the potential collection locations (development nodes) within the Region.
- Liaise with industry to determine kerbside recycling collection capabilities.
- Determine the range of recycling materials that can be included in the collection.
- Determine the costs and hence feasibility of implementing a kerbside recycling collection system.
- Encourage community involvement in the new collection system.

These actions have been undertaken as part of obtaining costs and details for the current proposal. The SWMP also recommends taking action to increase the participation in recycling, and suggests that elected members need to actively support improved waste management and recycling activities within the Shires.

CONFORMITY WITH THE PLAN FOR THE FUTURE

GOAL: To contribute to the national effort of climate control and improving our local environment

OUTCOME: To identify environmental issues for the next 10 years and adopt plans that contribute to the general community's long term sustainability goals

BUDGET IMPLICATIONS

Under the Regional Funding Program 2011-2016 from the DEC, the Avon Group (Northam and Toodyay) is eligible for \$421,817 inc GST towards the recycling proposal, which would equate to approximately \$292,000 for the Shire of Northam. The cost for purchasing 240L green wheelie bins with yellow lids for the Shire of Northam is approximately \$54 per bin including rollout for 4,800 bins in the Shire of Northam, at a total cost of approximately \$260,000. Funding of the bins will significantly reduce the cost of providing kerbside recycling to the community, and is an opportunity that makes implementation more viable.

Provision of a recycling service is effectively cost-neutral on the Budget as contractor charges are fully passed onto the Ratepayer.

A price for commencement in January 2013, based on the Shire purchasing the bins, brings the cost of recycling to \$81.30 inc GST per bin per annum (\$74 plus GST).

If the grant was not included, the cost to the Shire of Northam would increase to approximately \$87 inc GST per bin per annum.

Income from recyclables

With the current market for recyclables, the income from sale of recyclables only covers the cost of transport of recyclables to Perth. It does not cover the cost of the entire recycling collection service, as is the perception of some portions of the community.

Since Avon Waste is on WALGA’s ‘preferred supplier’ list, Council does not need to go to Tender in order to undertake a contract with Avon Waste, which means that once it is budgeted for, the contract can be let immediately.

The anticipated annual costs for the Shire of Northam to introduce the service are shown below:

Cost of purchasing bins plus drop-off costs	\$260,000	(grant)
Bin fortnightly collection and handling cost (4800 services)	\$390,000	
Reduced income from disposal of waste that is potentially recyclable from Toodyay	\$20,000	
Education and promotion for recycling	\$10,000	

Cost savings:

Recycling drop-off points no longer required plus reduced litter cleanup costs	\$30,000
Note: Potential Savings, existing disposal of waste that is potentially recyclable yields saved landfill space (25% at \$30 per tonne)	\$180,000 (future)
NET COST (\$390K+30K-30K)	\$390,000

OFFICER’S COMMENT

The general community attitude towards recycling is supportive, with 99% of Australians polled accepting that it is important for the environment (Planet Ark, 2005). This was reflected in the Shire of Northam Survey 2008 (92%).

There are existing recycling services in Northam, which consist of seven recycling drop-off points throughout the Shire. These are well supported. However, research for similar areas suggests that there would be an increased recycling diversion rate by 25% for kerbside recycling compared to drop-off recycling. In a Regional Waste Strategy of Western Wheatbelt Shires commissioned by the Avon Regional Organisation of Councils (AROC), it was noted that the Shire of Northam only recycles 5% of waste (250 tonnes), with 4% diverted from landfill (20% residue) which is the lowest rate in the region. In order to be a leader in its field, the Shire of Northam would have to substantially increase its recycling participation and diversion rate.

An alternative to introducing an additional bin for kerbside recycling that has been suggested to the Shire of Northam, is to use the existing one-bin kerbside refuse

collection, and construct a sorting facility to sort all waste into recyclables, refuse and green waste. To staff's knowledge, there is only one such system in WA, which is in the City of Stirling. The capital cost of such a system is at least \$10 million, or up to \$40 million if it includes composting facilities, which brings added issues of odour, power consumption, maintenance and hand-sorting costs (6 employees). It also results in recyclables being downgraded, and receiving less income at the market, as recyclables (eg paper and cardboard) are contaminated by other waste.

Staff at the Municipal Waste Advisory Council (MWAC) have advised that a one bin system will not receive funding from the State Government because the focus is on kerbside recycling programs. The one bin system conflicts with kerbside recycling because it causes confusion for residents, particularly in the metropolitan area, as the perception is if residents are not taking an active role in recycling, then they are not aware that the product will be recycled, and will not receive the desired 'feel good factor'.

Advice from the Shire's Waste Consultant, IW Consultants, has indicated that the Shire of Northam would not have the economies of scale necessary for a viable one bin system. Instead an arrangement as is proposed, where the householder does the majority of sorting (at-source separation), would save having to pay employees to undertake this task. The capital cost (predominantly the new bins) of the proposed recycling system is in the order of \$500,000, which in our case will be heavily subsidised by grant funding.

One of the comments in the 2008 survey was that a 3 bin system would be desirable. This would consist of a separate bin for rubbish, recycling and a third bin for greenwaste. Although it would be helpful to divert greenwaste away from the landfill, it is suggested that this is an additional cost that should be considered at a later date. Currently there is a drop-off service for greenwaste at Council's landfill sites which is then chipped to provide free mulch to Shire residents.

Avon Waste was established in 1980 and have an existing Material Recovery Facility (MRF) in York. This is currently in recess as Avon Waste have found it to be more cost effective to transport co-mingled recyclables to Perth for sorting and drop-off to market. If the Avon group (Northam and Toodyay) commence recycling, it may be considered viable to reinstate in York.

If kerbside recycling is supported by Council, it is suggested that there is a reasonable lead-in time to allow for the ordering and distribution of bins to Shire residents (may take up to 6 weeks) plus time for promotion and education. A January 2013 commencement date is suggested. It should also be noted that residents will then only be charged for the portion on the remaining part of the year which means the increase to serviced properties rates for the period 2012-2013 would be halved for the first year.

Proposed details for a kerbside recycling service are:

- i) Pickup of recycling bins as a fortnightly service.
- ii) Collection along the entire existing wheelie bin route, which includes the main towns in the Shire and the routes in between.

- iii) One 240L recycle bin to be provided to each residential and commercial premises, as designated by Council.
- iv) Sticker or embossing on bin to be provided describing what materials can be recycled, and a booklet sent to each household, to be arranged by the Contractor.
- v) Recyclables become property of Contractor.
- vi) Recycling bins are the property of the Shire.
- vii) Commencement on 1 January 2013.

Avon Waste have a separate truck for collecting recyclables. The fortnightly collection would occur on the same day as the current rubbish collections. The truck would be labelled as a recycling collection truck.

It has been suggested that all ratepayers are charged for the recycling service, but the recycling bin is provided upon request, after which the Shire is charged by the Contractor for the service. This would mean that only those that are likely to participate in recycling would be provided with a bin, which would reduce the rates of rubbish contaminating recyclables.

It has also been noted that there are a number of 'street' rubbish bins in Northam that have the standard recycling bin appearance (yellow lid, green base). It is suggested that these are replaced with completely green bins, and that the existing yellow lid, green base bins be used as recycle bins to match the usual identifying colours.

RECOMMENDATION/COUNCIL DECISION

Minute No C.1755

Moved: Cr R Head
Seconded: Cr R Tinetti

That Council,

- 1. include in the Shire of Northam draft 2012/13 Budget, funds for a kerbside recycling service starting on 1 January 2013, subject to funding of \$421,817 inc GST being contributed from the State Government, and conditional on agreement from the Shire of Toodyay also providing a kerbside recycling service.**
- 2. endorse the proposed extent of the service along the existing refuse wheelie bin collection route in the Shire of Northam.**
- 3. set a fee of \$80 per annum (GST free) per service in Council's Draft 2012/13 Schedule of Fees & Charges (and incorporated into the Draft 2012/13 Budget) to be charged on the Shire's annual rates notice, as a separate waste levy, which equates to \$40 per bin service for January to June 2012.**

- 4. authorise the CEO to finalise and execute all the necessary agreements for the kerbside recycling project, if it is adopted into the 2012/13 Budget.**
- 5. consider a pensior discount for the recycling services to be adopted in the Shire of Northam 2012/13 Schedule of Fees and Charges.**
- 6. should a container deposit and or waste levy be introduced that Council reserve the right to renegotiate the ownership of recyclables.**

CARRIED 9/0

13.2.5 PURCHASE OF FILL MATERIAL FOR OLD QUARRY ROAD WASTE MANAGEMENT FACILITY

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	4.1.1.4
Officer:	Phil Steven / Carmen Sadleir
Officer Interest:	Nil
Policy:	Old Quarry Road Waste Management Plan 2009 Strategic Waste Minimisation Plan 2008-2013
Voting:	Absolute Majority
Date:	04 March 2012

PURPOSE

The purpose of this item is for Council to endorse the purchase of fill for the Old Quarry Road Waste Management Facility (the Facility), to be taken from the Rubbish Site Reserve Account.

BACKGROUND

The Shire of Northam is currently involved in a project to provide treated wastewater to the Northam Racecourse located on Yilgarn Avenue for the watering of the turf racecourse track.

The project includes the construction of a waste water holding dam in the centre of the Racecourse with 85,000 cubic meter (kl) capacity and is due to be completed in mid April 2012. As part of the construction of the holding dam, it was proposed that the excavated material from the dam be spread in the centre of site.

In the past, the Shire of Northam has been required to purchase cover material for the Old Quarry Road Waste Management Facility when insufficient soil has been available. A certain amount of soil is obtained as a result of the digging of waste cells on the site as well as clean fill that has been brought in for disposal by contractors.

The soil provided from the digging of the waste cells and from clean fill brought in by contractors from private excavation works has not entirely met the site’s requirement for daily landfill cover and final capping. The lack of clean fill material required for the management of the site will only increase for the next few years particularly as the landfilling is currently occurring in the widest part of the valley as well as the large amount of rock that is likely to be encountered in the next few landfill cells to be created.

STATUTORY REQUIREMENTS

The Local Government (Functions & General) Regulations require the Local Government to Tender for the purchase of services with value greater than \$100,000.

The purchase of the fill is an unbudgeted expenditure for the 2011/2012 Financial Year and as such will require an absolute majority.

Fill material is required under the Old Quarry Road Waste Management Facility licence from the Department of Environment & Conservation (DEC), which stipulates a depth of cover of 1m as final capping over each waste cell, as part of the rehabilitation of the site. The Shire is required to fund rehabilitation of the site, which is proposed to be converted into bushland. An audit of the Old Quarry Road Facility by the DEC on 16 January 2012 showed the Facility is well run and compliant.

CONFORMITY WITH THE PLAN FOR THE FUTURE

OUTCOME: To operate in a financially sustainable manner

STRATEGY: A sustainable balance is achieved through the use of reserve funds, loan funds, grants and rate increases.

BUDGET IMPLICATIONS

The fill is being provided free of charge to the Shire of Northam. The cost is purely for collection and transport to the Old Quarry Road Waste Management Facility, not for purchase of the fill itself. Three quotes for the transport of fill were obtained. The first was \$6.25 per tonne. The second was \$7 per tonne. The successful contractor is undertaking the work for \$4.90 inc GST per tonne, which equates to approximately 20,000 tonnes of fill being supplied to the Old Quarry Road Waste Management Facility.

Funds of \$237,661 are available in the Shire of Northam Refuse Sites Reserve, which is for the purpose of development, rehabilitation and replacement of the Facility.

In the 2011/12 Budget, \$93,922 is proposed to be transferred out from the Refuse Site Reserve and Refuse Reserve, and \$33,922 into the Reserve, a net transfer from Reserves of \$60,000 into general revenue. In the mid-year budget review, \$30,000 was removed from the Old Quarry Road operational expenditure account. The waste management budget aims for an overall \$200,000 positive effect on the Shire Budget.

OFFICER'S COMMENT

The Old Quarry Road Waste Management Facility Management Plan states the following:

“An adequate supply of cover material is essential for the continuous operation of the facility. The facility operator should always maintain adequate stockpiles of available cover material on site. The ideal is to have the cover material delivered free of charge

(or the Shire being able to charge a small fee) through the gate. The Shire should always be aware of major construction projects occurring within the surrounding areas and encourage contractors to deliver clean fill to the landfill. In the absence of an available supply of free cover material, the Shire will have to purchase cover material. This is typically an expensive exercise and highly dependent on the haulage distance from where the cover material is obtained.

The benefit of immediately covering the final waste profile include:

- Earlier completion of portions of the landfill.
- Improved visual amenity from the north of the site.
- Reduced litter generation.
- Improved odour and vermin control.
- Improved surface water management.
- Reduced leachate generation.
- Oxidation of small quantities of methane in the cover material (should it be present)”

The Facility Management Plan recommends that the Shire take advantage of opportunities to obtain cheap fill where possible. It is noted that the Shire of Northam currently has a nil fee for the delivery of cleanfill to both landfill sites.

The Facility Management Plan recommends that the Shire take advantage of opportunities of cheap fill where possible. There has been a relatively small supply of fill on site over the last couple of years as a result of excavation and local disposals to the site, which has met day to day requirements. The last purchase of fill occurred in June 2010, which was for a quantity of 2500 tonnes and a cost of \$20,625, ie \$8.25 per tonne. The cost for purchase and transport of equivalent soil to the site at the usual market rate in 2012 is approximately \$12.47 inc GST. If fill is only purchased when there is no stockpile left, the Shire will pay a premium for it.

According to estimates, approximately 800 tonnes per week is required for daily cover and level cover which equates to around 41,600 tonnes per annum. This is usually catered for by the amount of fill excavated of 40,000 tonnes per annum, plus incoming disposals of clean fill and other suitable material (eg bricks) of 1,000 - 2,000 tonnes per annum. The Shire's waste contractor uses fill sparingly but sufficient to manage vermin and other issues.

This leaves a shortfall for capping (1m of fill over the top of a waste cell) that requires approximately 80,000 tonnes every 10 years.

Upon becoming aware of the earthworks for the reclaimed waste water holding dam commencing, Council's Waste Management staff made enquiries as to the plans for the spoil from the dam. The initial proposal was for the spreading of the excess soil into the centre area of the racecourse track.

It was considered there was an opportunity to save the Shire significant costs for the future purchase of fill material, by securing the fill free of charge, and only having to

cover transport costs in this instance. Loading of the material could be done by earthmoving machinery working on the dam, so would not be fully costed to the fill provision. The distance to transport the soil from the Northam Racecourse to the Old Quarry Road Waste Facility is only 10 kilometres along the Bypass.

It was also considered that the material is appropriate to achieve a good compaction rate, is weed and dieback free and suitable for the planting of vegetation as part of the landfill site rehabilitation process.

In order to obtain the fill at the lowest rate, an order has been issued to the earthmoving contractor and the transport is underway. Time was imperative otherwise the cost would significantly increase if it was not undertaken in conjunction with the dam construction project. Further to this it was noted that the clean fill stockpile at the Old Quarry Road Facility was down to approximately three month's supply.

The fill obtained will be utilised for final capping of the completed waste cells, as the fill material has a reasonable clay content. Cover is also used on a regular basis to control vermin and windblown rubbish. Rehabilitation of the Waste Management Facility is required when refuse cells are filled and closed.

Council endorsement is being sought for the cost of transport of fill to be supplied to the Old Quarry Road Waste Management Facility. It is appropriate to cost rehabilitation from the 'Refuse Sites Reserve', as this is the long-term strategic fund for the Facility.

Once the current transport of fill is complete, at a cost of \$98,000 + GST, it will supply approximately 20,000 tonnes to the Old Quarry Road Waste Management Facility, which will accommodate the immediate need from waste landfilled in the last 3 years, and for the next 5 years. It is unknown when the next opportunity will arise to obtain a large volume of good quality and relatively cheap fill will occur. At this point in time it is expected that there will be quantity of approximately 60-70,000 tonnes of fill available at the Northam Racecourse, once this current job is complete, which will be more difficult to remove at the conclusion of the dam construction project in early May 2012.

RECOMMENDATION/COUNCIL DECISION

Minute No. C.1755

Moved: Cr U Rumjantsev
Seconded: Cr R Head

That Council approve an unbudgeted expenditure to be offset by the transfer of up to \$98,000 from the Shire of Northam Refuse Reserve for the purchase of fill for the Old Quarry Road Waste Management Facility.

CARRIED 9/0

13.2.6 NORTHAM AGRICULTURAL SOCIETY LEASE - SHOWGROUNDS

Name of Applicant:	Northam Agricultural Society
Name of Owner:	Shire of Northam
File Ref:	1.3.6.10
Officer:	Phil Steven
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	13 April 2012

PURPOSE

The purpose of this item is for Council to endorse an addendum to the lease to the Northam Agricultural Society

BACKGROUND

The Shire of Northam (previously called the Town of Northam) entered into a five year lease with the Northam Agricultural Society, which commenced on 12 December 2006, and with the five year renewal option approved by Council at its meeting on 21 December 2011, expires on 11 December 2016.

At Council's Meeting on 21 December 2011, Council suggested that staff write to the Northam Agricultural Society, seeking an agreement of the buildings to be used by the Agricultural Society that should be included in an addendum the lease. This was based on the significant changes to the recreation grounds since the lease was entered into.

STATUTORY REQUIREMENTS

The existing schedule, draft schedule and final schedule for the lease are attached.

CONFORMITY WITH THE PLAN FOR THE FUTURE

KEY RESULT AREA: Social Cultural and Community

GOAL: Fosters community pride and a sense of place

OUTCOME 4: Encourage a collaborative approach with residents and special interest groups to identify projects, challenges and solutions.

BUDGET IMPLICATIONS

The lease requires the Northam Agricultural Society to pay rental of \$1000 per annum, which includes utilities, building insurance and hire of facilities for the Northam Agricultural show.

OFFICER'S COMMENT

As suggested by Council, staff wrote to the Northam Agricultural Society, as described in the attached letter. It was considered that there may be a suitable compromise achieved where the following changes to the lease schedule were accepted:

1. the Agricultural Society retained access to the existing stables provided that they were maintained and painted; and
2. the Shire would hire the Recreation Centre and grounds out in accordance with its normal operations, rather than granting a right within the lease.

Staff met with the Northam Agricultural Society on 12 April 2012 to discuss various options and the attached final schedule was agreed to, which allows access to the recreational reserve but not the Recreation Centre during the annual Agricultural Show, and access to Agricultural buildings including the stables during the remainder of the year. The Northam Agricultural Society are planning a Busy Bee on 29 April 2012 to undertake work on the stables if Council agree to the proposal.

RECOMMENDATION/COUNCIL DECISION

Minute No C.1757

Moved: Cr U Rumjantsev

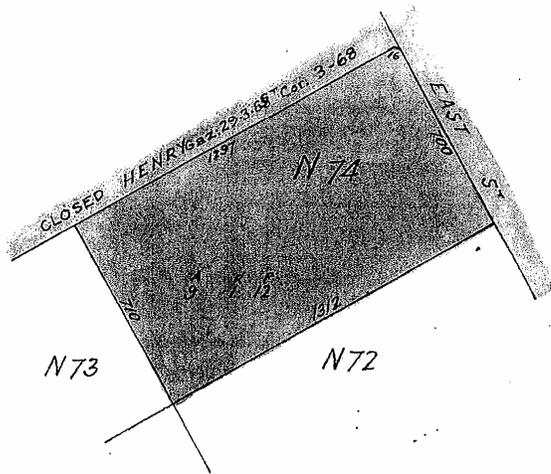
Seconded: Cr R Head

That Council endorse an addendum to the lease to the Northam Agricultural Society, as marked 'final schedule' on the attached document.

