



Shire of Northam

Heritage, Commerce and Lifestyle

SHIRE OF NORTHAM

**MINUTES OF THE
ORDINARY COUNCIL MEETING
HELD
WEDNESDAY
19 NOVEMBER 2014**

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

TABLE OF CONTENTS

1.	OPENING AND WELCOME	5
2.	DECLARATION OF INTEREST.....	5
3.	ATTENDANCE	5
4.	APOLOGIES	6
5.	LEAVE OF ABSENCE PREVIOUSLY APPROVED.....	6
5.1	LEAVE OF ABSENCE.....	6
6.	APPLICATIONS FOR LEAVE OF ABSENCE.....	6
7.	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	6
8.	PUBLIC QUESTION TIME	8
9.	PUBLIC STATEMENT TIME	8
10.	PETITIONS/DEPUTATIONS/PRESENTATIONS	8
11.	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS	9
11.1	CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING.....	9
11.2	RECEIPT OF MINUTES OF THE SHIRE OF NORTHAM ART COLLECTION COMMITTEE MEETING (APPENDIX 1).....	9
11.3	RECEIPT OF MINUTES OF THE REGIONAL CENTRE IMPLEMENTATION COMMITTEE MEETING (APPENDIX 2)	9
11.4	ADOPTION OF THE RECOMMENDATIONS OF THE REGIONAL CENTRE IMPLEMENTATION COMMITTEE (APPENDIX 2).....	10
12.	ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION	12
12.1	PRESIDENTS REPORT – ORDINARY COUNCIL MEETING – WEDNESDAY, 19 NOVEMBER 2014	12
13.	REPORTS OF OFFICERS	13
13.1	ADMINISTRATION.....	13
13.1.1	VACANCY ON COUNCIL	13
13.1.2	FILLING OF VACANT POSITIONS WITHIN COUNCIL	17
13.1.3	REVIEW OF SHIRE OF NORTHAM WARDS AND REPRESENTATION	20
13.2.	DEVELOPMENT SERVICES.....	26
13.2.1	ADOPTION OF LOCAL PLANNING POLICIES UNDER LOCAL PLANNING SCHEME NO 6 (APPENDIX 3).....	26
13.2.2	LOT 228 NO.2 FITZGERALD STREET, NORTHAM - SMALL WINE BAR.....	35
13.2.3	INITIATION OF SCHEME AMENDMENT NO 1 TO LOCAL PLANNING SCHEME NO 6 – REZONING LOCATION: LOT 9	

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

	(NO. 11) JOHN STREET, NORTHAM FROM “RESIDENTIAL R30” TO A “MIXED USE” ZONING (APPENDIX 4).....	48
13.2.4	MUSEUM / CLUB ROOMS FOR BAKERS HILL RETURNED & SERVICES LEAGUE – LOT 206 (RES 17831) GREAT EASTERN HIGHWAY, BAKERS HILL	53
13.2.5	IMPLEMENTATION OF SHIRE OF NORTHAM LAND RATIONALISATION STRATEGY – SALE/LEASE OF LAND BY TENDER – LOT 311 (3) BORONIA AVENUE, WUNDOWIE (APPENDIX 5).....	66
13.3.	CORPORATE SERVICES.....	71
13.3.1	ACCOUNTS AND STATEMENTS OF ACCOUNTS (APPENDIX 6)	71
13.3.2	FINANCIAL STATEMENTS TO 30 SEPTEMBER 2014 (APPENDIX 7).....	72
13.3.3	RATES EXEMPTION – LOT 64 (82) NEWCASTLE ROAD, NORTHAM	73
13.4.	COMMUNITY SERVICES	75
13.5.	ENGINEERING SERVICES	76
13.5.1	NORTHAM TOWN SITE DRAINAGE IMPROVEMENTS – STAGE ONE (APPENDIX 8).....	76
14.	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	81
15.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....	81
15.1.	ELECTED MEMBERS.....	81
15.1.1	RECEIPT OF MINUTES OF THE SHIRE OF NORTHAM AUDIT COMMITTEE MEETING	81
15.1.2	ADOPTION OF RECOMMENDATIONS OF THE SHIRE OF NORTHAM AUDIT COMMITTEE.....	81
15.2.	OFFICERS	82
16.	CONFIDENTIAL ITEMS	82
17	DECLARATION OF CLOSURE.....	82
	APPENDIX 1	83
	APPENDIX 2	88
	APPENDIX 3	115
	APPENDIX 4	163
	APPENDIX 5	182
	APPENDIX 6	207
	APPENDIX 7	237
	APPENDIX 8	263
	APPENDIX 9	279
	APPENDIX 10.....	290

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

**Minutes of the Ordinary Meeting of Council held in the Council Chambers on
WEDNESDAY, 19 November 2014 at 5:30 pm**

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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

1. OPENING AND WELCOME

The Shire President, Cr SB Pollard declared the meeting open at 5:31pm.

2. DECLARATION OF INTEREST

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Museum / Club Rooms For Bakers Hill Returned & Services League – Lot 206 (Res 17831) Great Eastern Highway, Bakers Hill	13.2.4	Cr U Rumjantsev	Impartiality	Member of the Bakers Hill R&SL Returned Services League
Implementation of Shire of Northam Land Rationalisation Strategy – Sale/Lease of Land by Tender – Lot 311 (3) Boronia Avenue, Wundowie	13.2.5	Cr A Llewellyn	Impartiality	Member of Men's Shed

3. ATTENDANCE

COUNCIL

Councillors

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

Chief Executive Officer
Executive Manager Engineering Services
Executive Manager Community Services
Executive Manager Development Services
Executive Manager Corporate Services
Project Manager Community Infrastructure
Executive Assistant to Chief Executive Officer

J B Whiteaker
C D Kleynhans
R Rayson
P B Steven
D R Gobbart
C B Hunt
A C Maxwell

GALLERY

Six members of the public and three members of staff.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

4. APOLOGIES

Nil

5. LEAVE OF ABSENCE PREVIOUSLY APPROVED

5.1 LEAVE OF ABSENCE

Cr T Little from 1 November 2014 to 30 November 2014 inclusive.

6. APPLICATIONS FOR LEAVE OF ABSENCE

7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Questions from Anita Shannon;

Is the Council aware that Dunn and Bradstreet, Debt Collection Agency, acting as an agent of Council, is currently electing to run 'rates and services charges legal recovery action' (rates recovery action) on the Council's behalf as a General Procedure Claim rather than a Minor Case Claim in the Magistrate's Court?

Is the Council aware that the Magistrate's Court instructs that for any claim under \$10,000 to be taken as a Minor Case Claim to avoid the need for the appointment of solicitors to act in the rates recovery action?

Is the Council aware that, by electing to take out a claim as a General Procedure Claim, rate payers are being charged high, unnecessary legal costs?

It is in my opinion that, it is a stressful time for a family to find themselves in a position where they have fallen behind in rates only to then find themselves in court, wherein the Council is represented by aggressive and deceptive solicitors, such as Parklinfoot Legal Solutions, who do not act as Model Litigants on behalf of the Council.

This unconscionable behaviour only adds to the stress of said family.

I ask that Council make the following resolutions;

1. For all rates and services charges legal recovery action (rates recovery action) under the amount of \$10,000 be taken as a Minor Case Claim, under the provisions of the Magistrates Court (Civil Procedures) Act (WA) (2004) rather than as a General Procedure Claim, so that high, unnecessary 'legal fees' are not incurred by the rate payer.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

2. For Council to direct its agents such as Dunn & Bradstreet (inter alia), that all rates recovery action must be initiated within the Northam Registry of the Magistrates Court so that the rate payer does not have to incur the additional cost of travelling to Perth and paying for parking, to attend any necessary hearings.
3. For Council to add an additional amount of \$70.00, as the Armadale Council has done, as a debt recovery administration fee to cover the cost of preparation and administration of the issuing of the Minor Case Claim to avoid the need for the appointment of solicitors to act in the rates recovery process.

Responses to questions from Anita Shannon;

In response to the questions taken on notice from Mrs Anita Shannon last night we offer the following responses.

1. Yes we are aware that Dun & Bradstreet are using a General Claims Procedure. When you have an external party acting on your behalf this is the required claim. A Minor Case Claim can be used only if we instigate the debt recovery ourselves.
2. The Magistrates Court has options for dealing with matters by either a Minor Case Claim or a General Procedures Claim. The option using the Minor Case Claim would be available if we were to undertake debt recovery in house. As with a Minor Case Claim you are not entitled to be represented before the court and cannot be submitted by an external party.
3. We are aware of the charges being incurred in relation to a General Procedures Claim, the charges incurred are approximately \$380 which includes the Solicitors fees. On investigation with the City of Armadale the fees associated with the Minor Case Claim is approximately \$250.

Addressing the Resolutions that Mrs Shannon has raised

1. For all legal recovery of rates and charges to be submitted using a Minor Case Claim, we would need to cease the using a debt recovery agency and employ an additional rates officer tasked with the purposes of debt recovery. Last financial year we spent approximately \$50,000 on debt recovery which is on charged to the accounts relating to the action taken. If we were to employ an officer you would be looking at cost in excess of this in addition to all the court lodgement fees that are charged.
2. With the use of our Debt Recovery Agency, the Claims are submitted at the Perth Magistrates Court, which is closest to our agencies office. This reduces the costs that may be incurred, where our agent has to attend personally to a claim being defended. If a defendant requests a change in venue, this request isn't denied. In the past five years we have only had two matters be defended, on both occasions we consented to the change in venue, to which our legal representatives

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

attended. This change in venue did incur additional costs for legal representation for time and travel.

It is acknowledged the additional costs are being incurred if the claim is being defended, non-payment of rates has been tested through the court system and there is no defence.

3. The additional cost of \$70.00 that the City of Armadale is charging is an administration fee that is imposed when the rates become overdue. This administration fee is to cover the costs incurred by the City prior to any lodgement of claims through the Magistrates Court. If a Minor Case Claim is lodged additional court charges apply according to the distance from the nearest Bailiff. To which the City of Armadale have advised are approximately \$250 per claim. The City of Armadale also uses the General Procedure Claim for matters that they believe will need an escalation for legal representation.

The \$70 administration fee covers the cost of writing letters and facilitating payment arrangements. The Shire of Northam does not apply any additional charges in relation to final notices and establishing payment arrangements for those unable to meet the instalment plans offered.

8. PUBLIC QUESTION TIME

Nil

9. PUBLIC STATEMENT TIME

Nil

10. PETITIONS/DEPUTATIONS/PRESENTATIONS

A presentation was made at the Council Forum on Wednesday, 12 November, 2014 by Bill Moss and Chantelle O'Sullivan from Bauxite Alumina Joint Ventures in relation to the Felicitas Bauxite Mining Project. Please refer to Appendix 9 of this document to view the presentation. Informative brochures can be obtained from the Shire of Northam Administration Centre for those interested.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

11. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

11.1 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2314

Moved: Cr Llewellyn

Seconded: Cr Hughes

That the minutes of the Ordinary Council Meeting held Wednesday, 15 October 2014 be confirmed as a true and correct record of that meeting.

CARRIED 8/0

11.2 RECEIPT OF MINUTES OF THE SHIRE OF NORTHAM ART COLLECTION COMMITTEE MEETING (APPENDIX 1)

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2315

Moved: Cr Saunders

Seconded: Cr Tinetti

That Council receives the minutes of the Shire of Northam Art Collection Committee meeting held Thursday, 30 October 2014.

CARRIED 8/0

11.3 RECEIPT OF MINUTES OF THE REGIONAL CENTRE IMPLEMENTATION COMMITTEE MEETING (APPENDIX 2)

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2316

Moved: Cr Hughes

Seconded: Cr Williams

That Council receives the minutes of the Shire of Regional Centres Implementation Committee meeting held Monday, 10 November 2014.

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

11.4 ADOPTION OF THE RECOMMENDATIONS OF THE REGIONAL CENTRE IMPLEMENTATION COMMITTEE (APPENDIX 2)

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2317

Moved: Cr Rumjantsev

Seconded: Cr Saunders

That Council;

- 1. Receive the report Northam Aboriginal and Environmental Interpretive Centre Report;**
- 2. Adopts option 1 (no action on dredging at this time) as the preferred option and that the construction of a variable crest weir be investigated for the future management of the Town Pool;**
- 3. Continue to advise and consult the local community in regards to the work the Council is undertaking within the Avon River, including with the local aboriginal community (Maarli Group of Elders and through Wheatbelt NRM);**
- 4. Undertakes in conjunction with key agencies a number of associated works be undertaken in and around the Avon River (Town Pool) including revegetation/bank restoration, sea gull eradication/reduction, removal of inappropriate fringing vegetation and encouraging on water activities subject to the availability of funds;**
- 5. Advised the Department of Regional Development of the above resolutions and confirms that they are within the objectives of the Avon River Revitalisation and Riverfront Redevelopment (Stage 1) Financial Assistance Agreement; and**
- 6. Identifies the following projects for development of detailed business cases to allow for funding submissions within the next six months;**
 - a) CBA Development including**
 - i) Mixed Use development (subject to State Government Commitment to proceed)**
 - ii) Government Office Accommodation (as above)**
 - iii) Including costs for relocating Beavis place and area development**
 - b) Bernard Park Precinct Development, including;**
 - i) Minson Avenue implementation (street scaping)**
 - ii) Aboriginal and Environmental Interpretive Centre**

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

iii) Bernard Park Master Plan Implementation

c) Train Station Development

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

7. Identifies the following projects for further concept development with the view of positioning for funding submissions in 2016 and beyond;

- a) Finalisation of Health Precinct**
- b) Education Precinct**
- c) Identification and Planning for redevelopment of social housing areas**
- d) Recreation Centre Stage 2**

CARRIED 6/2

(Staff note: as applications for grant funding will be made for the projects in item 6 financial contributions from the Shire of Northam will be required to be nominated for each the projects in order to make application for grant funding. Once applications have been submitted a funding strategy report will be provided to Council for final consideration)

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

12. ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION

12.1 PRESIDENTS REPORT – ORDINARY COUNCIL MEETING – WEDNESDAY, 19 NOVEMBER 2014

<u>Visitations and Consultations</u>	
17/10/14	Avon River town pool tour
19/10/14	Perth Hills and Wheatbelt Band performance
21/10/14	Cr. Ray Head's funeral
22/10/14	Avon River town pool issues appreciation workshop
23/10/14	Cunderdin President Rod Carter's funeral
24/10/14	Citizenship ceremony
24/10/14	Northam Residential College Year 12 send off celebration
25/10/14	Clackline BBQ commissioning event
26/10/14	Bakers Hill Tennis Club Centenary celebration
28/10/14	ABC Regional Radio interview re: no NAB Cup game in 2015
29/10/14	ABC Regional Radio general issues interview
31/10/14	Present Bankwest prizes to early rates payment winners
1/11/14	Avon Rock event/Water playground opening
7/11/14	Radiowest general interview
8/11/14	Avonvale Primary School 60 th Anniversary event
9/11/14	Avon Valley Arts Society "Old Blokes – New Horizons" event
10/11/14	Super Towns Committee meeting
11/11/14	Remembrance Day Service
16/11/14	Bakers Hill Riding School event
16/11/14	Centenary of Scouting celebration event
19/11/14	Wheatbelt District Emergency Management meeting
19/11/14	Clontarf Academy Awards night
<u>Upcoming Events</u>	
21/11/14	WALGA Avon Midlands Country Zone meeting in Goomalling
21/11/14	Rotary Quiz Night
26/11/14	Shire 3 monthly strategic meeting
30/11/14	Possible Avon Link Train Service relaunch event
1/12/14	AROC meeting – Cr. Little attending
6/12/14	Dogs Day Out event
12/12/14	Carols in the Park event
19/12/14	Shire Christmas Party event

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13 REPORTS OF OFFICERS

13.1 ADMINISTRATION

13.1.1 VACANCY ON COUNCIL

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	2.1.1.8
Officer:	Jason Whiteaker – Chief Executive Officer
Officer Interest:	N/A
Policy:	N/A
Voting:	Absolute Majority
Date:	23 October 2014

PURPOSE

For Council to make a determination on the timing for filling the extraordinary vacant position on Council.

BACKGROUND

With the very sad passing of Cr Ray Head, Council is in a position whereby it is required to make a determination on filling the extraordinary vacant position, through either an extraordinary election or at the next ordinary election in October 2015.

The local government act makes the following provision in relation to filling of extraordinary vacant positions;

2.32. How extraordinary vacancies occur in offices elected by electors

The office of a member of a council as an elector mayor or president or as a councillor becomes vacant if the member —
(a) dies; or

4.8. Extraordinary elections

(1) If the office of a councillor or of an elector mayor or president becomes vacant under section 2.32 an election to fill the office is to be held.....

4.9. Election day for extraordinary election

(1) Any poll needed for an extraordinary election is to be held on a day decided on and fixed —

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

- (a) by the mayor or president, in writing, if a day has not already been fixed under paragraph (b); or
- (b) by the council at a meeting held within one month after the vacancy occurs, if a day has not already been fixed under paragraph (a).

(2) The Election Day fixed for an extraordinary election is to be a day that allows enough time for the electoral requirements to be complied with but, unless the Electoral Commissioner approves or section 4.10(b) applies, it cannot be later than 4 months after the vacancy occurs.

4.17. Cases in which vacant offices can remain unfilled

(3) If a councillor's office becomes vacant under section 2.32 and under subsection (4A) this subsection applies, the council may, with the approval of the Electoral Commissioner, allow* the vacancy to remain unfilled and, subject to subsection (4), in that case, the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.

* Absolute majority required.

(4A) Subsection (3) applies —

(a)

(b) if —

- (i) the office is for a ward for which there are 5 or more offices of councillor; and
- (ii) at least 80% of the number of offices of councillor for the ward are still filled.

STATUTORY IMPACTS

See above.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

G1 - Provide accountable and transparent leadership

FINANCIAL IMPLICATIONS

There will be a cost associated with holding an extraordinary election, it is estimated this will be in the order of \$20,000.

OFFICER'S COMMENT

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

In the context that the Council complies with section 4.17 requirements (particularly in that the Town Ward, where the vacancy exists, the Council has 5 or more elected members and having one vacancy still meets the requirement to have 80% of positions filled) the Council has two options it is able to exercise, it can either resolve to hold an extra ordinary election or it can apply to the Electoral Commissioner to have the seat remain unfilled until the next ordinary election.

The following are the perceived benefits of holding an extra ordinary election

- a. Council would continue to operate with a full complement of community representation.
- b. If Council does not fill the vacancy in the town ward there will be a growing imbalance in representation across the wards, as highlighted in the table below;

2013

Ward	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Central	2	1,181	591	+14.41%
East	1	580	580	+15.93%
Town	5	4,118	824	-19.38%
West	2	1,020	510	+26.08%
TOTAL	10	6,899	690	

While the officer is not recommending that Council holds an extraordinary election, if Council held a desire to hold the extraordinary election the following resolution could be moved;

That Council

1. *Makes application to the Electoral Commissioner to hold an Extraordinary Election in February / March 2015.*
2. *In the event the Electoral Commissioner supports the Councils application, that the Electoral Commissioner be requested to provide written agreement to be responsible for the conduct of the Election.*

The following are the perceived drawbacks of holding an extraordinary election;

- a. Additional cost to Council (either in staff time if the CEO were to be responsible for the conduct of the election or in financial terms in the event the Electoral Commissioner were to be responsible)
- b. The term of the newly elected Councillor will only run until October 2015 (refer section 2,28 of the Local Government Act as it relates to Term of Offices)
- c. The Council would not have completed its review of wards and representation, as is required by the Local Government Advisory Board (to be completed prior March 2015).

With the above comments in mind it is the view of the officer that the most appropriate way forward it to make application to the Electoral Commissioner for the Shire of Northam

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

to leave the vacant seat unfilled until the October 2015 Local Government Ordinary Elections.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2318

Moved: Cr Llewellyn

Seconded: Cr Hughes

That Council;

Make application to the Electoral Commissioner for approval to allow the current Elected Member vacancy to remain unfilled until the ordinary Elections in October 2015.

By Absolute Majority
CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13.1.2 FILLING OF VACANT POSITIONS WITHIN COUNCIL

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	2.1.3.2
Officer:	Jason Whiteaker
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	23 October 2014

PURPOSE

For the Council to make appointments to various committee's and representative bodies, which are currently not filled.

BACKGROUND

With the sad passing of Cr Ray Head, the Council is in a position where it needs to 'fill' positions on various committees and representative groups which Cr Head represented on behalf of Council.

The following is a list of the committees and representative bodies;

1. Avon Industrial Park Advisory Board (this is a Ministerial Appointment)
2. Avon Valley Arts Inc (Cr Saunders is currently the 2nd delegate / proxy)
3. Avon Community Development Foundation – Management (Cr Tinetti is currently the 2nd delegate/proxy)
4. Northam Chamber of Commerce (Cr Tinetti is currently the 2nd delegate/proxy)
5. Avon Industrial Park Industries (Cr Pollard is currently the 2nd delegate/proxy)

STATUTORY IMPACTS

N/A

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

G1 - Provide accountable and transparent leadership

FINANCIAL IMPLICATIONS

Nil.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

OFFICER'S COMMENT

The Council is required to make a determination on filling the existing vacancies. There are currently a number of proxy positions held, which Council may or may not wish to continue with – this is not a requirement of the LG Act.

In regards to the vacant positions the following represents the staffs understanding of the current meeting requirements;

1. Avon Industrial Park Advisory Board – three to four meetings per year.
2. Avon Community Development Foundation – Management - bi monthly.
3. Northam Chamber of Commerce – monthly.
4. Avon Industrial Park Industries Council – reforming, no regular meetings.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2319

Moved: Cr Rumjantsev

Seconded: Cr Hughes

That Council;

Appoints the following Elected Members to represent Council on the positions of the following groups/organisations

1. **Avon Industrial Park Advisory Board (this is a Ministerial Appointment)**
Cr Tinetti (with Cr Llewellyn second choice and Cr Beresford third choice)
2. **Avon Valley Arts Inc.**
Cr Saunders
Cr Rumjantsev (as 2nd delegate/proxy)
3. **Avon Community Development Foundation – Management**
Cr Llewellyn
Cr Tinetti (as 2nd delegate/proxy)
4. **Northam Chamber of Commerce**
Cr Beresford
Cr Tinetti (as 2nd delegate/proxy)
5. **Avon Industrial Park Industries Council**
Cr Beresford
Cr Llewellyn (as 2nd delegate/proxy)

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

The Shire President, Cr S B Pollard called for nominations from elected members to represent Council on the above groups/organisations.

The votes were recorded as follows;

Avon Industrial Park Advisory Board (this is a Ministerial Appointment)

Cr Tinetti, Cr Beresford and Cr Llewellyn nominated themselves for this board. Elected members cast their votes and appointed Cr Tinetti who received 6 votes, Cr Llewellyn was announced as Council's second option receiving 2 votes and Cr Beresford as third option, receiving 1 vote.

Avon Valley Arts Inc.

Cr K D Saunders was listed as the second delegate for this group. Cr Saunders and Cr Rumjantsev nominated themselves to be the first delegate, elected members cast their votes with Cr Saunders being appointed receiving 6 votes and Cr Rumjantsev being appointed as the 2nd delegate/proxy with 2 votes being received.

Avon Community Development Foundation – Management

Cr Tinetti is currently the second delegate for this group. Cr Llewellyn nominated himself for the position of first delegate and was appointed unopposed.

Northam Chamber of Commerce

Cr Tinetti is currently the second delegate for this group. Cr Beresford nominated himself for the position of first delegate and was appointed unopposed.

Avon Industrial Park Industries Council

Cr Pollard was recorded as the second delegate for this group. Cr Beresford and Cr Llewellyn nominated themselves and Cr Beresford was appointed as the first delegate receiving 6 votes and Cr Llewellyn receiving 2 votes. Cr Pollard stood down as second delegate and Cr Llewellyn was appointed to this position.

D Gobbart departed the chambers at 5:56pm.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13.1.3 REVIEW OF SHIRE OF NORTHAM WARDS AND REPRESENTATION

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.2.1.2
Officer:	Jason Whiteaker
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	3 November 2014

PURPOSE

For the Council to resolve to undertake a review of the Shire of Northam Wards and Representation.

BACKGROUND

A local government is required to conduct a ward and representation review upon request from a Local Government Advisory Board (the Board) in accordance with clause 6 (30 of the Schedule 2.2 of the Local Government Act 1995 (the Act). The Board has subsequently resolved to request the Shire of Northam complete a review of its wards and representation to rectify current imbalances in representation.

In 2007, when the Shire was established, the Governor's orders included a condition that the ward and representation structure would be maintained for a period of eight years, finishing in 2015.

The Shire's councillor to elector ratios at the time of October 2011 and the October 2013 elections were as follows;

2011

Ward	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Central	2	1,157	579	+14.13%
East	1	602	602	+10.64%
Town	5	4,046	809	-20.11%
West	2	932	466	+30.83%
Total	10	6,737	674	

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

2013

Ward	Number of Councillors	Number of Electors	Councillor to Elector Ratio	% Ratio Deviation
Central	2	1,181	591	+14.41%
East	1	580	580	+15.93%
Town	5	4,118	824	-19.38%
West	2	1,020	510	+26.08%
TOTAL	10	6,899	690	

A review must comply with the requirements of clause 7 of schedule 2.2 of the Act. After the review is completed, the Shire is required to forward a report to the Board and propose that an order be made under section 2.2 (1), 2.2 (3) or 2.18 (3) of the Act.

A guideline for undertaking the review is provided by the Local Government Advisory Board.

STATUTORY IMPACTS

Schedule 2.2 of the Local Government Act 1995.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

GOVERNANCE

OBJECTIVE

G1 Provide accountable and transparent leadership

STRATEGY

Timeframe

G1.1 Continue to develop Council's policy framework to guide decision making ONGOING

G1.2 Integrate planning, resources and reporting ONGOING

G1.3 Enhance open and interactive communication between Council and the community ONGOING

G1.4 Promote and support community members' participation in the Shire's governance ONGOING

FINANCIAL IMPLICATIONS

There are potential financial implications in regards to the outcomes of the review of the wards and representation, however in the context of this report there are limited external financial implications as the review will be conducted predominantly internally (by Council staff).

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

OFFICER'S COMMENT

The review will be conducted in accordance with the guidelines provided by the Local Government Advisory Board. As the first step in the process the Council simply needs to resolve to commence the review.

Additionally a framework community engagement plan has been provided, to ensure Council is aware of the process of engagement which will be implemented as part of the review.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2320

Moved: Cr Hughes
Seconded: Cr Saunders

That Council;

- 1. Undertake a review of its current representation and wards with the final outcomes to be presented to the March meeting of Full Council for a final determination.**
- 2. Endorse the consultation strategy presented to facilitate information to the Community in respect to the review**

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

COMMUNICATION STRATEGY
SHIRE OF NORTHAM
REPRESENTATION AND WARDS REVIEW

Background

A local government is required to conduct a ward and representation review upon request from a Local Government Advisory Board (the Board) in accordance with clause 6 (30 of the Schedule 2.2 of the Local Government Act 1995 (the Act). The Board has subsequently resolved to request the Shire of Northam complete a review of its wards and representation to rectify current imbalances in representation.

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TOTAL	10	6,899	690	

A review must comply with the requirements of clause 7 of schedule 2.2 of the Act. After the review is completed, the Shire is required to forward a report to the Board and propose that an order be made under section 2.2 (1), 2.2 (3) or 2.18 (3) of the Act.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Objectives

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

Target audience

Various segments of the Northam Community including;

- Northam townsite;
- Various other townsites (Wundowie, Bakers Hill etc)
- Rural community
- Business Community (through Chamber of Commerce)

Key messages

- The importance of community input into the local governance structure
- Availability of discussion paper

Timeframes/Key Dates

- | | |
|--|-------------------|
| • Council resolve to commence review | November 19, 2014 |
| • Discussion paper to be finalised | December 19, 2014 |
| • Consultation commencement | January 13, 2015 |
| • Consultation completion | February 25, 2015 |
| • Council discussion / workshop at strategic meeting | February 25, 2015 |
| • Formal Council decision | March 18, 2015 |

* Submission must be with the LGAB by March 31, 2015

Definitions

LGAB	Local Government Advisory Board
CO	Shire of Northam Communications Officer
CEOPA	Shire of Northam Personal Assistant to the Chief Executive Officer
CEO	Shire of Northam Chief Executive Office

SHIRE OF NORTHAM
AGENDA
ORDINARY COUNCIL MEETING TO BE HELD ON 19 NOVEMBER 2014

Communication Strategy Action Plan

Target Audience Stakeholder Group	Aim	Communication Tools	Who to Action?	When	Detail	Costs?
Northam Shire Community	Ensure community	Discussion paper development	CEO	January 13, 2015	Discussion paper as per LGAB guide	Nil
	Ensure Community are aware of review	Combination of paid advertising Avon Advocate and editorial	CEOPA	January 13, 2015 January 27, 2015 February 10, 2015	Standard Advert as recommended by LGAB	
		Shire Website	CO	January 13, 2015	Standard Advert as recommended by LGAB	Nil
		Shire Facebook	CO	January 13, 2015	Reference to review and what it will achieve, inviting comment	Nil
		Local Radio	Shire President /CEO	January / February 2015	Take opportunities to discuss the review on local Radio	Nil
Northam Shire Business Community	Ensure the business community are aware of the review	Letter & offer to meet members	CEOPA	January 13, 2015	Letter to the Chamber advising them of the review, inviting a submission and offering to meet and discuss if they consider it necessary	Nil
Wundowie Community	Ensure local community aware of review	Advertisement at local library and public notice boards	CEOPA	January 13, 2015	Standard Advert as recommended by LGAB, along with copies of discussion paper	
		Community forum	CEOPA	February 17, 2015	At Wundowie, invite people to come along and discuss the matter (perhaps officers be there for a day and available)	
		Letter		February 10, 2015	Letters to progress association advising of the review	
Bakers Hill	Ensure local community aware of review	Advertisement at local library and public notice boards	CEOPA	January 13, 2015	Standard Advert as recommended by LGAB	
		Community forum	CEOPA	February 10, 2015	At Bakers Hill, invite people to come along and discuss the matter (perhaps officers be there for a day and available)	
		Letter	CEO PA	January 13, 2015	Letters to progress association advising of the review	
Other Rural Community		Letters	CEOPA	• January 13, 2015	Letters to progress association advising of the review	
		Community Forum		• February 3, 2015	At Grass Valley Hall, invite people to come along and discuss the matter (perhaps officers be there for a day and available)	
		Public notice boards	CEOPA	• January 13, 2015	Standard Advert as recommended by LGAB, along with reference to where copies of discussion paper are available	

SHIRE OF NORTHAM
AGENDA
ORDINARY COUNCIL MEETING TO BE HELD ON 19 NOVEMBER 2014

D Gobbart returned to the Council Chambers at 6:16pm.