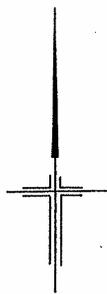
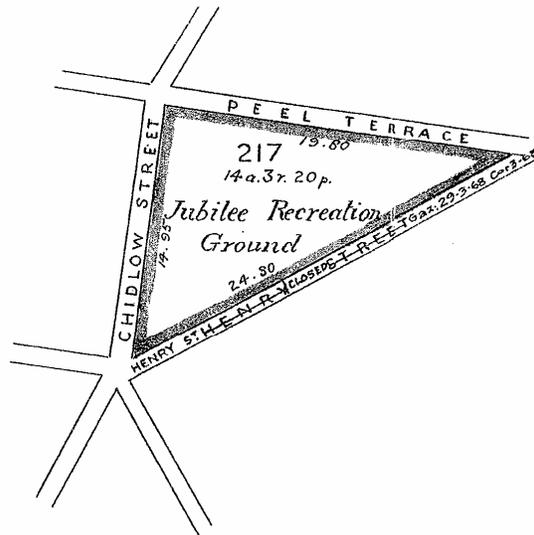
CARRIED 9/0

EXISTING SCHEDULE

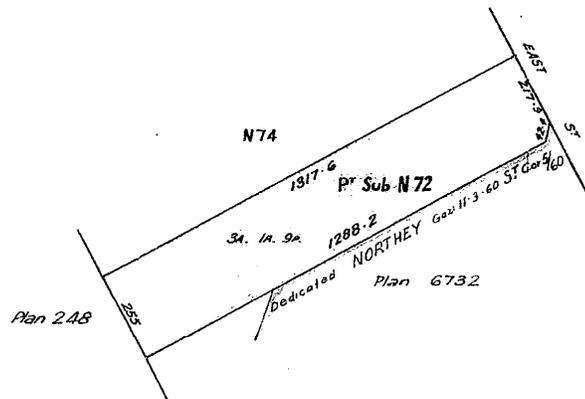
- Item 1 Lessee
Northam Agricultural Society Inc
C/- Robyn Larkin (Secretary)
PO Box 226
NORTHAM WA 6401
- Item 2 Show Pavilion Buildings located at Northam Town Lot 217 and described in Certificate of Title (a) Volume 25 Folio 339; (b) Volume 640 Folio 52; (c) Volume 1195 Folio 612.
- Item 3 Use of the reserve known as Jubilee Reserve and the buildings thereon, for the Annual Agricultural Show, from 6.00 pm on the Thursday of the show, the date as given in the previous year to the Lessor, until 6.00 pm on the Sunday.
- Item 4 5 years, with an option of a further 5 years
- Item 5 12 December 2006
- Item 6 \$1000.00 per annum Lease fee taking into account utility charges reimbursement, insurance premiums and hire of the Recreation Centre for the duration of the Northam Agricultural show weekend.
- Item 7 Annually on 1st November each year at the offices of the Lessor
- Item 8 The lessee will still be responsible for 'the following charges, assessments and outgoings:
 - (i) Premiums paid for insurance for buildings described in Item 2. Copy of Insurance Certificate of Currency to be provided by 30 June each year.
 - (ii) Weekly rubbish collection charges to be paid to the Lessor within 14 days of submission of an account by the Lessor;
 - (iii) maintenance of the agricultural show pavilion buildings and immediate surrounds and outgoings associated herewith;
 - (iv) minor maintenance to the buildings and outgoings associated herewith;
 - (v) excesses applicable to insurances effected in respect of the buildings and premises.



Scale 5 Chains to an inch
G. J. J.



Scale: 4 chains to an inch
J.R.R. A.A.B.



Dated the eleventh day of September One thousand nine hundred and 11

Heritage, Commerce and Lifestyle

Ms Robyn Larkin
Northam Agricultural Society
PO Box 226
NORTHAM WA 6401

Our ref: 1.3.6.10/O20739
Enquiries: Phil Steven

Dear Ms Larkin

NORTHAM AGRICULTURAL SOCIETY LEASE

I am writing further to Council's Meeting held on 21 December 2011, where Council discussed the lease agreement between the Shire of Northam and the Northam Agricultural Society.

Council agreed to extending the lease and since time was imperative to the lease, a letter was sent on 3 January 2012 advising that the 5-year renewal option has been exercised.

At that same meeting, Council also requested that an addendum be made to the existing agreement in relation to the buildings that are available for use by the Agricultural Society. This is based on the layout of the recreation grounds significantly changing since the lease was established, such as the rodeo grounds being removed, ovals being re-aligned and a new multi-purpose facility replacing the former recreation centre. Accordingly please find attached the terms of a draft addendum for your perusal and comment by 30 March 2012.

Note that the stables are shown on the plan, and the Recreation Centre and ovals are available for hire by booking through the Shire. Feel free to contact me to arrange a meeting if you wish to discuss this proposal further.

Should you have any queries in relation to this matter, please contact me on 9622 6100.

Yours faithfully

P B STEVEN
EXECUTIVE MANAGER DEVELOPMENT SERVICES

PBS:DLC

13 April 2012

DRAFT SCHEDULE

Item 1. - The Lessee:

Northam Agricultural Society Inc
C/o Robyn Larkin (Secretary)
PO Box 226
NORTHAM WA 6401

Item 2 - The Premises:

Show Pavilion Buildings located at Northam Town Lot 217 and described in Certificate of Title Volume 25 Folio 339.

Item 3 – Use of Premises:

Use of the buildings on the reserve known as Jubilee Reserve shown on the attached plan, throughout the year including for the Annual Agricultural Show, from 6.00pm on the Thursday of the show, until 6.00pm on the Sunday. The stables are available provided they are externally painted heritage green by 30 June 2012.

Item 4 – Term:

5 years, with an option of a further 5 years

Item 5 – Date by which annual rental is to be paid:

12 December

Item 6 – Annual rental:

\$1000.00 per annum taking into account utility charges reimbursement and insurance premiums.

Item 7 – Place of payment of rental:

At the offices of the Lessor.

Item 8 – Outgoings by Lessee:

The Lessee will still be responsible for the following charges, assessments and outgoings:

- (i) Premiums paid for insurance for buildings described in Item 2. Copy of Insurance Certificate of Currency to be provided by 30 June each year;
- (ii) Weekly rubbish collection charges to be paid to the Lessor within 14 days of submission of an account by the Lessor;
- (iii) Maintenance of the agricultural show pavilion buildings and immediate surrounds and outgoings associated herewith.
- (iv) Minor maintenance to the buildings and outgoings associated herewith;
- (v) Excesses applicable to insurances effected in respect of the buildings and premises.

FINAL SCHEDULE

Item 1. - The Lessee:

Northam Agricultural Society Inc
C/o Robyn Larkin (Secretary)
PO Box 226
NORTHAM WA 6401

Item 2 - The Premises:

Show Pavilion Buildings located at Northam Town Lot 217 and described in Certificate of Title Volume 25 Folio 339.

Item 3 – Use of Premises:

Use of the buildings shown on the attached plan throughout the year, including the stables provided they are externally painted woodland grey by 30 September 2012.

Use of the Jubilee reserve land (Lot 217 described in Certificate of Title (a) Volume 25 Folio 339; (b) Volume 640 Folio 52; (c) Volume 1195 Folio 612) for the Annual Agricultural Show, from 6.00pm on the Thursday of the show, the date as given in the previous year to the Lessor, until 6.00pm on the Sunday, with activities on Henry Street oval as approved by the Shire of Northam.

Item 4 – Term:

5 years, with an option of a further 5 years

Item 5 – Date by which annual rental is to be paid:

12 December

Item 6 – Annual rental:

\$1000.00 per annum taking into account utility charges reimbursement, insurance premiums, and hire of the ovals for the annual Agricultural Show.

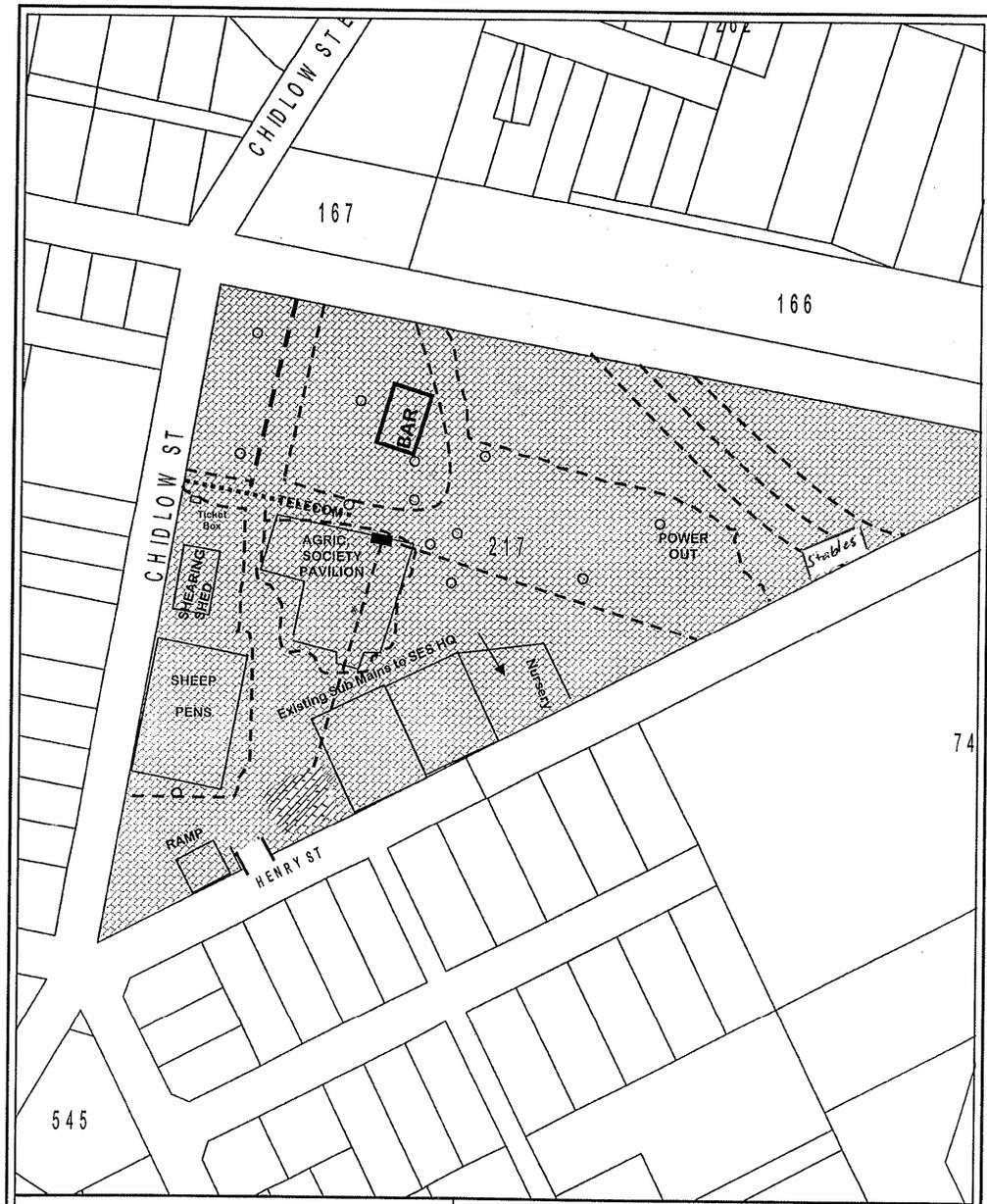
Item 7 – Place of payment of rental

At the offices of the Lessor.

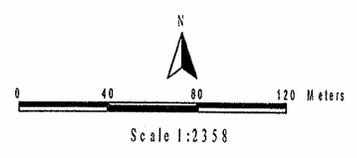
Item 8 – Outgoings by Lessee:

The Lessee will still be responsible for the following charges, assessments and outgoings:

- (i) Premiums paid for insurance for buildings described in Item 2. Copy of Insurance Certificate of Currency to be provided by 30 June each year;
- (ii) Weekly rubbish collection charges to be paid to the Lessor within 14 days of submission of an account by the Lessor;
- (iii) Maintenance of the agricultural show pavilion buildings and immediate surrounds and outgoings associated herewith.
- (iv) Minor maintenance to the buildings and outgoings associated herewith;
- (v) Excesses applicable to insurances effected in respect of the buildings and premises.



LOT 217 (44) PEEL TERRACE, NORTHAM



13.3. CORPORATE SERVICES

13.3.1 ACCOUNTS & STATEMENTS OF ACCOUNTS

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Leasa Osborne
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	03 April 2012

PURPOSE

The Accounts due and submitted to the Ordinary Council Meeting on Wednesday, 18 April 2012 are attached.

RECOMMENDATION/COUNCIL DECISION

Minute No C.1758	
Moved: Cr K Saunders	
Seconded: Cr R Tinetti	
That Council endorse the payments for the period 1 March 2012 to 31 March 2012, as listed, which have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)	
Municipal Fund Bank Vouchers 31332 to 31427	\$ 288,548.81
Trust Bank Vouchers 1623 to 1628	\$ 4914.30
EFT Trust Bank Vouchers EFT10736 to EFT 10736 EFT10904 to EFT10907	\$ 8,500.00
Municipal Fund Bank Electronic Fund Transfer EFT10723 to FT10735 EFT10737 to EFT10903 EFT10908 to EFT11005	\$ 2,204,565.47
Direct Debit Fund Transfer 4193.1	\$ 3,236.84
Municipal Fund Bank Electronic Fund Transfer Payroll 01/03/2012	\$ 188,891.36
Municipal Fund Bank Electronic Fund Transfer Payroll 15/03/2012	\$ 168,239.57
Municipal Fund Bank Electronic Fund Transfer Payroll 21/03/2012	\$ 23,168.02
Municipal Fund Bank Electronic Fund Transfer Payroll 29/03/2012	\$ 185,672.08

TOTAL	\$3,075,735.45
	CARRIED 9/0

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
1623	15/03/2012	BUILDER'S REGISTRATION BOARD OF WA	BUILDING FEES FOR JANUARY 2012	1,548.00
1624	15/03/2012	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BUILDING FEES FOR JANUARY 2012	1,767.24
1625	15/03/2012	MARIE ANNETTE SENBERGS	REIMBURSEMENT FOR CAT TRAP	50.00
1626	15/03/2012	PERTH OUTDOOR CENTRE PTY LTD	REFUND OF KERB BOND AT 557 EADINE RD CLACKLINE. BOND NOT REQUIRED AT THIS PROPERTY.	1,000.00
1627	15/03/2012	SHIRE OF NORTHAM	BUILDING COMMISSION FOR JANUARY 2012	309.10
1628	26/03/2012	SHIRE OF NORTHAM	INTEREST FROM T.D. 6957732 (EXTRACTIVE INDUSTRIES) TRANSFER TO MUNI BALANCE \$5414.34 TRANSFER TO TRUST BANK A/C 5350143.	239.96
EFT10723	02/03/2012	NORTHAM ROADWISE COMMITTEE	TOTAL TRUST CHEQUE	4,914.30
EFT10724	06/03/2012	DENIS GRAHAM BERESFORD	ROAD SAFETY GRANT - WALGA ID: 572	21,840.00
EFT10725	06/03/2012	DESMOND ARNOLD HUGHES	COUNCILLOR MONTHLY PAYMENT FEBRUARY 2011-2012	808.32
EFT10726	06/03/2012	JULIE ELLEN WILLIAMS	COUNCILLOR MONTHLY PAYMENT FEBRUARY 2011-2012	808.32
EFT10727	06/03/2012	LITTLE T M	COUNCILLOR MONTHLY PAYMENT FEBRUARY 2011-2012	1,867.30
EFT10728	06/03/2012	LLEWELLYN A W	COUNCILLOR MONTHLY PAYMENT FEBRUARY 2011-2012	808.32
EFT10729	06/03/2012	POLLARD S B	COUNCILLOR MONTHLY PAYMENT FEBRUARY 2011-2012	3,453.71
EFT10730	06/03/2012	RAYMOND MILNE HEAD	COUNCILLOR MONTHLY PAYMENT FEBRUARY 2011-2012	808.32
EFT10731	06/03/2012	ROBERT WAYNE TINETTI	COUNCILLOR MONTHLY PAYMENT FEBRUARY 2011-2012	808.32
EFT10732	06/03/2012	SAUNDERS K D	COUNCILLOR MONTHLY PAYMENT FEBRUARY 2011-2012	808.32
EFT10733	06/03/2012	ULO RUMJANTSEV	COUNCILLOR MONTHLY PAYMENT FEBRUARY 2011-2012	1,150.20
EFT10734	08/03/2012	AVON REGION PEST CONTROL	PESTICIDE SPRAYING AROUND NORTHAM AIRPORT AND WUNDOWIE LIBRARY	340.00
EFT10735	08/03/2012	RETAIL DECISIONS (COLES)	COLES JANUARY 2012 ACCOUNT	3,156.28
EFT10736	15/03/2012	MICHAEL KOLENIUK	SUB TOTAL EFT MUNI	37,465.73
EFT10737	15/03/2012	BALLANTYNES JEWELLERS	REFUND OF STAGE 4 BOND MONEY	6,000.00
EFT10738	15/03/2012	DEVELOPMENT CARTOGRAPHICS	SUB TOTAL EFT TRUST	6,000.00
EFT10739	15/03/2012	JR & A HERSEY PTY LTD	FAREWELL GIFT KAREN DORE	129.68
EFT10740	15/03/2012	LEWIS MOTORS	PREPARATION OF VARIOUS PLANS FOR NORTHAM SUPERTOWN GROWTH PLAN	1,366.75
EFT10741	15/03/2012	RADIOWEST BROADCASTERS PTY LTD	X2 BOXES OF FLAGGING" TAPE VARIOUS COLOURS & X5 ROLLS PLASTIC BARRIER MESH	705.10
EFT10742	15/03/2012	SALVATION ARMY	15,000KM SERVICE FOR N.3907	275.35
EFT10743	15/03/2012	361 DEGREES STAKEHOLDER MANAGEMENT SERVICES	RADIO WEST ADVERTISING (CONCERTS 2012)	1,490.50
EFT10744	15/03/2012	4BRANDING	TEA & COFFE FOR AUSTRALIA DAY BREAKFAST	100.00
EFT10745	15/03/2012	A & D HICKS	COMMUNITY STRATEGIC PLAN - WORKSHOP (PLANNING AND FACILITATION)	6,160.00
EFT10746	15/03/2012	ABBOTT & CO PRINTERS	PURCHASE OF SILICON WRIST BANDS	478.50
EFT10747	15/03/2012	AEC GROUP LTD	RE-IMBURSEMENT FOR UNIFORM	428.00
			BUISINESS CARDS - 250 X 5 NAMES AND 500 X 1 NAME / PRINTED FULL AND COLOR	475.20
			CONSULTATION FOR NORTHAM SUPERTOWN GROWTH PLAN	26,510.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10748	15/03/2012	ALL-WAYS FOODS	MARGARET RIVER WATER & DELIVERY	211.00
EFT10749	15/03/2012	ANDY'S PLUMBING SERVICE	REPAIRS TO PIPE AT JUBILEE PAVILION	3,157.00
EFT10750	15/03/2012	ANTIDOTE FILMS	PURCHASE X1 MUSIC OF THE BRAIN DVD - LIBRARY	100.00
EFT10751	15/03/2012	APEX NORTHAM	AUSTRALIA DAY 2012 - APEX & BBQ TRAILER	300.00
EFT10752	15/03/2012	AUSTRALIAN INSTITUTE OF MANAGEMENT WESTERN AUSTRALIA	TIME MANAGEMENT COURSE & CATERING SERVICE FOR ROY DJANEGARA	630.00
EFT10753	15/03/2012	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF INKPEN ROAD WASTE FACILITY FOR THE PERIOD 24/01/12 TO 05/02/12	3,136.00
EFT10754	15/03/2012	AVON PAPER SHRED	PAPER SHREDDING FOR FEBRUARY	77.00
EFT10755	15/03/2012	AVON SKIP BINS	DELIVERY OF BINS TO SOUTHERN BROOK AND GRASS VALLEY	2,090.00
EFT10756	15/03/2012	AVON SPICE CAFE	CATERING FOR COUNCIL DINNER - MEETING 15.02.2012	336.00
EFT10757	15/03/2012	AVON TELECOMS PTY LTD	AVAS. SECURITY SYSTEM INC 3 SMOKE DETECTORS AND 1 THERMAL DETECTOR RENEWAL.	3,442.10
EFT10758	15/03/2012	AVON TRACTOR & IMPLEMENT	REPAIRS TO CRICKET ROLLER	2,961.09
EFT10759	15/03/2012	AVON VALLEY BAKERY	AUSTRALIA DAY 2012 - BREAD ROLLS X 800	650.00
EFT10760	15/03/2012	AVON VALLEY CONTRACTORS	LOW LOADER HIRE FOR 21 TO 24 FEBRUARY 2012	14,661.90
EFT10761	15/03/2012	AVON VALLEY DESIGN AND DRAFTING SERVICE	CONCEPT PLAN FOR ADDITIONAL PARKING AT NEW RECREATION CENTRE	330.00
EFT10762	15/03/2012	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF POOL CHEMICALS	5,130.30
EFT10763	15/03/2012	AVON WASTE	RUBBISH SERVICES FOR FEBRUARY	77,126.94
EFT10764	15/03/2012	AVW ELECTRICAL	LOCATE FAULT TO PUMP STARTER- LABOUR	148.50
EFT10765	15/03/2012	BAKERS HILL RURAL SUPPLIES & HARDWARE	PURCHASE OF BICYCLE PARTS	62.05
EFT10766	15/03/2012	BEAUREPAIRES	DUNLOP TYRES FITTED AND BALANCED - N.3805 FUSO TIPPER TRUCK	1,974.70
EFT10767	15/03/2012	BETTER PETS & GARDENS - MIDLAND	PRIZES FOR PARTICIPANTS OF DOGS DAY OUT	250.00
EFT10768	15/03/2012	BLACK BOX PHOTOBOOTH	CD IMAGES FROM PHOTOBOOTH - VACATION ACTIVITIES JAN 2012	55.00
EFT10769	15/03/2012	BLACK WATTLE CATERING	VACATION COOKING CLASSES AND CATERING 16TH JAN - 23RD JAN 2012	1,497.22
EFT10770	15/03/2012	BLACKWELL PLUMBING PTY LTD	PLUMBING WORKS AT RECREATION CENTRE	1,150.30
EFT10771	15/03/2012	BOOKEASY AUSTRALIA PTY LTD	BOOKEASY BOOKING RETURNS COMMISSION/MONTHLY FEES - FEBRUARY 2012	220.00
EFT10772	15/03/2012	BOUNCY FUN CASTLES	HIRE OF BOUNCY CASTLE FOR CONCERTS IN THE PARK	880.00
EFT10773	15/03/2012	BRANCHES TREE SERVICES	REMOVAL OF DAMAGED GUM TREES AT FERMOY AND GREGORY STREET	8,129.00
EFT10774	15/03/2012	C & D PLANK & SONS PTY LTD	TRUCK & LOADER HIRE FOR PARKING AT DUKE ST (ST JOSEPH)	16,211.25
EFT10775	15/03/2012	C. Y. O'CONNOR INSTITUTE	LG DIPLOMA TRAINING	392.00
EFT10776	15/03/2012	CARLVILLE	HIRE OF LOADER AND OPERATOR FOR ARNOLD ST MAINTENANCE (13,14,15,16 & 17)	14,850.00
EFT10777	15/03/2012	CATERLINK	WUNDOWIE TOWN HALL. SIDE DRAFT CANOPY 1800MM WIDE. WALL MOUNTED CANOPY AND WUNDOWIE TOWN HALL. STANDARD DUCT AND FAN PACKAGE.	7,232.50
EFT10778	15/03/2012	CENTRAL DISTRICTS AIRCONDITIONING	SERVICING OF AIR-CONDITIONER AT MEMORIAL HALL	419.00
EFT10779	15/03/2012	CJD EQUIPMENT PTY LTD	PURCHASE OF TYRE AND RIM FOR VOLVO G930 GRADER N.001	3,041.46
EFT10780	15/03/2012	CLACKLINE FENCING CONTRACTORS	FENCING AT WUNDOWIE POOL	3,598.00
EFT10781	15/03/2012	CLARK EQUIPMENT	BOBCAT WIPER BLADE	94.57
EFT10782	15/03/2012	COATES HIRE OPERATIONS PTY LTD	HIRE OF LIGHTING TOWERS FOR CONCERT	1,230.36

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10783	15/03/2012	COLIN DUNCAN GRANT	LESSER HALL - CLEANING OF DISCHARGED FIRE EXTINGUISHER.	280.00
EFT10784	15/03/2012	CONCRETE BY ROSSI	SUPPLY & LAY CONCRETE TO NEWCASTLE ST FOOTPATH FROM HUTT TO SUBURBAN	69,630.00
EFT10785	15/03/2012	CONPLANT AUSTRALIA	HIRE OF MULTI TYRED ROLLER AND INSURANCE	8,022.06
EFT10786	15/03/2012	CORPORATE EXPRESS	PURCHASE OF STATIONERY	5.20
EFT10787	15/03/2012	COUNTRY COPIERS NORTHAM	IRC6880 - SERVICE / COLOUR METER READING FOR MAIN PHOTOCOPIER	6,453.75
EFT10788	15/03/2012	COURIER AUSTRALIA	COURIER AUSTRALIA ACCOUNT FOR DELIVERY FROM JR & A HERSEY	198.33
EFT10789	15/03/2012	COVS PARTS PTY LTD	PURCHASE OF TRUCK BATTERY	452.78
EFT10790	15/03/2012	CS LEGAL	LEGAL ACTION AGAINST AUSTRALIAN SECURITIES AND INVESTMENTS COMMISSION (BOARDLINE PTY LTD)	1,060.62
EFT10791	15/03/2012	CUTLINE ENGRAVING	2 NEW DESK TOP NAME PLATES TO FIT ONTO OLD JARRAH BLOCK AND UPDATE H/B 2 BRASS PLATES INCLUDING FIXING	85.80
EFT10792	15/03/2012	DEBBIE HUGHES	FACE PAINTER FOR CONCERTS IN THE PARK 18/2/2012	660.00
EFT10793	15/03/2012	DOWNER EDI WORKS PTY LTD	COLDMIX 7MM- 10TN TO BE PICKED UP BY SHIRE TRUCK 9.02.12	1,419.00
EFT10794	15/03/2012	DUN & BRADSTREET AUSTRALIA	DEBT COLLECTION SERVICES FOR A10405 - CONRAD GEORGE KORBER	52.80
EFT10795	15/03/2012	DUNNING INVESTMENTS PTY LTD	PLANT FUEL COSTS FOR JANUARY 2012	27,378.39
EFT10796	15/03/2012	E W CROFT BACKHOE HIRE	LOCATE & LOWER TELSTRA CABLES-BS - JENNAPULLIN ROAD STAGE	822.80
EFT10797	15/03/2012	EAGLE BOYS PIZZA	PURCHASE OF PIZZAS FOR COUNCIL MEETING	42.00
EFT10798	15/03/2012	EASTERN HILLS SAWS & MOWERS	REPLACEMENT OF BRUSH CUTTERS AND CHAIN SAWS	10,324.38
EFT10799	15/03/2012	EL CABALLO RESORT	ACCOMMODATION FOR JANUARY, FEBRUARY AND MARCH 2012	3,645.00
EFT10800	15/03/2012	EQUAL ENTERPRISES	WEEKLY CLEANING AND WASHING - APEX PARK	1,610.40
EFT10801	15/03/2012	EXTREME MAKEOVER CLEANING SERVICES	MONTHLY CLEANING SERVICE FOR NORTHAM SES MONDAY 20 OF FEB 2012	99.00
EFT10802	15/03/2012	FARMPower PTY LTD	8500KM SERVICE - N.002 VOLVO G710B GRADER	1,570.14
EFT10803	15/03/2012	FLAT OUT FREIGHT	FREIGHT TO DELIVER KITCHEN CABINETS TO WUNDOWIE.	418.00
EFT10804	15/03/2012	FRAMESWEST	PURCHASE OF X3 SHADE SHELTERS FOR BERNARD PARK	17,091.00
EFT10805	15/03/2012	GALAXY ENTERPRISES	PURCHASE OF ASSORTED TRINKETS FOR THE VISITORS CENTRE	513.81
EFT10806	15/03/2012	GEORGIA TRAINOR	REIMBURSEMENT FOR POLICE CLEARANCE	55.50
EFT10807	15/03/2012	GHD PTY LTD	CONSULTATION FOR ENVIRONMENTAL PLAN FOR SUPER TOWNS	16,500.00
EFT10808	15/03/2012	GLENDINNINGS PROPERTY VALUERS & CONSULTANTS	PROPERTY VALUATION REPORT FOR LOT 51 TAMPLIN STREET, NORTHAM	1,980.00
EFT10809	15/03/2012	GLENN STUART BEVERIDGE	SOUTHERN BROOK HALL. PAINT CEILING. FIT FLUE FOR EXHAUST FAN.FIX DOOR SILL.3 PANIC BARS. TILING OVER BENCHES.	9,997.50
EFT10810	15/03/2012	GRAFTON ELECTRICS	X2 NEW CAMERAS FOR CCTV SYSTEM AT RECREATION CENTRE	3,891.25
EFT10811	15/03/2012	GYMCARE	PURCHASE OF GYM EQUIPMENT	4,893.90
EFT10812	15/03/2012	HELEN BARBER	CANCELLATION OF ACCOMMODATION BOOKING	588.00
EFT10813	15/03/2012	HEMA MAPS PTY LTD	PURCHASE OF ASSORTED CAMPING ATLAS FOR VISITOR CENTRE	108.79
EFT10814	15/03/2012	HISLOP AUTO ELECTRICS	NEW ALTERNATOR FOR KILLARA BUS	2,997.81
EFT10815	15/03/2012	HOLTFRETERS	FABRICATION OF ROAD GRATES	2,117.64
EFT10816	15/03/2012	HOST AUTO REPAIRS	25,000KM SERVICE - N.003 FUSO CANTER DUAL CAB 4-TONNE TRUCK	1,733.25
EFT10817	15/03/2012	HOUSE OF SHARDAY	PURCHASE OF BATH ITEMS FOR SALE IN GIFT SHOP	88.25
EFT10818	15/03/2012	IMMACU SWEEP	FOOTPATH & STREET SWEEPING FOR THE PERIOD 29.1.12 TO 4.2.12	16,809.84
EFT10819	15/03/2012	INLAND PLUMBING & TOTAL RETICULATION	12 X 125 SPRINKLERS FOR OVAL RETIC REPAIRS	1,045.44

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10820	15/03/2012	INTERCON MILLAR LOGISTICS (IML)	920 KG CHORINE DRUM AND FUEL LEVY	\$ 1,504.64
EFT10821	15/03/2012	IW PROJECTS	INKPEN ROAD EXPANSION AND SITE VISIT 2/02/2012 AND CONSULTATION FROM IAN WATKINS MOBILISATION - SITE VISIT 2/02/2012.	2,272.05
EFT10822	15/03/2012	JIM MCKENZIE PTY LTD	PLACE ROCK TO FOUNTAIN AS DIRECTED	880.00
EFT10823	15/03/2012	KALAMAZOO (AUST) PTY LTD	MINUTE BOOK PAPER PK9-1309 AND DELIVERY FEE.	205.64
EFT10824	15/03/2012	KERBTECH P/L T/A GDR CIVIL CONTRACTING	STORM DAMAGE CLEAN-UP DRAINS AND CULVERTS	37,103.00
EFT10825	15/03/2012	KERRI PEDROTTI	REIMBURSEMENT OF COMMUNITY BUS HIRE DEPOSIT	50.00
EFT10826	15/03/2012	LANDMARK	PURCHASE OF STAR PICKETS	383.26
EFT10827	15/03/2012	LO-GO APPOINTMENTS	TROY WILMOTT ADMIN SUPPORT	7,029.83
EFT10828	15/03/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA WA DIVISION INC	SUBSCRIPTION FOR 2011/2012 CORPORATE COUNCIL MEMBERSHIP SUBSCRIPTION	1,615.00
EFT10829	15/03/2012	LOCAL GOVERNMENT PLANNERS ASSOCIATION (INC)	LGPA BREAKFAST - DEFINING THE STRUCTURE	165.00
EFT10830	15/03/2012	LOUIS PLANT HIRE	REPAIRS TO STORM DAMAGED AREAS - CLEANING OF DRAINS, DRIVEWAYS FROM 25FEB TO 3MAR	23,924.50
EFT10831	15/03/2012	MALCOLM THOMPSON PUMPS	SERVICE REPAIR - STRIP ACESS ONLY FOR STALKER PUMP	574.75
EFT10832	15/03/2012	MAYBERRY HAMMOND & CO	LEGAL ADVICE ON LEASE AGREEMENT FOR AG PAVILION	187.00
EFT10833	15/03/2012	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES FOR CASE AGAINST ELCABALLO LIFESTYLE VILLAGE	2,202.54
EFT10834	15/03/2012	METROCOUNT	SUPPLY OF BATTERIES, ROAD NAILS AND ROAD TUBES	441.10
EFT10835	15/03/2012	MIDALIA STEEL	WUNDOWIE OLD FIRE STATION. STEEL FOR VERANDAH.	3,378.18
EFT10836	15/03/2012	NEAT N' TRIM UNIFORMS PTY LTD	PURCHASE OF UNIFORMS FOR DEBRA-LEE CHESTER	362.00
EFT10837	15/03/2012	NK ASPHALT PTY LTD	CANCELLED EFT	
EFT10838	15/03/2012	NO 90 GALLERY AND MUSIC	HIRE OF PA FOR CONCERTS IN THE PARK SERIES	1,650.00
EFT10839	15/03/2012	NORTHAM AUTO ELECTRICS	CHECKING ELECTRICS ON ISUZU TRUCK N.0008	641.20
EFT10840	15/03/2012	NORTHAM CENTRAL NEWSAGENCY	LIBRARY NEWSPAPERS JANUARY 2012	127.50
EFT10841	15/03/2012	NORTHAM EMBROID-IT	PURCHASE OF EMBROIDED SHIRT FOR REC-CENTRE	53.90
EFT10842	15/03/2012	NORTHAM HARDWARE	ROPE POLY MINICOIL 3MMX61M AND SLEDGE HAMMER RED HEAD	49.40
EFT10843	15/03/2012	NORTHAM MITRE 10 SOLUTIONS	PALLET OF CEMENT FOR RECREATION CENTRE - AREA DRAINAGE	1,814.03
EFT10844	15/03/2012	NORTHAM RAILWAY CAFE	ROUNDS OF ASSORTED SANDWICHES	108.90
EFT10845	15/03/2012	NORTHAM TOYOTA	SERVICE 80,000KM - N89324 TOYOTA HILUX UTE	1,644.39
EFT10846	15/03/2012	NORTHAM VETERINARY CENTRE	TREATMENT AND EUTHANASIA OF DOG INVOLVED IN MOTOR VEHICLE ACCIDENT.	1,208.35
EFT10847	15/03/2012	OLLY'S CAR & FURNITURE UPHOLSTERY'S	X2 INCIDENT MANAGEMENT BAGS	616.00
EFT10848	15/03/2012	OXTER SERVICES	CEMETERY INVOICING FOR THE FORTNIGHT ENDING 22/03/12	7,040.51
EFT10849	15/03/2012	PARAMOUNT BUSINESS SUPPLIES PTY LTD	10 BLACK SHUTTLE CHAIRS AND 6 UPHOLSTERED BLUE SHUTTLE CHAIRS	2,035.00
EFT10850	15/03/2012	PATRICIA ANN RUMJANTSEV	PURCHASE OF FOOD FOR CLEANUP AUSTRALIA DAY	95.66
EFT10851	15/03/2012	PETER JOHN HODGSON	REPAIRS TO KILLARA BUS	99.00
EFT10852	15/03/2012	PHILLIP BRUCE STEVEN	REIMBURSEMENT FOR PHONE EXPENSES - 16TH OF JAN TO 15 OF FEB 2012	89.90
EFT10853	15/03/2012	PHOENIX FOUNDRY	GRAVE PLAQUE FOR RODNEY EDWARD HINKLEY	335.26
EFT10854	15/03/2012	PORTER CONSULTING ENGINEERS	CONSULTING FOR NORTHAM SUPER TOWN	14,762.01
EFT10855	15/03/2012	POWER DESMOND JOHN	REPAIRS TO WUNDOWIE HALL	1,069.90
EFT10856	15/03/2012	PRAXIS	PA SETUP AND DJ SERVICES FOR WUNDOWIE POOL 50TH ANNIVERSARY	525.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10857	15/03/2012	PROFESSIONAL LOCKSERVICE	14X B13 GEN 6 CUT KEY FOR NORTHAM REC CENTRE AND OLD FIRE STATION	\$ 379.50
EFT10858	15/03/2012	QUALITY PUBLISHING AUSTRALIA	PURCHASE OF ASSORTED MAP BOOKS FOR VISITOR CENTRE	130.04
EFT10859	15/03/2012	R & J T CONTRACTORS PTY LTD	INSTALLATION OF SEPTIC TANK AND LEACH DRAIN	5,610.00
EFT10860	15/03/2012	RAECO	BOOK COVERING MATERIALS - DURASEAL 17 ROLLS OF VARYING SIZES	966.51
EFT10861	15/03/2012	RAK ELECTRICS	ELECTRICAL WORKS TO NORTHAM RAILWAY MUSEUM	931.26
EFT10862	15/03/2012	RETAIL DECISIONS (COLES)	COLES SHOPPING FOR FEBRUARY 2012	2,577.73
EFT10863	15/03/2012	RM SURVEYS	ROAD MARKING ON PEEL TERRACE	1,100.00
EFT10864	15/03/2012	ROCLA PIPELINE PRODUCTS	PURCHASE OF 600MM HEADWALL	9,768.00
EFT10865	15/03/2012	RPS ENVIRONMENT AND PLANNING PTY LTD	PREPARATION OF COMMUNITY INFRASTRUCTURE AUDIT AND INVESTMENT PLAN	12,991.55
EFT10866	15/03/2012	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	AVON ADVOCATE FOR NORTHAM VISITOR CENTRE FOR THE MONTH OF FEBRUARY 2012	58.44
EFT10867	15/03/2012	SETH WILLIAM TUCKER T/A TUCKERBUILT	WUNDOWIE HALL. REMOVAL OF SHELVING, COUNTERS, SINK AND TILES. FILL HOLE IN BRICK WALL. CHASE AND INSTALL CONDUIT FOR HOOD. DISPOSE OF RUBBISH.	1,815.00
EFT10868	15/03/2012	SGS AUSTRALIA PTY LTD	SOIL SAMPLING FOR ASBESTOS	234.30
EFT10869	15/03/2012	SHAMROCK HOTEL	ACCOMMODATION FOR P MAJOR 23/1/2012	720.00
EFT10870	15/03/2012	SHAYNE & SHIRLS CARTAGE CONTRACTORS	HIRE OF SEMI TIPPER FOR 27 & 28 FEBRUARY	2,376.00
EFT10871	15/03/2012	SKIPPER TRUCKS	PURCHASE OF BOLT FOR ROTATING BEACON	797.61
EFT10872	15/03/2012	SLAV'S CLEANING SERVICE	CLEANING OF AMENITIES AT BERNARD PARK, ADMINISTRATION CENTRE, VISITORS CENTRE, APEX PARK, LIBRARY AND DEPOT	8,091.23
EFT10873	15/03/2012	SQUIRE SANDERS (AU)	SNCF#1 (LOCAL GOVERNMENTS) - 04 JANUARY 2011 - 15 NOVEMBER 2011	239.80
EFT10874	15/03/2012	STERIHEALTH SERVICES PTY LTD	INSTALL SHARP BOXES IN BERNARD AND APEX PARK TOILETS.	724.57
EFT10875	15/03/2012	T-QUIP	300 HOUR SERVICE INCLUDING LABOUR AND TRAVEL - HAKO CITYMASTER FOOTPATH SWEEPER	1,236.05
EFT10876	15/03/2012	TENNANT AUSTRALIA	MODEL EX-SPOT-8 CARPET CLEANER	1,375.00
EFT10877	15/03/2012	THE FARM SHOP	FENCING REPAIRS	41.25
EFT10878	15/03/2012	THE LIMES ORCHARD STAY - PT & JA PERKINS	ACCOMMODATION FOR YEATES	540.00
EFT10879	15/03/2012	THE NORTHAM BED & BREAKFAST	ACCOMMODATION FOR MR PHILIPS ON 4/1/2012	108.00
EFT10880	15/03/2012	THEA COMMINS	PURCHASE OF ASSORTED TRINKETS FOR VISITORS CENTRE	134.13
EFT10881	15/03/2012	TRANSWEST ASSET PT LTD	SUPPLY OF 19MM ROAD BASE	1,573.28
EFT10882	15/03/2012	UHY HAINES NORTON CHARTERED ACCOUNTANTS	REISSUE OF THE ROADS TO RECOVERY ANNUAL RETURN FOR THE YEAR ENDED 30JUN 2010/2011	1,375.00
EFT10883	15/03/2012	UMBRELLA MULTICULTURAL COMMUNITY CARE	PROVISION OF MULTICULTURAL CENTRE-BASED DAY CARE SERVICES IN NORTHAM ON 11 OF JAN (17 MEALS AT \$8.5 EACH) AND 1 OF FEB 2012 (21 MEALS AT \$8.5 EACH)	1,775.00
EFT10884	15/03/2012	VALLEY FORD	SERVICE 40,000 - FORD RANGER SPACE CAB XL 4X2	935.00
EFT10885	15/03/2012	VERNICE PTY LTD	HIRE OF WATER CART FOR LEEDER ROAD	7,194.00
EFT10886	15/03/2012	WA LIBRARY SUPPLIES	PURCHASE - BARCODE SCANNER AND WIRELESS SCANNER FOR LIBRARY	1,075.00
EFT10887	15/03/2012	WA PISTACHIOS	PURCHASE OF NUTS	69.90
EFT10888	15/03/2012	WALLIS TIMBER FLOORS	SAND AND COAT FLOORS AT OLD RAILWAY STATION	1,335.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10889	15/03/2012	WEST END CONVENIENCE STORE	CATERING FOR STRATEGIC MEETING	942.00
EFT10890	15/03/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	CANCELLED EFT	-
EFT10891	15/03/2012	WESTRAC EQUIPMENT PTY LTD	REPAIRS TO ELECTRICS ON FRONT-END LOADER	1,076.71
EFT10892	15/03/2012	WHEATBELT SAFETYWEAR	PURCHASE OF WORK PANTS AND HI-VIS SHIRT AND JUMPER	2,279.00
EFT10893	15/03/2012	WW SOUVENIRS	PURCHASE OF ASSORTED TRINKETS FOR VISITORS CENTRE	258.67
EFT10894	16/03/2012	EARTHSTYLE CONTRACTING	RECONSTRUCTION AND WIDENING OF JENNAPAULEN ROAD, NORTHAM	99,000.00
EFT10895	16/03/2012	FESA OF WA	2011/12 ESL QUARTER 3 CONTRIBUTION IN ACCORDANCE WITH THE FIRE & EMERGENCY SERVICES AUTHORITY OF WA ACT 1998	111,352.41
EFT10896	16/03/2012	VERLINDEN'S ELECTRICAL SERVICE PTY LTD	PROGRESS CLAIM NO.3 FOR NORTHAM RECREATION CENTRE FOR THE MONTH OF JANUARY 2012	254,124.20
EFT10897	16/03/2012	W A BLUEMETAL	10MM BLUE METAL-R2R - EADINE ROAD-DELIVERY TO CNR OF SPENCERS BROOK RD AND EADINE RD DUMP SITE	82,007.50
EFT10898	16/03/2012	WEST COAST SYNTHETIC SURFACES	SUPPLY AND INSTALLATION FOR OUTDOOR COURT FURNITURE	60,533.00
EFT10899	19/03/2012	NK ASPHALT PTY LTD	ROAD SEAL STAGE 3 (PEEL TCE)	123,579.00
EFT10900	19/03/2012	WATER DYNAMICS WELSHPOOL	PROGRESS CLAIM 80% FOR HENRY ST OVAL PROJECT	319,727.25
EFT10901	19/03/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	ADVERTISING FOR WALGA	8,642.46
EFT10902	22/03/2012	AUSTRALIA POST	MAIL OUTS FOR FEBRUARY 2012	2,928.91
EFT10903	22/03/2012	MARTIN GARY	COMPLIANCE ASSESSMENT AUDIT FOR 2001 - 27-29FEB12	1,572.00
EFT10904	26/03/2012	COLE HAZELWOOD	SUB TOTAL EFT MUNI REFUND OF FOOTPATH/KERB BOND FOR LOT 700 DUTTON STREET NORTHAM	1,681,082.41 - 1,000.00
EFT10905	26/03/2012	FELJILL PTY LTD	FOOTPATH BOND REFUND FOR LOT 105 (48) BYFIELD STREET	500.00
EFT10906	26/03/2012	GEOFF'S TIMBER CREATIONS	REFUND OF FOOTPATH/KERB BOND FOR LOT 502 (33) BURGOPYNE STREET NORTHAM	500.00
EFT10907	26/03/2012	KENDERSSEN PTY LTD	REFUND OF FOOTPATH BOND FOR LOT 219 (22) BUNKER WAY	500.00
EFT10908	26/03/2012	COOMBS CARTAGE & EARTHMOVING	SUB TOTAL EFT TRUST SUPPLY SAND TO WUNDOWIE OVAL	2,500.00
EFT10909	26/03/2012	MARK'S ELECTRICAL SERVICE	WUNDOWIE HALL - INSTALL- SECURITY LIGHTS BEHIND SCULPTURES AND 1 POWER POINT & UPGRADE POWER BOARD TO ACCEPT ABOVE LIGHTS & POWER POINTS.	88.00 4,671.26
EFT10910	26/03/2012	RADIOWEST BROADCASTERS PTY LTD	RADIO ADVERTISING FOR CLEAN UP AUSTRALIA DAY 2012 - 27 X 15 SEC ADVERTS	165.00
EFT10911	26/03/2012	ABBOTT & CO PRINTERS	PURCHASE OF BUSINESS FOR DENIS BERESFORD & CRAIG WILSON	216.70
EFT10912	26/03/2012	ADT SECURITY	SECURITY MONITORING BERT HAWKE, KILLARA, MORBY COTTAGE, LIBRARY, NETBALL COURTS, SWIMMING POOL AND NORTHAM WASTE DISPOSAL SITE FOR THE PERIOD 01/12/11 TO 29/02/12	1,832.31
EFT10913	26/03/2012	ANDY'S PLUMBING SERVICE	REPLACEMENT OF TWO DUCT TOILET CISTERNS	1,743.50
EFT10914	26/03/2012	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD APRA	BACKGROUND MUSIC: RETAIL TIER 3 UP TO 999, LIVE-ARTIST PERFORMANCE - 2% OF \$63,750.00 AND MUSIC ON HOLD: 11 TO 25 LINES.	2,194.27