13.2. DEVELOPMENT SERVICES

13.2.1 ADOPTION OF LOCAL PLANNING POLICIES UNDER LOCAL PLANNING SCHEME NO 6 (APPENDIX 3)

Name of Applicant:	Internal
Name of Owner:	N/A
File Ref:	3.1.8.18
Officer:	Phil Steven/Bronwyn Southee
Officer Interest:	Nil
Policy:	Local Planning Policy 16 – Advertising Signs
Voting:	Simple Majority
Date:	23 October 2014

PURPOSE

Further to Council’s resolution on 17th September 2014 Draft Local Planning Policy 16 – Advertising Signs, was advertised for public comment for a period of 28 days, the public consultation period has now closed and the Draft Policy along with submissions are being referred to Council for consideration and final adoption.

BACKGROUND

Background of Key Dates and Determinations

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

Date	Item / Outcome
15 September 2014	Council resolved to grant consent to advertise draft LPP 16 – Advertising Signs for public comment.
26 September 2014	Advertising for public and service authority comment commenced.
17 October 2014	Advertising closed.
23 October 2014	Report prepared for Council

The purpose of this report is to request that Council adopt in final the Draft Local Planning Policy 16 – Advertising Signage.

In recent times signage enquiries have become more frequent. Currently the Shire of Northam exercises its Trading in Thoroughfares Local Law for signage on verges and Schedule 5 – Exempted advertisements within Local Planning Scheme No. 6 to guide

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

private property signage applications. As it is unclear to the public what signage is appropriate for the Northam Shire, it was considered that a Local Planning Policy be developed to provide a mechanism to guide and control signage within the Shire of Northam.

Draft Local Planning Policy 16 Description

The draft LPP16 has been prepared to guide development of signage and advertising devices within the Local Government Area. The main features of the draft LPP16 are:

- Objectives for development of signage and advertising devices;
- Definitions, standards and diagrams for different sign types to aid officer interpretation and give landowners guidance on how to prepare signage plans;
- General requirements for all signage development in the Local Government area, relating mostly to public safety, sign content and general protection of amenity;
- Limitation of signage in the residential zones to ensure signs are consistent with the character of a residential area and do not have an undue impact on residential properties;
- A requirement for developers to prepare a signage strategy for sites of a strategic nature, large scale or involving special opportunities or constraints; and
- Provisions for the control of remote signage.

The Policy was presented to Council at its September Ordinary Meeting of Council, where Council resolved the following;

That Council resolve to:

1. *Commence public advertising of the draft Local Planning Policy 16 – Signage and Advertising Devices in accordance with the requirements of Shire of Northam Local Planning Scheme No. 6; and*
2. *Refer the draft Local Planning Policy 16 – Signage and Advertising Devices to Main Roads WA for comment.*

The Policy was advertised for public and service authority comment. Public consultation commenced on the 26th September 2014 and closed on the 17th October, a total of 4 submissions were received.

STATUTORY REQUIREMENTS

Clauses 2.2 to 2.5 of LPS 6 deal specifically with the adoption of Local Planning Policies as follows:

2.2 Local Planning Policies

The local government may prepare a Local Planning Policy in respect of any matter related to the planning and development of the Scheme area so as to apply -

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

- (a) *generally or for a particular class or classes of matters; and*
- (b) *throughout the Scheme area or in one or more parts of the Scheme area, and may amend or add to or rescind the Policy.*

2.3 Relationship of Local Planning Policies to Scheme

2.3.1 *If a provision of a Local Planning Policy is inconsistent with the Scheme, the Scheme prevails.*

2.3.2 *A Local Planning Policy is not part of the Scheme and does not bind the local government in respect of any application for planning approval but the local government is to have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making its determination.*

Note: Local Planning Policies are guidelines used to assist the local government in making decisions under the Scheme. Although Local Planning Policies are not part of the Scheme they must be consistent with, and cannot vary, the intent of the Scheme provisions, including the Residential Design Codes. In considering an application for planning approval, the local government must have due regard to relevant Local Planning Policies as required under clause 10.2.

2.4 Procedure for making or amending a Local Planning Policy

2.4.1 *If a local government resolves to prepare a Local Planning Policy, the local government -*

(a) *is to publish a notice of the proposed Policy once a week for 2 consecutive weeks in a newspaper circulating in the Scheme area, giving details of -*

(i) *where the draft Policy may be inspected;*

(ii) *the subject and nature of the draft Policy; and*

(iii) *in what form and during what period (being not less than 21 days from the day the notice is published) submissions may be made;*

(b) *may publish a notice of the proposed Policy in such other manner and carry out such other consultation as the local government considers appropriate.*

2.4.2 *After the expiry of the period within which submissions may be made, the local government is to -*

(a) *review the proposed Policy in the light of any submissions made; and*

(b) *resolve to adopt the Policy with or without modification, or not to proceed with the Policy.*

2.4.3 *If the local government resolves to adopt the Policy, the local government is to -*

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

- (a) *publish notice of the Policy once in a newspaper circulating in the Scheme area; and*
- (b) *if, in the opinion of the local government, the Policy affects the interests of the Commission, forward a copy of the Policy to the Commission.*

2.4.4 *A Policy has effect on publication of a notice under clause 2.4.3(a).*

2.4.5 *A copy of each Local Planning Policy, as amended from time to time, is to be kept and made available for public inspection during business hours at the offices of the local government.*

2.4.6 *Clauses 2.4.1 to 2.4.5, with any necessary changes, apply to the amendment of a Local Planning Policy.*

2.5 Revocation of a Local Planning Policy

A Local Planning Policy may be revoked by -

- (a) *the adoption by a local government of a new Policy under clause 2.4 that is expressed to supersede the existing Local Planning Policy; or*
- (b) *publication of a notice of revocation by the local government once a week for 2 consecutive weeks in a newspaper circulating in the Scheme Area.*

Public consultation was undertaken for a period of 28 days closing 17th October 2014. A number of submissions were received raising a variety of comments on the policy, namely its perceived impact on real estate signage, window signage and banner flags, concerns raised in the submissions have been addressed in the attached Schedule of Submissions and will also be discussed in the Officers Comments section of this report.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

OBJECTIVE: Provide accountable and transparent leadership.

STRATEGY: Continue to develop Council's policy framework to guide decision making.

BUDGET IMPLICATIONS

Nil.

OFFICER'S COMMENT

The intent of the adoption of the proposed Local Planning Policy 16 – Advertising signage is to provide a mechanism to guide and control the proliferation of signage within the Shire of Northam. It is important for Council to know that signage policies are common, all of

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

the surrounding shires have them and they are applied throughout greater Western Australia.

Over time, the Shire of Northam townsite has been proliferated with a variety of unauthorised signage (some of which is not of a professional standard) and incorrectly affixed it to buildings, this not only presents an amenity issue through unattractive appearance, but also poses a risk to public health and safety. The intention of this Policy is to provide guidance on appropriate signage and encourage the community to erect quality signage that contributes to this beautiful town.

During the public consultation period submissions were received, the main concerns will be discussed below, however a response to all of the issues raised is attached in the Schedule of Submissions. It is considered that many of the comments raised in the submissions were practical design solutions, majority of which have been incorporated into the draft policy to make it a more workable document.

Main Roads WA (MRWA)

MRWA has made a submission on the proposed wording and importance of placement of MRWA reference within the Policy. Any signage proposed to be erected on/off a MRWA controlled road use to require the approval of MRWA. In recent times MRWA has provided delegated authority to Local Governments to determine appropriate signage located on some MRWA controlled roads, in accordance with MRWA signage guidelines.

The rewording as recommended by MRWA in its submission was incorporated into the Policy, however, the request of MRWA to relocate this section of the Policy to Section 2 of the Policy was not applied, as it is considered more appropriate in the application sections of individual signage types.

Other submissions

The main concerns raised in the other submissions included the possible impact of the application of the draft policy on real estate signage, window signage coverage, banner signs and the retrospective nature of this policy, how it will be applied, each point will be discussed in turn;

Real Estate Signage/ Property Transactions

Real Estate signage is addressed in Schedule 5 of Local Planning Scheme No. 6 – Exempted advertisements for Property Transactions, which exempts majority of real estate signage from requiring approval from the Shire of Northam.

In addition to this, it is considered due to the nature of the real estate industry, the requirements of section 8.13 of the Policy (Window signage) do not apply to real estate signage, and this has been reflected in the Policy.

Therefore, this policy does not apply to Real Estate/ Property Transaction signage.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Window Signage coverage

Section 8.13 of the draft Policy details the requirements for window signage.

- a) *A window sign shall:*
- i. *Not have an aggregate area greater than 30% of the total area of any window; and*
 - ii. *Not have an aggregate area greater than 10m² for each frontage.*

A comparison of surrounding local government policies was undertaken and 30% was the average for majority of the policies window signage. In addition to the 30% window signage it should also be noted that the business can also have 30% wall coverage, this is considered to be a generous amount of area by which businesses can be advertised.

There was concern that the 30% window coverage restriction would be too constraining for Real Estate agents, as traditional practice for Real Estate agents is to post all of the proposed sales on the front of the building, it was determined that Real Estate businesses are exempt from this section of the policy.

It is important for Council to consider how it wishes signage to be utilised, many other Shires that have window signage restrictions have encouraged businesses to utilise alternative forms of advertising such as digital listings etc.

Banner Signs

An increasingly popular form of signage is the tear drop banner signs, which have been traditionally used as temporary advertising devices for events and sales. More recently businesses have been erecting them permanently as a general attraction point to lure customers in.

The submissions raised concerns that the definition of Portable Signs restricted tear drop banner signs too much. Tear drop banner signs are actually defined as Tethered signs; *“Tethered Sign” means a sign which is suspended from or tethered to any structure, pole or tree (with or without supporting framework) and made of paper, fabric, plastic or similar materials. The term includes inflatables, bunting, banners, flags and similar.*

8.9 Tethered Signs

A tethered sign shall:

- a) Be wholly located within the boundaries of the lot;
- b) Not be located so as to distract the attention of motorists;
- c) Have no part of the sign face less than 2.4m, or more than 6m, above the ground level immediately below the sign (applications for the temporary

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

erection of tethered signs (maximum 12 months) may be exempted from this requirement;

- d) have a maximum vertical dimension of 750mm and a maximum area of 2m²;
- e) Not be within 10m of a pylon sign

Tear drop banner signs, will be assessed in accordance with the details above when proposed on private land, or alternatively if proposed within a thoroughfare will be assessed in accordance with Trading in Thoroughfares Local Law.

The submissions also raised that majority of banner signs are 2000mm in height, therefore, the policy has been amended to reflect this, to reduce impractical requirements on the community.

Retrospective application of Policy

As specified above, this Policy has been designed to ensure a consistent approach to signage is undertaken. The submissions raised concerns of retrospective application of the policy, should it be adopted by Council. It is important to note that it is not Council Officers intention to review all existing unapproved signage within the Shire, as it does not have the resources to do so, but rather to formalise a process by which to educate and guide the community on acceptable signage.

Section 11.2 – Removal and Repair of Existing Advertisements of Local Planning Scheme No 6, already gives Officers the power to require the removal of signage that is not maintained correctly or is considered inappropriate, the Policy will just support this Scheme requirement.

Review of Existing Signage under Local Planning Policy 16 – Advertising Signs

During the public consultation period, a review of some of the existing signage was surveyed to determine whether it would comply with the proposed Local Planning Policy 16- Advertising Signs, and to understand how the proposed policy would be implemented. Please refer to the attached report and photos, for further information.

The review assessed at least two of each major signage type within the Policy. The review found that the majority of existing signage complies with the standards set in the proposed policy. The existing tethered, portable, remote hording, and verandah signs generally complied with the design standards.

However, it was determined that there is a significant number of signage that was assessed and does not comply with the design standards established in the proposed policy. The most common reasons for non-compliance were: the dimensions of the sign

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

(height from the ground, height of the sign, width and total face area), inappropriate property size or zoning, and non-compliance with the setback requirements.

It was clear from this review that there was a lack of consistency when previously dealing with signage in the Shire, both through Shire Officers not having a Policy to guide decision making and the community erecting signage without obtaining approval from the Shire. It was noticed that a variety of adjoining properties have different approaches to signage detracting from the amenity of the area. Prior to this Policy being developed the approach to signage has been inconsistent.

As discussed in other areas of this report and in the Schedule of Submissions, it was considered that some of the signage type dimensions were too restrictive, including the under verandah signage and pylon signs therefore, the Policy has been amended to reflect more appropriate dimensions for the Shire of Northam.

It is hoped that the proposed Local Planning Policy 16 – Advertising Signs will ensure the consistency of signage types with the Shire, preventing the proliferation of ad-hoc signage.

In light of the comments above, it is recommended that Council adopt in final the proposed Local Planning Policy 16 – Advertising Signage and advertise the adoption accordingly.

RECOMMENDATION

Moved: Cr Llewellyn

Seconded: Cr Williams

That Council;

- 1. In accordance with Clause 2.4.2 of Local Planning Scheme No 6 adopt Local Planning Policy 16 – Advertising Signage; and**
- 2. Publish a notice in the local newspaper, advertising the final adoption of Local Planning Policy 16 – Advertising Signage in accordance with Clause 2.4.3 of Local Planning Scheme No 6.**

AMMENDMENT TO THE MOTION

Moved: Cr Hughes

Seconded: Cr Rumjantsev

That 8.13 (a) be amended to not have an aggregate area than 75% of the total area of any window.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

COUNCIL DECISION

Minute No: C.2321

Moved: Cr Hughes

Seconded: Cr Rumjantsev

That the matter lie on the table

CARRIED 5/3

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13.2.2 LOT 228 NO.2 FITZGERALD STREET, NORTHAM - SMALL WINE BAR

Name of Applicant:	Brian Klopper
Name of Owner:	Cadet Holdings Pty Ltd
File Ref:	A13378 / P1928
Officer:	Phil Steven / Bronwyn Southee
Officer Interest:	Nil
Policy:	Local Planning Scheme No.6
Voting:	Simple Majority
Date:	19 November 2014

PURPOSE

Council is required to consider an application for a small wine bar at Lot 228 (2) Fitzgerald Street, Northam. This application is being referred to Council for consideration as the applicant is proposing a variation to the car parking requirements as specified in Section 5.13 of Local Planning Scheme No 6.

BACKGROUND

The applicant is proposing the construction of a small wine bar on the rear portion of Lot 228 Fitzgerald Street facing Minson Avenue and Gordon Place, Northam.

The wine bar is proposing to sell locally produced wine, boutique beer and snack foods. The proposed hours of operation are 4pm-9pm Monday through Sunday, however weekends including Friday nights may stay open later than 9pm in accordance with liquor licence approval. The building is proposed to contain a small bar area with indoor seating, a terrace overlooking Minson Avenue which also has seating allocated Toilet facilities and a small kitchen to be utilised for the preparation of snack food will also be included as part of this proposal.

The proposed development is proposing a setback of 0.75m from the Minson Avenue frontage and nil setback to the Gordon Place frontage. A 4.87m² landscaping strip along the Minson Avenue street frontage is proposed between the terrace and the verge.

The application is also proposing ten (10) car parking bays located to the rear of the proposed wine bar, which will be accessed via Gordon Place.

It should be noted that prior to the wine bar becoming operational, a small bar licence (the small bar licence component of the land use is subject to a separate application for Sections 39 and 40 of the *Liquor Licensing Act 1988* being submitted to Council) is required.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

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

Date	Item / Outcome
15 September 2014	The Shire received a Planning Application for the proposed development.
18 September 2014	The Application was referred to the Development Control Unit (DCU) for comment.
19 September 2014	The Application was referred to the Department of Water for comment.
8 October 2014	A meeting was held with the applicant, Shire CEO, Assets Manager and Senior Planning Officer at the Shire offices.
9 October 2014	Additional Information and amended plans received by the Shire.
14 October 2014	Comments received from the Department of Water
28 October 2014	A report is prepared for the Council.

STATUTORY REQUIREMENTS

LOCAL PLANNING SCHEME NO 6

Lot 228 Fitzgerald Street is zoned 'Commercial' under Local Planning Scheme No.6.

As the Shire's Local Planning Scheme No.6 does not contain a definition for a 'Small Bar', the proposed development has been defined as a 'Tavern' under Local Planning Scheme No.6. A 'Tavern' is listed as a 'D' (Discretionary) land use and defined as follows:

*“**tavern**” means premises licensed as a tavern under the Liquor Control Act, 1988 and used to sell liquor for consumption on the premises;*

In addition to the above, the proposed development requires planning approval as the lot is located within the Avon & Mortlock Rivers Special Control Area which is applicable to lots considered to be at risk of being affected by river flood events.

Local Planning Scheme No.6 does not have any specific setback or landscaping requirements for development within the commercial zone. Each development is assessed on a case by case basis by the local government, in accordance with the relevant strategic documents, in this applications case the Minson Avenue Design Guidelines.

Section 5.13 Car parking

Local Planning Scheme No.6 specifies that the minimum car parking requirements for a tavern is 1 bay per 5m² of public area plus 1 bay per 4 restaurant dining seats. Therefore, the minimum car parking requirements have been calculated as follows:

22.75m² internal public area + 32.64m² external terrace public area = 55.39m² public area

55.39m² / 5m² = 11.07 bays

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Plus

20 seats indicated on the floor plan / 4 = 5 bays

Therefore the minimum car parking requirements are 17 car parking bays.

In accordance with the Building Code of Australia a minimum of 1 Disabled Bay is required per 50 bays provided, the applicant has proposed 1 disabled bay as part of this application. 1 loading bay is also required.

Section 5.13.5 stipulates;

5.13.5 Where an applicant for planning approval can demonstrate that other off-street parking facilities are available to be shared with other land uses operating at different times, the local government may approve a development with less than the required number of on-site car bays provided -

- (a) the local government is satisfied that no conflict will occur in the operation of land uses for which the joint use of parking facilities is proposed; and*
- (b) landowners who request sharing of parking facilities enter into a legal agreement to the local government's satisfaction for reciprocal access to parking facilities.*

The application is proposing 10 on site car parking bays located to the rear of the wine bar to be accessed from Gordon Place. One of the bays proposed is a disabled bay.

It is considered that as the proposed development is operating from 4pm on week nights, the demand for Minson Avenue street parking will be less as local business reliance on street parking is during standard operating hours of 9am - 5pm. In addition to this, the location of the proposed wine bar was chosen based on its centrality to the town centre & local businesses, encouraging local patrons to walk. Therefore, it is considered that the existing bays located along Minson Avenue will satisfy additional car parking requirements.

Vehicle access to the proposed on site car parking bays will be via Gordon Place. Currently vehicles are permitted travel one way, entering Gordon Place from Fitzgerald Street and exiting via Minson Avenue. The proposed development complies with the minimum visual truncations required under Local Planning Scheme No.6.

Section 6.2 Avon & Mortlock Rivers Special Control Area

Local Planning Scheme No.6 specifies the following requirements in relation to development in this special control area:

'Development applications within the floodplain will be subject to a minimum habitable floor level of 0.50 metres above the predicted 1 in 100 year flood level as determined by the Department of Water to provide adequate protection from major floods.'

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

The application was referred to the Department of Water, with the following comments received:

- *The site is protected from flooding events up to ~ 25 year ARI event by a levee along the southern river bank. However, the geotechnical integrity of this levee is unknown;*
- *The lot is subject to flooding events larger than the 25 year ARI event;*
- *The proposed finished floor level of 147.8 m AHD does not provide adequate flood protection against the expected 100 year ARI event;*
- *A minimum habitable floor level of 149.85 m AHD is recommended to ensure adequate flood protection.*
- *Flood depths over 1.5m are expected at this location during a 100 year ARI event.*

Based on the above comments from the Department of Water and Local Planning Scheme No.6 requirements, the proposed development does not currently comply with the development requirements with regard to major flooding.

MINSON AVENUE DESIGN GUIDELINES

The Minson Avenue Design Guidelines have been developed in order to both encourage and facilitate development of land between Minson Avenue and Fitzgerald Street. New commercial developments such as the proposed wine bar are encouraged under the Guidelines which specify design controls such as ideal setbacks, building design and addressing the streetscape along Minson Avenue.

The guidelines specify that building facades should be articulated to create interest and variety and minimise the visual impact of the building scale through activation using windows or other building openings. Frontages to Minson Avenue shall address the street and encourage pedestrian movement through passive surveillance. The proposed wine bar's façade is constructed of traditional red brick in reference to traditional building materials of existing surrounding buildings. The development is oriented on the lot to address Minson Avenue, with the terrace providing opportunity to activate and enhance the Minson Avenue streetscape.

The design guidelines also reference to activating dual street frontages, as this application has dual street frontages (Minson Ave and Gordon Place) the applicant was requested to revise the front wall of the building facing Gordon Place to include additional windows, to increase activation of this frontage. The building design was revised to include an additional window on this wall, therefore, improving the design in accordance with the design guidelines.

NORTHAM GROWTH PLAN

The Northam Growth Plan has regard to development along Minson Avenue and specifies the following objective:

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

'Encourage development and provide incentives such as relaxation of setbacks. Enhance and develop business and community connections with the Avon River by coordinating development of the area with environmental improvements.'

This application is consistent with the objectives of the Growth Plan.

PUBLIC CONSULTATION

The application has not been advertised at the planning stage as it will be advertised for public comment as part of a separate application for a Section 40 under the Liquor Licensing Act 1988. In addition to this, as the proposed development is not located within a residential area and is not expected to have a detrimental impact upon the amenity of the area it is considered additional public consultation was not required.

CONFORMITY WITH COMMUNITY STRATEGIC PLAN

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

The proposed wine bar would encourage an active street frontages along Minson avenue, with the terrace overlooking the street providing opportunities for socialisation among residents and tourists.

BUDGET IMPLICATIONS

The cost of the planning application change of use fee was a total of \$295.00.

OFFICER'S COMMENT

The appearance of the proposed wine bar is of a high standard and reflects the historic character of Northam, with the building to be constructed in traditional red brick as well as incorporating other traditional architectural features in the roof line, windows and terrace. The proposed wine bar is single storey and is oriented to address Minson Avenue & the Avon River which along with its traditional brick façade will maintain compatibility and enhance the Minson Avenue streetscape.

The proposed wine bar incorporates an elevated terrace overlooking Minson Avenue to encourage passive surveillance and improved amenity. The windows in the Gordon Place frontage ensure that passive surveillance is achieved in the laneway. A 4.87m² landscaping strip along the Minson Avenue frontage in front of the terrace. As this is the only part of the site which is not covered by a building and parking area, this is considered acceptable and also compliant with Section 5.19.1. of Local Planning Scheme No.6 which specifies that landscaping is an appropriate use of land between the street alignment and the front building setback.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

The application is proposing 10 bays to be located to the rear of the wine bar, accessed via Gordon Place. As the proposed operating hours of the wine bar are predominately 4pm to late – outside standard working hours, competition for on street car parking spaces between other surrounding businesses will be minimised as the wine bar will be operating predominantly outside of normal retail trading hours. Therefore, the proposed 10 onsite parking bays are considered acceptable as there is ample on street parking available along Minson Avenue.

In accordance with point (b) above, should Council resolve to grant approval for this application, it should consider imposing a condition requiring reciprocal access rights to both the landowner's car parking and Council's car parking.

Discussions between the applicant and Shire officer's has taken place in regard to the applicants request to the Shire for restricted vehicle access from Fitzgerald Street into Gordon Place to improve pedestrian safety and encourage walkability. Shire Officers have determined that further investigation is required and as it is not fundamental to this application it can be addressed as a separate matter.

Although the application does not comply with the minimum floor level for development within the special control area, the proposed development will not be utilised for human habitation. The applicant has stated the following in regards to the flood risk:

'A bar of this nature is essentially part of the street culture. As shown the floor level is above the 10 year flood level. Raising the floor level above the 100 year flood level ie.2 meters above the street would make it unviable if only from the point of view of disabled persons access.'

The Minson Avenue Design Guidelines also identify the need to balance the risks associated with the potential impact of flooding against the need for consistent pedestrian environmental along Minson Avenue. The applicant has also indicated that it is willing to indemnify the Shire against any claim for flood damage. On this basis, should Council grant approval for this development, it is recommended that a condition is imposed requiring the applicant to indemnify the Shire of Northam of any responsibility in the case of the site being flooded.

The proposed wine bar is compatible with the intentions of the commercial zone as outlined in Section 4.2.2 of Local Planning Scheme No.6. The proposed development is located in an area identified as an area of significance in the revitalisation and consolidation of the Northam CBD. The proposed wine bar would provide a new social and recreation activity location for the community. Therefore, it is recommended that Council approve the application for a small bar at Lot 228 Fitzgerald Street, Northam subject to the following conditions and advice notes:

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2322

Moved: Cr Tinetti
Seconded: Cr Hughes

That Council;

Approve the planning application for a small bar at Lot 228, No.2 Fitzgerald Street, Northam subject to the following conditions:

- 1. All development being in accordance with the approved plans;**
- 2. The boundary wall being finished to the satisfaction of the adjoining landowner. In the event that an agreement cannot be reached the wall is to be finished to the satisfaction of the Local Government;**
- 3. A Stormwater Design Drawing being submitted to and approved by the Local Government prior to commencement of development;**
- 4. A notification being placed on the Certificate of Title under Section 70A of the Transfer of Land Act stating:**

"As the land hereinbefore described falls within the 100 Year Flood Fringe of the Avon River, the registered proprietor for the time being is required to indemnify the Shire of Northam by executing a Deed of Indemnity in favour of the Shire of Northam where the finished floor level of any building on this land is less than 500 millimetres above the designated 100 year flood level for the Shire of Northam."

Notification is to be placed prior to the issue of a Building Permit;

- 5. Landscaping between the street boundary and the building is to be planted and maintained to the satisfaction of the Local Government;**
- 6. The parking areas, driveways and points of ingress/egress being designed, constructed, drained, marked, and thereafter maintained to the specification and satisfaction of the Local Government. These works are to be done as part of the building program;**
- 7. All signage being submitted to and approved by the Local Government prior to installation; and**

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

8. The hours of operation being limited to 4pm to 9pm Monday to Thursday, 4pm – 12am Friday and Saturday and 12noon – 10pm Sunday unless otherwise approved by the Chief Executive Officer.

NOTE: This is not an approval to commence development. A Building Permit must be obtained from the Local Government prior to the commencement of any works.

NOTE: All structural plans and details are to be engineered and ink signed.

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

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

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

NOTE: As part of the application for a Building Permit the plans shall be required to comply with the Australian Standards for Disabled Access AS1428.

NOTE: The applicant is required to construct a crossover to the property prior to occupation. All vehicle crossovers are to be designed, constructed and maintained in accordance with the Local Government's Crossover Policy with plans being submitted to and approved by the Local Government prior to construction.

NOTE: A suitably screened refuse bin storage area is to be provided in accordance with Councils Health Local Laws prior to the development first being occupied. The location of the enclosure is to be marked on the plans submitted for a Building Licence and is to be approved by the Shire's Health Department.

NOTE: Connection to the Water Corporations sewer is required.

NOTE: The applicant is reminded that this is a Planning Approval only and does not obviate the responsibility of the applicant to comply with all relevant building, health and engineering requirements. In this regard your particular attention is drawn to:

- (a) Food Act 2008
- (b) Health (Public Buildings) Regulations 1992

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

NOTE: This development has been defined as a public building and shall comply with the provisions in the Health Act 1911 relating to public housing regulations. An application to construct, extend or alter a public building is to be submitted with the Building Permit application.