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10915	26/03/2012	AV ENGINEERING PTY LTD	REPAIR A FRAME SUPPORT ASSEMBLY-N4959 2004 TOYOTA HILUX UTE (GRADER)	364.10
EFT10916	26/03/2012	AV-SEC SECURITY SERVICES	ALARM CALLOUT ATTENDANCE FOR VISITORS CENTRE AND SWIMMING POOL	880.00
EFT10917	26/03/2012	AVON DEMOLITION & EARTHMOVING	SITE MANAGEMENT OF INKPEN WASTE DISPOSAL SITE	1,792.00
EFT10918	26/03/2012	AVON HOME IMPROVEMENT CENTRE	REPAIRS TO TILES ANF FLOORING AT WUNDOWIE TOWN HALL	9,203.70
EFT10919	26/03/2012	AVON SPICE CAFE	PURCHASE OF FOOD FOR COUNCIL DINNER	336.00
EFT10920	26/03/2012	AVON VALLEY BAKERY	SANDWICHES FOR REGIONAL ROAD GROUP MEETING 27.02.2012	490.00
EFT10921	26/03/2012	AVON VALLEY CONTRACTORS	BACKHOE AND SEMI TIPPER HIRE FOR BERNARD PARK	1,573.00
EFT10922	26/03/2012	AVON VALLEY GLASS	REPAIR AND REPLACE LAMINATED SAFETY GLASS IN SLIDING DOOR AT JUBILEE OVAL RAILWAYS FOOTBALL CLUB BUILDING	959.72
EFT10923	26/03/2012	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF 25KG OF SODIUM BICARBONATE	3,222.52
EFT10924	26/03/2012	AVON VALLEY STOCK FEED & SOIL SUPPLIES	MACHINERY HIRE & SAND FOR PATHS AND FOUNDATIONS AT BERNARD PARK	836.00
EFT10925	26/03/2012	AVW ELECTRICAL	REPAIRS TO LIGHT POLES AND CHANGE OF GLOBE	1,325.50
EFT10926	26/03/2012	BBC ENTERTAINMENT	FAIRY FLOSS AND SUPERVISOR FOR FLYING 50 FUN ZONE	869.00
EFT10927	26/03/2012	BEAUREPAIRS	4 X TYRES FOR N3846 NISSAN XTRAIL TS MANUAL (CESC) AND WHEEL ALIGNMENT	1,252.68
EFT10928	26/03/2012	BLACK WATTLE CATERING	CATERING FOR AFTER HOURS BUSINESS FUNCTION	825.00
EFT10929	26/03/2012	BLACKWELL PLUMBING PTY LTD	WUNDOWIE HALL - SUPPLY AND FIT GUILLEY WASTE IN FLOOR & LOWER KITCHEN SINK TAPS	1,863.56
EFT10930	26/03/2012	BLADE CIVIL CONTRACTING	FORMATION PREP FOR SEAL (WEEK ENDING 9 MAR 2012)	150,500.00
EFT10931	26/03/2012	BLUESCOPE CONSTRUCTION LTD T/A HIGHLINE	ADMIN. 1600 WIDE X 800MM DEEP X 1640MM HIGH (AT REAR) UNDER EAVES LOCKER. COLOUR: PAPERBARK.	315.00
EFT10932	26/03/2012	BOC LIMITED	OXYGEN MEDICAL C SIZE	179.30
EFT10933	26/03/2012	BOOMER EARTHMOVING	SHOULDER GRADE TO FORM EDGES AT CARLIN ROAD	26,400.00
EFT10934	26/03/2012	C & D PLANKE & SONS PTY LTD	LOADER HIRE FOR ROADSIDE REPAIRS FOR THE PERIOD 5/3/12 TO 9/3/12	14,850.00
EFT10935	26/03/2012	C. Y. O'CONNOR INSTITUTE	PURCHASE OF BOOKS FOR LEONIE DOGGETT	847.16
EFT10936	26/03/2012	CARLVILLE	LOADER HIRE FOR ROAD SHOULDER REPAIRS FOR THE PERIOD 27.28.29 FEB 2012 AND 1.2 MAR 2012	7,425.00
EFT10937	26/03/2012	CENTRAL DISTRICTS AIRCONDITIONING	INSTALLATION OF AIRCONDITIONER AT LIBRARY	4,016.20
EFT10938	26/03/2012	COMMUNITY NEWSPAPER GROUP LTD	ADVERT - NORTHAM NEWS 24.02.2012	3,605.76
EFT10939	26/03/2012	CONCRETE BY ROSSI	REPAIR PATH TO MUDULLA AND QUEEN STREETS	1,988.80
EFT10940	26/03/2012	CONPLANT AUSTRALIA	SUPPLY CONTROL HANDLE AS PER ATTACHED DWG	1,170.33
EFT10941	26/03/2012	CORPORATE EXPRESS	OFFICE STATIONARY AND SUPPLIES	406.70
EFT10942	26/03/2012	COUNTRY COPIERS NORTHAM	PRINTER INKS AND TONERS FOR DEPOT	1,877.91
EFT10943	26/03/2012	COUNTRYWIDE MAINTENANCE SERVICES	INSTALL FLEX SHEETING & INSULATION TO THE BATHROOM WALLS IN IRISH TOWN BFB SHED AND BAKERS HILL BFB SHED.	4,950.00
EFT10944	26/03/2012	COUNTRYWIDE PUBLICATIONS	ADVERTISEMINT IN WESTERN AUSTRALIA ACCOMMODATION AND TOURS LISTING 28TH EDITION	540.00
EFT10945	26/03/2012	COURIER AUSTRALIA	FREIGHT FOR LIBRARY	135.01

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT10946	26/03/2012	COVS PARTS PTY LTD	PURCHASE OF CABLE TIES, BAG OF RAGS AND BROOM CENTRE FOR DEPT.	122.07
EFT10947	26/03/2012	DONALD VEAL CONSULTANTS PTY LTD	SHIRE OF NORTHAM LOCAL BICYCLE PLAN FEBRUARY 2011	5,324.00
EFT10948	26/03/2012	DOWNER EDI WORKS PTY LTD	8.50 TONNE 7MM GRANITE COLD MIX	1,206.15
EFT10949	26/03/2012	DUN & BRADSTREET AUSTRALIA	SERVICE FEE FOR MATTHEW JOHN HATHERLEY AND TRACE FEE TO CLIENT BRADLEY MICHAEL HITZMAN	268.00
EFT10950	26/03/2012	EARTHSTYLE CONTRACTING	RESHEET RD IN PREP FOR SEAL (WEEK ENDING 29 FEB 2012)	151,000.00
EFT10951	26/03/2012	EMBROIDME MIDLAND	SHIRT S/S POLY COTTON BONE SS110 SIZE L (X5) AND 2XL (X5) WITH SEW ON BADGE	303.10
EFT10952	26/03/2012	ENVIROPLUS	SUPPLY KITS FOR AERATORS	1,332.45
EFT10953	26/03/2012	FELIX MCQUISTAN	RATES REFUND FOR ASSESSMENT A10793 10 ENFIELD TERRACE NORTHAM 6401	700.00
EFT10954	26/03/2012	FRAMESWEST	WUNDOWIE HALL. MODIFY S/STEEL BENCH TOPS FOR SERVERY AND CORNER	676.50
EFT10955	26/03/2012	FRANCES ESTHER IRWIN	PURCHASE OF TRINKETS & PENDANTS FOR GIFT SHOP	160.00
EFT10956	26/03/2012	GLENN STUART BEVERIDGE	MAINTENANCE TO WUNDOWIE HALL	6,209.00
EFT10957	26/03/2012	HALLMARK EDITIONS	SUBSCRIPTION TO COUNCIL MANAGER MAGAZINE	345.00
EFT10958	26/03/2012	HOLCIM AUSTRALIA PTY LTD	5MM METAL X 10 TONNE	333.36
EFT10959	26/03/2012	HOST AUTO REPAIRS	REPAIR TO PUMP MOTOR	1,676.40
EFT10960	26/03/2012	IMMACU SWEEP	FOOTPATH SWEEPING IN TOWN CBD FOR THE PERIOD 11/03/2012 - 17/03/12	8,404.92
EFT10961	26/03/2012	INTERCON MILLAR LOGISTICS (IML)	PURCHASE OF CHLORINE FOR POOL	752.32
EFT10962	26/03/2012	JASON SIGNMAKERS	ASSORTED BRACKETS, BOLTS, POSTS FOR TRAFFIC MAINTENANCE	7,984.68
EFT10963	26/03/2012	KEVIN & LINDA HERRIDGE	ACCOMMODATION FOR LAURA PANSINA FOR 14FEB AND 13MAR	2,483.30
EFT10964	26/03/2012	KIM READ MOTORCYCLES & REPAIRS	REPAIR PUNCTURE IN TYRE - N9173 HONDA TRX250 QUAD BIKE	55.00
EFT10965	26/03/2012	LANDGATE	GRV INTERIM VALUATIONS COUNTRY SCHEDULED AND FESA	1,201.77
EFT10966	26/03/2012	LEAP INTO LIFE	PROVISION OF FITBALL CLASSES	300.00
EFT10967	26/03/2012	LENNYS COMMERCIAL KITCHENS PTY LTD	STAINLESS STEEL CORNER CAPPING FOR BAKERS HILL PAVILION	242.00
EFT10968	26/03/2012	LO-GO APPOINTMENTS	ALAN HASLETT - POSITION OF WORKS MANAGER - COMMENCEMENT DATE 06.03.2012	8,484.36
EFT10969	26/03/2012	M L COMMUNICATIONS	HANDSET AND FIXING LINES IN COMMUNITY SERVICE'S DEPARTMENT	335.50
EFT10970	26/03/2012	MARGARET ROSE ARCHER	ADMINISTRATION BUILDING MAINTENANCE - GARDENS FOR THE PERIODS JAN 23 & 30, FEB 6, 13, 20 & 27, MARCH 5 & 12	960.00
EFT10971	26/03/2012	MAYBERRY HAMMOND & CO	LEGAL ADVICE REGARDING LEASE OF FORMER DOG POUND (SAFE)	1,410.20
EFT10972	26/03/2012	MILMAR DISTRIBUTORS	EFTPOS RECEIPT ROLLS FOR VX570 - BOX OF 50 ROLLS	75.00
EFT10973	26/03/2012	MORRIS PEST AND WEED CONTROL	INSTALL LOCKABLE WATERPROOF RODENT BAIT STATIONS TO ALL SHIRE BUILDINGS	5,643.00
EFT10974	26/03/2012	NEAT N' TRIM UNIFORMS PTY LTD	UNIFORM FOR JODIE REDMOND	181.00
EFT10975	26/03/2012	NO 90 GALLERY AND MUSIC	PROVISION OF SOUND FOR CONCERTS IN THE PARK	1,650.00
EFT10976	26/03/2012	NORTHAM & DISTRICTS GLASS SERVICE	REPLACE BROKEN LOUVERS AT TOWN HALL	272.80
EFT10977	26/03/2012	NORTHAM AUTO ELECTRICS	INVESTIGATE AND REPAIR FAULTY WITH FUEL GAUGE - N.008 2002 ISUZU FSR700 LONG CAB CHASSIS	198.00
EFT10978	26/03/2012	NORTHAM BEARING SALES	PURCHASE X1 1000MM 3/4" DR FLEX HEAD HANDLE	103.95

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT10979	26/03/2012	NORTHAM CENTRAL NEWSAGENCY	PURCHASE OF MORNING NEWSPAPERS	50.90
EFT10980	26/03/2012	NORTHAM COURIER SERVICE	COURIER AND FREIGHT COSTS FOR HEALTH SAMPLES TO LABORATORIES.	137.50
EFT10981	26/03/2012	NORTHAM HOME MAINTENANCE SERVICES	FITTING & INSTALLING OFFICE FURNITURE IN CHILD CARE	66.00
EFT10982	26/03/2012	NORTHAM MITRE 10 SOLUTIONS	SUPPLY EXCHANGE GAS CYLINDER	163.96
EFT10983	26/03/2012	NORTHAM TOWING SERVICE	TOW ABANDONED VEHICLE FROM MOUNT OMMANEY TO IMPOUND YARD	88.00
EFT10984	26/03/2012	ORICA AUSTRALIA PTY LTD	SERVICE FEE FOR CHLORINE TANK	470.58
EFT10985	26/03/2012	OXTER SERVICES	CEMETERY INVOICING FOR THE FORTNIGHT ENDING 16MAY12 - REOPENING MORRIS & LYONS GRAVES	2,895.80
EFT10986	26/03/2012	PRESTIGE ALARMS	SUPPLY & INSTALL TITAN SECURITY ON PC VIA CONVERTED SERIAL CONNECTION	1,380.50
EFT10987	26/03/2012	QUIN'S GOURMET BUTCHERS	PURCHASE OF BBQ SAUSAGES	60.00
EFT10988	26/03/2012	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISING IN THE AVON VALLEY ADVOCATE	4,609.40
EFT10989	26/03/2012	SAFETCARD MARKETING PTY LTD	MONTHLY MONITORING FEES FOR SAFETCARD	198.00
EFT10990	26/03/2012	SECURUS	WUNDOWIE LIBRARY - SECURITY MONITORING 1/4/12 TO 30/6/2012	114.40
EFT10991	26/03/2012	SHAMROCK HOTEL	ACCOMMODATION D KOWALD IN 14/3/2012	432.00
EFT10992	26/03/2012	SHILLER IMAGES	PURCHASE OF TRINKETS FOR GIFT SHOP	127.64
EFT10993	26/03/2012	SIMPSON FIONA LESLEY	CLEANING OF WUNDOWIE PUBLIC TOILETS FOR THE PERIOD 10/02/2012 TO 10/03/2012	500.00
EFT10994	26/03/2012	SUNNY INDUSTRIAL BRUSHWARE	BROOM HEAD FOR ROLLER	1,336.50
EFT10995	26/03/2012	THE FARM SHOP	PURCHASE X3 PKT 20 FENCE GRIPPLES	239.60
EFT10996	26/03/2012	TRIGGER JACKETS	BAND 3/3/12. PLAYED FROM 7.30 PM TO 8.30PM	1,275.00
EFT10997	26/03/2012	UDLA	PERFORMANCE FOR CONCERTS IN THE PARK 'THE SCARP'	1,250.00
EFT10998	26/03/2012	VISITOR CENTRE ASSOCIATION OF WA	REGIONAL LIFESTYLE LIFT OUT SPECIAL	401.20
EFT10999	26/03/2012	WA LIBRARY SUPPLIES	FLIP NEWSPAPER DISPLAY UNIT.	700.00
EFT11000	26/03/2012	WEST END CONVENIENCE STORE	CATERING FOR GREEN ROOM AT CONCERTS	149.00
EFT11001	26/03/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	ADVERT FOR BULK BIN IN REGIONAL AREAS	1,167.65
EFT11002	26/03/2012	WHEATBELT OFFICE & BUSINESS MACHINES	BLACK PHOTO COPIERS 17,089 INCLUDING GST \$20.51	282.16
EFT11003	26/03/2012	WUNDOWIE AND DISTRICTS MENS SHED INC	REPAIRS TO WUNDOWIE PAVILION	750.00
EFT11004	26/03/2012	WW SOUVENIRS	PURCHASE OF SCENTED SOAP	16.72
EFT11005	27/03/2012	P GILSEMAN	WUNDOWIE GARDENING FOR THE PERIOD 05/12/2011 TO 20/02/2012	850.00
			SUB TOTAL LEFT MUNICIPAL	486,017.33
31332	02/03/2012	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	149.13
31333	02/03/2012	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	108.00
31334	02/03/2012	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	82.54
31335	02/03/2012	COLONIAL FIRST STATE SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	213.15
31336	02/03/2012	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	332.57
31337	02/03/2012	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS	17.40
31338	02/03/2012	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	244.28
31339	02/03/2012	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS	850.00
31340	02/03/2012	SUPERWRAP	SUPERANNUATION CONTRIBUTIONS	207.69
31341	02/03/2012	WALGS PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	25,423.17

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
31342	02/03/2012	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	\$ 572.52
31343	15/03/2012	WATER CORPORATION	WATER ACCOUNT FOR 55 MITCHELL AV NORTHAM LOT 17 FOR 30 JAN 2012 TILL 29 OF FEB 2012	1,178.60
31344	15/03/2012	3 AUSTRALIA	3 MESSAGING ACCOUNT FOR SES & BFB FOR THE PERIOD 23/02/12 TO 22/03/12	1,510.15
31345	15/03/2012	ACP MAGAZINES LTD	SUBSCRIPTION TO DOLLY MAGAZINE - LIBRARY	39.95
31346	15/03/2012	ALTRONICS	PURCHASE OF X4 LEAD 99M-D9F 5M	32.60
31347	15/03/2012	CHANTAL ROSEANNE OMEROVIC	CROSSOVER SUBSIDY FOR CHANTAL OMEROVIC	500.00
31348	15/03/2012	CRAIG & TASMA SCANLAN	CANCELLATION OF APPLICATION FOR PLANNING APPROVAL	139.00
31349	15/03/2012	DEPARTMENT OF MINES AND PETROLEUM	APPLICATION FOR RENEWAL OF A DANGEROUS GOODS SITE LICENCE	192.00
31350	15/03/2012	DORIS JUNE KENT	REFUND OF DOUBLE PAYMENT OF DOG LICENCE.	40.00
31351	15/03/2012	DORMA AUTOMATICS PTY LTD	PURCHASE OF AUTO DOORS FOR LIBRARY	11,099.00
31352	15/03/2012	EXPRESS PUBLICATIONS	RENEWAL OF OVERLANDER 4WD SUBSCRIPTION FOR 10 ISSUES	54.00
31353	15/03/2012	FREINDS GARAGE	FIX AND REPLACE CONDENSER, TX VALVE LEAK IN ROOF AND RE-GAS - N.004 VOLVO BL71 BACKHOE LOADER	8,354.30
31354	15/03/2012	GRANT SCOLLAY (MONEY 4 JAM)	HIRE OF BAND FOR CONCERT IN THE PARK 18/02/2012	1,650.00
31355	15/03/2012	INDUSTRIAL BUILDING SERVICES	WUNDOWIE HALL KITCHEN, R 12 COATING WITH COVING FOR KITCHEN FLOOR.	12,555.40
31356	15/03/2012	JEF SALES & SERVICE	REPAIR TO DYNAPAC PLATE COMPACTOR	105.00
31357	15/03/2012	KIM MORGAN	RATES REFUND FOR ASSESSMENT A11963 16 MARTIN STREET NORTHAM 6401	396.10
31358	15/03/2012	KRISTEN CAROL MCPHAIL	CROSS-OVER REIMBURSEMENT FOR KRISTEN MCPHAIL	500.00
31359	15/03/2012	LANCE ROSS	ASSORTED GREETING CARDS & TEA TOWELS FOR VISITOR CENTRE	79.50
31360	15/03/2012	LES SMITH	HIRE OF BAND FOR CONCERTS IN THE PARK	1,000.00
31361	15/03/2012	LYNNE ANN TAGLIAFERRI	RATES REFUND FOR ASSESSMENT A14281-10 BIRDIE PLACE NORTHAM 6401	204.40
31362	15/03/2012	MOTORCHARGE LIMITED	FEBRUARY'S GULL FUEL ACCOUNT	53.06
31363	15/03/2012	NORTHAM CARAVAN PARK (BEVAN PTY LTD)	ACCOMMODATION FOR KEITH BURGEMEISTER FROM 16JAN TO 20JAN	540.91
31364	15/03/2012	OUTBACK PUBLISHING COMPANY	PURCHASE OF 12 ISSUES OF OUTBACK MAGAZINE	98.00
31365	15/03/2012	PATRICIA HAMILTON	REIMBURSEMENT FOR POLICE CLEARANCE CHECK	55.50
31366	15/03/2012	PERTH OUTDOOR CENTRE PTY LTD	REFUND OF OVER PAYMENT - SEPTIC FEES	29.00
31367	15/03/2012	PETTY CASH	KILLARA PETTY CASH RECOUP	123.50
31368	15/03/2012	PFD FOOD SERVICES PTY LTD	FOOD SUPPLIES FOR NORTHAM SWIMMING POOL KIOSK	285.45
31369	15/03/2012	POWER CONTRACTING SERVICES	WATER CART HIRE 27TH & 28TH FEB BURLONG ROAD	1,705.00
31370	15/03/2012	QUAIRADING VINTAGE CLUB	LIL LOUIE TRAIN FOR FLYING 50 FUN ZONE	600.00
31371	15/03/2012	RETRAVISION	PURCHASE X1 BIRKO 20 LITRE URN FOR LIBRARY	299.00
31372	15/03/2012	SIMPSON, RODNEY JAMES	CLEANING TOILETS FOR FEBRUARY 2012 - WUNDOWIE PUBLIC TOILETS.	500.00
31373	15/03/2012	SOLA-KLEEN	RATES REFUND FOR ASSESSMENT A1675 4629 GREAT EASTERN HIGHWAY BAKERS HILL BAKERY	1,388.92
31374	15/03/2012	ST. JOSEPH CATHOLIC CHURCH	HIRE OF KIRBY HALL ON 7/3/12	60.00
31375	15/03/2012	SYNERGY	NORTHAM SHIRE STREETLIGHTS FOR 25 OF JANUARY TILL 24 OF FEBRUARY 2012	44,810.22
31376	15/03/2012	TELSTRA CORPORATION	TELSTRA MOBILE ACCOUNT FOR FEBRUARY 2012	1,496.28

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
31377	15/03/2012	URALIA BED & BREAKFAST	ACCOMMODATION FOR P BROOKS AND J CONGREVE	\$ 1,323.00
31378	15/03/2012	VALLEY GRADING	GRADER/LOADER/WATER TRUCK/BROOM HIRE-CHINGANNING RD-20 JAN 2012 STORM/FLOOD	22,607.75
31379	15/03/2012	WILLIAMSON D & S	TRUCK HIRE-21.2.12-CHINGANNING-20 JAN 2012 STORM/FLOOD	13,570.00
31380	16/03/2012	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	149.13
31381	16/03/2012	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	108.00
31382	16/03/2012	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	82.54
31383	16/03/2012	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	317.39
31384	16/03/2012	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS	17.40
31385	16/03/2012	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	410.99
31386	16/03/2012	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS	850.00
31387	16/03/2012	SUPERWRAP	SUPERANNUATION CONTRIBUTIONS	207.69
31388	16/03/2012	WALGS PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	24,534.23
31389	16/03/2012	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	553.39
31390	26/03/2012	WATER CORPORATION	WATER ACCOUNT FOR ADMIN OFFICE 395 FITZGERALD ST NORTHAM FOR THE PERIOD 18/11/11 TO 13/03/12 (READING 2187)	19,914.70
31391	26/03/2012	AVON VALLEY TRANSPORT	CUT/SLASH GRASS AT AIRFIELD	1,760.00
31392	26/03/2012	CHRISTMAS 360	REBUILD OF CHRISTMAS DECORATIONS FOR MAIN STREET AND DECORATE TREE	29,052.59
31393	26/03/2012	CLOCKWORK	SPECIAL PRINTING OF NORTHAM GROWTH PLAN	1,035.54
31394	26/03/2012	INGRAM GLEN	PURCHASE OF EVENT SLIDERS AND FRAMES	504.00
31395	26/03/2012	MECKERING ACTION GROUP	PURCHASE OF HAT BADGES	30.00
31396	26/03/2012	GRASS VALLEY PROGRESS ASSOCIATION	NORTHAM COMMUNITY GRANTS: FUNDS FOR 2011/2012 REFERENCE 020025	4,000.00
31397	26/03/2012	NETWORK PACKAGING	PURCHASE OF NORTON DECIDAMP EAR PLUGS	94.49
31398	26/03/2012	NORTHAM CARAVAN PARK (BEVAN PTY LTD)	ACCOMMODATION FOR 17/18MAR12	481.84
31399	26/03/2012	NORTHAM GIRL GUIDES	WELCOME TO NORTHAM 2012	750.00
31400	26/03/2012	PETER CLEMENTS	DRUM-MUSTER WAGES - 14/MAR12	218.50
31401	26/03/2012	PETTY CASH	PETTY CASH RECoup	571.10
31402	26/03/2012	PFD FOOD SERVICES PTY LTD	PURCHASE OF FOOD FOR NORTHAM POOL	2,206.10
31403	26/03/2012	RETRAVISION	PURCHASE OF GPS	306.95
31404	26/03/2012	SHIRE OF KALAMUNDA	REPORT WRITING TRAINING 08.03.2012 - SOPHIE GATTER & DEBRA-LEE CHESTER	220.00
31405	26/03/2012	SHIRE OF NORTHAM	FOOD BUSINESS REGISTRATION	250.00
31406	26/03/2012	SKILLS STRATEGIES	COMPLETE FINAL TAE UNITS REQUIRED FOR FULL TAE AND CONVERSION OF EXISTING TAA UNITS ON 24TH FEB AND 9TH MARCH	500.00
31407	26/03/2012	ST JOHN AMBULANCE AUSTRALIA	HIRE OF FIRST AID OF AVCC	300.00
31408	26/03/2012	STEVE'S SHOE REPAIRS	CUT 3 CAR KEYS	30.00
31409	26/03/2012	SYNERGY	SYNERGY ACCOUNT FOR THE PERIOD 14/01/12 TO 14/03/12 FOR U 1 LOT 85 MINSON AVE NORTHAM	1,910.25
31410	26/03/2012	TELSTRA CORPORATION	LANDLINE ACCOUNT FOR FEBRUARY	5,503.30
31411	26/03/2012	THE DOG LINE	PURCHASE X2 BARK HOUSE OUTDOOR CONTROL FOR DOG POUND	288.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2012

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
31412	26/03/2012	URALIA BED & BREAKFAST	ACCOMMODATION FOR GRAY MARTIN ON 27/28FEB	\$ 1,288.00
31413	26/03/2012	WALGS PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	372.59
31414	26/03/2012	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	22.26
31415	26/03/2012	WILLIAMSON D & S	CART SPOIL & GRAVEL-MOONDYNE ROAD - GRAVEL RESHEETING	650.00
31416	26/03/2012	WUNDOWIE FOOTBALL CLUB	TOWNSITE VERGE CLEAN UP	2,000.00
31417	30/03/2012	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	148.23
31418	30/03/2012	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	108.00
31419	30/03/2012	AXA AUSTRALIA	SUPERANNUATION CONTRIBUTIONS	66.86
31420	30/03/2012	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	193.95
31421	30/03/2012	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	250.16
31422	30/03/2012	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS	17.40
31423	30/03/2012	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	462.13
31424	30/03/2012	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS	700.00
31425	30/03/2012	SUPERWRAP	SUPERANNUATION CONTRIBUTIONS	207.69
31426	30/03/2012	WALGS PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	27,045.61
31427	30/03/2012	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	501.77
DD4193.1	14/03/2012	BANKWEST	TOTAL CHEQUE MUNICIPAL	288,548.81
DD4193.1			NEVILLE HALE MASTERCARD 25/1/2012 TO 23/2/2012, WILSON PARKING	82.89
DD4193.1			PERTH, LAKE GRACE ROADHOUSE - FUEL, CITY OF FREMANTLE PARKING	
DD4193.1			LGMA, CITY OF FREMANTLE PARKING LGMA, GST	
DD4193.1			CHADD HUNT MASTERCARD 25 JAN TO 23 FEB 2012, WILSON PARKING	1,911.56
DD4193.1			PERTH, BCF - GAZEBO & 2 ESKYS, WHEATBELT SAFETY WEAR - WORK	
DD4193.1			BOOTS, GST	
DD4193.1			DENISE GOBBART MASTERCARD 25 JAN TO 23 FEB 2012, WARRICKS	1,242.39
DD4193.1			NEWSAGENCY - DIARY & LOG BOOK, ESPLANADE HOTEL -	
DD4193.1			ACCOMMODATION D GOBBART, ESPLANADE HOTEL - ACCOMMODATION	
DD4193.1			HITESH HANS, WOOLWORTHS, SAFFRON WA PL - JEAN MCGREADY, GST	
PAYROLL			TOTAL DIRECT DEBIT	3,236.84
PAYROLL	01/03/2012	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL	188,890.36
PAYROLL	15/03/2012	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL	168,239.57
PAYROLL	21/03/2012	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL	23,168.02
PAYROLL	29/03/2012	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL	185,672.08
PAYROLL			TOTAL PAYROLL	565,970.03
TOTAL CHEQUE TRUST			TOTAL CHEQUE TRUST	\$ 4,914.30
TOTAL EFT TRUST			TOTAL EFT TRUST	\$ 8,500.00
TOTAL CHEQUE MUNICIPAL			TOTAL CHEQUE MUNICIPAL	\$ 288,548.81
TOTAL EFT MUNICIPAL			TOTAL EFT MUNICIPAL	\$ 2,204,565.47
TOTAL DIRECT DEBIT			TOTAL DIRECT DEBIT	\$ 3,236.84
TOTAL PAYROLL			TOTAL PAYROLL	\$ 565,970.03
TOTAL			TOTAL	\$ 3,075,735.45

The payment of cheque numbers 31332 to 31427 from Municipal Fund (dated 1st March 2012 to 31st March 2012), the payment of trust cheque numbers 1623 to 1628 from the Trust Fund and the payment of Electronic Funds Transfer numbers EFT10723 to EFT10735 and EFT10737 to EFT10903 and EFT10908 to EFT11005 (dated 1st March 2012 to 31st March 2012). EFT Trust Fund EFT10736 to EFT10736 and EFT10904 to EFT10907. Direct Debits 4193.1 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Fund Bank Vouchers 31332 to 31427	\$ 288,548.81
Trust Bank Vouchers 1623 to 1628	\$ 4914.30
EFT Trust Bank Vouchers EFT10736 to EFT 10736 EFT10904 to EFT10907	\$ 8,500.00
Municipal Fund Bank Electronic Fund Transfer EFT10723 to FT10735 EFT10737 to EFT10903 EFT10908 to EFT11005	\$ 2,204,565.47
Direct Debit Fund Transfer 4193.1	\$ 3,236.84
Municipal Fund Bank Electronic Fund Transfer Payroll 01/03/2012	\$ 188,891.36
Municipal Fund Bank Electronic Fund Transfer Payroll 15/03/2012	\$ 168,239.57
Municipal Fund Bank Electronic Fund Transfer Payroll 21/03/2012	\$ 23,168.02
Municipal Fund Bank Electronic Fund Transfer Payroll 29/03/2012	\$ 185,672.08
TOTAL	\$ 3,075,735.45

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$3,075,735.45 was submitted to the ordinary Meeting of Council on Wednesday 18th April 2012.

_____ CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering Vouchers and Electronics Funds Transfer payments as per above and totalling \$3,075,735.45 was submitted to each member of the Council Wednesday 18th April 2012, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.

_____ CHIEF EXECUTIVE OFFICER

13.3.2 FINANCIAL STATEMENTS TO 29 FEBRUARY 2012

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Hitesh Hans
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	05 April 2012

PURPOSE

The Statement of Financial Activity for the period ending 29 February 2012 is included as a separate attachment to this Agenda and includes the following reports:

- Statement of Financial Activity;
- Acquisition of Assets;
- Disposal of Assets;
- Information on Borrowings;
- Reserves;
- Net Current Assets;
- Rating Information;
- Trust Funds;
- Operating Statements;
- Balance Sheet;
- Financial Ratio;
- Budget to Actual Material Variance; and
- Bank Reconciliation

RECOMMENDATION/COUNCIL DECISION

Minute No C.1759

**Moved: Cr R Head
Seconded: Cr K Saunders**

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 29 February 2012.