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

BRIAN KLOPPER ARCHITECT

31 Tankard Street Northam WA 6401
Mob: 0409 376 606 E mail bklopper@inet.net.au
ABN 99 714 599 625

15 September 2014

Chief Executive Officer,
Shire of Northam,
395 Fitzgerald Street,
Northam 6401

Small Bar Cnr Minson & Gordon Place Northam

Please find attached 3 copies of my drawings 1404 101,102,103 and the appropriate form by way of an application for planning approval.

This project is intended to cater for the numerous professional and clerical officers, especially women who work in nearby offices. While it is true that there are quite a few outlets for alcohol in the town, I believe that none of them provide an appropriate venue for a quiet drink.

It is intended to sell wine (locally produced if possible) and boutique beer together with snack food. Cooked meals are not considered an option. The building on a busy summer afternoon would cater for an absolute maximum of 60 persons.

At present it is thought to limit opening hours from 4pm to 9pm, perhaps longer on Fridays.

A bar of this nature is essentially part of the street culture. As shown the floor level is above the 10 year flood level. Raising the floor level above the 100 year flood level ie, 2 metres above the street would make it unviable if only from the point of view of disabled persons access. I would be happy to indemnify the Council against any claim for flood damage.

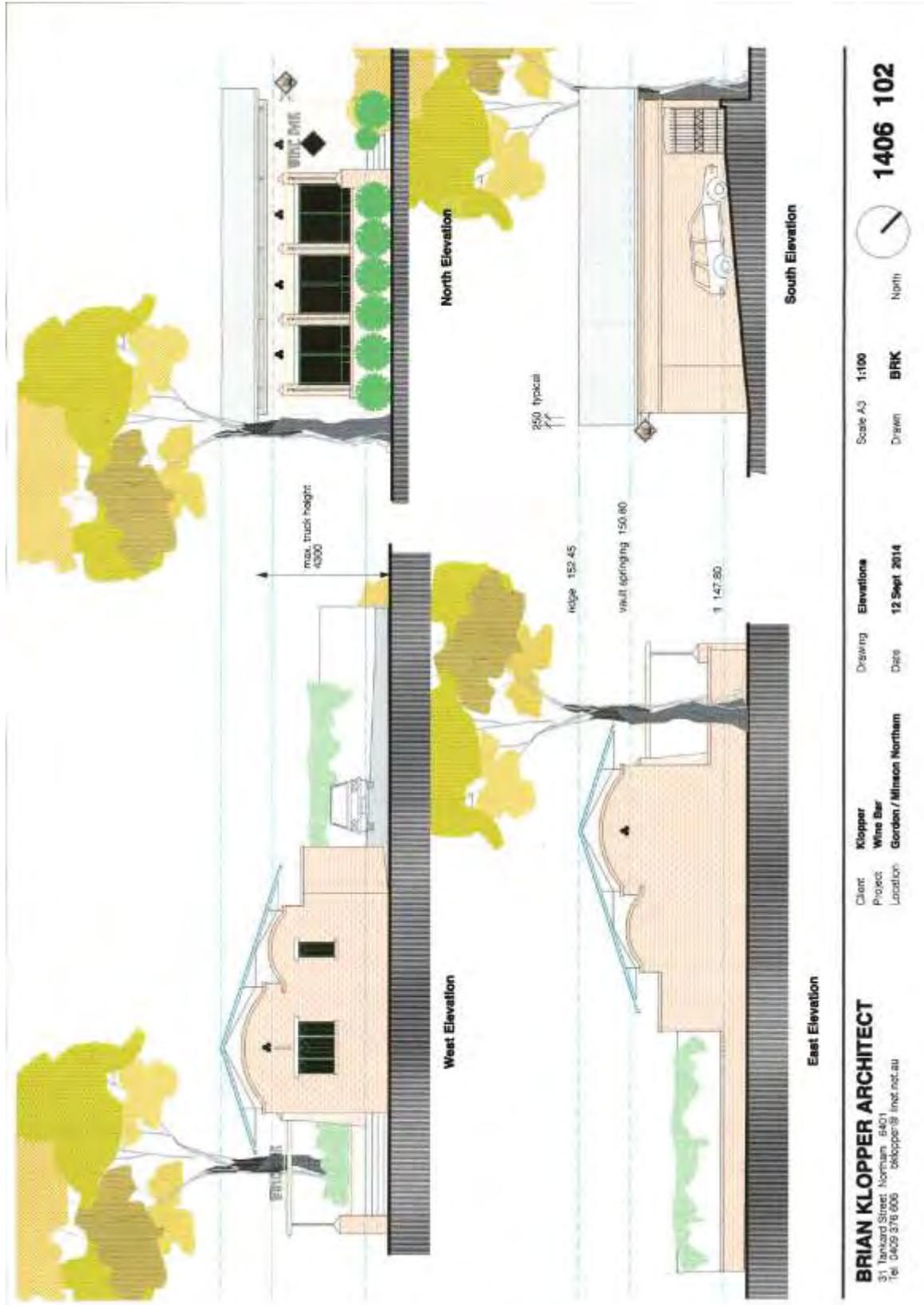
Should approval be forthcoming and in the interest of pedestrian safety, I would also ask Council to restrict traffic access from Fitzgerald Street and open it from Minson Street. (the reverse of the present situation)


Brian Kloppe

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13.2.3 INITIATION OF SCHEME AMENDMENT NO 1 TO LOCAL PLANNING SCHEME NO 6 – REZONING LOCATION: LOT 9 (NO. 11) JOHN STREET, NORTHAM FROM “RESIDENTIAL R30” TO A “MIXED USE” ZONING (APPENDIX 4)

Name of Applicant:	Carly Pidco
Name of Owner:	PerfectGift Pty Ltd
File Ref:	A11726
Officer:	Phil Steven/Bronwyn Southee
Officer Interest:	Nil
Policy:	Local Planning Scheme No.6 Northam Regional Centre Growth Plan Planning & Development Act 2009 Planning Regulations 2009
Voting:	Simple Majority
Date:	19 November 2014

PURPOSE

Council is requested to consider an application to initiate a scheme amendment to Local Planning Scheme No.6 for the rezoning of Lot 9 No.11 John Street, Northam from ‘Residential R30’ zoning to a ‘Mixed Use’ zoning in order to facilitate development of the site as an extension to the existing adjacent Northam Motel.

BACKGROUND

Lot 9 No.11 John Street, Northam is owned by PerfectGift Pty Ltd - the same owners as the neighbouring Northam Motel. Lot 9 was zoned R15/R30 under Town Planning Scheme No 5, and a Motel was an ‘A’ use under this Scheme. Lot 9 is now zoned R30 under LPS6 and a Motel is an ‘X’ use under the provisions of this zone.

The land on which the Northam Motel stands is zoned ‘Mixed Use’. The owners of the motel have proposed this scheme amendment to amend the zoning from Residential R30 to Mixed Use to allow for a Motel type development to be facilitated on this site, an expansion of the existing motel.

Shire approval was previously issued to this lot on 25th October 2011 for an extension of the Northam Motel onto Lot 9 John Street under the previous Town Planning Scheme No.5 which listed a ‘Motel’ as a ‘D’ (Discretionary) land use. However, due to financial constraints the owners were not able to proceed with the development prior to the planning approval expiring on 25th October 2013.

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

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Date	Item / Outcome
10 October 2013	The Landowners representative met with the Shire of Northam to determine the best way forward as planning approval was due to expire on 25/10/13.
24 September 2014	The Shire received an Initiation Report to amend Local Planning Scheme No 6.
14 October 2014	Applicant met with officers to discuss the application.
28 October 2014	A report is prepared for the Council.

STATUTORY REQUIREMENTS

Local Planning Scheme No.6

Under Local Planning Scheme No.6 the zoning of Lot 9 John Street is 'Residential R30'. The land owner's future intention for this site is an expansion of the existing Northam Motel onto Lot 9, however this cannot be achieved under the current zoning as it is an 'X' use.

A Motel is classified under Local Planning Scheme No 6 as follows;

“Motel” means premises used to accommodate patrons in a manner similar to a hotel but in which specific provision is made for the accommodation of patrons with motor vehicles and may comprise premises licensed under the Liquor Control Act, 1988;

Under Local Planning Scheme No 6 a 'Motel' land use can be considered in the 'Mixed use' and 'Tourist' zone. As the existing Northam Motel site (Lot 18) is zoned Mixed Use the landowner is seeking an extension of the Mixed Use Zone onto Lot 9 to allow for a motel expansion as Motel is a 'D' use which means it could be permitted at the discretion of the Shire.

The processing of Scheme Amendments is required to be undertaken in accordance with the requirements of Section 75 of the *Planning & Development Act 2005* and Section 48 of the *Planning Regulations 2009*.

Section 6.2.3 of the Local Planning Strategy No.6 states the following in regard to rezoning requests:

In considering any rezoning request, subdivision or development application the local government will have due regard for the following –

- (a) *There is a general presumption against rezoning of land within the area for more intensive land uses, such as residential, industrial and rural residential.*

As the subject rezoning is not proposing an ad hoc spot rezoning it is considered that the proposal is acceptable for this site.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Northam Growth Plan

The Northam Growth Plan has regard to tourist accommodation development and specifies the following objectives:

'Encourage and support tourist uses and also encourage the protection of existing budget accommodation'

'Improving Northam's profile in the Avon Valley tourist network as a destination with its own attractions, amenities and good quality short stay accommodation.'

The proposal would allow for additional short stay tourist accommodation which is consistent with the tourism objectives of the Northam Growth Plan.

It should be noted that the proposed lots for the scheme amendment are identified as being located within 'The Forrest Precinct' in the Northam Growth Plan. The Northam Growth Plan specifies the following:

'The Forrest Precinct is a predominantly residential area with opportunity for urban renewal and infill development.'

This proposal is consistent with the objectives of the Northam Growth Plan.

PUBLIC CONSULTATION

Should Council grant consent to initiate the proposed Scheme Amendment, the proposed amendment will be referred through to the Western Australian Planning Commission (WAPC) and Department of Environment and Regulation (DER) for approval to advertise for public comment and for clearance under the Environmental Protection Act. Once the WAPC and DER have assessed the proposed amendment and determined it acceptable under the relevant legislation it will grant the Local Government consent to advertise the proposed amendment to the public for a period of 42 days.

Public consultation will include an advertisement in the local newspaper, Shire website and notification sent to adjoining land owners for comment.

In addition, the application will be referred to the Environmental Protection Authority to determine that the rezoning of this site will not have any adverse impacts on the environment.

CONFORMITY WITH COMMUNITY STRATEGIC PLAN

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

The proposed scheme amendment would allow the expansion of tourist accommodation which is experiencing increasing demand within the Shire of Northam.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

BUDGET IMPLICATIONS

Scheme Amendments are charged to the applicant as per Council's schedule of fees and charges, which stipulates an hourly officer's fee.

OFFICER'S COMMENT

Currently there is an identified short fall in short stay accommodation for tourists and workers.

The proposed scheme amendment would lay the foundations to help facilitate the expansion of the Northam Motel, which would support the growth of the local tourist businesses and events whilst also increasing the associated economic benefits that these visitors bring to the town.

The location of the site as a 'Mixed Use' zone to be utilised as tourist accommodation is considered appropriate for this site, due to the lots location in close proximity to the Northam Regional Hospital; Town Centre; and access to Mitchell Avenue; the main transport route linking Northam to the Great Eastern Highway and Perth.

Although the subject lot is zoned 'Residential R30', the block of lots that this lot is included in, is book ended by 'Mixed Use' zoned properties. This includes the immediately adjacent lots that are occupied by the Northam Motel and the other group of lots located at the southern end of John Street. Therefore, the proposed scheme amendment is not considered to be inconsistent or ad hoc with the current surrounding Residential and Mixed Use zones in the vicinity of John Street and Mitchell Avenue.

As this site is currently zoned residential and there are surrounding residential uses in this area, the applicant was requested to provide comment confirming that the rezoning of this site and subsequent possible development approval of a Motel extension on this site would not have a detrimental impact upon the amenity of surrounding residences or detract from the town centre. The applicant has stated the following in regard to any potential amenity impacts:

The Northam Motel is not licensed to serve alcohol, does not offer meal service to the wider public and does not host entertainment facilities. The reception and kitchen do not operate twenty-four hours. Accordingly, noise from visitors coming and going or from within the site itself will not be significantly greater than from within a grouped dwelling residential development.

It is considered that this proposal, should it be initiated and approved will not have a detrimental impact on the surrounding residential uses.

Although Local Planning Scheme No.6 specifies that there is a general presumption against spot rezoning of land within the Shire, the Northam Growth Plan identified that the Forrest Precinct is an area with opportunity for more consolidated development. The

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

proposed scheme amendment would allow for greater intensification of development on the lot in accordance with the consolidation objective for development within this precinct. In addition to this, as there is existing Mixed Use zones in close proximity to this site, it is considered that this proposal is an extension to an existing 'Mixed Use' zone rather than a spot rezoning. Therefore, the site is considered to be appropriate for a mixed use development.

The proposed scheme amendment is consistent with the intentions of the Northam Growth Plan and Local Planning Scheme No.6 which encourage the expansion of tourist facilities in Northam. The proposed scheme amendment is located within an area already identified as suitable for more consolidated development and is situated next to existing mixed use zoned lots. The future expansion of the Northam Motel would provide additional affordable short term accommodation to service the greater community and support events and other tourism businesses within Northam and surrounding areas. Therefore, it is recommended that Council agree to initiate the scheme amendment.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2323

Moved: Cr Beresford

Seconded: Cr Williams

That Council;

Initiate an Amendment to its Local Planning Scheme No 6, pursuant to Section 75 of the Planning and Development Act 2005 to rezone Lot 9 (11) John Street Northam, from 'Residential R30' to 'Mixed Use'.

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Cr U Rumjantsev declared an "Impartiality" Interest in Item 13.2.4- Museum / Club Rooms for Bakers Hill Returned & Services League – Lot 206 (Res 17831) Great Eastern Highway, Bakers Hill as he is a member of the Bakers Hill R&SL Returned Services League

13.2.4 MUSEUM / CLUB ROOMS FOR BAKERS HILL RETURNED & SERVICES LEAGUE – LOT 206 (RES 17831) GREAT EASTERN HIGHWAY, BAKERS HILL

Name of Applicant:	Bakers Hill Returned & Services League
Name of Owner:	Shire of Northam
File Ref:	A1558
Officer:	Phil Steven / Roy Djanegara
Officer Interest	Nil
Policy:	Shire of Northam Lease Policy
Voting:	Simple Majority
Date:	22 October 2014

PURPOSE

For Council to consider a Planning Application received from the Bakers Hill Returned & Services League (RSL) for a Museum and Club Room on land that is zoned as Residential R 10.

BACKGROUND

Lot 206 Great Eastern Highway, Bakers Hill is crown land Reserve No 17831 vested in the Shire for Community Purposes

The application is being referred to Council, as the subject site of this application is listed in the Shire's Municipal Heritage Inventory, Category 3 (moderate significance).

In July 2012 the Bakers Hill Sub Branch of the RSL determined that it requires its own building to display RSL memorabilia and to support the activities of its member in the form of Museum / Club Rooms.

Responding to this request, the Shire advised that the old Bakers Hill Town Hall site at Lot 206 Reserve 17831 may be a suitable site, providing that the Bakers Hill Sub Branch of the RSL could demonstrate its ability to build and maintain the building on the subject site.

Subsequent meetings were held between the planning staff and the Bakers Hill Sub Branch of the RSL which has resulted in them producing a design that is considered to be appropriate for the site, and serves the needs of the RSL.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

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

Date	Item / Outcome
16 th July 2012	The Bakers Hill RSL request a room at the Bakers Hill Recreation Centre for the Museum.
16 th August 2012	The Shire suggested a wall in the Recreation Centre instead of a room to be dedicated to the RSL.
13 th September 2012	The Bakers Hill RSL decided to have its own building on an alternative site.
31 st October 2012	The Shire suggested Reserve 17831 as a potentially suitable location for the Museum.
31 st January 2013	The RSL sent a plan for the proposed Museum.
26 th April 2013	The Shire commented on the plan and suggested a design solution.
13 th August 2013	The Shire received a revised plan and provided comments.
21 st May 2014	Final revised plan received.
25 th September 2014	The Shire received a planning application.
13 th October 2014	Further information required.
20 th October 2014	A report is prepared for the Council.

Although the shape of the proposed building is very simple, the material used is complementary with other buildings in the vicinity and makes the appearance of the building blend nicely with the surrounding buildings. The awning above each window and door enhance the visual aesthetics of the building and yet it is a simple solution.

The use of 'Community Purpose' in the residential zone is classified as an "A" use. Therefore it is possible for such a use to be developed within the zone, subject to community engagement being undertaken in accordance with section 9.4 of Local Planning Scheme No.6 and the Shire of Northam Community Engagement Plan.

STATUTORY REQUIREMENTS

The subject land is zoned as Residential R10 in the Shire of Northam Local Planning Scheme No.6 and the objective of the Residential zone is to:

- provide for residential development at a range of densities with a variety of housing types to meet the needs of all sectors of the community through application of the Residential Design Codes, and
- Maintain and enhance the residential character and amenity of the zone.

The proposed development is for 'community purposes', consequently it does not meet the objectives of the Residential zone. However as the subject land is Crown land and it is vested to the Shire of Northam as a Reserve for Community purposes, the proposed

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

development meets the objectives of a community purposes use from a land management perspective.

A Community Purpose in the Residential zoned area is classified in LPS 6 as an “A” use, therefore it requires being advertised. The application was advertised in accordance with Section 9.4 of Local Planning Scheme No.6 from 15th October 2014 until 29th October 2014 and no submissions were received.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

OBJECTIVE: Protect and promote the Shire’s diverse culture and heritage.

STRATEGY: S4.4 - Facilitate the promotion of the community’s heritage assets

BUDGET IMPLICATIONS

Lease fees will be applicable to the development.

OFFICER’S COMMENT

Recognising the services of returned soldiers is very important. Australia was built on their service to the nation. This recognition is not limited to those who gave their lives for their country, but also for the veterans who returned.

Providing a facility that can be enjoyed by the returned soldiers and the community at large, is one way of sharing the value and contribution made to the society by the RSL. It will educate the next generation about the value of friendship, respect and selflessness for the benefit of the larger community.

Lot 206 Reserve 17831 was the site of the Bakers Hill Town Hall. Since the Hall was removed in 2001, the site was left vacant and the reserve was retained for Community Purposes. The proposed museum/club rooms is consistent with the management order for the site, as the RSL’s museum and club rooms will be beneficial for the community.

The design of the proposed Museum and Club Rooms ‘Community Purpose’ is sympathetic to the surrounding area. It has a similar appearance to the Holy Family Catholic Church, which is nearby, in terms of materials used and colour. The Museum and Club Rooms will blend nicely with the other buildings in the area.

It is therefore recommended to approve the proposal subject to conditions.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2324

Moved: Cr Llewellyn

Seconded: Cr Hughes

That Council:

Approve the application for RSL Museum and Club Rooms 'Community Purpose' at Lot 206/17831 Great Eastern Highway, Bakers Hill subject to following conditions:

- 1. All development being in accordance with the approved plans;**
- 2. All stormwater being contained on site or directed to the Local Government's street stormwater drainage network. No runoff onto adjacent properties shall be permitted unless part of a Stormwater Design submitted to and approved by the Local Government;**
- 3. The development is required to be connected to an effluent and waste water disposal system with plans submitted to and approved by the Local Government before installation;**
- 4. The development being compliant with the Environmental Protection (Noise) Regulations 1997;**
- 5. Car parking being provided at a rate of 1 car bays per 20m² Gross Floor Area (GFA);**
- 6. No parking on the street or verge being permitted;**
- 7. The parking areas, driveways and points of ingress/egress being designed, constructed, drained, marked, and thereafter maintained to the specification and satisfaction of the Local Government. Car parking shall include adequate provision for shade trees, customers and staff parking, disabled parking and for manoeuvring, loading and unloading of vehicles and shall be designed in accordance with Australian Standards AS2890.1 and AS2890.2;**
- 8. No second hand materials being used in the construction of the building without the prior approval of the Local Government.**
- 9. All signage being submitted to and approved by the Local Government prior to installation.**

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

- 10. All vehicle crossovers being designed, constructed and maintained in accordance with the Local Government's Crossover Policy with plans being submitted to and approved by the Local Government prior to construction; and**
- 11. A Lease agreement to be prepared by the Shire of Northam at the applicant's cost.**

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



P.O. Box 455, Bakers Hill WA 6562
President: Geoffrey Both (08) 9590 1268
Secretary: Lin Booth 0428 612 480

Mr P B Steven,
Executive Manager Development Services,
Shire of Northam,
P.O. Box 613,
Northam WA 6401.

Dear Mr Steven,

RSL Museum/Club Rooms

I refer to your letter of 31st October 2012 (Your Ref: 1.3.4.14/O23580) in which you suggest the old hall site on reserve 17831 would be the most suitable for a RSL Museum/Club Rooms.

We have had a look at what we believe is the site, (almost opposite LJ Hookers premises on the highway) and feel it would be suitable.

In your above mentioned letter to us you requested a written request to use the site which should include a demonstration of capacity to build and maintain a building on the reserve.

Please treat this letter as that request. Below is a brief outline of our views:

Building Type

The building we envisage would be bolted to a concrete pad, but would be removable. We would need to retain ownership of the building, as I discussed with you over the telephone.

Below is a brief plan of the building. This is only a very preliminary plan, with the building being made of Australian Blue Scope steel, with a fifteen year warranty. The style of the building and the cream colour have been chosen to blend with the church just up the road, and also the church across the highway.

The building would contain toilet, kitchen, office, museum area and meeting area. As can be seen from the basic plan, two roller doors, windows and double front doors are included. Size would be 21m x 9m x 5,7m to ridge line. The concrete pad would be re-enforced for a seismic area, and obviously the building will be insulated, lined and vermin proofed.

Final building plans etc will be completed and lodged with the Shire once a lease is finalised.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Community Use

At present we hold Anzac Day and Remembrance Day ceremonies at Hooper Park, and then request the public to return to the Golf Club in St George St. Quite a few members of the public do not return to the golf club.

With a building on the Hall site, we feel many more members will return and thus appreciate the true reason and spirit of the days.

The museum will definitely assist in this.

At present we are involved with the Bakers Hill Primary School in educating students about the meaning of Anzac and Remembrance Days, and involve the students in the actual ceremonies on the days.

Feedback we have received from students who have become involved in the Days, is that more could be done to make the students aware of the full impact of the sacrifices made by our forefathers, and the museum is a great start.

We are also involved with the Primary School in sending two students to Sandakan every two years, so they can become aware of the sacrifices made by previous Australians and other nations.

The building and museum would also be available for use by selected groups who would benefit from the museum displays.

Time Frame

We envisage the completion of the building and landscaping would occur within twelve months of Council building approval.

Lease

As discussed over the telephone, we request a lease that notates we are the owners of the building, and can remove it at lease expiration, if we desire.

The term of the lease we request is 99 years with a 99 year option.

As you can see, we intend to make this a very permanent and worthwhile contribution to the Bakers Hill Community.

Funding

Funding will be by way of grants from Lotteries and other sources. We also expect to receive corporate donations, and private donations. We will also be fund raising and using our own funds.

I hope the above addresses your request, and we await your reply.
If you need and further information, please feel free to let me know.

Yours truly

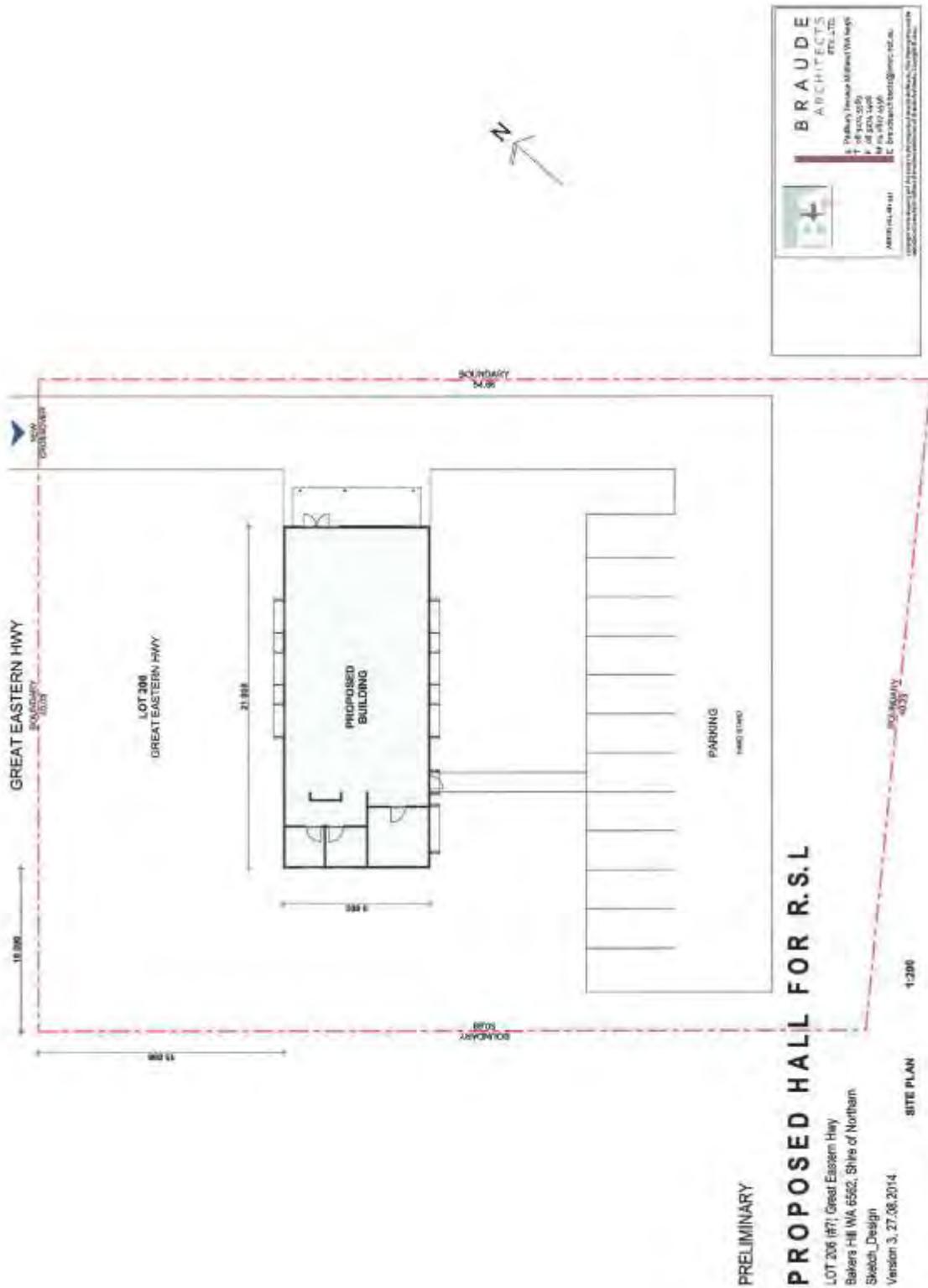


Lin Booth
Secretary/Treasurer
Bakers Hill R & SL Sub Branch
30th January 2013

SHIRE OF NORTHAM

MINUTES

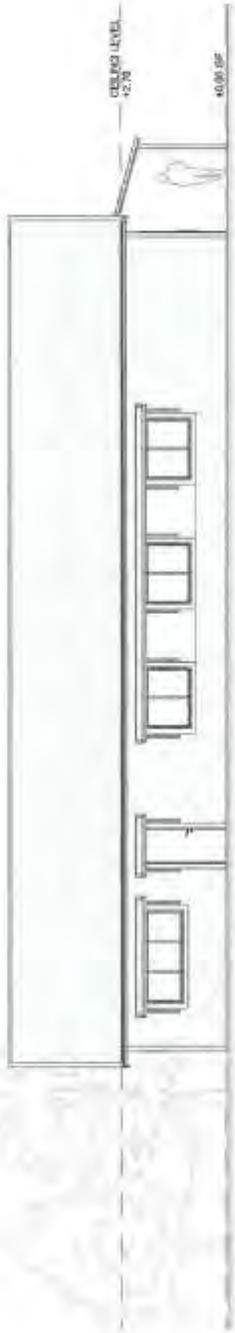
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



SHIRE OF NORTHAM

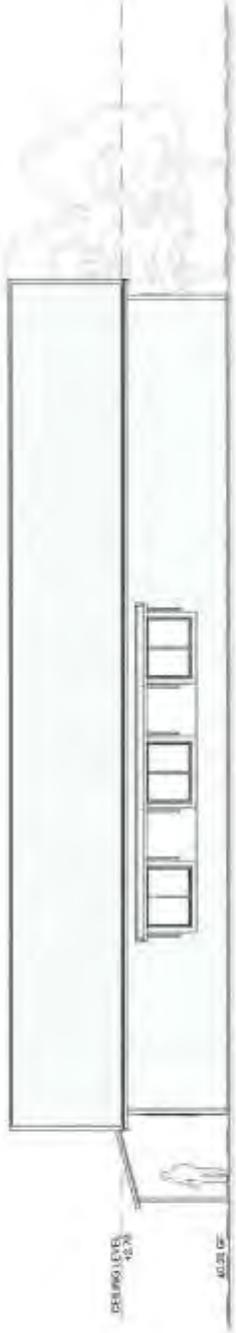
MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



1:100

ELEVATION EL. 1



1:100

ELEVATION EL. 3

PRELIMINARY

PROPOSED HALL FOR R.S.L

LOT 206 (F7) Great Eastern Hwy
 Bakers Hill WA 6562, Shire of Northam
 Sketch_Design
 Version 3, 27.08.2014

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ELEVATION EL 4

1:100

PRELIMINARY

PROPOSED HALL FOR R.S.L

LOT 206 (H7) Great Eastern Hwy
 Bakers Hill WA 6552, Shire of Northam
 Sketch_Design
 Version 3, 27.08.2014

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

RPS

4.44 Bakers Hill Reserve #4 – Lot 206 Great Eastern Highway, Bakers Hill A1558

4.44.1 Summary

Owner	CT Details	Adjoining Zoning	Area	Condition	Services
Shire of Northam	Volume / Folio: 3015-235 Plan: Reserve: 17831	Residential R10	2108m ²	Vacant Bakers Hill Heritage – Town Hall Site	Power, Water, Telephone
Photograph:					
Recommendation:					

4.44.2 Comment

Bakers Hill Reserve No.4 (Lot 206 Great Eastern Highway) is a residential R10 zoned parcel of land that is heritage listed as it is the site of the former Bakers Hill Town Hall. The lot is located centrally in the Bakers Hill town site, fronting the Great Eastern Highway. The only vegetation on the lot is some sparse scrubs.