CARRIED 9/0



SHIRE OF NORTHAM
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

TABLE OF CONTENTS

	Page
Statement of Financial Activity	2
Notes to and Forming Part of the Statement	
1 Acquisition of Assets	3 to 6
2 Disposal of Assets	7 to 8
3 Information on Borrowings	9 to 10
4 Reserves	11 to 18
5 Net Current Assets	19
6 Rating Information	20 to 21
7 Trust Funds	22
8 Operating Statement	23
9 Balance Sheet	24
10 Financial Ratio	25
11 Material Variances Notes	26 to 27

**SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012**

	NOTE	February 2012 Actual \$	February 2012 Y-T-D Budget \$	Projected 2011/12 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
Operating						
Revenues/Sources						
Governance	8	147,890	17,808	26,750	130,082	730.47%
General Purpose Funding		1,959,637	1,782,390	3,368,658	177,247	9.94%
Law, Order, Public Safety		154,402	431,929	646,286	(277,527)	(64.25%)
Health		85,625	108,056	193,127	(22,431)	(20.76%)
Education and Welfare		951,013	703,336	1,875,279	247,677	35.21%
Housing		26,878	30,960	46,466	(4,082)	(13.18%)
Community Amenities		2,022,428	1,501,453	1,819,452	520,975	34.70%
Recreation and Culture		236,670	281,100	858,520	(44,430)	(15.81%)
Transport		501,503	2,051,435	3,519,214	(1,549,932)	(75.55%)
Economic Services		367,476	722,088	1,083,284	(354,612)	(49.11%)
Other Property and Services		174,574	45,304	68,000	129,270	285.34%
		<u>6,628,096</u>	<u>7,675,859</u>	<u>13,505,036</u>	<u>(1,047,763)</u>	<u>(13.65%)</u>
(Expenses)/(Applications)						
Governance	8	(437,683)	(578,017)	(814,437)	140,334	24.28%
General Purpose Funding		(144,916)	(104,680)	(226,708)	(40,236)	(38.44%)
Law, Order, Public Safety		(584,906)	(726,493)	(1,047,991)	141,587	19.49%
Health		(299,714)	(328,269)	(494,337)	28,555	8.70%
Education and Welfare		(704,047)	(756,112)	(1,134,492)	52,065	6.89%
Housing		(57,251)	(66,073)	(97,994)	8,822	13.35%
Community Amenities		(1,757,573)	(1,814,602)	(2,721,446)	57,029	3.14%
Recreation & Culture		(2,033,243)	(2,167,479)	(3,187,456)	134,236	6.19%
Transport		(2,998,090)	(2,956,979)	(4,441,317)	(41,111)	(1.39%)
Economic Services		(1,255,582)	(1,406,273)	(2,067,125)	150,691	10.72%
Other Property and Services		(355,968)	(91,395)	(67,022)	(264,573)	(289.48%)
		<u>(10,628,973)</u>	<u>(10,996,372)</u>	<u>(16,300,325)</u>	<u>367,399</u>	<u>(3.34%)</u>
Adjustments for Non-Cash (Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	2	0	1,371,405	(2,247,705)	(1,371,405)	100.00%
Movement in Accrued Interest		(63,475)	0	0	(63,475)	0.00%
Movement in Accrued Salaries and Wages		(113,286)	0	0	(113,286)	0.00%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%
Movement in Employee Benefit Provisions		(235,452)	0	0	(235,452)	0.00%
Depreciation on Assets		2,133,001	1,929,184	2,893,915	203,817	(10.56%)
Capital Revenue and (Expenditure)						
Purchase Land Held for Resale	1	0	0	0	0	0.00%
Purchase Land and Buildings	1	(1,304,713)	(4,458,584)	(6,687,958)	3,153,871	70.74%
Purchase Plant and Equipment	1	(121,422)	(589,342)	(993,520)	467,920	79.40%
Purchase Furniture and Equipment	1	(102,753)	(118,374)	(177,200)	15,621	13.20%
Purchase Bush Fire Equipment	1	0	(150,000)	(225,000)	150,000	100.00%
Purchase Playground Equipment	1	0	0	0	0	0.00%
Purchase Infrastructure Assets - Roads	1	(1,342,234)	(1,860,334)	(2,781,787)	518,100	27.85%
Purchase Infrastructure Assets - Bridges	1	0	0	(552,000)	0	
Purchase Infrastructure Assets - Footpaths	1	(83,232)	(106,424)	(159,721)	23,192	21.79%
Purchase Infrastructure Assets - Drainage	1	(100,815)	0	(1,392,620)	(100,815)	0.00%
Purchase Infrastructure Assets - Parks & Ovals	1	(463,380)	(380,496)	(570,844)	(82,884)	(21.78%)
Purchase Infrastructure Assets - Airfields	1	0	(13,328)	(20,000)	13,328	100.00%
Purchase Infrastructure Assets - Streetscape	1	0	0	0	0	#DIV/0!
Proceeds from Disposal of Assets	2	0	1,716,000	2,574,000	(1,716,000)	100.00%
Repayment of Debentures	3	(246,857)	(263,384)	(395,165)	16,527	6.27%
Proceeds from New Debentures	3	0	0	400,000	0	0.00%
Self-Supporting Loan Principal Income	3	33,778	33,778	63,935	0	0.00%
Transfers to Restricted Assets (Reserves)	4	(171,664)	(171,664)	(944,438)	0	0.00%
Transfers from Restricted Asset (Reserves)	4	9,567	9,567	1,262,232	0	0.00%
Transfers to Restricted Assets (Other)		0	0	0	0	
ADD Net Current Assets July 1 B/Fwd	5	5,948,490	5,870,067	5,870,067	78,423	(1.34%)
LESS Net Current Assets Year to Date	5	<u>6,659,505</u>	<u>6,391,664</u>	<u>15,009</u>	<u>267,841</u>	<u>4.19%</u>
Amount Raised from Rates	6	<u>(6,884,829)</u>	<u>(6,894,106)</u>	<u>(6,894,107)</u>	<u>9,277</u>	<u>(0.13%)</u>

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 1 JULY TO 29 FEBRUARY 2012

1. ACQUISITION OF ASSETS	February 2012 Actual \$	2011/12 Budget \$
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
Furniture & Office Equipment - Administration	7,089.09	45,700
Land & Buildings - Administration	0.00	17,500
Plant & Equipment - Administration	37,815.46	87,000
Law, Order & Public Safety		
Standpipe Controllers x 4	4,453.41	4,070
Snr Ranger Vehicle	0.00	25,400
Ranger Vehicle	0.00	25,400
Security Camera Dog Pound	4,167.09	4,200
Security Camera Bernard Park & Avon Mall	14,890.70	14,891
Graffiti Recording Equipment	0.00	18,254
Brigade Appliance - Fire Prevention	0.00	225,000
Brigade Appliance - Fire Prevention	0.00	150,000
Health		
Plant & Equipment - Health Inspection/Admin	0.00	25,000
Education & Welfare		
Land & Buildings - Respite Centre Construction	27,111.50	2,500,000
Housing		
Community Amenities		
Drainage - Yilgarn Avenue	100,814.81	95,696
Drainage - King Creek	0.00	406,924
Inkpen-Provision of Infrastructure Shelter Electricity	0.00	40,000

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

1. ACQUISITION OF ASSETS (Continued)	February 2012 Actual \$	2011/12 Budget \$
<u>By Program (Continued)</u>		
Recreation and Culture		
Land & Buildings - Wundowie Hall	28,163.64	46,290
Infrastructure - Streetscape	0.00	0
Furniture & Equipment - Wundowie Pool	0.00	750
Infrastructure Parks - Swimming Areas	28,482.31	20,000
Plant & Equipment - Swimming Areas	18,533.64	19,200
Sound Shell - Bernard Park - R4R Project	24,093.78	51,653
Recreation Centre - Earthworks & Professional Super	25,859.11	26,224
Recreation Centre - Building	636,855.96	590,883
Recreation Centre - Outdoor Courts	237,137.60	190,569
Recreation Centre - Oval Extension	5,111.68	141,155
Recreation Centre - Lighting	111,255.75	378,661
Recreation Centre - Car Parking & Access	172,978.51	136,432
Recreation Centre Manager Utility	0.00	29,200
Executive Manger Community Services Vehicle	31,781.83	32,000
13 Seater Van - Recreation Centre	0.00	46,000
Furniture & Equipment - Other Recreation	63,304.44	81,750
Oval Reticulation	302,208.36	251,000
Play Equipment, Shades & Seating - Bert Hawke	3,423.86	\$7,380.00
George Nuich Park	59,232.22	\$104,882.00
Play Equipment - Jubilee Oval	0.00	\$20,000.00
Play Equipment - Wundowie	0.00	\$20,000.00
Bernard Park - Park Furniture & Shade Sails	40,453.00	\$62,582.00
Relocate Scoreboard	0.00	\$2,000.00
Jubilee Oval - Install Cricket Pitch	0.00	\$15,000.00
Henry Street Oval Fencing	0.00	\$15,000.00
Sporting Equipment - Backboards, Nets Etc	29,580.00	\$40,000.00
Outdoor Seating	0.00	\$3,000.00
Outdoor Courts - Boundary Fence	0.00	\$10,000.00
Land & Buildings - Libraries	24,979.48	29,316
Furniture & Equipment - Libraries	32,359.09	45,000
Land & Buildings - AVAS Roof	1,014.42	150,000

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

1. ACQUISITION OF ASSETS (Continued)	February 2012 Actual \$	2011/12 Budget \$
<u>By Program (Continued)</u>		
Transport		
Road/Bridge Construction		
- Roadworks - Project Grants	139,657.97	600,635
- Roadworks - General Construction	560,478.24	1,184,937
- Roadworks - Special Projects	516,334.46	676,981
- Roadworks - Bridge Construction	0.00	552,000
- Roadworks - Blackspot Funding	125,763.26	279,234
Land & Building	800.00	2,204,275
Footpath Construction	83,231.90	159,721
Plant & Equipment - Road Plant Purchases	9,780.00	603,690
Airport Infrastructure	0.00	20,000
Economic Services		
Christmas Decorations	0.00	33,815
Plant & Equipment - Building Control	0.00	25,400
Old Town Admin Building	0.00	60,000
Town Clock	9,351.93	15,000
Infrastructure Drainage	0.00	890,000
Furniture & Equipment - Visitor Servicing	0.00	4,000
	3,518,548.50	13,560,650

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

1. ACQUISITION OF ASSETS (Continued)	February 2012 Actual \$	2011/12 Budget \$
<u>By Class</u>		
Land Held for Resale	0.00	0.00
Land and Buildings	1,304,713.36	6,687,958
Plant and Equipment	121,422.13	993,520
Furniture and Equipment	102,752.62	177,200
Tools	0.00	0
Bush Fire Equipment	0.00	225,000
Playground Equipment	0.00	0
Infrastructure Assets - Roads	1,342,233.93	2,781,787
Infrastructure Assets - Footpaths	83,231.90	159,721
Infrastructure Assets - Bridges & Culverts	0.00	552,000
Infrastructure Assets - Drainage	100,814.81	1,392,620
Infrastructure Assets - Parks & Ovals	463,379.75	570,844
Infrastructure Assets - Airfields	0.00	20,000
Infrastructure Assets - Streetscape	0.00	0
	3,518,548.50	13,560,650

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

2. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	February 2012 Actual \$	2011/12 Budget \$	February 2012 Actual \$	2011/12 Budget \$	February 2012 Actual \$	2011/12 Budget \$
Governance						
CEO Vehicle - PN1008-Asset MV1008	0.00	47,298	0.00	40,000	0.00	(7,298)
EMCS Vehicle-PN0910-Asset 9248	0.00	25,437	0.00	25,000	0.00	(437)
Law, Order Public Safety						
Snr Ranger Vehicle - PN1010 - Asset MV 1010	0.00	22,283	0.00	16,000	0.00	(6,283)
Ranger Vehicle - PN1011-Asset MV 1011	0.00	22,283	0.00	16,000	0.00	(6,283)
Health						
SnrEnvironmental Health Vehicle - PN0902 - Asset	0.00	19,098	0.00	18,000	0.00	(1,098)
Lot 310 Wandoo Parade, Wundowie - Asset S404	0.00	3,973	0.00	35,000	0.00	31,027
Recreation & Culture						
Recreation Manager Ute - PN0811 - Asset 9211	0.00	9,464	0.00	17,000	0.00	7,536
Wundowie Yak Lot 311-Asset S222	0.00	25,924	0.00	200,000	0.00	174,076
Transport						
Isuzu Folcon 2002 - PN008 - Asset S633	0.00	14,234	0.00	20,000	0.00	5,766
Flocon Body - Asset S450	0.00	0	0.00	0	0.00	0
Parks & Gardens Supervisor Utility-P5041- Asset	0.00	0	0.00	9,000	0.00	9,000
Reticulation Utility - P5043 - Asset 9063	0.00	0	0.00	11,000	0.00	11,000
Oval Tractor- P533- Asset 933	0.00	0	0.00	25,000	0.00	25,000
Parks & Gardens 2 Tonne Truck- P589- Asset 989	0.00	0	0.00	18,000	0.00	18,000
Wundowie Tractor & Loader-PN017 - Asset S590	0.00	0	0.00	25,000	0.00	25,000
Wudnowie Quad Bike - PN020- Asset S585	0.00	0	0.00	2,000	0.00	2,000
Construction Supervisor Utility - PN0808 - Asset 9	0.00	6,879	0.00	14,000	0.00	7,121
Works Supervisor Utility - PN0817- Asset 9218	0.00	14,984	0.00	22,000	0.00	7,016
Bobcat Trailer	0.00	0	0.00	4,000	0.00	4,000
Grass & Debris Broom / Attached To Tractor	0.00	0	0.00	1,000	0.00	1,000
Shire Depot - Assets 259,260,261,262,266,488	0.00	101,576	0.00	2,040,000	0.00	1,938,424
Howard Nugger 100 Rotaslasher 9236B	0.00	0	0.00	0	0.00	0
Economic Services						
Building Surveyor Vehicle - PN0823 - Asset 9226	0.00	12,862	0.00	16,000	0.00	3,138
	0.00	326,295.00	0.00	2,574,000.00	0.00	2,247,705.00

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

2. DISPOSALS OF ASSETS (Continued)

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	February 2012 Actual \$	2011/12 Budget \$	February 2012 Actual \$	2011/12 Budget \$	February 2012 Actual \$	2011/12 Budget \$
Land & Buildings						
Lot 310 Wandoo Parade, Wundowie - Asset S404	0.00	3,973	0.00	35,000	0.00	31,027
Wundowie Yak Lot 311- Asset S222	0.00	25,924	0.00	200,000	0.00	174,076
Plant & Equipment						
CEO Vehicle - PN1008-Asset MV1008	0.00	47,298	0.00	40,000	0.00	(7,298)
EMCS Vehicle-PN0910-Asset 9248	0.00	25,437	0.00	25,000	0.00	(437)
Snr Ranger Vehicle - PN1010 - Asset MV 1010	0.00	22,283	0.00	16,000	0.00	(6,283)
Ranger Vehicle - PN1011-Asset MV 1011	0.00	22,283	0.00	16,000	0.00	(6,283)
SnrEnvironmental Health Vehicle - PN0902 - Asset	0.00	19,098	0.00	18,000	0.00	(1,098)
Recreation Manager Ute - PN0811 - Asset 9211	0.00	9,464	0.00	17,000	0.00	7,536
Isuzu Folcon 2002 - PN008 - Asset S633	0.00	14,234	0.00	20,000	0.00	5,766
Parks & Gardens Supervisor Utility-P5041- Asset	0.00	0	0.00	9,000	0.00	9,000
Reticulation Utility - P5043 - Asset 9063	0.00	0	0.00	11,000	0.00	11,000
Oval Tractor- P533- Asset 933	0.00	0	0.00	25,000	0.00	25,000
Parks & Gardens 2 Tonne Truck- P589- Asset 989	0.00	0	0.00	18,000	0.00	18,000
Wundowie Tractor & Loader-PN017 - Asset S590	0.00	0	0.00	25,000	0.00	25,000
Wudnowie Quad Bike - PN020- Asset S585	0.00	0	0.00	2,000	0.00	2,000
Construction Supervisor Utility - PN0808 - Asset 9	0.00	6,879	0.00	14,000	0.00	7,121
Works Supervisor Utility - PN0817- Asset 9218	0.00	14,984	0.00	22,000	0.00	7,016
Bobcat Trailer	0.00	0	0.00	4,000	0.00	4,000
Grass & Debris Broom / Attached To Tractor	0.00	0	0.00	1,000	0.00	1,000
Shire Depot - Assets 259,260,261,262,266,488	0.00	101,576	0.00	2,040,000	0.00	1,938,424
Building Surveyor Vehicle - PN0823 - Asset 9226	0.00	12,862	0.00	16,000	0.00	3,138
	0.00	326,295.00	0.00	2,574,000.00	0.00	2,247,705.00

Summary

Profit on Asset Disposals
Loss on Asset Disposals

February 2012 Actual \$	2011/12 Budget \$
0.00	2,269,104
0.00	(21,399)
<u>0.00</u>	<u>2,247,705</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-11	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments			
		2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$		
Governance											
Loan 215 - Admin Office Renovations	162,243	0		22,747	11,184	139,496	151,059	10,605	5,012		
Community Amenities											
Loan 210 - River Dredging	27,601	0		4,876	4,876	22,725	22,725	1,616	873		
Recreation & Culture											
Loan 206 - Northam Country Club **	285,771	0		31,255	15,399	254,516	270,372	16,517	7,792		
Loan 208 - Northam Country Club **	41,708	0		3,670	1,801	38,038	39,907	3,044	876		
Loan 219 - Northam Bowling Club **	182,199	0		19,954	9,832	162,245	172,367	10,460	3,201		
Loan 222 - Northam Trotting Club Building **	88,300	0		9,056	6,746	79,244	81,554	4,705	2,466		
Loan 223 - Recreation Facilities	932,800	0		80,666	80,666	852,134	852,134	55,918	32,507		
Loan 224 - Recreation Facilities	1,100,000	0		27,887	13,625	1,072,113	1,086,375	71,712	24,314		
Loan 226 - Recreation Facilities	0	400,000	0	0	0	400,000	0	0	0		
Transport											
Loan 221 - Airstrip Upgrade	77,936	0		9,196	4,527	68,740	73,409	4,780	2,057		
Economic Services											
Loan 204 - Visitors Centre/Tourist Bureau	14,474	0		9,438	4,616	5,036	9,858	1,086	346		
Loan 205 - Visitor Centre Café	25,975	0		17,036	8,381	8,939	17,594	1,425	455		
Loan 217 - CBD Streetscape	1,030,386	0		123,267	60,756	907,119	969,630	57,800	21,317		
Loan 218 - CBD Streetscape	121,605	0		13,300	13,300	108,305	108,305	7,029	3,970		
Loan 225 - Victoria Oval Purchase	900,000	0		22,817	11,148	877,183	888,852	58,674	19,893		
	4,990,998	400,000	0	395,165	246,857	4,995,833	4,744,141	305,371	125,079		

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 1 JULY TO 29 FEBRUARY 2012

3. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2011/12

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges \$	Interest Rate %	Amount Used	
	Actual \$	Budget \$						Actual \$	Budget \$
Loan 226 - Recreation Facilities	0	400,000	Unknown	Debenture	20	349,237	7.0	0	400,000

(c) Unspent Debentures

Date Borrowed	Balance 1-Jul-11 \$	Borrowed During Year \$	Expended During Year \$	Balance Actual \$
29/04/2011	807,049	0	661,928	145,121
29/04/2011	72,727	0	0	72,727
	879,776	0	661,928	217,848

Particulars

Loan 224 - Recreation Facilities
Loan 225 - Victoria Oval Purchase

(d) Overdraft

Council has not utilised an overdraft facility during the financial year although an overdraft facility of \$100,000 with the Bank of Western Australia does exist. It is not anticipated that this facility will be required to be utilised during 2011/12.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

	February 2012 Actual \$	2011/12 Budget \$
4. RESERVES - CASH BACKED		
(a) Aged Accomodation Reserve		
Opening Balance	221,701	221,701
Interest	8,288	9,533
Amount Set Aside / Transfer to Reserve	0	8,399
Amount Used / Transfer from Reserve	<u>0</u>	<u>(16,000)</u>
	<u>229,989</u>	<u>223,633</u>
(b) Employee Liability Reserve		
Opening Balance	531,320	531,320
Interest	19,863	22,847
Amount Set Aside / Transfer to Reserve	0	1,791
Amount Used / Transfer from Reserve	<u>0</u>	<u>(23,750)</u>
	<u>551,183</u>	<u>532,208</u>
(c) Housing Reserve		
Opening Balance	204,763	204,763
Interest	7,655	8,805
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>212,418</u>	<u>213,568</u>
(d) Meat Inspection Reserve		
Opening Balance	93,263	108,721
Interest	3,487	4,675
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	<u>0</u>	<u>(11,703)</u>
	<u>96,750</u>	<u>101,693</u>
(e) Office Equipment Reserve		
Opening Balance	111,849	111,849
Interest	4,181	4,810
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	<u>0</u>	<u>0</u>
	<u>116,030</u>	<u>116,659</u>
(f) Plant & Equipment Reserve		
Opening Balance	520,513	520,513
Interest	19,459	22,382
Amount Set Aside / Transfer to Reserve	0	230,000
Amount Used / Transfer from Reserve	<u>0</u>	<u>(452,690)</u>
	<u>539,972</u>	<u>320,205</u>
(g) Recreation Reserve		
Opening Balance	43,911	43,911
Interest	1,642	1,888
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	<u>0</u>	<u>(45,799)</u>
	<u>45,553</u>	<u>0</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

	February 2012 Actual \$	2011/12 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(h) Refuse Reserve		
Opening Balance	51,699	51,699
Interest	1,933	2,223
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(53,922)
	<u>53,632</u>	<u>0</u>
(i) Road & Bridgeworks Reserve		
Opening Balance	668,676	668,676
Interest	24,999	28,753
Amount Set Aside / Transfer to Reserve	0	17,650
Amount Used / Transfer from Reserve	0	(144,386)
	<u>693,675</u>	<u>570,693</u>
(j) Refuse Site Reserve		
Opening Balance	233,690	233,690
Interest	8,737	10,049
Amount Set Aside / Transfer to Reserve	0	33,922
Amount Used / Transfer from Reserve	0	(40,000)
	<u>242,427</u>	<u>237,661</u>
(k) Regional Development Reserve		
Opening Balance	108,213	108,213
Interest	4,046	4,653
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	0
	<u>112,259</u>	<u>117,866</u>
(l) Speedway Reserve		
Opening Balance	113,832	113,832
Interest	4,256	4,895
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>118,088</u>	<u>118,727</u>
(m) Community Bus Replacement Reserve		
Opening Balance	38,421	38,421
Interest	1,436	1,652
Amount Set Aside / Transfer to Reserve	0	10,000
Amount Used / Transfer from Reserve	0	(30,000)
	<u>39,857</u>	<u>20,073</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

	February 2012 Actual \$	2011/12 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(n) Septage Pond Reserve		
Opening Balance	85,794	85,794
Interest	3,207	3,689
Amount Set Aside / Transfer to Reserve	0	40,000
Amount Used / Transfer from Reserve	0	0
	<u>89,001</u>	<u>129,483</u>
(o) Killara Reserve		
Opening Balance	216,001	176,556
Interest	8,048	7,592
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	(9,567)	(38,359)
	<u>214,482</u>	<u>145,789</u>
(p) Minson Ave/Bernard Park Reserve		
Opening Balance	29,600	29,600
Interest	1,107	1,273
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(30,873)
	<u>30,707</u>	<u>0</u>
(q) Stormwater Drainage Projects Reserve		
Opening Balance	5,701	5,701
Interest	213	245
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>5,914</u>	<u>5,946</u>
(r) Recreation and Community Facilities Reserve		
Opening Balance	468,135	468,135
Interest	17,501	20,130
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(174,750)
	<u>485,636</u>	<u>313,515</u>
(s) Administration Office Reserve		
Opening Balance	400,435	400,435
Interest	14,970	17,219
Amount Set Aside / Transfer to Reserve	0	11,228
Amount Used / Transfer from Reserve	0	0
	<u>415,405</u>	<u>428,882</u>
(t) Council Buildings & Amenities Reserve		
Opening Balance	204,954	204,954
Interest	7,662	8,813
Amount Set Aside / Transfer to Reserve	0	335,000
Amount Used / Transfer from Reserve	0	(200,000)
	<u>212,616</u>	<u>348,767</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

	February 2012 Actual \$	2011/12 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(u) River Town Pool Dredging Reserve		
Opening Balance	102,477	102,477
Interest	3,831	4,407
Amount Set Aside / Transfer to Reserve	0	50,000
Amount Used / Transfer from Reserve	0	0
	<u>106,308</u>	<u>156,884</u>
(v) Parking Facilities Construction Reserve		
Opening Balance	137,549	137,549
Interest	5,142	5,915
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>142,691</u>	<u>143,464</u>
(w) Art Collection Reserve		
Opening Balance	0	0
Interest	0	0
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>5,000</u>
Total Cash Backed Reserves	<u>4,754,594</u>	<u>4,250,716</u>
Total Interest	171,664	196,448

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

(S) indicates Old Shire of Northam Reserve Fund

(T) Indicates Old Town of Northam Reserve Fund

NB: As part of the Merger of the Shire and Town of Northam all reserve funds raised in the old districts are to be spent in those old districts for a period of four (4) years.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

	February 2012 Actual \$	2011/12 Budget \$
4. RESERVES (Continued)		
Summary of Transfers to Cash Backed Reserves		
Transfers to Reserves		
Aged Accomodation Reserve	8,288	17,932
Employee Liability Reserve	19,863	24,638
Housing Reserve	7,655	8,805
Meat Inspection Reserve	3,487	4,675
Office Equipment Reserve	4,181	4,810
Plant & Equipment Reserve	19,459	252,382
Recreation Reserve	1,642	1,888
Refuse Reserve	1,933	2,223
Road & Bridgeworks Reserve	24,999	46,403
Refuse Site Reserve	8,737	43,971
Regional Development Reserve	4,046	9,653
Speedway Reserve	4,256	4,895
Community Bus Replacement Reserve	1,436	11,652
Septage Pond Reserve	3,207	43,689
Killara Reserve	8,048	7,592
Minson Ave/Bernard Park Reserve	1,107	1,273
Stormwater Drainage Projects Reserve	213	245
Recreation and Community Facilities Reserve	17,501	20,130
Administration Office Reserve	14,970	28,447
Council Buildings & Amenities Reserve	7,662	343,813
River Town Pool Dredging Reserve	3,831	54,407
Parking Facilities Construction Reserve	5,142	5,915
Art Collection Reserve	0	5,000
	<u>171,664</u>	<u>944,438</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

4. RESERVES (Continued)

Summary of Transfers to Cash Backed Reserves

Transfers from Reserves

Aged Accommodation Reserve	0	(16,000)
Employee Liability Reserve	0	(23,750)
Housing Reserve	0	0
Meat Inspection Reserve	0	(11,703)
Office Equipment Reserve	0	0
Plant & Equipment Reserve	0	(452,690)
Recreation Reserve	0	(45,799)
Refuse Reserve	0	(53,922)
Road & Bridgeworks Reserve	0	(144,386)
Refuse Site Reserve	0	(40,000)
Regional Development Reserve	0	0
Speedway Reserve	0	0
Community Bus Replacement Reserve	0	(30,000)
Septage Pond Reserve	0	0
Killara Reserve	(9,567)	(38,359)
Minson Ave/Bernard Park Reserve	0	(30,873)
Stormwater Drainage Projects Reserve	0	0
Recreation and Community Facilities Reserve	0	(174,750)
Administration Office Reserve	0	0
Council Buildings & Amenities Reserve	0	(200,000)
River Town Pool Dredging Reserve	0	0
Parking Facilities Construction Reserve	0	0
Art Collection Reserve	0	0
	<u>(9,567)</u>	<u>(1,262,232)</u>
Total Transfer to/(from) Reserves	<u>162,097</u>	<u>(317,794)</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

4. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Aged Accommodation Reserve

Provision of future capital works requirements for aged units at Kuringal Village, Wundowie, and other sites within the Shire of Northam.

Employee Liability Reserve

Provision for employees future liability commitments, ie annual leave, long service leave requirements and negotiated gratuities and sickness payouts.

Housing Reserve

Reserve established for future construction of Community Housing in Wundowie

Meat Inspection Reserve

Provision for possible future losses in meat inspection operations in the event of abattoir closure.

Office Equipment Reserve

Acquisition and upgrading of Council offices, furniture, computers and general equipment. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

Plant & Equipment Reserve

Acquisition and upgrading of Council works plant and general equipment in accordance with plant replacement program. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

Recreation Reserve

Development and improvement of recreation and sporting facilities within the Shire of Northam. 2% of net rates levied each year set aside for the provision of recreation and sport facilities.

Refuse Reserve

Provision of future waste management strategy within the Shire of Northam. Expected to be utilised in 2009/10.

Road & Bridgeworks Reserve

Provision for upgrading of road and bridge infrastructure within the Shire of Northam. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

Recreation Reserve

Purpose - Development and improvement of Council's Recreation and Sporting facilities, equipment and infrastructure. No date has been specified for the use of this Reserve.

Refuse Site Reserve

Purpose - Development of Colebatch Road Refuse Site, including provision for future replacement facility and/or site. No date has been specified for the use of this Reserve.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

4. RESERVES (Continued)

Regional Development Reserve

Purpose - To provide for future projects whereby a broader range of development ideas may be required to be encouraged on a regional basis, in consultation with other stakeholders and/or Local Governments. No date has been specified for the use of this Reserve.

Speedway Reserve

Purpose - To provide funds for possible future works required at the Northam Speedway site on Fox Road Northam. No date has been specified for the use of this Reserve.

Community Bus Replacement Reserve

Purpose - To provide funds for future replacement of the Shire of Northam Community Bus. No date has been specified for the use of this Reserve.

Septage Pond Reserve

Purpose - To provide for funds for future septage ponds capital upgrade works. No date has been specified for the use of this Reserve.

Killara Reserve

Purpose - To provide a fund for surplus funds from Killara Operations and a restricted cash for and unspent Killara Grants. No date has been specified for the use of this Reserve.

Stormwater Drainage Projects Reserve

Purpose - To provide funds for stormwater drainage projects. No date has been specified for the use of this Reserve.

Recreation and Community Facilities Reserve

Purpose - To provide fund for Recreation and Public Facilities within the Shire of Northam that are not quarantined for 4 years merger agreement. No date has been specified for the use of this Reserve.

Administration Office Reserve

Purpose - To provide a fund for the expansion or relocation of the Shire of Northam Administration Centre. No date has been specified for the use of this Reserve.

Council Buildings & Amenities Reserve

Purpose - Provision for maintenance and upgrading of Council buildings and amenities. Funds not expected to be used in a set period as further transfer to the reserve account are anticipated.

River Town Pool Dredging Reserve

Purpose - Provision for dredging and maintenance of the River Town Pool. Funds not expected to be used in a set period as further transfers to the reserve account are anticipated.

Parking Facilities Construction Reserve

Purpose - Provision for future car parking facilities. Funds not expected to be used in a set period as further transfers to the reserve account are anticipated.

Art Collection Reserve

Purpose - To provide maintenance of Councils art collection including acquisition and disposal

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

	February 2012 Actual \$	2010/11 Financial Report \$	2011/12 Budget \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	4,587,478	1,703,928	144,220
Cash - Restricted Unspent Grants	1,994,058	3,176,837	0
Cash - Restricted Unspent Loans	0	879,776	0
Cash - Restricted Reserves	4,754,596	4,592,498	4,250,716
Rates - Current	1,360,361	550,546	0
Sundry Debtors	591,640	868,151	903,312
Provision for Doubtful Debts	(38,614)	(38,614)	0
Pensioners Rates Rebate	23,910	28,704	0
GST Receivable	0	0	0
Accrued Income/Prepayments	0	19,851	0
Inventories	26,757	25,749	40,000
	<u>13,300,186</u>	<u>11,807,426</u>	<u>5,338,248</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(1,848,023)	(1,464,435)	(1,072,523)
Rates Income in Advance	(55,425)	0	0
GST Payable	0	73	0
Payroll Creditors	(228)	(343)	0
Accrued Expenditure	0	0	0
Withholding Tax Payable	0	0	0
Payg Payable	17,397	198,267	0
Other Payables	194	0	0
	<u>(1,886,085)</u>	<u>(1,266,438)</u>	<u>(1,072,523)</u>
NET CURRENT ASSET POSITION	11,414,101	10,540,988	4,265,725
Less: Cash - Reserves - Restricted	(4,754,596)	(4,592,498)	(4,250,716)
Less: Cash - Unspent Grants - Restricted	0	0	0
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>6,659,505</u>	<u>5,948,490</u>	<u>15,009</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2011/12 Rate Revenue \$	2011/12 Interim Rates \$	2011/12 Back Rates \$	2011/12 Total Revenue \$	2011/12 Budget \$
General Rate								
00 Non-Rateable	0.00000	637	687,936	0	0	0	0	0
01 GRV-Northam Town Gen	8.60280	2,701	33,821,632	2,916,385	23,055	618	2,940,059	2,928,708
02 GRV-Northam Town Diff	9.81280	247	11,290,668	1,107,931	(4,243)	0	1,103,687	1,108,531
05 Agricultural Local	0.35800	387	179,621,000	643,043	0	0	643,043	648,143
06 Agricultural Regional	0.34140	209	125,035,000	426,869	0	242	427,111	431,969
07 Rural Small Holdings	0.49350	545	102,156,000	504,141	0	0	504,141	505,241
08 Springhill (Landuse)	0.49360	1	283,000	1,397	0	0	1,397	1,397
09 Princes (Landuse)	2.39780	1	145,000	3,477	0	0	3,477	3,477
10 Softame (Landuse)	0.70580	1	567,000	4,002	0	0	4,002	4,002
11 Bennie (Landuse)	0.89200	1	175,000	1,561	0	0	1,561	1,561
12 CSR (Landuse)	1.34000	1	308,000	4,127	0	0	4,127	4,127
Sub-Totals		4,731	454,090,236	5,612,934	18,812	860	5,632,605	5,637,156
Minimum Rates								
01 GRV-Northam Town Gen	725.00	1,171	5,818,476	843,900	0	0	843,900	848,975
02 GRV-Northam Town Diff	725.00	42	176,368	30,450	0	0	30,450	30,450
05 Agricultural Local	725.00	192	42,595,806	215,325	0	0	215,325	215,325
06 Agricultural Regional	725.00	192	24,987,900	139,200	0	0	139,200	139,200
07 Rural Small Holdings	725.00	16	2,173,500	11,600	0	0	11,600	11,600
Sub-Totals		1,613	75,752,050	1,240,475	0	0	1,240,475	1,245,550
Less Rates Written Off							6,873,080	6,882,706
Ex-Gratia Rates Totals							6,873,080	6,882,706
							11,749	11,400
							6,884,829	6,894,106

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

6. RATING INFORMATION - 2011/12 FINANCIAL YEAR (Continued)

All land except exempt land in the Shire of Northam is rated according to its Gross Rental Value (GRV) in townships or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2011/12 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

At the time of printing for Council Adoption it is not intended that the differential rates or minimum payments will differ from those advertised.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

7. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul-11 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Facilities - Bonds	330	1,550	(900)	980
Town Hall Bond	900	1,400	(2,300)	0
Lesser Hall Bond	1,900	0	0	1,900
Builders Reg Board Levy	0	9,205	(6,425)	2,780
Footpath/Kerbing Deposit	52,500	39,000	(9,000)	82,500
Retentions	39,481	28,026	(5,412)	62,095
Sundry Trust	8,310	1,560	(1,560)	8,310
Building & Construction (BCITF)	(7)	27,995	(22,410)	5,578
Standpipe Key	5,500	50	(50)	5,500
Resited Dwellings	34,700	0	(26,000)	8,700
Deposits-Extractive Industries	224,516	25,252	(5,174)	244,594
Other	20,842	1,105	(1,705)	20,242
Other - Rental Bond	800	0	(200)	600
POS - Cash in Lieu	200,089	5,578	0	205,667
Bonds - Building	75,000	0	(17,500)	57,500
Crossovers - Bond	70,392	1,500	(4,500)	67,392
Bonds - Animal Traps	100	200	(250)	50
	<u>735,353</u>	<u>143,141</u>	<u>(104,106)</u>	<u>774,388</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

8. OPERATING STATEMENT

	February 2012 Actual \$	2011/12 Budget \$	2010/11 Actual \$
OPERATING REVENUES			
Governance	147,890	26,750	97,091
General Purpose Funding	8,844,466	10,262,764	10,760,042
Law, Order, Public Safety	154,402	646,286	412,689
Health	85,625	193,127	157,637
Education and Welfare	951,013	1,875,279	2,726,628
Housing	26,878	46,466	40,641
Community Amenities	2,022,428	1,819,452	1,894,647
Recreation and Culture	236,670	858,520	1,675,607
Transport	501,503	3,519,214	2,268,727
Economic Services	367,476	1,083,284	1,376,955
Other Property and Services	174,574	68,000	1,590,769
TOTAL OPERATING REVENUE	13,512,925	20,399,142	23,001,433
OPERATING EXPENSES			
Governance	437,683	814,437	696,262
General Purpose Funding	144,916	226,708	265,077
Law, Order, Public Safety	584,906	1,047,991	885,614
Health	299,714	494,337	482,415
Education and Welfare	704,047	1,134,492	1,095,098
Housing	57,251	97,994	94,512
Community Amenities	1,757,573	2,721,446	2,571,419
Recreation & Culture	2,033,243	3,187,456	3,199,798
Transport	2,998,090	4,441,317	4,024,889
Economic Services	1,255,582	2,067,125	1,580,924
Other Property and Services	355,968	67,022	1,832,244
TOTAL OPERATING EXPENSE	10,628,973	16,300,325	16,728,251
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	2,883,952	4,098,817	6,273,182

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

9. BALANCE SHEET

	February 2012 Actual \$	2010/11 Actual \$
CURRENT ASSETS		
Cash Assets	11,336,132	10,353,039
Receivables	2,001,231	1,699,815
Inventories	<u>26,757</u>	<u>25,748</u>
TOTAL CURRENT ASSETS	<u>13,364,120</u>	<u>12,078,602</u>
NON-CURRENT ASSETS		
Receivables	799,249	772,734
Inventories	917,401	917,401
Property, Plant and Equipment	24,019,551	23,372,533
Infrastructure	<u>37,911,555</u>	<u>37,170,072</u>
TOTAL NON-CURRENT ASSETS	<u>63,647,756</u>	<u>62,232,740</u>
TOTAL ASSETS	<u>77,011,876</u>	<u>74,311,342</u>
CURRENT LIABILITIES		
Payables	1,886,083	1,590,149
Interest-bearing Liabilities	148,308	392,209
Provisions	<u>472,509</u>	<u>707,960</u>
TOTAL CURRENT LIABILITIES	<u>2,506,900</u>	<u>2,690,318</u>
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	4,595,834	4,595,834
Provisions	<u>86,385</u>	<u>86,385</u>
TOTAL NON-CURRENT LIABILITIES	<u>4,682,219</u>	<u>4,682,219</u>
TOTAL LIABILITIES	<u>7,189,119</u>	<u>7,372,537</u>
NET ASSETS	<u>69,822,757</u>	<u>66,938,805</u>
EQUITY		
Retained Surplus	65,068,162	62,346,307
Reserves - Cash Backed	4,754,596	4,592,498
Reserves - Asset Revaluation	<u>0</u>	<u>0</u>
TOTAL EQUITY	<u>69,822,758</u>	<u>66,938,805</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