4.44.3 Recommendation

It is recommended to retain this landholding.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Cr A W Llewellyn declared an "Impartiality" interest in item 13.2.5 as he is a member of the Men's Shed.

13.2.5 IMPLEMENTATION OF SHIRE OF NORTHAM LAND RATIONALISATION STRATEGY – SALE/LEASE OF LAND BY TENDER – LOT 311 (3) BORONIA AVENUE, WUNDOWIE (APPENDIX 5)

Name of Applicant:	Internal Report
Name of Owner:	Shire of Northam
File Ref:	3.1.8.12
Officer:	Phil Steven / Roy Djanegara
Officer Interest	Nil
Policy:	Shire of Northam Lease Policy
Voting:	Simple Majority
Date:	22 September 2014

PURPOSE

For Council to consider the outcome of sale/lease of land by tender as part of the implementation of Land Rationalisation Strategy.

BACKGROUND

Lot 311 (3) Boronia Avenue is zoned 'commercial' and is identified within the Land Rationalisation Strategy which was adopted on 20th March 2013.

In the implementation of the strategy, the Youth Advisory Council (YAC) Shack was identified by the strategy to be disposed of, and was tendered for sale in April 2013 with no tender submissions received during advertising period.

At Council's Meeting on 16th July 2014 Council reviewed its delegations and allowed staff to advertise tenders, prior to being considered by Council.

The YAC Shack was tendered for sale/lease by being advertised in the West Australian on Wednesday 27th August 2014 and the tender period closed on 17th September 2014. It was also advertised in the Avon Valley Gazette on Saturday 30th August 2014.

The building has been vacant since June 2012 and is in basic condition. To reflect Council's intention of disposing of the property, the criteria for assessing tenders was set at 80% price and 20% community benefit.

In October 2012 a memorial against the property was issued by the Department of Environment and Conservation. The site is classified as 'Possibly contaminated – investigation required' due to hydrocarbons being detected on the rear corner of the site.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

However the required investigation is yet to be carried out as the future use may not have warranted it. The status of the land was mentioned in the tender document. The Shire would also disclose this in the lease so that any prospective lessee is fully aware of the condition of the land.

Should Council agree to lease the property, it would normally reflect the Shire of Northam lease policy for community buildings.

The property may have a greater future commercial value for the Shire if it were leased (for example for a shopping centre), so it may be worthwhile leasing it to a community group for a short to medium term, until there is sufficient commercial interest in the property, and may give an opportunity for contamination issues to be resolved.

STATUTORY REQUIREMENTS

For disposal of land, the Local Government Act specifies that property can be disposed of either by Tender, Auction or private treaty (which requires a valuation).

If no tender for sale of land is acceptable, the Shire has 6 months from the date of tender in which that land parcel may be offered for sale by negotiation.

The tender advertisement was placed in a State circulated newspaper, and gave a brief description of the property, the assessment criteria for tenders, whether tenders may be submitted by email and the closing date for tenders.

Regulation 18 and 19 of the Local Government (Functions & General) Regulations stipulate that the local government may decline to accept any tender if the tenders submitted are not advantageous to the local government, and the local government is to advise if applicable that no tender is accepted.

If a lease is offered to multiple groups simultaneously it is referred to as a licence.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

OBJECTIVE: Support business and investment opportunities.

STRATEGY: Strategy G2.3 Operate in a financially sustainable manner

BUDGET IMPLICATIONS

The tenders indicate no budget revenue, however there may be savings to the Shire if a potential lessee maintains or upgrades the property.

OFFICER'S COMMENT

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Unfortunately the interest in the advertised land was relatively low with only two submissions, both were for lease. No tenders offered to purchase the property.

The tenders received for the YAC Shack are as follows:

OUTCOME OF TENDER FOR LAND SALE/LEASE

Assessment Number	Lot Address	Sale / Lease	Wundowie Men's Shed	Ms Karen Baker
A77	Lot 3-5 Boronia Avenue	Lease	\$1.00 per annum for 5 years.	\$1.00 per annum for 2 years

SELECTION CRITERIA FOR LEASE

Selection Criteria	Weighting (%)
Price	80
Benefit to the local community	20
Total	100

The first tender is from the Wundowie & Districts Men's Shed Inc. At present the Wundowie & Districts Men's Shed Inc. operates from the Old Wundowie Fire Station which is owned by the Shire and abuts the YAC Shack site. They have a lease in place for 5 years which is due to expire early next year and they are very keen to extend the existing old Fire Station lease for a further 5 years.

The Wundowie Men's Shed has become a big part of the community and the interest is increasing with new people inquiring about getting involved in the organisation.

Consequently the Men's Shed have advised they require more space for their members to work safely, therefore they are interested in leasing the YAC Shack to expand their current facility. However they do not need the whole area.

The second tender is from Ms Karen Baker, a mosaic artist who is a member of MAANZ (Mosaic Association of Australia and New Zealand). The MAANZ has about 50-60 members in Western Australia. This artist has an ambition to introduce mosaic art to the Shire of Northam and introduce the Shire of Northam to the world Mosaic Artist Community.

Apart from exhibiting and selling the mosaic art products, she will also run workshops to people who are interested in learning or improving their skills in mosaic art. This artist has a good working relationship with the Wundowie Men's Shed as they have previously made a frame for mosaic art for her. In the future there is possibility the two groups will work together closely.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Both tenderers have indicated they would cover all maintenance for the premises and will involve the local community in utilising the facility. Ms Baker has indicated she will invest funds to upgrade the building.

Wundowie Men's Shed			
Selection Criteria	Weighting (%)	Score (out of 10)	Weighted Score
Price	80	1	8
Benefit to the local community	20	8	16
Total	100		24 out of 100
Ms Karen Baker Mosaic Artist			
Selection Criteria	Weighting (%)	Score (out of 10)	Weighted Score
Price	80	2	16
Benefit to the local community	20	8	16
Total	100		32 out of 100

Both tenders are beneficial for both the local community in particular and the Shire in general. The tender from Ms Baker has been awarded a higher score for 'price' as she has given a commitment to invest funds to upgrade the building to a commercial standard.

On the 3rd October 2014, the Wundowie Men's Shed withdrew its tender in favour for Ms Baker to lease the YAC Shack and Wundowie Men's Shed will sub-lease the property from her.

Proposed responsibilities of the lessee are:

- Building maintenance
- To pay all outgoing cost including water and power bill.
- Improve the appearance of the building.
- Improve the Landscaping of the property.
- Cleaning of the building and the yard
- Rubbish collection rate

Proposed responsibilities of the Shire are:

- Building insurance (reimbursed by lessee by rental)
- Maintenance of the services of the building to ensure the building is useable.
- Pay the property rates.

The arrangement where Ms Baker leases the building and sub-leases to the Wundowie Men's Shed is considered to be acceptable as it is clear who has the responsibility of looking after the property. Should Council grant approval the lease agreement between the Shire and Ms Baker may include the right to sub-lease the property to a third party subject to a written approval from the Shire, if it is sub-leased not-for-profit. Given the proposal to display and sell mosaic art within the premises, with sculptures to be displayed in the rear yard, the premises may attract tourists to the town and region.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

At the conclusion of the 2 year lease period, there may be an opportunity for the Shire to either sell the property to the lessee or other party, or the lease could be re-negotiated for a commercial return.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2325

Moved: Cr Hughes

Seconded: Cr Rumjantsev

That Council;

- 1 Accept the tender from Ms Baker for the lease of Lot 311 (3) Boronia Avenue, Wundowie for a period of 2 years, subject to negotiation of acceptable terms of lease;**
- 2 Grant Karen Baker the right to sub-lease the property of Lot 311 (3) Boronia Avenue to community groups including the Wundowie Men's Shed;**
- 3 Impose lease conditions that the lessee is required to:**
 - a) Be responsible for all maintenance. Electrical, plumbing and telecommunications work is to be carried out by licensed contractors.**
 - b) Be responsible for the cost of lease documentation**
 - c) Be responsible for all outgoings**
 - d) Rubbish collection and rates**
 - e) Upgrade the building to suit the need and make the appearance of the building attractive.**
 - f) Cover building and public liability insurance**
 - g) Keep the building clean and tidy**
- 4. Authorise the Shire President and Chief Executive Officer to sign the lease and affix the Shire seal; and**
- 5. Investigate leasing options in the event that the proposed lease is not executed with Ms Baker, and seek interest of the Wundowie Men's Shed in respect to formalising a lease agreement of Lot 311 (3) Boronia Avenue, Wundowie.**

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13.3. CORPORATE SERVICES

13.3.1 ACCOUNTS AND STATEMENTS OF ACCOUNTS (APPENDIX 6)

Name of Applicant:	Internal Report
File Ref:	2.1.3.4
Officer:	Leasa Osborne / Denise Gobbart
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	31 October 2014

PURPOSE

The Accounts due and submitted to the Ordinary Council Meeting on 19 November 2014 are attached.

RECOMMENDATION

Minute No: C.2326

Moved: Cr Saunders

Seconded: Cr Hughes

That Council endorse the payments for the period 1 October to 31 October 2014, as listed, which have been made in accordance with the delegated authority reference number (M/F/F/Regs LGA 1995 S5.42).

Municipal Bank Vouchers 33653 to 33718	\$ 147,019.32
Trust Bank Vouchers 1852 to 1856	\$ 10,241.39
Municipal Bank Electronic Fund Transfer EFT18043 to EFT18058 and EFT18060 to EFT18262	\$2,094,536.53
Trust Bank Electronic Fund Transfer EFT18059 to EFT18059	\$ 500.00
Direct Debit Fund Transfer 7643.1 and 7693.1	\$ 3,834.90
Municipal Bank Electronic Fund Transfer Payroll 09/10/2014	\$ 176,168.55
Municipal Bank Electronic Fund Transfer Payroll 23/10/2014	\$ 171,687.77

TOTAL **\$2,603,988.46**

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13.3.2 FINANCIAL STATEMENTS TO 30 SEPTEMBER 2014 (APPENDIX 7)

Name of Applicant:	Internal Report
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Zoe MacDonald
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	31 October 2014

PURPOSE

The Statement of Financial Activity for the period ending 30 September 2014 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.2327

Moved: Cr Llewellyn
Seconded: Cr Rumjantsev

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 30 September 2014.

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13.3.3 RATES EXEMPTION – LOT 64 (82) NEWCASTLE ROAD, NORTHAM

Name of Applicant:	Silver Chain Group Limited
File Ref:	8.1.1.3 / A13102
Officer:	Denise Gobbart / Codey Redmond
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	31 October 2014

PURPOSE

Seeking Council endorsement for a rate exemption on A13102 under the Local Government Act s6.26. (2)(g) land used exclusively for charitable purposes.

BACKGROUND

A letter was received 13 June 2013 from Silver Chain Group Limited requesting a rate exemption for charitable purposes for the property at Lot 64 (82) Newcastle Road, Northam. This correspondence responded to 18 June 2013, outlining the required information that would be needed to assess the application.

On sending out the 2014/15 rate notices, triggered Silver Chain Group Limited to submit the appropriate documentation. This information was received 2 October 2014.

The Silver Chain Group Limited have provided the following documentation;

- Certificate of Incorporation
- Constitution
- Australian Taxation Office – Income Tax Exempt Charitable Entity
- Australian Taxation Office – Deductible Gift Recipient
- State Taxation Department - Exemption from Payroll Tax
- Department of Commerce – Licence under Charitable Collections Act 1946

The above documentation supports the request that the property is used exclusively for charitable purposes, as required by the Local Government Act 1995. As per requirements the organisation has paid all rates and charges for 2014/2015. A refund of the rate portion of \$2,354.58 would be required, if this exemption application was successful.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

STATUTORY REQUIREMENTS

The Local Government Act 1995 Section 6.26(2) defines land that is not rateable, allowing Council to grant an exemption of rates.

6.26 Rateable Land

(2) *The following land is not rateable land -*

(g) land used exclusively for charitable purposes;

CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN

Nil

BUDGET IMPLICATIONS

The applied exemption will reduce rate revenue by \$2,354.58 for 2014/2015. The Silver Chain Group Limited would still be required to pay all rubbish service charges and the emergency services levy applicable to this property.

OFFICER'S COMMENT

As the Silver Chain Group Limited has provided the relevant documentation showing it meets the criteria for a rate exemption as per s6.26(2)(g) of the Local Government Act 1995, it is recommended to Council that the exemption be granted.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2328

Moved: Cr Tinetti

Seconded: Cr Rumjantsev

That Council;

Grant a rate exemption to Silver Chain Group Limited, for Lot 64 (82) Newcastle Road, Northam. As the land meets the requirement of the Local Government Act s6.26(2)(g) being used exclusively for charitable purposes.

CARRIED 6/2

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13.4. COMMUNITY SERVICES

Nil

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

13.5. ENGINEERING SERVICES

**13.5.1 NORTHAM TOWN SITE DRAINAGE IMPROVEMENTS – STAGE ONE
(APPENDIX 8)**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	8.2.9.1
Officer:	Clinton Kleynhans
Officer Interest:	Nil
Policy:	F3.2 Purchasing and Tendering
Voting:	Majority
Date:	23 October 2014

PURPOSE

For Council to endorse the award of RFT 8 of 2014 for the construction of Northam Town Site Drainage Improvements- Stage 1

BACKGROUND

Request for Tenders for the construction of Northam town site drainage improvements (Stage 1) were advertised on the 8th October in the Avon Advocate newspaper and on the 11th October in the West Australian newspaper. The advertised works are to be performed in accordance with WALGA construction specifications.

The proposed works under contract include:

- Atkinson / Chidlow Intersection – Installation of additional drainage pits and improved channel kerb configuration.
 - Drawing No.
 - 13647-02 Rev C
 - 13647-03 Rev C
- Wellington Street – Shopping centre park crossovers to be raised to channel stormwater toward drainage infrastructure.
 - Drawings No.
 - 13647-04 Rev D Cross Over A & B only
 - 13647-04A Rev B Cross Over A & B only
- Dutton Street – Construction of new drainage pits to channel stormwater from Dutton Street through a piped system through an available easement to Chidlow St.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

- Drawing No.
 - 13647-05 Rev D Enlargement 2, 3 & 5 only
 - 13647-05A Rev B Enlargement 2 only

The tendered drainage improvement works have been designed by McDowell Affleck Consulting Engineers, following extensive survey and assessment of existing drainage issues currently experienced in the town site. These works are Stage 1 of an overall town drainage improvement strategy.

STATUTORY REQUIREMENTS

Section 3.57 of the Local Government Act 1995;

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

“18. Choice of tender

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time specified in the invitation for tenders.*
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.*
- (3) If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.*
- (4) Tenderers that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them it thinks would be most advantageous to the local government to accept.*
- (4a) To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.*
- (5) The local government may decline to accept any tender.*
- (6) If a local government has accepted a tender but acceptance of the tender does not create a contract and within six (6) months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local*

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.

- (7) *If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*

[Regulation 18 amended in Gazette 29 June 2011 p. 3131-2]

and:

“20. *Variation of requirements before entry into contract*

(1) *If, after it has invited tenders for the supply of goods or services and chosen a successful tenderer but before it has entered into a contract for the supply of the goods or services required, the local government wishes to make a minor variation in the goods or services required, it may, without again inviting tenders, enter into a contract with the chosen tenderer for the supply of the varied requirements subject to such variations in the tender as may be agreed with the tenderer.*

- (2) *If –*
- (a) *the chosen tenderer is unable or unwilling to enter into a contract to supply the varied requirement; or*
- (b) *the local government and the chosen tenderer cannot agree on any other variation to be included in the contract as a result of the varied requirement, that tenderer ceases to be the chosen tenderer and the local government may, instead of again inviting tenders, choose the tenderer, if any, whose tender the local government considered it would be the next most advantageous to it to accept.*

- (3) *In sub regulation (1) –*
minor variation means a variation that the local government is satisfied is minor having regard to the total goods or services that tenderers were invited to supply”

In addition to the above, Council has an adopted Policy with respect to Regional Price Preference as set out below:

“F 3.4 Regional Price Preference

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Policy: *Council's Regional Price Preference for locally produced goods and services will apply to all goods and services for which tenders are let, unless the Shire of Northam determines otherwise, and is to be:*

Up to 10% with the contract is for goods and services, up to a maximum priced reduction of \$50,000."

This policy has been applied within the tender assessment process.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

Objective: Provide and support an effective and efficient transport network

Strategy: Maintain an efficient, safe and quality local road network

FINANCIAL IMPLICATIONS

A budget was prepared by McDowell Afflect (Consulting Engineers) which was estimated at a value of \$242,000.

OFFICER'S COMMENT

There were two tender submissions received but the Shire of Northam, the first being from a Perth based vendor; ATM Civil with a submission price of \$233,137 (ex GST) and the second from a locally based vendor; GDR Civil Contracting for the sum of \$129,300 (ex GST).

Tenderers were assessed against the following pre-determined criteria's:

Compliance (Non-weighted Yes or No compliance)

- Insurances & Licences
- Quality Control
- Delivery
- Risk Assessment

Qualitative (Scored)

- | | |
|---|-----|
| • Pricing | 50% |
| • Relevant Experience | 25% |
| • Timeliness & Ability to Deliver Works | 15% |
| • Safety & Risk Assessment | 10% |

The submissions were assessed by an evaluation panel which included the CEO, Project Manager Community Infrastructure & Executive Manager Engineering.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

The assessment determined GDR Civil contracting to be preferred Tendered to perform the works.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2329

Moved: Cr Saunders

Seconded: Cr Llewellyn

That Council;

Award RFT No 8 of 2014, Contract Works to GDR Civil for the amount of \$129,300 ex GST.

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

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

Nil

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

15.1. ELECTED MEMBERS

15.1.1 RECEIPT OF MINUTES OF THE SHIRE OF NORTHAM AUDIT COMMITTEE MEETING

COUNCIL DECISION

Minute No: C.2330

Moved: Cr Beresford

Seconded: Cr Tinetti

That Council introduce the minutes of the Shire of Northam Audit Committee Meeting held on 19 November 2014 to the meeting

CARRIED 8/0

15.1.2 ADOPTION OF RECOMMENDATIONS OF THE SHIRE OF NORTHAM AUDIT COMMITTEE

The minutes of the meeting were tabled for the consideration of Council.

COUNCIL DECISION

Minute No: C.2331

Moved: Cr Rumjantsev

Seconded: Cr Beresford

That Council;

- 1. Endorse that the meeting between the Audit Committee and the Auditor at the Audit Committee Meeting held on 19 November 2014, satisfy the requirements of Section 7.12A(2) the Local Government (Audit) Regulations 1996 and that the minutes of the meeting show the auditor was involved and the matters discussed; and**

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

2. Agree the verbal report by the Shire Auditor Mr Greg Godwin from UHY Haines Norton be noted in the minutes and received.
3. In accordance with sections 5.53 and 5.54 of the Local Government Act 1995, accepts the Annual Report for the 2013/2014 financial year subject to confirmation of final ratios; and
4. In accordance with section 5.55 of the Local Government Act 1995, authorise the Chief Executive Officer to give public notice of the availability of the Annual Report from Friday, 21 November 2014.
5. Holds the Annual Electors General Meeting on Wednesday, 17 December 2014 at 4.00pm in the Shire of Northam Council Chambers.
6. Accepts the 2014 review undertaken by the Chief Executive Officer of the Shire of Northam systems and procedures relating to
 - Risk Management
 - Internal controls
 - Legislative compliance

By Absolute Majority
CARRIED 8/0

15.2. OFFICERS

Nil

16. CONFIDENTIAL ITEMS

Nil

17 DECLARATION OF CLOSURE

There being no further business, the Shire President, Cr S B Pollard declared the meeting closed at 6:45pm.

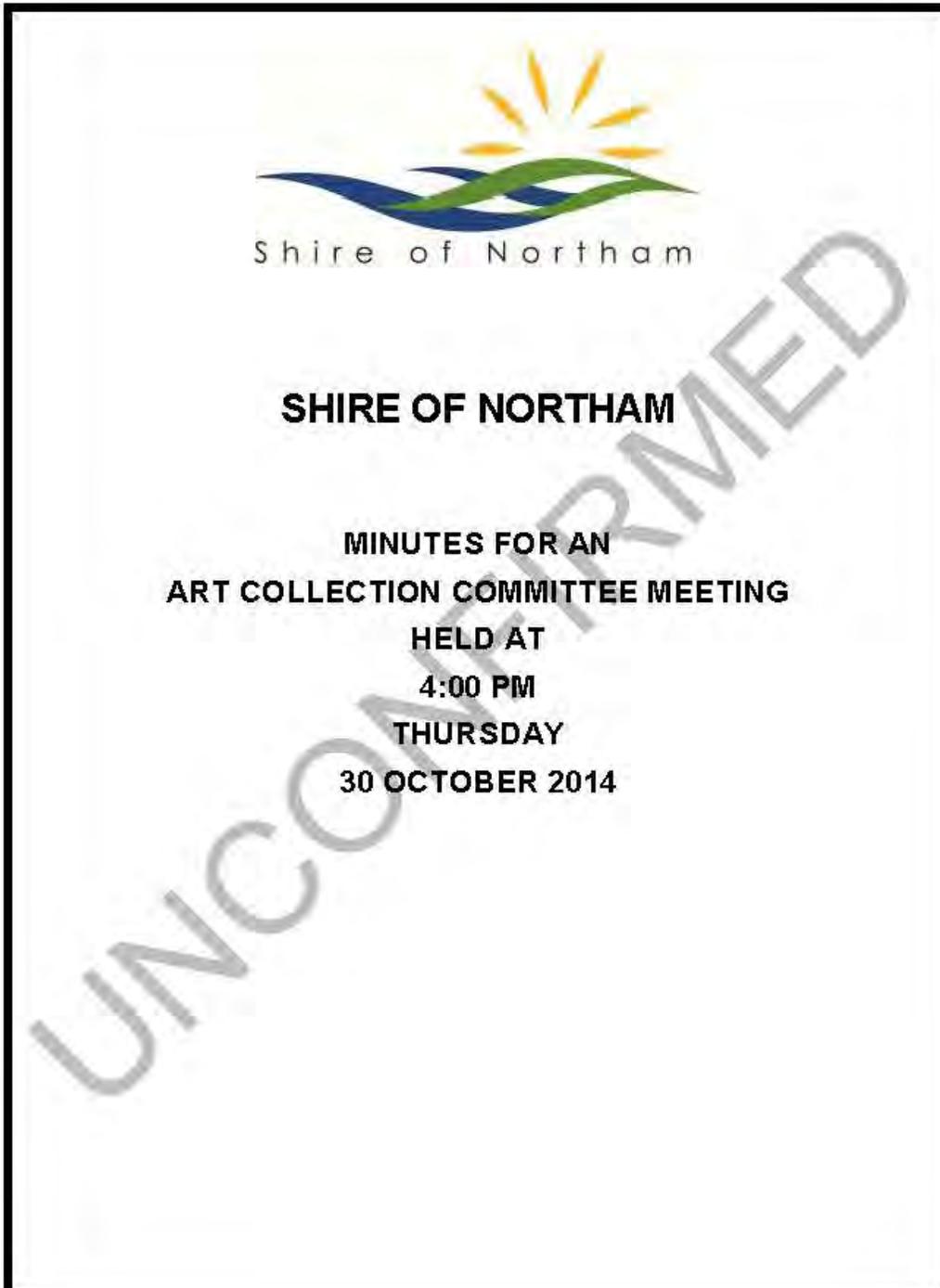
"I certify that the Minutes of the Ordinary Meeting of Council held on Wednesday, 19 November 2014 have been confirmed as a true and correct record."

_____ President

_____ Date

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 1



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

SUMMARY OF MINUTES PRESENTED TO THE ART COLLECTION COMMITTEE
MEETING HELD ON 30 OCTOBER 2014 AT 4:00 PM

	Page
1. DECLARATION OF OPENING AND WELCOME	1
2. DECLARATION OF INTEREST.....	1
3. ATTENDANCE	2
4. APOLOGIES	2
5. WELCOME TO NEW MEMBERS.....	2
6. AGENDA ITEMS	2
7. OTHER BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE COMMITTEE.....	3
8. DATE OF NEXT MEETING	3
8. CLOSURE OF MEETING	3

UNCONFIRMED

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Art Collection Committee Meeting - Minutes

309/10/2014

SHIRE OF NORTHAM

**Minutes of the Art Collection Committee Meeting held in the in the committee
room on THURSDAY, 30 October 2014 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. DECLARATION OF OPENING AND WELCOME

Mr TM Letch declared the meeting open at 4.04pm.

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
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Art Collection Committee Meeting - Minutes

309/10/2014

3. ATTENDANCE

Councillors
Community Representatives

Cr Ulo Rumjantsev
Mr TM Letch
Ms Trish Hamilton
Ms Sue Wilding
Ms Victoria Jones

Shire of Northam

4. APOLOGIES

5. WELCOME TO NEW MEMBERS

Mr TM Letch wished to welcome the two new committee members to the meeting, and asked for their feedback on pieces viewed.

6. AGENDA ITEMS

6.1 WORKS TO BE DISPLAYED AT OFFICIAL LAUNCH EVENT ON DECEMBER 8 2014

Ms Wilding questioned how the pieces were to be displayed, to which Mr Letch replied that there would be poles available for hanging at the Town Hall venue. He also added that using a couple of easels for special pieces may be an option.

Ms Wilding also enquired as to whether there would be a theme to the works displayed, around which there was some discussion. Cr Rumjantsev suggested the possibility of sections for different subject matter, to which Mr Letch replied that we should try to include the flower studies as we do not have many in the collection.

It was decided that the Claude Hotchkin bequest section of the collection may be the best option, and Ms Hamilton then suggested that each committee member perhaps choose their favourite 30 to be compared at or before the next meeting.

Victoria Jones is to scan images onto disk and make available to all Committee members in time for the next meeting.

As an additional point, Cr Rumjantsev put forward that it may be prudent to display the last few Northam Art Prize winners also.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Art Collection Committee Meeting - Minutes

30/9/10/2014

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

Nil

8. DATE OF NEXT MEETING

The next meeting of the Shire of Northam Art Collection Committee is to be held on Thursday, 27th November 2014 in the Shire of Northam Council Chambers.

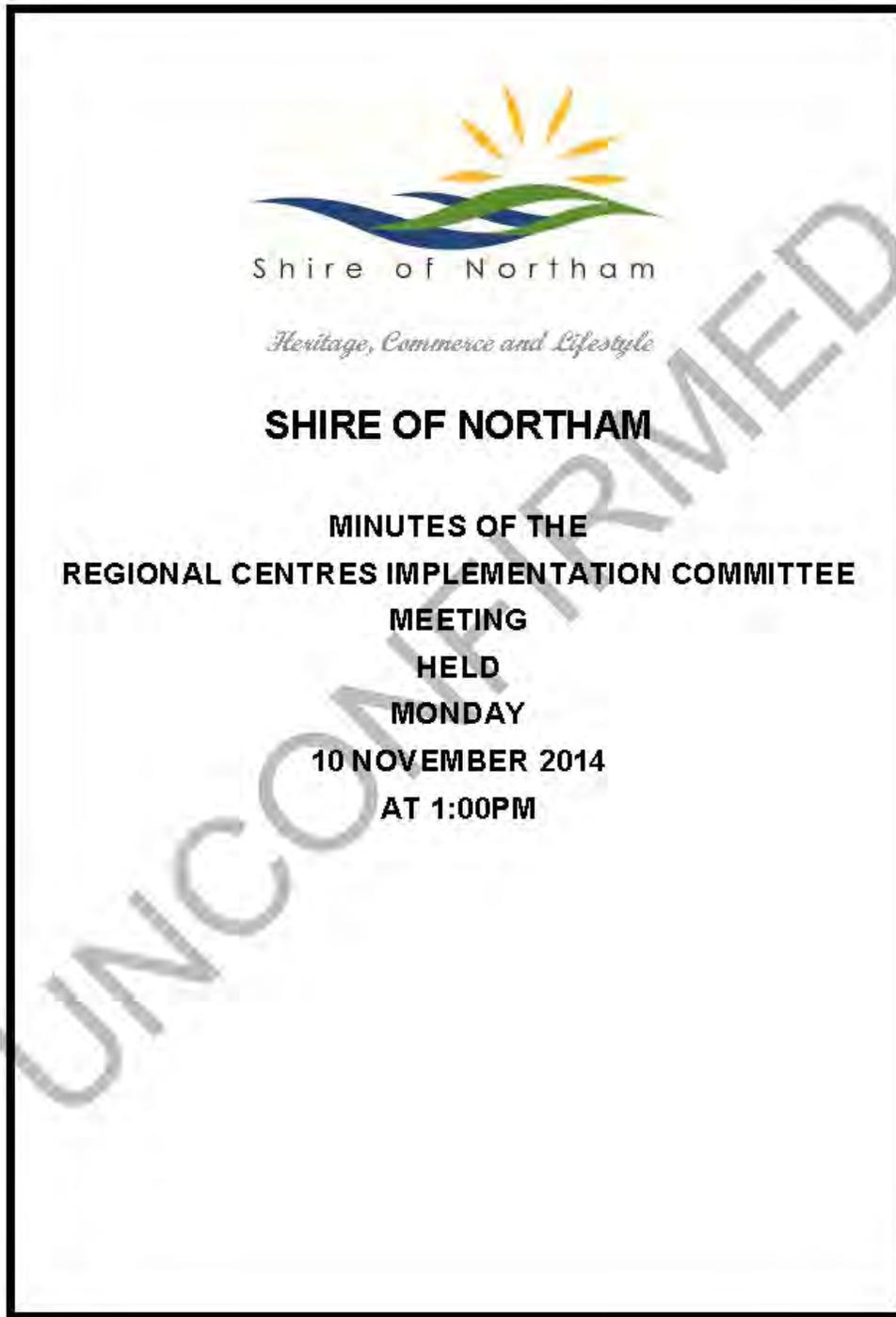
8. CLOSURE OF MEETING

There being no further business, Mr TM Letch declared the meeting closed at 5.00pm.

UNCONFIRMED

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 2



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

TABLE OF CONTENTS

1.	OPENING AND WELCOME	4
2.	DECLARATION OF INTEREST.....	4
3.	ATTENDANCE	4
4.	APOLOGIES	5
5.	LEAVE OF ABSENCE.....	5
6.	CONFIRMATION OF MINUTES.....	5
7.	AGENDA ITEMS	6
7.2	FEASIBILITY REPORT – ABORIGINAL AND ENVIRONMENTAL CENTRE	6
7.1	MANAGEMENT OPTIONS FOR NRHTAM TOWN POOL (AVON RIVER).....	10
7.3	PRIORITISATION OF GROWTH PLAN PROJECTS.....	19
8.	DATE OF NEXT MEETING	27
9.	DECLARATION OF CLOSURE.....	27

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

**Minutes of the Regional Centres Implementation Committee Meeting held in the
Council Chambers on MONDAY, 10 November 2014 at 1:00 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.

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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

1. OPENING AND WELCOME

The presiding member Cr Steven Pollard declared the meeting open at 1:02 pm.

2. DECLARATION OF INTEREST

Item Name	Item No	Name	Type of Interest	Nature of Interest
Feasibility Report – Aboriginal And Environmental Centre	7.2	C McConnell	Proximity	She is a Board member of Wheatbelt NRM who may become leasee's on the proposed centre in return for their professional services. The extent of interest is the potential lease arrangement for WNRM.

3. ATTENDANCE

COUNCIL

President
 Councillors

S Pollard
 D Hughes
 D Beresford
 J Williams
 A Marshall
 P Tomlinson
 C McConnell
 R Bristow-Stagg

Northam Chamber of Commerce
 Avon Community Development Foundation
 Community Representatives

EX-OFFICIO MEMBERS

Mia Davies MLA Office
 RDA Wheatbelt

T Middas
 D Smythe

Shire of Northam

Project Manager Community Infrastructure
 Executive Manager Development Services
 Executive Manager Community Services
 Chief Executive Officer
 Northam Visitor Centre Manager

C Hunt
 P Steven
 R Rayson
 J Whiteaker
 V Jones

VISITORS

Syme Marmion
 Bronze Sky

J Syme
 E Pearson

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

4. **APOLOGIES**
Nil
5. **LEAVE OF ABSENCE**
Nil
6. **CONFIRMATION OF MINUTES**

Minute No: RCI.6

Moved: Cr D Hughes
Seconded: Mr P Tomlinson

That the minutes of the Regional Centres Implementation Committee Meeting held on 8 September 2014 be confirmed as a true and correct record of that meeting.

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

7. AGENDA ITEMS

The Presiding Member brought forward item 7.2. C McConnell left the Council Chambers during the discussion and voting on the item.

John Syme from Syme Marmion presented the findings of the feasibility study into the Aboriginal Environmental Interpretive Centre.

7.2 FEASIBILITY REPORT – ABORIGINAL AND ENVIRONMENTAL CENTRE

Name of Applicant:	Internal Report
File Ref:	A14321
Officer:	Chadd Hunt
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	4 November 2014

PURPOSE

For the Committee to receive the latest draft of the feasibility report prepared for the proposed Aboriginal and Environmental Interpretive Centre and to recommend to Council the proposed management structure.

BACKGROUND

As the Committee would be aware Council was successful in two business cases funded through the original submission period being (1) Avon Health & emergency Services Precinct, and (2) Avon River Revitalisation and Riverfront Redevelopment (Stage 1).

A Component of the Avon River Revitalisation and Riverfront Redevelopment (Stage 1) Business Case was the proposed development of the business case for a proposed aboriginal and environmental interpretive centre proposed to be located adjacent to the existing Northam Visitor Centre.

The current financial assistance agreement states as follows

- Establish Aboriginal and Environmental Display in the existing Northam Visitors Centre Building (to be moved into the future Interpretive Centre at a future date)
- Business Case Development, including stakeholder consultation, for Aboriginal & Environmental Interpretive activities and facilities.

Council resolved in October 2013 as follows –

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

That Council approves the schematic designs presented for the proposed Northam Aboriginal and Environmental Interpretive Centre, allowing for the next phases of project development to occur, which include;

- *detailed design and quantitative analysis (capital cost estimation and capital funding strategy)*
- *business case development (including analysis of the projected annual whole of life costs, governance model and funding (including annual operational) model)*

Subsequent to that resolution staff appointed consultants to undertake the business case development with the following objectives -

"As a guide, the following basic criteria are required for the report:

- *A summary of Heritage, Urban Design and Facility planning to assess the initial needs that must be tested in the study.*
- *Information on the proposed galleries and activity areas, including opportunities available, along with funding and management possibilities.*
- *A comprehensive product & marketing analysis, accompanied by visitor forecast details.*
- *Marketing information- Positioning, strategy, action plan, possible marketing initiatives, etc.*
- *Financial analysis, including a cost/benefit analysis of developing the office space component of the building.*
- *Information on management of the facility (along with staffing options).*
- *Information on how the facility may impact the economy and community.*
- *A plan for implementing the vision.*
- *Identification of potential funding partners for Stage 2 of the Building*
- *Proposed management structure for the entire complex*

The study is required to not only test the feasibility of the centre as a whole, but also to see which way to undertake the project would be most viable.

The study is to give consideration to the fact that 3 possible options for the structure exist:

1. *Build the entire structure as shown on the attached plan, giving the Shire of Northam the ability to let the attached office space to an interested party.*
2. *Build only the interpretive centre section as shown on the plan, omitting any additional office accommodation.*
3. *Leave the current Visitor Centre structure as it is, but enhance the Aboriginal and Environmental sections currently on display.*

The appointed consultants have now completed this work and the Committee is requested to consider the findings of the report and recommend to Council on the project proceeding.

A copy of this report has been circulated with the Agenda.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

STATUTORY REQUIREMENTS

N/A

CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN

OBJECTIVE C4 Protect and promote the Shire's diverse culture and heritage

STRATEGY C4.3 Understand and acknowledge Aboriginal and European heritage through the provision interpretative venues, materials and activities.

BUDGET IMPLICATIONS

The current budget has an unallocated an amount of \$216,900 for the development of this component of the FAA.

Both the construction and ongoing operation of the proposed interpretive centre will have a significant financial impact on the Council. These financial implications are outlined in the body of the consultant's report, however can be summarised as;

- Capital \$4.2m
- Annual Operational \$270,000 - \$350,000 (excluding depreciation)

OFFICER'S COMMENT

In summary the recommendations from the consultants are as follows –

1. Build the entire facility as planned including the office space and interpretative centre
2. The facility be governed as a joint venture between the Shire and Wheatbelt NRM with the development of a Management Board, Advisory Board and dedicated staff members
3. The facility as proposed in the report will have a net operating deficit (excluding grants and underwriting) of between \$270-350,000 per annum.
4. The centre will have significant community, social and economic benefits.

Staff is generally supportive of the recommendations contained within the report however believe that some further refinement of the recommendations, particularly in relation to the management structure is required.

The construction of the centre has the potential to be a major visitor destination as well as providing an opportunity for local economic and social development as identified and expanded upon in the report. Whilst it is recognised that the annual operating costs highlighted within the report are significant staff have formed a view that these could be

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

reduced through the refinement of the management structure and sourcing external funding to assist with operating costs.

As a comparison the current visitor centre operations are budget to have expenditure of \$340,147 and income of \$41,300. In addition Council has expenses within the Tourism and Area promotion budget of \$734,000 with an income of \$89,000.

As the Committee would be aware the Interpretive Centre did not list rank in the priority projects following the initial assessment by the Committee, it should be recognised that this was based in the context of the additional feasibility study not being received. Given the estimated economic and social benefit estimated within the report a review of this assessment would be warranted.

RECOMMENDATION / COUNCIL DECISION

Minute No: RCI.7

Moved: Cr D Beresford
Seconded: Cr P Tomlinson

That Council;

Receive the report Northam Aboriginal and Environmental Interpretive Centre Report.

CARRIED 7/0

C McConnell returned to the Council Chambers.

J Syme and E Pearson departed the meeting.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

7.1 MANAGEMENT OPTIONS FOR NORHTAM TOWN POOL (AVON RIVER)

Name of Applicant:	Internal Report
File Ref:	7.2.3.1
Officer:	Chadd Hunt
Officer Interest:	N/A
Policy:	Local Government Act 1995
Voting:	Simple Majority
Date:	4 November 2014

PURPOSE

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

BACKGROUND

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

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

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

An assessment of the option of an additional water supply for the Town Pool (as identified in the original planning work undertaken by the SuperTowns project) was undertaken by Matt Giruado, Consulting Hydrologist and in essence this option was not considered either practical nor achieving the desired result of improving the quality of water in the Town Pool.

The focus with this component of the FAA has been to look at various options for improving the quality of the water in the Town Pool, drainage improvement works within the town centre to alleviate seasonal flooding issues, the redevelopment of Bernard Park drainage, including the possible improvements to the existing detention basin (commonly

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

referred to as the swan enclosure). It also provided an opportunity to add to the existing attractions of the park and general locality including the proposed construction of the aboriginal and environmental interpretative centre.

In order to gain a better understanding of the Town Pool and the relationship with the Avon River generally a number of steps have been undertaken as highlighted within final report prepared and considered by Council (A copy of the Town Pool Management Recommendation report prepared by Matt Girauda has been forwarded to Committee Members previously). These have included but not limited to ongoing water sampling of the Town Pool (through the Avon Valley Environmental Society), physical inspection of the sediment load in the Town Pool through core sampling of river bed, water level monitoring, analysis of previous survey information, consultation with Department of Water and Swan River Trust and literature research.

The (former) SuperTowns Steering Committee considered this matter at its meeting held on February 26th 2014 where it resolved the following –

“That it be recommended to Council that

(1) Council receives the recommendations from the report “Town Pool Monitoring Report” prepared by Matt Girauda, and adopts the position that effective long term management of the Northam Town Pool will require a combination of actions, including (in order of priority):

- Facilitated aerobic digestion of organic matter from sediments through treatment with commercially available products.*
- Dredging of sediments to re-create more natural morphology within the Town Pool.*
- Construction of a variable crest weir to reduce the rate of sediment accumulation and increase the frequency of scouring events within the town pool.*

(2) Council notes that further actions outlined in the report “Town Pool Monitoring Report” to better understand the potential of the recommended actions including, but not limited to:

- Further (weekly/fortnightly) monitoring of O₂ levels within the Northam Town Pool to add to current understanding of O₂ concentrations and to better assess the impacts of sediment load to the pool during 2013.*
- Testing of commercially available products to achieve accelerated aerobic digestion of organic matter of organic sediments. This trial is to be conducted in the “Swan Enclosure” retention basin in Bernard Park with representatives from the Department of Water and SA River Trust invited to attend to observe the trial.*

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

- *Preliminary analysis of potential variable crest weir including hydraulic modelling to better assess potential benefits of changes to the weir and more detailed assessment of costs and other potential management implication.*

(3) Council forward copies of the report to the Department of Water, Swan River Trust and Wheatbelt NRM seeking endorsement of the proposed actions contained therein and seeking funding opportunities to continue the work on the recommended actions.

Council considered the recommendation from the Committee at its meeting held on 19 March 2014 where it resolved to adopt the Committees recommendations as per the above but also include a list of priority for the treatment option being chemical treatment, dredging and then the variable crest weir.

Since the resolution of Council a number of project team meetings have been held with regard to the most appropriate means of progressing the treatment options recommended. At this point in time the relevant environmental approvals for the use of the chemical treatment of the sludge have not been received and the concept does not have the support of the Department of water.

In addition further research has been undertaken with regard to the issues surrounding the dredging option culminating in the workshop held on October 22nd 2014 with representatives from a number of organisations attending

STATUTORY REQUIREMENTS

The Shire of Northam has a funding agreement in place with the Department of Regional Development requiring the Council to finalise this project to the detailed design stage. The statutory framework associated with the Town Pool is complex and involves Rights in Water Irrigation Act 1914, Statewide Policy No 5 – Environmental Water Provisions Policy for Western Australia, Environmental Protection Act and Aboriginal Heritage Act 1972.

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

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN

OBJECTIVE

N2 Enhance the health and integrity of the natural environment

STRATEGY

Timeframe

N2.1	Identify vulnerable environments or areas in need of protection	SHORT
N2.2	Protect the integrity of the ecosystems of our rivers and waterways	ONGOING
N2.3	Employ risk management strategies and measures to protect natural assets from natural disasters, including fire and flood	SHORT

BUDGET IMPLICATIONS

The Funding agreement with the Department of Regional Development and Lands indicates a total remaining budget of \$242,593 for this component of the project associated with the Avon River improvements. It should be noted that a portion of this budget has been allocated to the installation of fountains within the river.

Council has allocated an additional amount of \$273,600 for Town Pool Dredging within the current budget. This funding is not tied to the SuperTowns funding.

This provides Council with access to approximately \$430,000 of funding to complete the dredging within the river as is being recommended. While this work would be 'tendered out' it is estimated that the dredging of the entire length of the river from Newcastle Bridge to the weir would be in the vicinity of \$800,000. This represents a funding gap of \$ 370,000 and hence the recommendation is to stage the project.

OFFICER'S COMMENT

As highlighted within all the reports previously prepared on the Avon River and the town pool, the current river environment is an altered and complex system. What is also clear is that there is no single solution to the issues associated with the river system and particularly the town pool.

As discussed at the recent workshop there is no clear indication of what the community's general expectations are for the Town Pool and it surrounds. What is clear is that the river has been altered significantly with the construction of the weir and later the river training scheme.

The general observation of staff is that there are a number of issues with the town pool and its surrounds, and there are a number of recommended actions within this report to further the improvement to the area.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

Chemical Treatment

As indicated previously in this report the preferred option of chemical treatment of the sediment has a number of impediments. The major impediment relates to the lack of environmental approvals required to use such a product on a large scale and the fact that this technology has not been utilised in a similar environments, therefore representing a potentially significant risk for Council and the Community.

It is understood that the manufacturer of the product is still pursuing the environmental approvals required however a timeframe for obtaining these approvals is unknown. As a result it is recommended that this option not be pursued until such time as the manufacturer of the product has provided that environmental approval.

Dredging

From the information gathered previously and the recent workshop there are several options available;

- Option 1. – No Action. Given the advice that should no action be taken the town pool will continue to “silt up” over time and the water stored therein will decrease concurrently, this is considered that this is not a viable option.
- Option 2 – Dredging of the entire water body from weir to Newcastle Road Bridge. It estimated that the total sediment load in the town pool is approximately 120,000m³. Based on an average extraction (only) rate of between \$13-15/m³ the total cost of \$1.56 million to \$1.8 million represents a significant capital contribution. The concern with dredging the entire water body is that the existing shallow areas provide the weed growth that sustains a significant amount of life within the river. It is for this reason that this option is not favoured at this time.
- Option 3 – Dredging of last excavated area – this would involve dredging the area which was dredged in 2000. In essence this area is defined as that between Peel Terrace bridge to the weir and then an approximately 30 metre wide channel on the southern side of the river up to the Newcastle Road bridge (the channel does switch from the southern to northern bank approximately 300 metres downstream of the Newcastle road bridge. There is an estimated 5,500 to 10,000m³ of sediment in that area currently with an estimated extraction (only) cost of between \$71,500 to \$150,000.
- Option 4 – Dredging of two channels to create a more natural morphology of the river. This is one of the recommended options from Matt Giraudo consulting hydrologist. In essence the aim is to create two channels on either side of the river approximately 25 metres in width. The aim is then for the areas between the channels to more naturally form as islands, with the aim of returning it to more of its natural morphology. It is estimated that between 35,500 to 40,000 m³ of sediment would be required to be extracted. This represents a cost of extraction

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

within the range of \$461,500 to \$600,000. Whilst this is the preferred option, the Council currently does not have sufficient funding to complete the works. As a consequence it is recommended that the project be broken into a number of components or stages, allowing work to commence with the funding available. The staging would look to dredge one of the channels and establish the storage areas initially with the second channel being subject of stage two and subject to funding being sourced.

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

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

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

Variable Crest Weir

The resolution of Council also includes the further investigation of the variable crest weir option as a potential long term mitigation strategy. As indicated at the workshop there are a number of issues that require assessment to ascertain if the option is technically achievable. These include items such as the structural integrity of the existing weir, the exact location and condition of the sewer line constructed underneath the weir, the size of the structure that would be required to be constructed etc. Given that this option is likely to reduce the long term management costs for the town pool staff recommend that these investigations commence when funding becomes available.

Other Works Associated with the Town Pool

In addition to major works mentioned above there are a number of other projects that could be undertaken in conjunction with other stakeholders that will improve the amenity and appearance of the town pool. Included in this is the continuing revegetation of the northern bank of the river in line with the recent work undertaken through the supervision of the Avon Valley Environmental Society, the removal of introduced species along the river bank as identified by the report prepared by the Department of Water entitled "Ecological restoration of the Avon River Levee Bank, Northam, reduction in the seagull

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

population and encouragement of on water activities. To assist facilitating these activities it is recommended that the Committee and Council endorse the utilisation of funds within the business case to assist. It is generally recognised that in order to obtain additional external funding that seed funding is required. Staff will work with community organisations such as AVES for additional funding to complete these works.

ADDITIONAL INFORMATION

During discussion on this issue Council Officers provided additional information submitted by Matt Giraud, Consulting Hydrologist with respect to dredging options. In summary, the recommendation was that the two channel option be pursued with the initial dredging being on the Northern channel (Broome Terrace). It was also recommended that the staging of this dredging be in two parts with the Northam section undertaken first.

RECOMMENDATION

That Council;

- 1. Adopts the preferred option of dredging two channels in the Avon River (town pool) in accordance with the recommendation contained within Giruado (2014).**
- 2. Invite Tenders to undertake the dredging of the Avon River (town pool) in two stages (subject to cost and availability of funds) – Stage 1 being dredging of southern channel, establishment of soil disposal area and treatment method and Stage 2 being dredging of the northern channel.**
- 3. Continue to advise and consult the local community in regards to the work the Council is undertaking within the Avon River, including with the local aboriginal community (Maarli Group of Elders and through Wheatbelt NRM)**
- 4. In conjunction with key agencies a number of associated works be undertaken in and around the Avon River (Town Pool) including revegetation/bank restoration, sea gull eradication/reduction, removal of inappropriate fringing vegetation and on water activities subject to the availability of funds**
- 5. Advise the Department of Regional Development of the above resolutions and confirms that they are within the objectives of the Avon River Revitalisation and Riverfront Redevelopment (Stage 1) Financial assistance Agreement.**

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

ALTERNATIVE MOTION

Minute No: RCI.8

Moved: Cr D Hughes

Seconded: Mr P Tomlinson

That Council;

1. Adopts option 1 (no action on dredging at this time) as the preferred option and that the construction of a variable crest weir be investigated for the future management of the Town Pool.

Tied 4/4

The Presiding Member used his casting vote and declared the motion.

CARRIED

COMMITTEE DECISION

Minute No: RCI.9

Moved: Cr J Williams

Seconded: Cr D Beresford

That Council;

1. Continue to advise and consult the local community in regards to the work the Council is undertaking within the Avon River, including with the local aboriginal community (Maarli Group of Elders and through Wheatbelt NRM);
2. Undertakes in conjunction with key agencies a number of associated works be undertaken in and around the Avon River (Town Pool) including revegetation/bank restoration, sea gull eradication/reduction, removal of inappropriate fringing vegetation and encouraging on water activities subject to the availability of funds; and
3. Advised the Department of Regional Development of the above resolutions and confirms that they are within the objectives of the Avon River Revitalisation and Riverfront Redevelopment (Stage 1) Financial Assistance Agreement.

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

REASON FOR DECISION

The Committee formed the view that the benefits of dredging the most recently dredged channel (2001) were questionable. Further to this in accordance with Giruado (2014) the longer term 'potential' solution would be a variable crest weir / sluice gates and as such this method of management warranted investigations.

UNCONFIRMED

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

7.3 PRIORITISATION OF GROWTH PLAN PROJECTS

Name of Applicant:	Internal Report
File Ref:	3.1.8.13
Officer:	Chadd Hunt/Jason Whiteaker
Officer Interest:	N/A
Policy:	Local Government Act 1995
Voting:	Simple Majority
Date:	25 August 2014

PURPOSE

For the Committee to consider further prioritisation of projects identified within the adopted Northam Growth Plan.

BACKGROUND

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

At the Committee meeting in September 2014 the Committee recommended the prioritisation of the group of projects, this was undertaken by the Committee utilising a decision making matrix. The following was the decision of Council pertaining to these projects;

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

COUNCIL DECISION

Minute No. 2290

Moved: Cr D Beresford
Seconded: Cr D Hughes

That Council;

Based on the assessment matrix undertaken for the major projects identified with the Northam Growth Plan, identify the following projects as being priority (in no particular order) for potential future funding;

- Continuation of Health & emergency Service Precinct;
- Education Precinct development;
- Improvements to Train Station/connectivity to CBD/Service;
- Identification and Planning for redevelopment of social housing areas;
- West Northam redevelopment;
- Light Industrial Area development;
- Mixed Use Development (Department of Housing);
- Victoria Oval development (residential);
- Central Business Area revitalisation (including streetscape, footpaths, parking & underground power);
- Retail services expansion;
- Local Public Transport development (including local public bus);
- Minson Avenue activation;
- Recreation Centre Stage 2 – Aquatic facility; and
- Bernard Park Development.
- Proposed new bridge located upstream of the Avon River Bridge.

CARRIED 8/1

STATUORY REQUIREMENTS

N/A

CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN

OBJECTIVE N2 Enhance the health and integrity of the natural environment
STRATEGY N2.2 Protect the integrity of the ecosystems of our rivers and waterways

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

STRATEGY C1.3 Advocate for appropriate and accessible health services

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

STRATEGY C1.7 Provide an environment that enhances and builds on the liveability of the Shire.

OBJECTIVE E1 Support business and investment opportunities
STRATEGY E1.1 Promote new commercial and industrial development through appropriate zoning of land, provision of suitable infrastructure and efficient & effective business approval process

STRATEGY E1.4 Enhance the aesthetic environment to support business Opportunities

STRATEGY E1.3 Support sustainable business and commerce initiatives

BUDGET IMPLICATIONS

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

OFFICERS COMMENTS

In order to position the Council to make a submission for funding in future years detailed business cases are required. These business cases would be utilised for a number of purposes, both internally to further scope out projects and assess their viability of certain projects and externally make strong applications for government and / or private sector funding.

The following are the projects which were short listed and some detail on what they entail;

1. Continuation of Health & Emergency Service Precinct;

Staff comment: whilst the concept is largely completed, the final part of the development which did not occur was around the bowling club land. Consequently a business case could be developed to relocate the bowling club which in turn would position the land to be available for future development of medical facilities.

2. Education Precinct development;

Engagement with stakeholders to develop master plan for education development, physical improvement works, possible private land purchase to allow future expansion

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

Staff comment: this is simply a concept at the moment. As a consequence a significant amount of consultation and planning is required to bring this concept to the point where it could be considered for the development of a business case for funding. It is also noted that this project requires a high degree of input and commitment from other key stakeholders such as the Department of Education, Department of Training and Workforce Development and local schools to ensure it is relevant.

3. Improvements to Train Station/connectivity to CBD/Service;

PTA to rollout increased services and make improvements to train station and new train carriages when PTA determines that demand warrants the spend on infrastructure

Staff comment: with the recent Government announcement to extend the Avon Link service this appears to be a project which could be developed further. However, again it is merely a broad concept at this stage with both concept design and detailed planning required.

As a comment Council have been in communication with the PTA who have advised that they will be making some aesthetic improvements to the building with both painting and signage being planned in the short term.

4. Identification and Planning for redevelopment of social housing areas;

In conjunction with Department of Housing under physical improvement works including street scaping, landscaping of public places, playground development. Encourage redevelopment and private ownership of housing with increased investment in new housing stock

Partner with stakeholders to undertake building improvement works to State owner housing, encourage private ownership of existing housing, undertake streetscape improvements, public open space landscaping, invest in new public housing stock.

Staff comment:

Again this is merely a broad concept at this stage with both concept design and detailed planning required. This is considered a project which would take at least 12 months in the consultation, planning and design. This project also requires a joint venture arrangement with the Department of Housing to ensure that it is successful.

5. West Northam redevelopment;

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

Undertake de-proclamation of rail corridor, identify contaminated sites, remediate works, relocations of existing industrial uses, site clearing, rezoning and subdivision in partnership with key agencies

Staff comment:

There has been a level of planning undertaken for this project, with land identified for the future relocation of Brookfield Rail and general discussion with the Water Corporation regarding alternate sites for their Northam Depot. The discussions with both agencies have indicated that their relocation would only be undertaken if it is cost neutral to the organisation.

6. Light Industrial Area development;

Undertake a detailed review of key infrastructure requirements, identify shortfalls, funding provided for key water corporation, Western power.

Staff comment:

Broad master planning has been undertaken for the two identified industrial precincts within Northam and estimated infrastructure costs obtained. Landcorp have discussed options with major landowner in eastern precinct however no agreement can be reached on infrastructure contributions. Land is zoned and available for development however is held in private ownership and Landcorp generally does not become involved in funding infrastructure to benefit private land development.

7. Mixed Use Development (Department of Housing);

Development of multistorey facility behind the former Town of Northam Offices (Beavis Place). Would provide a mixture of residential units to be privately sold (with component of social housing) and retail developments at the ground floor level.

Staff comment:

Has been a significant amount of work undertaken by the Department of Housing (DoH). It is currently on hold as the DoH did not have access to the required funding. Detailed design and costing has been undertaken for the infrastructure upgrading requirements including the relocation of Beavis Place.

8. Victoria Oval development (residential);

Joint Venture arrangements with private developer to construct demonstration dwelling units

Staff comment:

Subdivision plan has been endorsed by Council. The land is in essence ready for development

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

9. Central Business Area revitalisation (including streetscape, footpaths, parking & underground power);

Staff comment:

There is an older CBD master plan which staff are still working towards. Council has recently accepted a plan to undertake some minor works along the main street which included replacement of bins, seat, banner poles and banners etc.

This includes the development of Government Office Accommodation (shared)

Council has also allocated funding in the current budget to obtain quotes from Western power to have the main lines placed underground. These cost estimates should be in early in the New Year.

10. Retail services expansion;

Liaise with Coles, Woolworths, private property owners in the town centre and other stake holder's regards expansion and/or second DDS

Staff comment:

This is merely a broad concept which staff are mindful of and taking opportunities where possible. There are ongoing discussions with key retail developers and current tenants which have undertaken in the past and remain ongoing.

11. Local Public Transport development (including local public bus);

Staff comment:

Again this is merely a broad concept at this stage with detailed planning required.