10. FINANCIAL RATIO

	2012 YTD	2011	2010	2009
Current Ratio	3.38	1.53	2.23	1.69

The above rates are calculated as follows:

Current Ratio equals
$$\frac{\text{Current assets minus restricted current assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$$

SHIRE OF NORTHAM
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 29 FEBRUARY 2012

11. Material Variances Notes

NOTE	YTD 2012 Actual \$	YTD 2012 Y-T-D Budget \$	2011/12 Budget \$	Variances Actuals to Budget \$	Variances Budget to Actual Y-T-D %	(Variance of 10% or above \$20,000 considered Material)
8						
Revenues/Sources						
Governance	147,880	17,808	26,750	130,082	730.47%	115K grant from DLG for Integrated Planning
General Purpose Funding	1,959,637	1,782,390	3,368,658	177,247	9.94%	
Law, Order, Public Safety	154,402	431,929	646,286	(277,527)	(64.25%)	Timing of the income-expected to be within the Budget
Health	85,625	108,056	193,127	(22,431)	(20.76%)	Decrease in income from Meat Inspection and Health Licences
Education and Welfare	951,013	703,336	1,875,279	247,677	35.21%	Project Grant Funding
Housing	26,878	30,960	46,466	(4,082)	(13.18%)	Timing of the income
Community Amenities	2,022,428	1,501,453	1,819,452	520,975	34.70%	Timing of the income
Recreation and Culture	236,670	281,100	858,520	(44,430)	(15.81%)	Timing of the income
Transport	501,503	2,051,435	3,519,214	(1,549,932)	(75.55%)	Timing of the income - income expected to be within budget
Economic Services	367,476	722,088	1,083,284	(354,612)	(49.11%)	Timing of the income
Other Property and Services	174,574	45,304	68,000	129,270	285.34%	Income from 10/11 Storm Damage Insurance Claims
	6,628,096	7,675,859	13,505,036	(1,047,763)	(13.65%)	
(Expenses)/(Applications)						
Governance	(437,683)	(578,017)	(814,437)	140,334	(24.28%)	Timing of Expenditure
General Purpose Funding	(144,916)	(104,680)	(226,708)	(40,236)	38.44%	Timing of Expenditure
Law, Order, Public Safety	(584,906)	(726,493)	(1,047,991)	141,587	(19.49%)	Timing of Expenditure
Health	(299,714)	(328,269)	(494,337)	28,555	(8.70%)	Timing of Expenditure
Education and Welfare	(704,047)	(756,112)	(1,134,492)	52,065	(6.89%)	Timing of Expenditure
Housing	(67,251)	(66,073)	(97,994)	8,822	0.00%	
Community Amenities	(1,757,573)	(1,814,602)	(2,721,446)	57,029	(3.14%)	Timing of Expenditure
Recreation & Culture	(2,033,243)	(2,167,479)	(3,187,456)	134,236	(6.19%)	Timing of Expenditure
Transport	(2,998,090)	(2,956,979)	(4,441,317)	(41,111)	1.39%	Timing of Expenditure
Economic Services	(1,255,582)	(1,406,273)	(2,067,125)	150,691	(10.72%)	Timing of Expenditure
Other Property and Services	(355,966)	(91,395)	(67,022)	(264,573)	289.48%	Higher than expected private work, it will be offset by the income from private works
	(10,628,973)	(10,996,372)	(16,300,325)	367,399	(3.34%)	

BANK RECONCILIATION STATEMENT
 Period Ending 29 February 2012

	Muni Fund Shire	Trust Fund Shire	Reserve A/c Shire	Unspent DITRD & LG Grant Shire
Balance as per Bank Statements				
Gold Term Deposit(Muni) 028-0384971	\$ 1,750,000.00			
Business Bonus 028-0331279	\$2,945,912.41			
Muni Operating A/C 028-5350119	\$100,032.51			
Term Deposit (Muni) 035981-7				
Term Deposit (Trust) 036059-9		\$23,393.26		
Term Deposit (Trust) 0379245				
Term Deposit (Trust) 035795-4		\$205,666.38		
Term Deposit (Trust) 695773-2		\$99,666.12		
Term Deposit (Trust) 034705-8				
Trust Operating A/C 028-5350143		\$446,621.08		
Business Bonus(Reserve) 028-0364535			\$80,805.81	
ANZ Term Deposit 997465714			\$872,147.87	
ANZ Term Deposit 9974-65749			\$3,801,641.84	
ANZ Banl T/D(DITRD & LG)				\$1,750,531.23
Business Bonus Grant Fund 036594-7				\$243,527.00
Total As Per Bank Statements	\$4,795,944.92	\$775,346.84	\$4,754,595.52	\$1,994,058.23
Plus				
Outstanding Deposits	7,954.96	2,041.50		
Outstanding Dep (Trust)				
Outstanding Dep (Muni)				
	\$7,954.96	\$2,041.50	\$0.00	\$0.00
Less				
Unpresented Cheques	(219,801.91)	(3,000.00)		
	(\$219,801.91)	(\$3,000.00)	\$0.00	\$0.00
Adjustments				
Killara Transfer from Muni to Reserve				
Meat Inspection Trans Muni to Reserve				
Killara Transfer from Reserve to Muni				
Bank Statement Balance after Adjustment:	\$4,584,097.97	\$774,388.34	\$4,754,595.52	\$1,994,058.23
General Ledger Accounts				
1110000010 MUNI BANK	4,584,097.97			
1111800010 Trust Bank		774,388.34		
1111500010 Reserve Bank Account			0.00	
1111501010 Reserve Inv Bank			4,754,595.52	
1111002010 Unspent Grant				1,994,058.23
Balance Per General Ledger Accounts	\$4,584,097.97	\$774,388.34	\$4,754,595.52	\$1,994,058.23
IMBALANCE	\$0.00	\$0.00	\$0.00	\$0.00

Prepared by  Confirmed by 
 POSITION : ACCOUNTANT POSITION : EXECUTIVE MANAGER CORPORATE SERVICES

13.3.3 SHIRE OF NORTHAM ART COLLECTION COMMITTEE REPORT

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.2 / 8.1.2.6
Officer:	Denise Gobbart
Officer Interest:	Nil
Policy:	N/A
Voting:	Simple Majority
Date:	05 April 2012

PURPOSE

For Council to receive the Minutes of the Shire of Northam Art Collection Committee meeting of 08 March 2012, and to endorse the Art Collection Committee recommendation for the display of the Mr Hugo Throssell VC and the Sir James Mitchell portraits.

BACKGROUND

The responsibilities of the Committee are:

- Care of the collection;
- Recommend to Council suitable locations for the display of the Shire’s collection;
- To make recommendation to Council in regard to the acquisition and/or disposal of works from the Shire’s collection;
- Recommend Policy changes relating to the future direction of the collection.

STATUTORY REQUIREMENTS

N/A

CONFORMITY WITH THE PLAN FOR THE FUTURE

KEY RESULT AREA: Building our Community

OUTCOME: Enhance our creativity through public & community art.

BUDGET IMPLICATIONS

N/A

OFFICER'S COMMENT

The Committee undertakes an advisory function in respect to the Shire's Art Collection and in consultation with Council and the Chief Executive Officer make recommendations for the good governance of the Collection.

An investigation into copyright has produced information that states that the artist, Mr Duncan McGregor Whyte's, copyright for the portrait expired fifty (50) years after the death of the artist, The Shire of Northam has copyright ownership of the portrait.

It is against the Officers recommendation that there be any copies made of the artwork in the Shire of Northam Art collection, as this is may diminish the Integrity of the collection.

RECOMMENDATION

That Council,

- 1. receive the minutes of the Shire of Northam Art Collection Committee of 08 March 2012.**
- 2. does not endorse a reproduction of the Mr Hugo Throssell VC portrait.**
- 3. consider the Recommendations from the Committee Meeting of 08 March 2012 as follows:**

RECOMMEND TO COUNCIL:

That Council,

- 1. endorse the Art Collection Committee recommendation in accepting the request from the Northam Sub Branch Returned and Services League, to display the portrait of Mr Hugo Throssell VC in April 2015 with a possibility of a copy made for the Northam Sub Branch Returned and Services League to have on permanent display.**
- 1. endorse the Art Collection Committee recommendation in accepting the request from the Northam and Districts Historical Society to display the portrait of Mr Hugo Throssell VC and Sir James Mitchell in the Northam and Districts Historical Society's room upstairs in the Northam Town Hall, for a term specified by Council.**

ALTERNATE MOTION

Minute No C.1760

Moved: Cr R Head
Seconded: Cr R Tinetti

That Council,

- 1. receive the minutes of the Shire of Northam Art Collection Committee of 08 March 2012.**
- 2. does not endorse a reproduction of the Mr Hugo Throssell VC portrait.**
- 3. reinvestiage the need to photograph the art collection when a CD embracing photographs and valuations of pieces exist.**

LOST 4/5

ALTERNATE MOTION

Minute No C.1761

Moved: Cr S Pollard
Seconded: Cr U Rumjantsev

That Council,

- 1. receive the minutes of the Shire of Northam Art Collection Committee of 08 March 2012.**
- 2. does not endorse a reproduction of the Mr Hugo Throssell VC portrait.**
- 3. endorse the Art Collection Committee recommendation in accepting the request from the Northam Sub Branch Returned and Services League, to display the portrait of Mr Hugo Throssell VC in April 2015.**
- 4. endorse the Art Collection Committee recommendation in accepting the request from the Northam and Districts Historical Society to display the portrait of Mr Hugo Throssell VC and Sir James Mitchell in the Northam and Districts Historical Society's room upstairs in the Northam Town Hall, for a term specified by Council officers.**

CARRIED 9/0

SHIRE OF NORTHAM

Minutes of the Shire of Northam Art Collection Committee Meeting held Thursday, 08 March 2012 at 4:00 pm

DISCLAIMER

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

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

1. OPENING AND WELCOME

The Meeting was declared open at 4:07pm.

2. DECLARATION OF INTEREST

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

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

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

Shire of Northam Art Collection Committee – Minutes

08/03/2012

3. ATTENDANCE

Councillors	Cr Ulo Rumjantsev
	Cr Denis Beresford
Northam Chamber of Commerce	Ms Pat French
Community Representatives	Ms Ann Ashman
	Mr T M (Michael) Letch

4. APOLOGIES

Carol-Anne Jones Wescombe

5. ELECTION OF CHAIRMAN

Nominations were called for the position of Chairman, and Mr TM (Michael) Letch was nominated. There being no further nominations, Mr TM Letch (Michael) Letch was elected Chair of the Committee.

CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved: Cr Ulo Rumjantsev
 Seconded: Ms Pat French

That the Minutes of the Shire of Northam Art Collection Committee Meeting held on Thursday 25 August 2012, be confirmed as a true and accurate record of that Meeting.

Carried 5/0

6 AGENDA ITEMS

6.1 LETTER OF REQUEST - NORTHAM SUB BRANCH RETURNED AND SERVICES LEAGUE

RECOMMENDATION

Moved: Ms Anne Ashman
 Seconded: Cr Ulo Rumjantsev

That the committee endorse the request to loan and display the portrait Mr Hugo Throssell VC, in April 2015 with the possibility of a copy made for the Northam Sub Branch Returned and Services League to have on permanent display.

CARRIED 5/0

6.2 LETTER OF REQUEST – NORTHAM AND DISTRICTS HISTORICAL SOCIETY

RECOMMENDATION

Moved: Ms Anne Ashman
Seconded: Ms Pat French

That the committee endorse the request to loan and display the portraits of Sir James Mitchell and Mr Hugo Throssell VC, in the Northam and Districts Historical Society's room upstairs in the Northam Town Hall, for a term specified by Council.

CARRIED 5/0

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

Cr Denis Beresford requested that the Committee seek to find a suitable building for the purpose of storing, restoration and displaying the Art Collection.

Cr Ulo Rumjantsev informed Cr Denis Beresford that the Committee in the process of finding a suitable location, it has been suggested that the possibility of a room being built at the new works depot, approximately 8m x 4m.

Mr Michael Letch responded that currently the majority of the collection is located at the AVAS building, which is secure, for the purpose of restoration and storage.

Ms Anne Ashman suggested that the Committee ask Council to purchase a program called 'mosaic' and a laptop with the sole purpose of cataloguing and updating information about the pieces in the art collection.

Cr Ulo Rumjantsev suggested that members to source cost involved of purchasing the computer program and the laptop.

Mr Michael Letch advised that a vertical easel has become available, for the purpose to take photographs of the art collection.

Cr Ulo Rumjantsev and Mr Michael Letch agreed to work together to have the photographs taken of the art collection

8. DATE OF NEXT MEETING

The next Meeting of the Shire of Northam Art Collection Committee will be held on Thursday, 12 April 2012, at 4:00pm. Venue Committee Meeting Room, Shire of Northam Administration Office.

Shire of Northam Art Collection Committee – Minutes

08/03/2012

9. DECLARATION OF CLOSURE

There being no further business the Presiding Officer declared the Meeting closed at 5:00pm.

"I certify that the Minutes of the Shire of Northam Art Collection Committee Meeting held on Thursday 08 March 2012, have been confirmed as a true and correct record."	
_____	Chairman
_____	Date

UNCONFIRMED

13.4. COMMUNITY SERVICES

Shire President Cr S Pollard declared Item 13.4.1 has been withdrawn from the Agenda.

13.4.1 RELOCATION OF AVON VALLEY ARTS SOCIETY GROUP

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	A13095
Officer:	Phil Steven / Jean McGready
Officer Interest:	Nil
Policy:	Lease Policy
Voting:	Simple Majority
Date:	04 April 2012

PURPOSE

The purpose of this report is for Council to consider the relocation of the Avon Valley Arts Society operations from the current building on 33 Wellington Street, Northam to under-utilised rooms at the Northam Visitor Centre building.

BACKGROUND

For financial viability reasons the Shire has had to consider the relocation of the Avon Valley Arts Society (AVAS) from its current location to the Northam Visitor Centre. With a large number of other meeting rooms available for use in town, the Meeting Room at the Visitor Centre is under-utilised. The exhibition room is suitable for accommodating the AVAS function, but would result in the need to relocate the Migrant Display (Sense of Place).

The property on 33 (Lot 380) Wellington Street is 2860m² and zoned 'public purposes'.

STATUTORY REQUIREMENTS

The Avon Valley Arts Society (AVAS) has a lease with the Shire for its current building on 33 Wellington Street, which expired on 10 December 2011, and has a 5-year renewal option which has not been exercised.

Leasing of a building for educational purposes is exempt from the usual Local Government Tender requirements as described in Regulation 30 of the Local Government (Functions & General) Regulations.

The Shire has an MOU with the Northam Heritage Forum which is renewed annually in November. The agreement includes responsibilities for the Shire and the Forum such as the Forum agrees to:

- Allocate rooms in the Old Northam Railway Station in a fair and equitable manner and with agreement of all members of the Northam Heritage Forum Inc

CONFORMITY WITH THE PLAN FOR THE FUTURE

Key Result Area: Social Cultural and Community

Goal: Fosters community pride and a sense of place

Outcome 4: Encourage a collaborative approach with residents and special interest groups to identify projects, challenges and solutions.

BUDGET IMPLICATIONS

The Avon Valley Arts Society has recently approached the Shire seeking assistance with meeting financial obligations, over and above its usual funding arrangements, in order to continue operating.

It has recently come to the Shire's attention that the old Girls School next door to AVAS has been sub-leased by AVAS to CY O'Connor of TAFE for 2012 for \$6000 per annum. The Shire is awaiting a formal request from TAFE to use the building until the end of the year.

AVAS are charged an annual rental for the AVAS building, but this is returned as part of the Shire's annual grant.

The potential relocation of AVAS would allow the Shire to use the buildings on 33 Wellington Street for a commercial rental, which the Shire could use to fund AVAS and/or other Shire functions. Another option for the building(s) is for the Supertown Project Implementation Team, as a standalone business unit funded by Supertowns Funding.

OFFICER'S COMMENT

The proposal is for the following relocation:

Current building: AVAS building (2 galleries, storeroom, 5 rooms, kitchen)	Floor area approx 200m ²
Proposed building: Visitor Centre Meeting room	60m ²
Visitor Centre Exhibition room (ie Sense of Place Display room)	70m ²

Shared kitchen and toilets	70m ²
TOTAL	200m ²

A meeting was held with the Shire of Northam, Avon Valley Arts Society and Northam Heritage Forum on 8 March 2012 to discuss the relocation of AVAS to the Northam Visitors Centre. AVAS indicated it was happy with the proposal to relocate to the rooms offered, since it would offer them more passing trade than they receive at the current location, and has good access to roads and parking. AVAS has a new President, renewed energy and a business plan.

A separate but related issue is the consequent requirement for the relocation of the Sense of Place display. Whilst the Northam Heritage Forum indicate some concerns about the displacement of the Sense of Place display, Shire staff believe this is an opportune time to enhance and refresh the display, by moving it to a new location which has functional synergies. A portion of the display would remain at the Visitor Centre as a 'teaser' to direct tourists to the new location. AVAS would also display various art works, which potentially could include works by AVAS, Aboriginal art, and part of the Shire's art collection.

It is believed that criteria for the relocation include:

- secure
- ease of viewing
- open to tourists at reasonable times
- complements existing use of building
- suitable climate control

It was suggested that as an alternative to using existing rooms at the Old Northam Railway Station, a transportable building may be feasible for housing the display at the Old Northam Railway Station, at a cost of approximately \$92,000. A relocated railway building may cost in the vicinity of \$40-\$50,000. The Shire of Northam is currently in the process of upgrading rooms 14 and 15 at the old Northam Railway Station at a cost to the Shire of Northam of \$14,000. These rooms are 50m², with a similar wall display length available as the current Exhibition room.

The Northam Heritage Forum met on 4 April 2012 to discuss their view on the potential relocation of the Sense of Place Display to the Old Railway Station. It was indicated by the Forum that there is no room at the old Railway Station as rooms 14 and 15 are intended to be used for 'research' and 'storage' when they are refurbished.

RECOMMENDATION

That Council,

- 1. agrees to the relocation of the Avon Valley Arts Society from its current building on 33 Wellington Street Northam to the Northam Visitor Centre Conference Room and 'Sense of Place' Room.**

- 2. request the Heritage Forum to house the 'Sense of Place' display in a suitable area at the old Northam Railway Station.**
- 3. allow CY O'Connor of TAFE to use the former Northam Girls School for the remainder of 2012, after which the Shire will determine the future use of that building.**

13.5. ENGINEERING SERVICES

Nil

14. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

15. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil

15.1. Elected Members

Nil

15.2. Officers

Nil

16. CONFIDENTIAL ITEM/S

Nil

17. DECLARATION OF CLOSURE

There being no further business the Presiding Officer declared the meeting closed at 7:05pm.

"I certify that the Minutes of the Ordinary Meeting of Council held on Wednesday, 18 April 2012, have been confirmed as a true and correct record."

_____ President

_____ Date