12. Minson Avenue activation;

Enforce Minson Avenue Design Guidelines, encourage private investment within the precinct, continue improvements to Bernard Park

Staff comment:

No essential infrastructure upgrading required. Potential funding source for drainage improvements being assessed currently.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

13. Recreation Centre Stage 2

Aquatic facility; and Youth facilities (Henry Street)
Review existing concept plan, engagement with youth to refine youth space plan

Staff comment:

Has been a level of planning undertaken which would simply need to be updated and a business case could then be developed relatively quickly. There has been preliminary financial feasibility undertaken, which is required to be further documented and refined in any business case submission

14. Bernard Park Development.

Complete detailed environmental and engineering design, community consultation, tender construction, undertake construction (refer business case)

Staff comment:

Master Plan has been developed and is currently being implemented. There is the potential for further work in a youth space area to be undertaken, however this has no level of detailed planning undertaken.

15. Proposed new bridge located upstream of the Avon River Bridge.

Staff comment:

Is a concept and has the potential to cost in excess of \$30m. Confident Council would receive support from Main Roads in the event it wished to proceed, however at this stage it appears the position of Main Roads is they would assist in either developing the current Newcastle Street Bridge or a new bridge, however not both. The refurbishment of the Newcastle Street Bridge is likely to occur in 2016

16. Proposed Aboriginal & Interpretive Centre.

This project was not one of the short listed projects selected by the Committee or Council initially. It is however presented as a possibility in the context of this report for the following reason

- a. Funding for the detailed planning/design and business modelling formed part of the original 'Supertowns' funding. As a consequence this work is now completed and needs to be assessed.
- b. It is one of the few projects which, with some minor work, is positioned for Council to make applications for funding.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

RECOMMENDATION / COUNCIL DECISION

Minute No: RCI.10

Moved; Cr D Beresford

Seconded: Cr J Williams

That Council:

1. Identifies the following projects for development of detailed business cases to allow for funding submissions within the next six months;
 - a) CBA Development including
 - i) Mixed Use development (subject to State Government Commitment to proceed)
 - ii) Government Office Accommodation (as above)
 - iii) Including costs for relocating Beavis place and area development
 - b) Bernard Park Precinct Development, including;
 - i) Minson Avenue implementation (street scaping)
 - ii) Aboriginal and Environmental Interpretive Centre
 - iii) Bernard Park Master Plan Implementation
 - c) Train Station Development
 - i) Aesthetic and street scaping improvements
 - ii) Establishment of clear linkages back to the Northam CBD
2. Identifies the following projects for further concept development with the view of positioning for funding submissions in 2016 and beyond;
 - a) Finalisation of Health Precinct
 - b) Education Precinct
 - c) Identification and Planning for redevelopment of social housing areas
 - d) Recreation Centre Stage 2

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
REGIONAL CENTRES IMPLEMENTATION COMMITTEE MEETING HELD ON 10
NOVEMBER 2014

8 DATE OF NEXT MEETING

The next meeting of the Regional Centres Implementation Committee will be held in February 2015.

9 DECLARATION OF CLOSURE

There being no further business the Presiding Officer declared the meeting closed at 3:33pm

"I certify that the Minutes of the Regional Centres Implementation Committee Meeting held on 10 November 2014 have been confirmed as a true and correct record."

President

Date

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT**

LOCAL PLANNING POLICY

POLICY NO:	LPP 16
POLICY SUBJECT:	ADVERTISING SIGNS
ADOPTION DATE:	
LAST REVIEW:	

OBJECTIVES

The primary objectives are to:

- (a) Provide a consistent approach to signage within the Shire of Northam.
- (b) Ensure the type and size of signs is appropriate for the location.
- (c) Minimise the proliferation of advertisements.
- (d) Ensure advertisements do not adversely impact on traffic circulation and management, or pedestrian safety.
- (e) Ensure advertisements are generally erected on land where advertised business or sale of goods or service being carried out.
- (f) Ensure signs are constructed and maintained to the essential standards of public safety.

DEFINITIONS

The following are definitions that may be used as part of this policy in addition to the definitions included in Local Planning Scheme No 6:

"**Advertisement**" means the same as sign.

"**Amenity**" means all those factors which combine to form the character of an area and include the present and likely future amenity.

"**Council**" means the elected members of the Shire.

"**LPS 6**" means Local Planning Scheme No 6.

"**Scheme**" means Local Planning Scheme No 6.

"**Shire**" means the Shire of Northam.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT**.

"Sign" means any word, letter, model, sign, placard, board, notice, device or representation, whether illuminated or not, in the nature of, and employed wholly or partly for the purposes of, advertisement, announcement or direction, and includes any hoarding or similar structure used, or adapted for use, for the display of advertisements. The term includes any airborne device anchored to any land or building and any vehicle or trailer or other similar object placed or located so as to serve the purpose of advertising.

"Sign Infill" means a panel which can be fitted into a pylon sign framework

"Verandah" for the purposes of this policy includes cantilever verandahs and balconies whether over thoroughfares or over private land

Sign Types

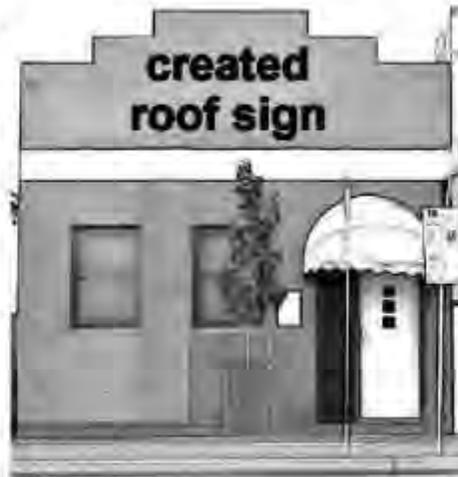
"Above roof sign" means a sign which is affixed to a building and protrudes above the eaves or parapet of the building with little or no relation to the architectural design of the building.



"Bill" means the sticking of a bill or painting, stencilling or affixing any advertisement on a building, structure, fence, wall, signpost, pole, blind or awning, so as to be visible to any person in a street, public place, reserve or other land.

"Billboard" see "Hoarding".

"Created Roof Sign" means a sign which is affixed to the fascia or roof of the building and compliments the architectural design of the building but does not include an above roof sign.



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT.**

"Fence Sign" means a sign attached to a fence.



"Fly Posting" means advertising by means of placing posters on fences, walls, trees, buildings and like structures.

"Hoarding" means a large, freestanding or detachable structure that is erected for the sole purpose of displaying a sign or signs, and which has an overall height less than the sign's horizontal dimension, and includes a poster panel, a wall panel and an illuminated panel, but does not include a pylon sign or a remote sign.



"Monolith sign" means a freestanding sign where the overall height is greater than the horizontal dimension of the sign, and portions of the sign face are less than 1.2m above ground level; and may include a number of modules or sections.



"Portable Sign" means a freestanding sign that is not permanently installed in its location and can be moved.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT.**

“Projecting Sign” means a sign which is attached to and protrudes more than 200mm perpendicular from a building or structure below the eaves or parapet of the building, but does not include a fence sign.



“Pylon Sign” means a freestanding sign supported by one or more piers where the overall height (including piers) is greater than the horizontal dimension of the sign, and all portions of the sign face are more than 1.2m above ground level; and includes a detached sign framework supported by one or more piers to which sign infills may be added.



“Remote Sign” means a sign located on private property but not directly related to the business being carried out on that property.

“Tethered Sign” means a sign which is suspended from or tethered to any structure, pole or tree (with or without supporting framework) and made of paper, fabric, plastic or similar materials. The term includes inflatables, bunting, banners, flags and similar.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT**

"Under Verandah Sign" means a sign which is located under a verandah or awning and placed perpendicular to the façade of the building.



"Verandah Sign" means a sign fixed to the face or underside of a verandah or awning, but does not include an under verandah sign.



"Wall Sign" means a sign attached to or painted directly onto an external wall or fascia of a building, and does not project more than 200mm from the wall or fascia to which it is attached and no part of which is above the lowest point of the eaves of the building.



"Window Sign" means a sign attached to or painted directly on to the internal or external surface of a window, or located within 0.5m of a window inside the building for the purpose of advertising to the street.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT.**

STATUTORY POWERS

This Local Planning Policy is made pursuant to clause 2.2 of the Shire's Local Planning Scheme No 6.

POLICY STATEMENT

1. Application

1.2 The policy applies to all signage or advertising devices on private property located within the Shire of Northam which can be viewed from a public place, thoroughfare or adjoining property, with the exception of:

- a) Existing and proposed signage or advertising devices to be located within a Heritage Precinct;
- b) Existing and proposed signage or advertising devices to be located on land subject to adopted Design Guidelines for signage; and
- c) Advertising signs which are explicitly provided for in the Activities on Thoroughfares and Public Places and Trading Local Law 2008; and
- d) Existing approved signage in the Shire of Northam.

1.3 If a provision of this Policy is inconsistent with the Scheme, the Scheme prevails.

2. General Requirements

2.1 No person shall construct a sign within the Shire without first obtaining written approval of the Council subject to the restrictions within this policy, except where the sign is exempt from requiring planning approval in accordance with Schedule 5 of the Scheme.

2.2 Signs which are exempt from requiring planning approval in accordance with Schedule 5 of the Scheme are still required to comply with the provisions of this policy.

2.3 All advertising signs shall:

- a) Not be erected or displayed in a position so as to obstruct access to or from a door, fire escape or window, other than a window designed for the display of goods;

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage, **DRAFT**

- b) Not pose a threat to public health and safety;
- c) Be securely fixed to any structure which supports it;
- d) Be maintained in good order and clean condition;
- e) Not contain any offensive material; and
- f) Be compatible with the scale and architecture of the building and the character of the street.

3. Design Requirements

- 3.1 A sign shall be designed to be compatible with the proposed surroundings, including buildings, landscapes and other signs.
- 3.2 Every sign attached to buildings shall be incorporated into the architectural features of the building in placement, style, proportions, materials and finish and shall be designed, constructed, finished, installed and professionally maintained.
- 3.3 Signs shall contain the following information only:
 - a) The name of the occupier
 - b) The business carried out on the property
 - c) The occupiers contact details
 - d) Hours of operation of the business
 - e) A description of the goods sold or offered for sale on the property to which the sign is affixed or which it relates
 - f) Any other information specific to the business or use undertaken specifically approved by the Shire
 - g) In the case of a remote sign, information related to a tourism business or goods or services for the travelling public, where the remote sign design and content is in accordance with Table 1 and has been approved by the Shire.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT**.

4. Signage in the Residential Zones

- 4.1 Where signage is proposed on a non-residential property in a predominantly residential area, it is not to detract from the amenity of the area or the streetscape, or cause a nuisance to residential properties.
- 4.2 The following sign types will not generally be permitted on land zoned residential or surrounded by land predominantly zoned residential:
- a) Above Roof;
 - b) Hoarding;
 - c) Pylon;
 - d) Monolith; and
 - e) Tethered.
- 4.3 Signage for Home Occupations and Home Businesses shall:
- a) Be limited to a maximum of one sign per street frontage of the dwelling;
 - b) Be either a fence sign or a wall sign affixed to the ground floor walls of the dwelling;
 - c) Not exceed 0.2m² in area, and
 - d) Not be illuminated.

5. Signage in the Rural Zones

- 5.1 Where signage is proposed in the rural zones, it is not to detract from the amenity of the area, and is not to be a hazard to rural activities or road users.
- 5.2 Signage in rural zones shall:
- a) Be limited to a maximum of one sign per street frontage of the total landholding;
 - b) Be either a fence sign, wall sign or hoarding sign;
 - c) Not exceed 4m² in area, and
 - d) Not be illuminated.
- 5.3 Signage in the rural zone that is considered to be remote signage is to be assessed in accordance with clause 10 and Table 1 of this Policy.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT.**

6. Non-Specified Sign Types

- 6.1 Any proposed signage that is not listed or defined in this Policy shall be assessed on its merits and with regard to the objectives of this Policy and the objectives of the Scheme.

7. Signage Strategies

- 7.1 The Shire may request as a condition of development approval that a signage strategy be prepared for any site where development of signage requires a coordinated approach or special consideration to the objectives of LPS 6. Such situations may include, but are not limited to, multi-tenancy commercial or industrial developments, heritage precincts, commercial developments in residential areas or sporting complexes.
- 7.2 All proposals for remote signs shall be consistent with an approved signage strategy for the whole site.
- 7.3 Where an approved signage strategy is in place, the Shire will not generally approve applications for signage that is not consistent with the approved signage strategy.

8. Standards for Specific Sign Types

8.1 Above Roof Sign

- a) Above roof signs may be considered where the sign compliments design of the building and does not adversely affect the character or amenity of the area.
- b) A maximum of one above roof sign per building may be permitted. Where a building houses multiple tenancies or businesses, above roof signs may only be considered when in accordance with an approved signage strategy.
- c) Above roof signs shall:
- i) not project more than 2.0m above the top of the eaves or parapet of the building; and
 - ii) not project laterally beyond the walls of the building.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT.**

8.2 Bill / Fly Posting

- a) A person shall not post a bill or paint, stencil, place or affix an advertisement on a street or on a building, structure, fence, wall, footpath, sign post, blind or awning with the exception of an advertisement affixed to or painted on a commercial building window by the occupier of the building.
- b) No person shall fly post at any place or location within the Shire.

8.3 Created Roof Sign

- a) A created roof sign shall:
 - i) Be affixed parallel to the fascia or portion of the building to which it is attached;
 - ii) Not be within 500 millimetres of either end of the fascia, roof or parapet of the building to which it is attached; and
 - iii) Be no more than 3m² in area

8.4 Hoarding

- a) Hoarding may be considered in the rural zone or as remote signage in accordance with clause 6 and clause 10 of this Policy.
- b) Construction site hoardings may be considered in the commercial, mixed use or industrial zones, provided that:
 - i) It is demonstrated that there is no undue safety risk for pedestrians or conflict with vehicles accessing the site; and
 - ii) The hoarding is to be erected for no longer than 12 months at a time, and will be removed in its entirety upon completion of construction.

8.5 Fence Signs

- a) Fence signs shall:
 - i) Be limited to a maximum of one fence sign per frontage on each lot;
 - ii) Not exceed 3m² in the Rural, Commercial or Mixed Use Zones;

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT**

- iii) Not exceed 5m² in the General Industry or Light & Service Industry Zones;
- iv) Shall not exceed the height or length of the fence; and
- v) Shall not project beyond the fence.

8.6 Portable Sign

- a) Portable signs are to be in accordance with the Activities on Thoroughfares and Public Places and Trading Local Law 2008.

8.7 Projecting Signs

- a) A projecting sign shall:
 - i) Be limited to a maximum of one projecting sign per lot;
 - ii) Not project more than 1.0m outward from the wall to which they are attached;
 - iii) Not project beyond the boundaries of the lot or past the edge of any adjacent awning or verandah;
 - iv) No part of the sign to protrude above the top of the wall to which they are attached;
 - v) Not exceed 2m² in area; and
 - vi) Have a minimum clearance from ground level to the lowest part of the sign of 2.1m.

8.8 Pylon Signs and Monolith Signs

- a) Pylon signs and monolith signs may be considered on:
 - i) Properties in the Commercial or Mixed Use Zones with multiple tenancies or businesses;
 - ii) Properties in the Commercial or Mixed Use Zones with a lot area greater than 2000m²; or
 - iii) Properties in the General Industry or Light & Service Industry Zones.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT**

- b) Pylon signs and monolith signs shall be restricted to one pylon sign or one monolith sign only for each frontage of the property. Where the property has multiple tenancies or a series of businesses, the Shire may require that any proposed pylon sign or monolith sign be designed so as to incorporate one infill, module or section, or sufficient framework to accommodate one infill, for each tenancy or business on the lot.
- c) A pylon sign shall:
 - i) Have no part of the sign face less than 2.1m, or more than ~~3.6~~ 3.6m above the ground level immediately below the sign
 - ii) Have a maximum width of 2m, measured horizontally across the extremities of the pylon sign structure
 - iii) Have a sign face area no greater than 4.5 m²
 - iv) Not be within 2m of the side boundaries of the lot on which it is erected
 - v) Be supported by one or more piers or columns of brick, stone, timber or steel of sufficient size and strength to support the signs under all conditions. The Shire may require engineering certification of the construction of a pylon sign.
- d) A monolith sign shall:
 - i) Have a maximum clearance of 1.2m from natural ground level;
 - ii) Have no part of the sign face more than ~~3.6~~ 3.6m above the natural ground level immediately below the sign
 - iii) Have a maximum width of 2m, measured horizontally across the extremities of the pylon sign structure
 - iv) Have a sign face area no greater than ~~3.6~~ 3.6m²
 - v) Not be within 2m of the side boundaries of the lot on which it is erected
 - vi) The Shire may require engineering certification of the construction of a monolith sign.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT.**

8.9 Tethered Signs

- a) A tethered sign shall:
 - i) Be wholly located within the boundaries of the lot;
 - ii) Not be located so as to distract the attention of motorists;
 - iii) Have no part of the sign face ~~less than 2.4m, or more than 6m,~~ above the ground level immediately below the sign ~~if (applications for the temporary erection of tethered signs (maximum 12 months) may be exempted from this requirement).~~
 - iv) have a maximum vertical dimension of ~~2007~~50mm and a maximum area of 2 m²;
 - v) Not be within 10m of a pylon sign.
- b) Notwithstanding the above, tethered signs which consist of balloon type or inflatable objects shall:
 - i) Be limited to the Commercial, Light Industry and General & Service Industry zones;
 - ii) Not exceed 6m in diameter or 6m in height;
 - iii) Not be displayed for more than 30 days;
 - iv) Be accompanied by certificate from a structural engineer certifying that the connection of the tethered sign to the building or lot is of a sound design.

8.10 Under Verandah Signs

- a) A sign attached to the underside of a verandah or awning shall:
 - i) Be limited to a maximum of one under verandah sign per tenancy;
 - ii) Have a minimum clearance from ground level to the lowest part of the sign of 2.1m;
 - iii) Not project beyond the outer frame or surround of the verandah; and
 - iv) Not exceed 2.5m in length or 0. ~~64~~m in height.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT**

8.11 Verandah Signs

- a) A sign fixed to the fascia of a verandah or awning:
 - i) Shall not exceed the height or length of the fascia; and
 - ii) Shall not project beyond the fascia.

8.12 Wall Signs

- a) A wall sign shall:
 - i) Not extend beyond either end of a wall, or above the top of the wall or eaves,
 - ii) Not have an aggregate area greater than 30% of the total area of each frontage, up to a maximum of 10m², for each tenancy.

8.13 Window Sign

- a) A window sign shall:
 - i) Not have an aggregate area greater than 30% ~~50%~~ of the total area of any window, and
 - ii) Not have an aggregate area greater than 10m² for each frontage.

ii)

iii) Note: This section of the Policy does not apply to Real Estate Agents.

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9. Remote Signs

- 9.1 Remote signs are not permitted unless the Shire has granted approval in accordance with this policy.
- 9.2 Remote signs may be considered on property fronting Great Eastern Highway where these are located in accordance with Table 1 of this policy.
- 9.3 The Shire may require that any proposed remote sign be designed so as to incorporate multiple infills, modules or sections for the promotion of multiple businesses and services.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage, **DRAFT**

- 9.4 Remote signs that are located in accordance with Table 1 shall:
- a) Be associated with a tourist related business or a business that provides goods or services to the travelling public that has been approved by the Shire;
 - b) Not adversely affect the character or amenity of the area;
 - c) Be erected within private property in a location approved by the Shire and Main Roads WA;
 - d) Be located not less than 500m from any other remote sign;
 - e) Be oriented in the direction of passing traffic and may be double-sided;
 - f) Not be located within a gazetted town site;
 - g) Have maximum total sign height of 4.0m;
 - h) Have maximum total sign width of 8.0m; and
 - i) Have no movable parts, reflective surfaces, flashing lights, or other design features that the Shire or Main Roads WA consider to be a distraction to road users.
- 9.5 Remote signs that do not comply with Table 1 or clause 10.3 may be considered when these are in accordance with an approved signage strategy.
- 9.6 The Shire will maintain a Remote Signage Register of signs approved in accordance with this Policy.
- 10. Relationship Between Requirements for Remote Signage and Signage in the Rural Zone**
- 10.1 In addition to any approved remote sign located within a rural property, one additional sign that directly relates to the use of the land on which it is located may be approved in accordance with clause 4.
- 10.2 Remote signage is to be located no closer than 200m to any sign approved in accordance with clause 4.
- 11. Signs in Proximity to State Controlled Roads**

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising
Signage. **DRAFT.**

- 11.1 All signs on or in the vicinity of a State Road, other than types exempt under the Main Roads (Control of Advertisements) Regulations 1996, or types that can be approved by the Shire under delegation, require the approval of MRWA. ~~to be located in proximity to state controlled roads are to comply with the specifications set by Main Roads WA.~~
- 11.2 All signs on or in the vicinity of a State road are to comply with the specifications as set by MRWA.
- 11.3 In assessing an application for signage under delegation from MRWA, the Shire may refer the application to MRWA for assessment and comment. ~~In assessing an application for signage under delegation from Main Roads WA, the Shire may refer the application to Main Roads WA for assessment and comment.~~

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Shire of Northam Policy Manual - LPP 16 - Advertising Signage. **DRAFT.**

TABLE 1: REMOTE SIGNAGE ON GREAT EASTERN HIGHWAY

Location along Great Eastern Highway	Maximum sign density	Sign Content
From 500m to the south of the intersection with Mitchell Avenue up to 3km to the south of Mitchell Avenue intersection	3 signs in 2.5km of road length	Businesses providing goods and services to the travelling public located within the Northam townsite; Events, community and tourism services located within the Northam local government area
From 500m to either side of the intersection with Spencers Brook Road up to 1km either side of the intersection with Spencers Brook Road	1 sign per 1km of road length	Businesses providing goods and services to the travelling public located within the Spencers Brook townsite; Events, community and tourism services located within a 10km radius of the sign
From 500m to either side of the intersection with Hawke Avenue up to 1km either side of the intersection with Hawke Avenue	1 sign per 1km of road length	Businesses providing goods and services to the travelling public located within the Wundowie townsite; Events, community and tourism services located within a 10km radius of the sign
From 500m to the east of the intersection with Yilgarn Avenue up to 1km to the east of the intersection with Yilgarn Avenue	1 sign per 1km of road length	Businesses providing goods and services to the travelling public located within the Northam townsite; Events, community and tourism services located within the Northam local government area

SHIRE OF NORTHAM
AGENDA
ORDINARY COUNCIL MEETING TO BE HELD ON 19 NOVEMBER 2014

**Shire of Northam Local Planning Policy 16
(Proposed Signage Policy)
Schedule of Submissions**

Number	Name	Summary of Submission	Key Themes Identified in Submission	Applicants Response	Officers Comment
1	Main Roads - Janet Hartley-West Network Manager	Suggested changes to some wording due to proposed changes to SON delegation authority.	MRWA controlled signage.	<p>Further to your correspondence of 24 September 2014 with attachments, Main Roads Western Australia (MRWA) provides the following comment.</p> <p>A person must not erect or construct a hoarding or other advertising structure, or exhibit an advertisement on or in the vicinity of a State road without the approval of the Commissioner of Main Roads WA. The approval is to be sought by submission of an application in a form approved by the Commissioner's delegated officer.</p>	<p>This submission is noted.</p> <p>Recommended rewording from MRWA regarding signage proposed to be erected on MRWA roads has been incorporated into the Draft policy.</p>

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

				<p>The SON currently has delegation to approve, on behalf of the Commissioner, certain types of signs on or in the vicinity of a State road. However, it is proposed to amend this delegation in the future so that all local governments will only have delegation to approve low risk signs such as:</p> <ul style="list-style-type: none">• Portable Business Signs• Temporary Event Signs• Illuminated Street Name Signs• Bus Shelter, Roadside Seat & Litterbin Signs• Pole Mounted Banners And Flags <p>On this basis it is recommended that clause 11 of draft Local Planning Policy 16 – Signage (LPP16) be renumbered as Clause 2 and reworded as follows:</p> <p>11.1 All signs on or in the vicinity of a State road, other than types exempt under the Main Roads (Control of Advertisements) Regulations 1996, or types that can be</p>	
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

				<p>approved by the Shire under delegation, require the approval of MRWA.</p> <p>11.2 All signs on or in the vicinity of a State road are to comply with the specifications set by MRWA.</p> <p>11.3 In assessing an application for signage under delegation from MRWA, the Shire may refer the application to MRWA for assessment and comment.</p>	
2	Brendon Rutter – “Invision Signs & Designs”	<ul style="list-style-type: none"> • 8.9 Comments in relation to impracticality of tethering signs by star pickets 2.4mtrs above ground. • 8.9 The wording for inflated signs be changed to place onus of engineer certification 		<p>Most of it is all common sense, however there is a few small things I’ve noticed.</p> <p>8.9 Tethered Signs</p> <p>a) A tethered sign shall:</p> <p>iii) Have no part of the sign face less than 2.4m, or more than 6m, above the ground level immediately below the sign</p> <p>This clause makes reference to portable or temporary signs like banners etc, these would be a hazard if installed 2.4mtrs of the ground, most of these signs are designed to be tied to star pickets etc, these would</p>	<p>This submission is noted.</p> <p>Further investigation has gone into temporary erection of tethered signs. It is considered that height clearance for temporary tethered signs may be exempt from section 8.9a(iii) on the basis that the sign has been correctly erected and public safety issues are mitigated. The draft policy</p>

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

		<p>be placed on company producing sign.</p> <ul style="list-style-type: none"> • 8.10 90% of existing signs don't comply – will it be retrospective ? • Should include that signs be of a professional standard. • Business's feel that the policy is too restrictive 		<p>fail quite quickly at this height, as star pickets would not withstand the force from even light winds, not to mention that star pickets would need to be over 3mtrs long, which I doubt would even be available.</p> <p>The draft policy also makes reference to possibly requesting engineer certification about the anchor points for inflatable type devices this might be overkill for this type of installation, I would like to see that the person renting the signs, requests that the supplier provides engineer certification for their tethering system, otherwise if the client has to provide this getting a structural engineer to attend their property to certify the anchor system which they are only renting from the supplier, could cost upwards of \$2,500, which would not be feasible for local business in Northam. I'd like to see the policy re worded where the onus for engineer certification, and</p>	<p>has been amended to reflect this.</p> <p>In response to section 8.9 b) which requires an engineering certification for the erection of balloon signage. It is considered appropriate that the landowner or shop owner would contract a professional to erect this type of signage for them, the professional can be the applicant for the application and bare the responsibility of supplying the certification. Public health and safety is paramount, therefore, structural certification for this type of signage is considered appropriate.</p> <p>The Shire of Northam has undertaken a survey of existing signage in the town centre, and agrees that</p>
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

				<p>Australian Standards compliance falls directly on the company providing the inflatable signage.</p> <p>8.10 Under Veranda Signs iv) Not exceed 2.5m in length or 0.4m in height. Technically, 90% of the under veranda signs in the main street are illegal, so if this policy is to be applied retrospectively, would all these business owners be expected to replace them with compliant ones? Most of them would be 600mm high, but still above the minimum height of 2.1mtrs from the ground.</p> <p>The only other items which I didn't see mentioned in the policy, I'd like to see a mention of the fact that all signage is to be of professional standard, the last thing you want is for some of the more money conscious business owners, grabbing a piece of old sheet metal, and hand painting odd</p>	<p>600mm is a more appropriate depth/height for under verandah signage on the basis that required thoroughfare clearance of 2.1m can be achieved, therefore, the policy has been amended to reflect this.</p> <p>The quality of signage has been addressed in section 2. General Requirements and Section 3. Design Requirements of the Policy, requiring all signage to be safe, in good condition and compatible with the scale and architecture of the building and character of the street. In addition to this, Section 11.2 of Local Planning Scheme No 6, also specifies the requirement of quality signage, if it is existing and not of a quality standard the Shire has the right to request removal, if substandard signage that doesn't meet the objectives of the Policy or the</p>
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

			<p>shaped graphics on this old sign, this look tacky and will certainly stand out like a sore thumb, a perfect example of this is the so called “Community Op Shop” on Forrest St, this is a poorly done hand painted sign, so I’m all for people giving it a shot themselves, but I’d like to see it done to a professional standard, that way they conform more to what this policy is about.</p> <p>I’ve been doing some more research on the draft signage policy, and I’ve also been talking to a few of our Chamber of Commerce members, and the general feeling is that this policy is too descriptive.</p> <p>Most of the business owners feel that they should be able to install signage on their buildings that is suitable for the business that they run, so restricting the size to 30% of the window or street front is</p>	<p>Scheme is applied for it is unlikely that it would be approved.</p> <p>Noted.</p> <p>This comment is noted. The Shire of Northam has undertaken a comparison of signage policies with other locally based Shires both regional, peri-urban and metropolitan and it was considered that 30% window coverage was most appropriate for our Shire and consistent with other similar Local Government requirements. Street surveillance is a highly important planning consideration, not only from a safety perspective but also from an amenity perspective. It is considered that windows being covered more than 30% could have negative implications on the town</p>
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

			<p>very prohibitive, if a retailer for example relies on impulse buying, then they would allocate space in their shop front windows for display stock and there signage would be designed to allow for that, but another business who doesn't rely on impulse buying, might not need/want the windows to be open for the public to look in, so they might block out the entire window.</p> <p>So I feel that this needs to be addresses in this policy, as it encroaches on people's right to decide how best to advertise their business.</p> <p>The other item failed to be covered was real estate signage, if planning approval will be required for real estate agents to erect a for sale sign, and they are also restricted in size depending on whether they are selling a residential, rural or heritage listed property, this may impact on their business in a negative</p>	<p>centre, through removing required passive and active surveillance into and out of the shop windows in town. In addition to this, Northam has the 2nd highest quota of heritage buildings in Western Australia, as we do not currently have a Heritage Policy nor an established heritage precinct, policy measures need to be in order to protect these beautiful old buildings.</p> <p>Real Estate signage is addressed in Schedule 5 of Local Planning Scheme no 6 – Exempted advertisements for Property Transactions. In addition to this, it is considered due to the nature of the real estate industry, the requirements of section 8.13 of the Policy do not apply to real estate signage, this has been reflected in the Policy.</p> <p>Soft tear drop signs are classified as tethered signs under the definition section of</p>
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

			<p>way by making it difficult to sell the property.</p> <p>One more thing I've had commented about is the portable signs, there is a lot of the soft teardrop signs in the town, the Activities on Thoroughfares and Public Places and Trading act is worded more towards election signs and A-frames that are under 1 mtr in height, the teardrop banners are a minimum of 2mtrs in height, and can't be made any smaller, and under this policy your allowed 1 on a weekday and up to 2 on a weekend, again this is going to negatively affect business owners in town, and especially in the case of the car dealers in town, if they can quantify a loss of their market share as a direct result of these teardrop flags not promoting the impulse buy that they are hoping for, this might leave the Shire open to a class action lawsuit as they will be able to</p>	<p>the policy. The policy is only applicable to private land parcels. Any proposed signage to be erected within thoroughfares is still subject to compliance with Shire of Northam Local Law.</p>
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

				<p>claim a loss of income as a result in declining sales.</p> <p>The last thing that the policy fails to acknowledge, is the franchise owners, if Ford or Toyota for example decide to do a nationwide rebrand, not dis similar to Elders rebrand a few years ago the first the franchisee knows about it is when the new signage arrives ready to be installed, if Ford decides to add a larger pylon to the caryard in town, they will do it, the same goes for all the franchise businesses in town, head office wants to rebrand, it just gets done, no questions asked.</p> <p>I've had a few discussions with various business owners, and a lot of them have run businesses in Perth etc. over the years, and they have all stated that this new policy might be overkill for the town, compared to other city shires, Again I can fully appreciate what the shire is trying to achieve by having this policy, but does it need to be so</p>	
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

				<p>prescriptive? I'm happy to meet in person and discuss this policy with your department and the CEO if you like, the I'd like to see more of the business community engaged in this also, and I've been encouraging everyone I speak with to submit their comments to you, but knowing Northam, it is more likely that they won't bother, but then they will whinge once it becomes adopted by council.</p>	
3	<p>Northam Chamber of Commerce – Paul Tomlinson President</p>			<p>Following the meeting between the Shire of Northam and the Chamber on Thursday 25 September, at which time the focus of the meeting centred around the Shire's Draft Local Planning Policy 16: Signage. At that meeting I raised several points in relation to the policy which I had noted in my initial perusal of the document. The Chamber Executive Officer circulated the Draft Policy to board members, general members and also Northam</p>	<p>That this submission is noted.</p>

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

				<p>businesses who are non-members.</p> <p>The Chamber has received feedback in relation to the Draft Policy which, I feel, merits a meeting between Shire of Northam representatives and Chamber representatives to discuss this in greater detail before the close off date of Friday 17 October. I would suggest the meeting involve myself, Brendon Rutter, Ray Head, Rob Tinetti and Denis Beresford.</p> <p>We have listed the main concerns identified from the business community below:</p> <ul style="list-style-type: none"> • Restrictions of a maximum of 30% coverage of any window and 30% coverage of any wall face up to a maximum of 10 square metres. • Restrictions on business owners to use flexible and portable signage eg. tear drop banners to one during weekdays and two on weekends and 	<ul style="list-style-type: none"> • As specified above, the 30% is considered appropriate for Window signage • Tear drop banners are classified as tethered signage under the Draft Policy not portable signage. Depending on the location of the proposed banners will depend on whether they are assessed against the Policy or the Trading in Thoroughfares Local Law. • Incorrect, as mentioned above Real Estate signage is addressed in Schedule 5 – Exempt Signage under Local Planning Scheme No 6 under Property Transactions. Any signage proposed on a thoroughfare is assessed under the Local Law.
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

				<p>even the requirement to have such a sign approved by the Planning Department.</p> <ul style="list-style-type: none"> • Disallowing business owners in the real estate industry to utilise a “Home Open” sign on the verge of a property. • Restrictions of 0.2 square metres applied to signage in a residential area, considering the average sign for a real estate agent is 1.62 square metres or 1800mmH x 900mmW for the premium listing signs, even the standard corflute “For Sale” signs are 800mmH x 600mmW, these are 0.48 square metres. • The Shire has noted that they wish to seek an engineer certification for inflatable signage eg roof top balloons – this would cost the business owner upwards of \$2,000. This section of the policy 	<ul style="list-style-type: none"> • 0.2m² signage restriction in the residential zone is intended for private residences that wish to detail landowner names and for homes with approved home business or home occupation. The sign dimension of 0.2m² is specified within the definition of a Home Business and Home Occupation within Local Planning Scheme No 6, therefore, as it is a scheme provision it cannot be varied for this policy. As specified above Real Estate signage is listed as Property Transactions within Schedule 5 – Exempt Signage, under Local Planning Scheme No 6. All signage proposed to be erected within
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

				<p>needs to put the onus on the supplier of that particular signage device to ensure that the balloon and its mounting system adheres to the relevant Australian standard.</p> <ul style="list-style-type: none"> • Under verandah signs will have a restricted size of 450mmH x 2400mmW – the height is the issue here. All of the signs currently along Fitzgerald Street are 600mmH x 2400mmW and they would, therefore, be in breach of this policy should it be adopted by Council. • The policy also states that it won't be retrospectively applied if you already have Council approval however 95% of businesses do not have Council approval for their signs. <p>The biggest complaint that we have received to date is the requirement to receive planning</p>	<p>thoroughfares is assessed against the Trading in Thoroughfares Local Law.</p> <ul style="list-style-type: none"> • Please refer to response above regarding this point. • Please refer to comments above, the Policy has been amended from 400mm to 600mm. • This is correct. <p>Protecting the amenity, safety and appearance of Northam from the proliferation of signage is of high importance. If you take a look through town, many of the existing signs are old, unprofessionally affixed to buildings, are not sympathetic to its surroundings and are proliferating the town site, this a result of not having a policy in place.</p>
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

				<p>permission/approval to place signs advertising a business. Everyone agrees that there is a need to have planning approval for certain sign types, eg billboards, pylons etc, however the policy is requiring planning approval for all sign types. This is viewed as quite conducive to operating a business in a town that is already struggling to attract new business.</p> <p>We feel this policy will certainly discourage new enterprises from opening in Northam which will be detrimental to the future economic viability of Northam moving forward.</p> <p>We do appreciate your involving the Chamber in the Draft Local Planning Policy and feel that the comments mentioned above warrant a meeting to review the Policy.</p>	<p>This Policy has not been developed to quash business in town, but rather to provide a mechanism for guidance and control.</p>
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SHIRE OF NORTHAM
AGENDA
ORDINARY COUNCIL MEETING TO BE HELD ON 19 NOVEMBER 2014

Signage Examples



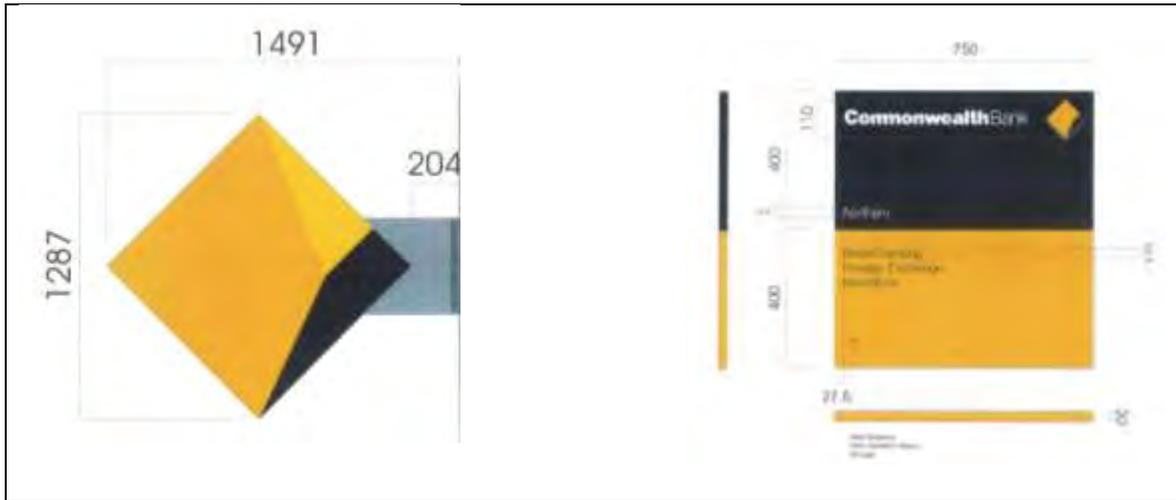
Type of Sign	Under verandah Signs (Civic, Simply Spectacles, Chemist)
Would it be approved	Yes, the signs above would all be approved
Reasons	<p>They comply with the General and Design requirements;</p> <p>They comply with the Requirements for a Under Verandah sign</p> <ul style="list-style-type: none"> • Does not exceed the maximum length of 2500mm of width of 600mm • Clearance from thoroughfare exceeds 2100mm required.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Wall and Verandah Sign
Would it be approved	Yes, both of these signs would be approved
Reasons	<p>Complies with the General and Design requirements</p> <p>Complies with the Requirements for a Under Verandah sign</p> <ul style="list-style-type: none"> • Doesn't exceed more than 30% of the frontage and is not larger than 10m² • Doesn't extend beyond the boundaries of the wall <p>Verandah Sign</p> <ul style="list-style-type: none"> • Does not protrude

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Wall Sign
Would it be approved	This sign would be approved
Reasons	<p>Comply with the General and Design requirements</p> <p>Comply with the Requirements for a Under Verandah sign</p> <ul style="list-style-type: none"> • Doesn't exceed more than 30% of the frontage and is not larger than 10m² • Doesn't extend the boundaries of the wall

El Caballo Sign	
Type of Sign	Hoarding
Would it be approved	This sign would require Planning Approval as it is located in a Special Control Area.
Reasons	As the sign is located on a Special Control Area it would require Planning Approval. However, it currently does not comply with the size or time frame requirements as stipulated in the policy.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Wall Sign
Would it be approved	This Sign Would be Approved
Reasons	<p>Complies with the General and Design requirements Complies with the Requirements for a Wall sign</p> <ul style="list-style-type: none"> - Does not have an area greater than 10m² or 30% of the wall size; - Doesn't extend outside the boundaries of the wall; - Sympathetic to the heritage building.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Wall Sign
Would it be approved	This Sign would be approved
Reasons	Complies with the General and Design requirements Complies with the Requirements for a Wall sign <ul style="list-style-type: none"> - Does not have an area greater than 10m² or 30% of the wall size - Doesn't extend outside the boundaries of the wall
Potential to improve sign	The sign is looking aged and could use a repaint.
Type of Sign	Wall Sign
Would it be approved	This may not be approved if the Carlton Draft sign takes up more than 30% of the wall area.
Reasons	Covers too large of an area, on the wall.
Potential to improve sign	This specific sign needs to be reduced to 30% of the wall to be approved.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Wall Signs
Would it be approved	These signs combined would be approved
Reasons	<p>Complies with the General and Design requirements</p> <p>Complies with the Requirements for Wall signs.</p> <ul style="list-style-type: none"> - Aggregately the signs Do not have an area greater than 10m² or 30% of the wall size - Doesn't extend outside the boundaries of the wall
Potential to improve sign	It is currently at 8.1 m ² (30%), which is all they would be allowed, no further signs for this wall would be approved.
Type of Sign	Above Roof Sign
Would it be approved	This Sign would be approved
Reasons	<p>Complies with the General and Design requirements</p> <p>Complies with the Requirements for an Above Roof sign</p> <ul style="list-style-type: none"> - Does not project 2 m above the top of the roof - Doesn't extend outside the boundaries of the walls
Potential to improve sign	Above roof signs can be unsightly and it is considered that they can detract from the streetscape of the town centre.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Above Roof and Verandah Sign
Would it be approved	Both of these signs would be approved
Reasons	<p>Complies with the General and Design requirements Complies with the Requirements for an Above Roof and a Verandah sign</p> <ul style="list-style-type: none"> • It is not over 2 m above the top of the roof • Does not exceed beyond the walls of the building

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



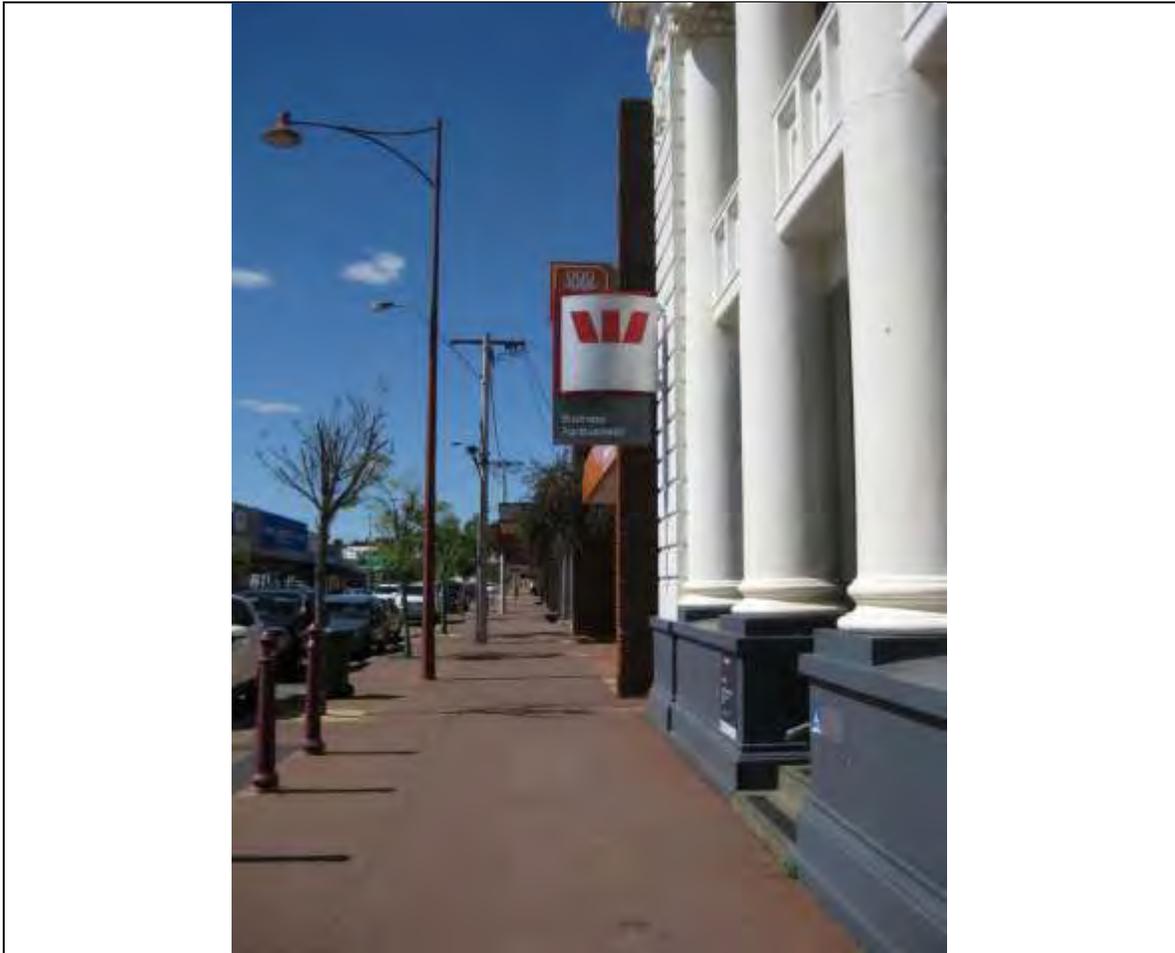
Type of Sign	Portable Signs
Would it be approved	This sign type is assessed under the requirement of Trading in Thoroughfares Local Law
<p>Comments:</p> <ul style="list-style-type: none"> - Generally all Under Verandah signage complies with the requirements stipulated in the policy. By extending the height to 0.6m all existing signs assessed would comply. - Generally all verandah signs would comply. <p>Generally portable signage is predominately located on thoroughfares and is therefore covered under the Trading in Thoroughfares Local Law.</p>	

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Projecting Sign
Would it be approved	This sign would be approved
Reasons	<p>Complies with the General and Design requirements</p> <p>Complies with the Requirements for a Projecting sign</p> <ul style="list-style-type: none"> - Does not have an area greater than 2 m² - Doesn't project more than 1 m from the wall face - Doesn't project further out than the verandah.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Projecting Sign
Would it be approved	This specific sign would not be approved in accordance with this policy, however it has received approval from the Shire of Northam.
Reasons	It doesn't comply with the required dimensions. <ul style="list-style-type: none"> - Currently project 1.5 m from the property walls (1 m is permitted)
Potential to improve sign	Should a sign of the same appearance and dimensions be applied for, it would be requested to be made narrower, if this could not be achieved as it is standardised merchandising signage for the company nationally, the applicant would be required to apply for a variation to Council's Policy, based on this justification, Officers would than assess its suitability.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Pylon Sign
Would it be approved	This Specific sign would not be approved
Reasons	<p>The overall height of the sign is too large (Approx. 9 m high, only allowed 8 m)</p> <p>The face area of the sign is too large (approx. 15 m², only allowed 4 m²)</p>
Potential to improve sign	<p>To be approved this sign would need to be reduced in overall size. Both in height and the dimensions of the face of the sign.</p> <p>Justification from the applicant would be required if this was standardised franchise signage, that would require a variation to Local Planning Policy.</p>

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



PROPOSED PYLON SIGN
 2400mm LONG x 6000mm HIGH

Type of Sign	Pylon Sign
Would it be approved	No, the face of the sign is too large.
Reasons	Should this signage have been applied for under the 'adopted' policy it wouldn't comply with the face size requirements of a maximum of 2m ² . The face of the sign is slightly larger than allowed as it is only allowed to be 2 m and is currently 2.4 m, therefore, the applicant would be requested to reduce the face size to be compliant with the policy.
Potential to improve sign	With minor changes this sign would be approved.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Monolith Sign
Would it be approved	This sign would not be approved
Reasons	<p>The sign is</p> <ul style="list-style-type: none"> • allowed to be 8 m tall • This specific sign is 6.78 m <p>It has to large a face</p> <ul style="list-style-type: none"> • Only allowed to have a face 6m² • This specific face is 12.5 m² <p>It is understood that standardised franchise signage may be applicable in this situation, therefore, Officers would require justification for a variation to Policy due to National signage standards.</p>

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Window Sign
Would it be approved	These signs would not be approved
Reasons	Aggregately the signs exceed 50% of the window,
Potential to improve sign	These signs need to comply with the 30% maximum area requirement of the policy, to be approved.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Wall Sign
Would it be approved	This specific sign would not be approved
Reasons	The entire window is covered.
Potential to improve sign	The amount of window coverage would need to be reduced to 30% for it to be approved.
Type of Sign	Window Sign
Would it be approved	This Sign Would Be approved
Reasons	Complies with the General and Design requirements Complies with the Requirements for Window Signage. <ul style="list-style-type: none"> • Doesn't cover more than 30% of the window area, or more than 10 m²
Potential to improve sign	
Comments:	
<ul style="list-style-type: none"> - It should be noted that a majority of the signs which do not comply with the policy are franchise signs. - A majority of the pylon signs within the Shire are too tall for the requirements of the policy. 	

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Hoarding Sign
Would it be approved	This sign would not be approved as hoarding signs cannot be permanently approved within the Commercial zone.
Reasons	As Council is aware the Bridgeley sign is intended to be permanently erected, therefore, it does not comply with the Policy, other more appropriate permanent signage can be considered for this site instead of a hoarding sign.
Potential to improve sign	Alternative design in accordance with the Policy.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Type of Sign	Window Sign
Would it be approved	This Sign Would Be approved
Reasons	Complies with the General and Design requirements Complies with the Requirements for Window Signage. <ul style="list-style-type: none"> • Doesn't cover more than 30% of the window area, or more than 10 m²
Potential to improve sign	
Comments:	
<ul style="list-style-type: none"> - It should be noted that a majority of the signs which do not comply with the policy are franchise signs. - A majority of the pylon signs within the Shire are too tall for the requirements of the policy. 	

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 4

SHIRE OF NORTHAM

LOCAL PLANNING SCHEME NO. 6

AMENDMENT NO. 1

SCHEME AMENDMENT REPORT

OCTOBER 2014



ABN 68 630 741 670

T 0415 213 182

early@engageurban.com.au

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

PROPOSAL TO AMEND A LOCAL PLANNING SCHEME

- | | |
|--|--|
| 1. Local Authority: | Shire of Northam |
| 2. Description of Local Planning Scheme: | Local Planning Scheme No. 6 |
| 3. Type of Scheme: | Local |
| 4. Serial Number of Amendment: | 1 |
| 5. Proposal: | <i>To amend the zoning of No. 9 (Lot 11) John Street, Northam, from "Residential" to "Mixed Use"</i> |

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

PLANNING AND DEVELOPMENT ACT 2005

RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME

SHIRE OF NORTHAM

LOCAL PLANNING SCHEME NO. 1

AMENDMENT NO. TBC

RESOLVED that the Council, in pursuance of Section 75 of the *Planning and Development Act 2005* (as amended) amend the above Local Planning Scheme by:

1. Amend the Scheme Map to apply a zoning of "Mixed Use" to No. 9 (Lot 11) John Street, Northam, as depicted on the figure below:



Dated this day of 2014

.....
CHIEF EXECUTIVE OFFICER

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SCHEME AMENDMENT REPORT

Contents

1.0	Purpose of Scheme Amendment.....	5
2.0	Background.....	6
3.0	Site Context.....	6
3.1	Land Tenure	6
3.2	Existing and Surrounding Land Uses	7
3.3	Site Characteristics.....	7
4.0	Planning Framework.....	8
4.1	Avon Arc Sub Regional Strategy	8
4.2	Northam Regional Centre Growth Plan.....	8
4.3	Shire of Northam Local Planning Strategy.....	8
5.0	Development Proposal.....	9
5.1	Proposed Development	9
5.2	Servicing.....	9
5.3	Environmental Considerations.....	9
5.4	Heritage Considerations.....	10
6.0	Rationale for Proposed 'Mixed Use' Zoning	10
6.1	Consistency with Planning Framework.....	11
6.2	Presumption Against 'Spot' Rezoning.....	11
7.0	Conclusion.....	12
	APPENDIX 1: CERTIFICATE OF TITLE.....	13
	APPENDIX 2: LOCATION PLAN.....	14
	APPENDIX 3: CONCEPT DRAWINGS FOR PROPOSED MOTEL DEVELOPMENT	15

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

1.0 Purpose of Scheme Amendment

The purpose of the Scheme Amendment is to amend the zoning of No. 9 John Street, Northam, from 'Residential' to 'Mixed Use' and facilitate development of the site as an extension to the existing adjacent Northam Motel.



Figure 1a: Current 'Residential' Zoning



Figure 1b: Proposed 'Mixed Use' Zoning

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

2.0 Background

The Northam Motel is located at No. 13 John Street, Northam, and offers short-term, motel-style accommodation. The property subject to this Scheme Amendment, No. 9 John Street, Northam, abuts the southern boundary of the Northam Motel and is under the same ownership. In response to an increased demand for short-term accommodation in the town, the owners of the Northam Motel intend to expand the business and construct additional motel units on No. 9 John Street. However, the property is currently zoned 'Residential' under Local Planning Scheme No. 6 and the land use class of 'Motel' is a prohibited use in the Residential zone.

A previous development approval for a proposed extension of the Northam Motel on to No. 9 John Street was issued on 25 October 2011. At this time, and under the previous Town Planning Scheme, 'Motel' was a discretionary land use in the applicable zone. The owners were not able to proceed with the development prior to expiration of the development approval.

The owners of the Northam Motel are now seeking to amend the zoning of No. 9 John Street to 'Mixed Use', which would be consistent with the current zoning of No. 13 John Street and nearby properties at the southern end of John Street. Under the 'Mixed Use' zoning provisions, the land use class of 'Motel' is designated 'A', meaning that the use may be permitted where the local government grants approval in accordance with provisions of the Local Planning Scheme.

3.0 Site Context

3.1 Land Tenure

No. 9 John Street is known as Lot 11 on Plan 2314. The land is owned by PerfectGift WA Pty Ltd. The Certificate of Title is provided in Appendix 1 to this report.



Figure 2: Street View of No. 9 John Street, Northam

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

3.2 Existing and Surrounding Land Uses

No. 9 John Street is improved with a single brick and tile residence dating from approximately the 1960s. In the past, the dwelling has been used as a caretaker's residence for the Northam Motel. No. 13 John Street, abutting the northern boundary, is the existing Northam Motel site. The Northam Motel is developed as several blocks of mainly single-story motel units and is currently zoned 'Mixed Use'. A further area of Mixed Use zoning is located at the southern end of John Street, approximately 200m from the subject site, and current uses include a fuel station, office and residential.



Figure 3 Mixed Use Development Bounded by Mitchell Avenue, John Street and Robinson Street

The immediate area surrounding the site is predominantly single residential. The zoning for much of the surrounding land allows for development at R30 standard but redevelopment of older housing stock to this density is limited at this stage. The site is located 200m from the main road into Northam from Perth (Mitchell Avenue) and 1km from the post office in the town centre. Approximately 600m to the north of the site is the Northam District Hospital and associated health precinct.

A Location Plan is provided in Appendix 2 to this report.

3.3 Site Characteristics

No. 9 John Street is 911m² in area. It has direct frontage to John Street and is located approximately 200m from the intersection with Mitchell Avenue.

A Section 70A notification has been lodged against the land stating that any future purchaser "will be required to grant and reserve to the registered proprietor an easement for a right of

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

carriageway to access the said Lot 18 on Diagram 32236". Lot 18 is the existing Northam Motel site.

No. 9 John Street has been cleared of vegetation for residential development. The site has a moderate fall from the front to the rear (east to west).

There is an existing power pole located on the verge abutting the front boundary of the property. The site is not affected by the floodplain and associated Special Control Area surrounding the Avon River.

4.0 Planning Framework

4.1 Avon Arc Sub Regional Strategy

The Avon Arc Sub Regional Strategy identifies Northam as the Regional Service Centre for the Avon region. This positions Northam as a preferred location for tourism and commercial developments, and growth in these sectors is an objective of the Strategy.

The Strategy emphasises the need for the consolidation of urban development in accordance with the centres hierarchy. The subject land falls within the Northam townsite area identified for consolidation in the Strategy. The proposed rezoning is consistent with these principles as it will contribute to general growth and diversification of land uses within the town.

4.2 Northam Regional Centre Growth Plan

The Northam Regional Centre Growth Plan provides strategies for the growth of the Shire within the context of the 'SuperTowns' framework. Of note, key guiding principles include:

- Encourage tourism in the Avon Sub Region; and
- Improve the quality, quantity and range of short stay accommodation and services available in Northam.

It is acknowledged that the Plan cautions against fragmented commercial retail development outside of the town centre, and the key objectives for the 'Forrest Precinct' (in which the subject land is located) include consolidation of residential development. This is not to say, however, that all non-residential uses should be prohibited outside of the town centre. Rather, non-residential uses should be appropriate to the site context and not undermine the primacy of the town centre, particularly as a retail precinct. The proposed Mixed Use zoning allows for a limited range of uses and can incorporate a residential component. Development consistent with objectives and specific provisions for the Mixed Use zone is not likely to be of a scale or strategic nature that would detract from the town centre.

4.3 Shire of Northam Local Planning Strategy

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

The Shire of Northam Local Planning Strategy lays out the long-term strategic vision for development and growth in the local government area. It states that Commercial and Mixed Use areas should be consolidated, and any new substantial areas of these zonings outside of the town centre should be limited. The subject land is located in a block that is currently zoned Mixed Use at each end with residential in between. The proposed rezoning would lend to consolidation of the Mixed Use zone in this precinct and is a better outcome to creating new commercial areas within the townsite.

Tourism is also recognised in the Local Planning Strategy as a significant source of future economic growth. Tourism developments are encouraged but the need to avoid conflict with rural land uses, the natural environment or heritage is emphasised. The proposed rezoning will facilitate expansion of the existing Northam Motel, providing additional short term accommodation in keeping with the Local Planning Strategy objectives. Land uses generally considered under the Mixed Use zoning and the Motel use in particular will not impact on the Shire's rural areas; environmental and conservation values; or European or Aboriginal heritage assets.

5.0 Development Proposal

5.1 Proposed Development

The proponent intends to develop No. 9 John Street as motel accommodation units. The development will be similar in scale and design to the plans approved in 2011, which provided for 12 single-storey motel units and associated car parking. The 2011 plans are included in Appendix 3 of this report as 'concept plans', as the owners will be working with a new architect at the detailed design stage. It is acknowledged that the design involves some variations to the built form standards for the Mixed Use zone provided in Local Planning Scheme No. 6. Assessment of these variations will occur through the development approval process and it is not necessary to address these in detail at this stage. The site is generally capable of being developed in accordance with the provisions for the Mixed Use Zone.

5.2 Servicing

The subject land is located within the Northam townsite and water, sewer, power and communications services are available. Development consistent with the proposed Mixed Use zoning will not place unsustainable demand on local services.

5.3 Environmental Considerations

The land has been previously developed for residential purposes and there is no remnant vegetation of significance on site.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

GIS datasets available through State Government agencies indicate that the site is not burdened by high acid sulphate soils risk, wetlands or water bodies, contaminated site status, 'Bush Forever' areas or other environmental features that might impact development potential.

The proposed development does not involve any activities that might generate noise, dust, waste or use of hazardous materials that would be unable to comply with statutory requirements.

The site is located within the Northam townsite and is not at high-risk for bushfires. General fire management strategies would be required at the development stage through compliance with the Building Code of Australia and relevant legislation.

5.4 *Heritage Considerations*

The subject site is not included on the State Heritage List or Shire of Northam's Municipal Heritage Inventory, or impacted by a Registered Aboriginal Heritage Site. The existing residential dwelling has limited heritage value and redevelopment will not be to the detriment of the Shire's heritage assets.

5.5 *Amenity Considerations*

The expansion of the Northam Motel will not have an undue impact on the amenity of nearby residential properties. While specific amenity concerns in relation to the development will be addressed in detail at the Development Application stage, it is worth noting that amenity issues are capable of being addressed through detailed design. That is to say, the proposed land use is capable of being developed such that it does not unduly impact nearby residential properties, as are other potential uses within the 'Mixed Use' zone. The site is capable of providing car parking in accordance with Scheme requirements (demonstrated on the concept plans) so there will not be an increased demand for off-site or street parking.

The Northam Motel is not licensed to serve alcohol, does not offer meal service to the wider public and does not host entertainment facilities. The reception and kitchen do not operate twenty-four hours. Accordingly, noise from visitors coming and going or from within the site itself will not be significantly greater than from within a grouped dwelling residential development.

Lighting, signage and built form (bulk, privacy, overshadowing) are also factors that have the potential to affect the amenity of residential properties. These issues can be effectively managed through specific design strategies at the development application stage.

6.0 **Rationale for Proposed 'Mixed Use' Zoning**

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

6.1 *Consistency with Planning Framework*

Strategic planning tools for the region consistently reference tourism growth and consolidation of the Northam townsite. The purpose of the proposed zoning is consistent with facilitating tourism growth as it provides additional short-stay accommodation for visitors. The Northam Motel is also frequented by visiting workers. Both tourists and workers can have a positive economic impact, using basic services (food, fuel, and so forth) and leisure opportunities in the town. The proximity of the site to the Northam District Hospital might also prove beneficial to visitors from rural areas requiring out-patient medical treatment or for family and friends visiting patients.

Of course, the proposed 'Mixed Use' zoning allows for a greater range of potential uses than a motel. The flexibility of the zoning avoids overly restrictive zoning by planning only for motel development, and is harmonious with the principle of townsite consolidation. Firstly, the street block bounded by John Street, Robinson Street, Forrest Street and Mitchell Avenue already houses several 'Mixed Use' properties. The expansion of the zone within this street block ensures minimal impact on residential properties and avoids ad hoc commercial or mixed use development within the precinct. As redevelopment occurs in the area in the future, the 'Mixed Use' zone provides opportunity both for limited commercial development and associated residential development up to R40 density.

Secondly, townsite consolidation occurs simultaneously at two scales – the consolidation of the town centre precinct and the consolidation of the townsite to prevent unsustainable expansion. As discussed in the previous paragraph, the inclusion of 'Mixed Use' areas within the existing townsite allows for more intense and diverse development to compliment increased residential density. The 'Mixed Use' zone also balances this function with protecting the primacy of the town centre. The majority of uses within this zoning are discretionary, notably the use of 'Shop'. The objectives for the zone refer to "compatible uses that enhance the local amenity". The Mixed Use zone is distinct from a Commercial zoning in its intent and construction, and will have limited impact on vitality or viability of the town centre.

6.2 *Presumption Against 'Spot' Rezoning*

In Western Australia there is a general presumption against the rezoning of individual parcels in favour of broader, strategic approaches to zoning. However, when considering the current proposal on its merits and with regard to the site history, the proposed rezoning is not inconsistent with strategic planning principles. Specifically, the amended zoning is a minor expansion to an existing area of 'Mixed Use' rather than an isolated or illogical zoning that would be incompatible with its surrounds. Furthermore, the Local Government has previously granted planning approval for the extension of the motel on the subject site. Although this occurred under the previous Town Planning Scheme, the site context has not changed considerably in this time. The decision to zone the existing motel site as 'Mixed Use' when preparing the Local Planning Scheme indicates that limited commercial activities and increased residential density in the immediate area are considered acceptable; if the intention was for commercial and tourism activities in the area to be constrained, a more restrictive zoning would most likely have been applied. The proposed rezoning is compatible with its setting and consistent with key strategic planning documents, and does not present an uncontrolled, ad hoc approach to zoning.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

6.3 *Preliminary Consultation with Shire of Northam and WA Planning Commission*

Preliminary consultation with officers from the Shire of Northam and the WA Planning Commission were made in September 2014. Feedback from both organisations was generally in support of the proposed Scheme Amendment.

7.0 **Conclusion**

The proposed rezoning of No. 9 John Street, Northam, from 'Residential' to 'Mixed Use' will give the owners of the Northam Motel the ability to pursue plans to extend the motel. More generally, the Mixed Use zoning works to consolidate the existing Mixed Use zoning in the immediate area and provides the appropriate statutory environment for limited commercial development and higher density residential development as Northam grows.

The proposed rezoning is consistent with the following principles identified in key strategic planning tools for the region:

- Supports growth of tourism facilities, particularly the provision of additional short-term accommodation;
- Provides for diversification of uses within the existing townsite and encourages redevelopment of older housing stock; and
- Alongside offering development opportunities, the types of uses contemplated are limited and primarily discretionary to minimise potential conflict with residential properties or undue impact on the town centre.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 1: CERTIFICATE OF TITLE

999L



WESTERN AUSTRALIA

REGISTER NUMBER	
11/P2314	
DEEDS ACT NUMBER	DATE OF DEEDS ACT
1	27/8/2014

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

VOLUME 787 PAGE 66

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




REGISTRAR OF TITLES

LAND DESCRIPTION:

LOT 11 ON PLAN 2314

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

PERFECTGIFT WA PTY LTD OF 5 RED WATTLE PLACE, CHURCHLANDS
(T M759909) REGISTERED 18 AUGUST 2014

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

1. *L617103 NOTIFICATION CONTAINS FACTORS AFFECTING THE WITHIN LAND. LODGED 4.5.2011.

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

END OF CERTIFICATE OF TITLE

STATEMENTS:

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

SKETCH OF LAND: 787-66 (11/P2314)
PREVIOUS TITLE: 342-15
PROPERTY STREET ADDRESS: 9 JOHN ST, NORTHAM
LOCAL GOVERNMENT AREA: SHIRE OF NORTHAM

NOTE 1: DUPLICATE CERTIFICATE OF TITLE NOT ISSUED AS REQUESTED BY DEALING K418078

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 2: LOCATION PLAN

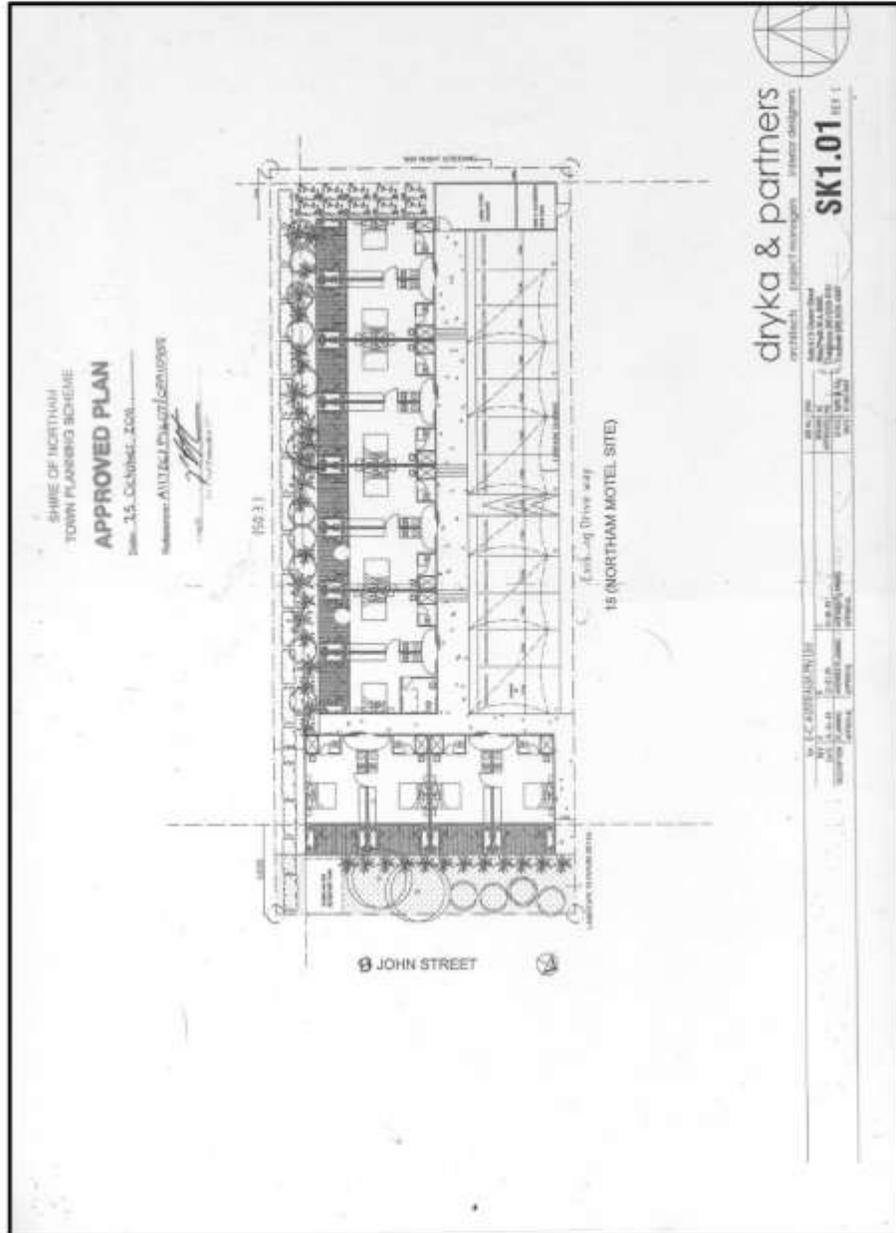


SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

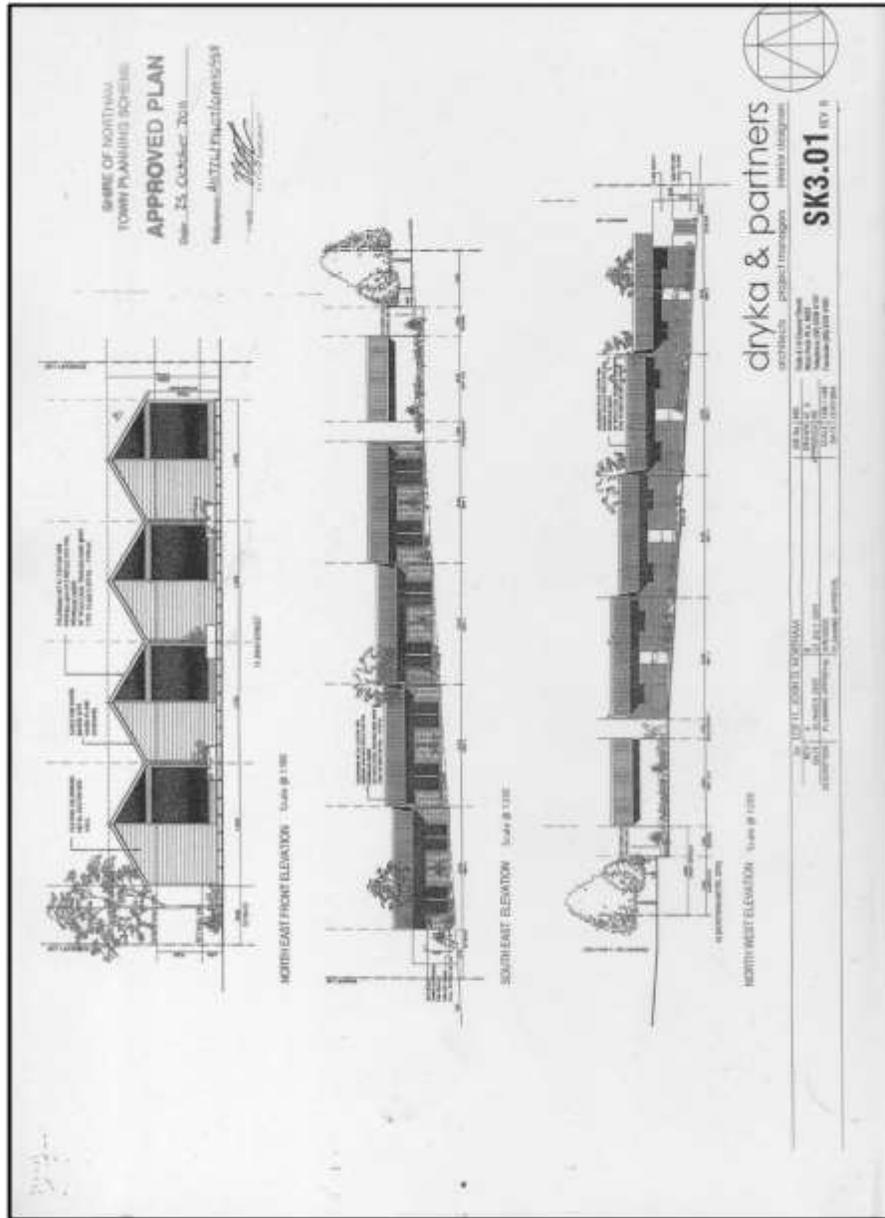
APPENDIX 3: CONCEPT DRAWINGS FOR PROPOSED MOTEL DEVELOPMENT



SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

PLANNING AND DEVELOPMENT ACT 2005

SHIRE OF NORTHAM

LOCAL PLANNING SCHEME NO. 6

AMENDMENT NO. 1

The Shire of Northam Council under and by virtue of the powers conferred upon it by the *Planning and Development Act 2005* (as amended), hereby amends the above local planning scheme by:

1. Amending the Scheme Map to apply a zoning of "Mixed Use" to No. 9 (Lot 11) John Street, Northam.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

ADOPTION

ADOPTED by Resolution of the Council of the Shire of Northam at the Ordinary Meeting of the Council held on the day of 2014.

.....
PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

FINAL APPROVAL

ADOPTED for final approval by resolution of the Council of the Shire of Northam at the Ordinary Meeting of the Council held on the day of 2014 and pursuant to that Resolution the Seal of the Shire of Northam was hereunto affixed in the presence of:

.....
PRESIDENT

.....
CHIEF EXECUTIVE OFFICER

RECOMMENDED / SUBMITTED FOR FINAL APPROVAL

.....
DELEGATED UNDER s.16 OF THE
PLANNING AND DEVELOPMENT ACT 2005

DATE:

FINAL APPROVAL GRANTED

.....
MINISTER FOR PLANNING

DATE:

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 5

Advertisement

Shire of Northam

Tender 6/14

**Purchase or Lease of former Wundowie
Youth Advisory Council Property (YAC Shak)**

Tenders closing at 4.00pm on **Wednesday 17th September 2014** are invited for the purchase or lease of the former Youth Advisory Council property (YAC Shak) on Lot 311 (3) Boronia Avenue Wundowie. The building is on 2926m² of commercial zoned land.

Tender documents can be obtained by contacting Roy Djanegara on 9622 6133 during business hours.

Tenders are to be submitted in a sealed envelope clearly marked with the tender number to the Shire of Northam, PO Box 613, Northam WA 6401.

Late tenders and tenders submitted by facsimile or email will not be accepted.

The lowest or any tender not necessarily accepted. Canvassing of Councillors or Staff will disqualify.

Jason B Whiteaker
Chief Executive Officer

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

INFORMATION PACKAGE
PUBLIC TENDER
FORMER YOUTH ADVISORY COUNCIL BUILDING,
WUNDOWIE
TENDER 6 OF 2014
SALE OR LEASE OF BUILDINGS AND/OR LAND

1. INTRODUCTION

The former Wundowie **Youth Advisory Council Building** (YAC Shak) is located on Lot 311 (3) Boronia Avenue, Wundowie, located next door to the Wundowie Community Building (former Wundowie Fire Station) and across the road from the Wundowie Continental Store and the Wundowie Primary School.

The property is in good condition and the building contains an air conditioned office, an outside toilet and a kitchen. Floor coverings are vinyl and carpet. The site was used for an Ampol Petrol Station and purchased by the Shire in 2003 for community purposes.

There were four underground fuel storages on the site, however those underground fuel tanks were removed in 2002. Despite an EPA audit in 2002 clearing the site of any contamination, in October 2012 the Department of Environment registered a memorial against the Certificate of Title, which records the site classification as "Possibly Contaminated – investigation required"

The property is 2926m² and zoned 'commercial', which allows it to be used for commercial purposes.

The property is being offered on an "as-is" basis.



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

2. GENERAL INFORMATION ON PURCHASE

Prospective tenderers are encouraged to undertake an inspection of the property. Please contact the Project Manager to arrange a mutually beneficial time to inspect the premises.

Further digital photos are available on request by emailing planning@northam.wa.gov.au

3. TENDER INFORMATION

Within the tender an expression of interest to be submitted, and the following criteria are required to be addressed at a minimum.

3.1 Proposed use

Within the application prospective purchasers should detail their previous experience in relation to the proposal. It would be preferable to provide a number of referees to attest to the quality of the business operation operated.

3.2 Price

Submissions should clearly demonstrate the purchase or lease price for the building(s) and land.

3.3 Management Proposal

Submissions should demonstrate that the Tenderer will be able to meet the purchase price.

3.5 Referees

Proponents are encouraged to include the names of referees that can confirm comments contained within the submission/tender proposal.

4. ASSESSMENT OF TENDERS

The Selection Criteria to be evaluated against tenders received is outlined below with the weighting factor also given.

Tender Price	80%
Community Benefit	20%

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

5. SUBMISSION OF TENDER

Written submissions detailing the conditions raised within the expression of interest and specifically addressing the Tender Assessment Criteria should be submitted to Council no later than 4.00pm on **Wednesday 17th September 2014** and addressed as -

"Expression of Interest (Tender 6 of 2014)". These should be posted or dropped off at the Shire of Northam Administration Building, 395 Fitzgerald Street, Northam.

6. PROJECT MANAGER / FURTHER INFORMATION

Further information can be obtained by contacting,

Mr Roy Djanegara.

Ph: 9622 6133

Mobile: 0432 919 897

Email: planning@northam.wa.gov.au

7. ATTACHMENTS

Attachment 1 – Form 1 of Tender – purchase of land and buildings.

Attachment 2 – Site Plan

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

ATTACHMENT 1
**FORM 1 OF TENDER – PURCHASE OR LEASE OF LAND AND
BUILDING**

TENDER 6 OF 2014

**SALE OR LEASE OF BUILDING LOCATED AT 3 BORONIA AVENUE
WUNDOWIE**

Description: Metal Clad building with air conditioned office, outside toilet
and kitchen on 2926 m² land.

Tenderer's Contact Details:

Name _____

Address _____

Phone Number – work _____ home _____ mobile _____

Fax _____ Email _____

Offer amount (including GST)

\$ _____ **outright purchase / lease per annum (circle)**

Signed _____

Name _____

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

ATTACHMENT 2 – SITE PLAN



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

"AS-IS" - FRIDAY 12TH SEPTEMBER 2014.



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

2



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

3

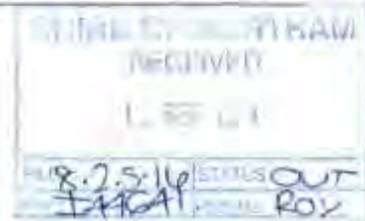


SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

**Wundowie & Districts
Mens Shed Inc.**
P.O. Box 80 Wundowie WA 6560



Mr Roy Djanegara
Shire of Northam
PO Box 613
Northam6401



Dear Roy,

Please find below correspondence re **Tender 6/14, Purchase or Lease of former Wundowie youth Advisory Council Property (YAK Shak)**

The Wundowie and Districts Men's Shed Inc have been active since March 2010. At that time the Shed was operating on a Tuesday half a day a week. This had increased to 2 half days a week by October of that year. At Present the Shed operates 2 full days a week as well as members working on their own small projects almost daily. We have kept a log of activities since day one.

At present the Wundowie and Districts Men's Shed Inc operate from the Old Fire Station which is owned by the Shire and abuts the YAK Shak site. We have a lease in place for 5 years which is due early next year and we will be keen to formalize another agreement with the Shire for a further 5 year tenure.

As mentioned the Shed is now a big part of the Community with almost 40 retired blokes from around the district. We have members from Wundowie, Bakers Hill, Clackline, Wooroloo, Chidlow, Carlin Valley and all places in between. The interest is increasing every week with new people inquiring as to what we do and how they may become involved.

The reason we are keen to secure a lease over the old YAK Shak at Lot 311 (3) Boronia Avenue is we have simply run out of space for our members to work safely. There are activities such as welding, grinding, cutting and steel fabricating. We also have a carpentry shop which is segregated from the metal work area but that too is becoming too small. There is another area where motors and equipment is also repaired and built.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

3.1 Proposed Use

The intention would be to secure a lease from the Shire of Northam for 5 years over Lot 311 Boronia Avenue. This would allow expansion of the present Men's Shed operation and allow for membership and community activity expansion. The Mens Shed in Wundowie already does a lot of community projects and the added area would aid this even more.

We also believe we could make the area more appealing to the eye by cleaning up the area as part of our agreement. This block is opposite the Wundowie Primary School and on one of the main entrances into Wundowie. This is a road used to the Go Cart Club, Golf Course and a major subdivision North West of Wundowie.

3.2 Price

As far as price goes we have not the ability at present to buy the property outright, if we were the successful with our tender. We would like to see a lease similar to what is in place for the current Mens Shed site. The Mens Shed will pay \$1 per year on demand and look after the property.

Our aim is to eventually be in a position to purchase the property or part thereof. For this to happen we need time.

We believe during the early part of the lease we could apply for funding and purchase lot 311 Boronia Avenue or part thereof. As stated in our preamble our aim is to have a larger block so as to expand our operations. Men's Sheds across Australia have been successful in attracting funding sources and grants to purchase land and or buildings. We see no reason with time on our side why Wundowie could not also be successful. We would see this as a great outcome for the Community and the Shire.

3.4 Nil

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

3.3 Management Proposal

The Wundowie and Districts Mens Shed Inc will look after and enhance the property. Undergrowth in the form of wild grasses would be manicured and made to look tidy. Leaves raked and a general tidy up of property would be ongoing. If you have a look at the Old Fire Station you will see that it is always neat and tidy. This property would be kept the same.

Another factor for applying for this property is the lack of parking on present site. This was pointed out to us by the Shire Building Inspector. Apparently we should have another 7 parking spaces for our present property to cater for members.

3.5 Referees

Trish Hamilton	President Wundowie Progress Association	9573 6265
Mark Johnston	OIC Wundowie Police Station	9573 6244
Des and Lisa	Wundowie One Stop	9573 6229
Sharon Hislop	Secretary Wundowie Sports Council	9573 6555

Yours Faithfully



Henry Walling
Acting Secretary W& D M S Inc
12th September 2014

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

ATTACHMENT 1

**FORM 1 OF TENDER – PURCHASE OR LEASE OF LAND AND
BUILDING**

TENDER 6 OF 2014

**SALE OR LEASE OF BUILDING LOCATED AT 3 BORONIA AVENUE
WUNDOWIE**

Description: Metal Clad building with air conditioned office, outside toilet
and kitchen on 2926 m² land.

Tenderer's Contact Details:

Name WUNDOWIE + DISTRICTS MENS SHED INC
Address 1 BORONIA AVE, WUNDOWIE 6560.
Phone Number – work _____ home 9572-7973 mobile 0407-138-118
Fax _____ Email HENRYDIAN @ BIGPOND.COM

Offer amount (including GST)

\$ 1.00

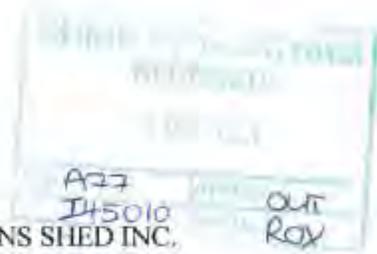
outright purchase / lease per annum (circle)

IN THE
FUTURE

Signed H Walling

Name HENRY WALLING.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



WUNDOWIE & DISTRICTS MENS SHED INC,
P.O. BOX 320 WUNDOWIE WA 6560

3 October 2014

Mr Roy Djanegara
Shire of Northam
PO Box 613
Northam 6401

Dear Roy

I refer to tender 6/14 lodged on 12 September 2014 in relation to purchasing or leasing the former Wundowie Youth Advisory Council Property (YAC Shak).

The Wundowie & Districts Men's Shed Inc. have reconsidered this tender and wish to formally withdraw it with effect from today's date.

Yours faithfully

A handwritten signature in blue ink, appearing to be "J. B. Garrihy".

JAMES B GARRIHY
Secretary
Wundowie & District Men's Shed Inc.

COPY

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Expression of Interest re: Tender 6 of 2014 from Karen Baker.

Introduction:

Please accept this as my Tender proposal. I have made enquiries recently about the property, and was informed that the Shire does not make leases available to individuals only groups. For the most part I let this statement make me feel like this project could not go ahead and what I had to offer the community was not required. Then at the last minute I decided to put in this proposal anyway. I want the Shire to know that I realise things come into being in many different ways. Maybe groups get together and approach the shire for leases, and this is the usual way. I wish the Shire to know that even though it may appear I am merely an individual; I do have a community of mosaic artists behind me, hoping this will go ahead, and they can be included in my dream. If there was a group capable of securing a premises like this and starting the dream, they would have done it already and I would be approaching them to become involved. Looks like I will blaze the trail, and try to make a start, clear in the knowledge there are others like me who will be involved and integral in the process and success of this endeavour.

I believe there is gains to be made for the Community by me making this a Community endeavour, money into the town, work, work experience, opportunities to volunteer, social interaction, etc....

I can go about my business in my own quiet fashion and expand my mosaic art business, make more art and sell more art, and even could build my own separate studio/gallery on our land maybe and sell my work, as well as online as I offer it now, or reorganise our shed and set up a small gallery of my own work.

When I moved to Wundowie in March 2013 I saw this building and peered into it, thinking what a waste it is empty. I could do a lot with that I thought. If truth be known I was drawn to the cement sofa positioned at the front of the premises, and I decided I will mosaic that with Western Australian Wildflowers and that will be my start..... I has taken me some time to settle in to my new life, and recently I started to make enquiries. I also note with sadness that the wonderful sofa has been relocated to the playground area. I will just make a new one.

Please do not reject this tender because it may be too wordy or not as you require. I will furnish you with any additional information you require. It has been compiled with haste to meet the deadline of today, and I trust you might take the time to meet me and allow me to show you more of what I propose. I have a zillion photos of the plant nursery I created on my own, and had open to the public in SA whilst I was running my gardening business. I previously submitted photos of the work we created in Chile, but offer for you to come to see what mosaic art is all about first hand at my studio at home. Mosaic art is so different to see in real life.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Yesterday I put a posting on Facebook about what I am doing, and I provide a link for you to see the comments from those who have seen my post.

<https://www.facebook.com/KarenBakerMosaicArt> People are interested- near and far and are commenting with support and hope! I hope to inspire others to do the same.

I am a member of the Australian mosaic association MAANZ, we have about 50-60 members in WA, and a couple of thousand Australia wide. Every two years a mosaic conference is held where members from around the country come together for all the latest on all things mosaic. Previously the symposium has been in Brisbane, Adelaide, Melbourne, Sydney, and I am thinking it must be Perth's turn in 2017. It would be nice if the gallery was running well by then, and Wundowie was full of mosaics of Western Australia's wonderful wildflowers. I am also a member of BAMB the British Association of Modern Mosaics which has a huge well established membership. I am considering becoming a member of SAMA which is the American Mosaic Association as I wish to attend their mosaic conference one year soon.

People will send me art to exhibit and sell for them, people will buy tiles and glass and rocks by mail order from me, and people will buy beautiful slices of Western Australian gemstones from me, but it will either happen in a private capacity, or in this manner with Community involvement to a degree, and community benefit.

I am yet to mention this to the West Australian representative of MAANZ, I really wanted to surprise them all with this venture, get the ball rolling and then have them come in and contribute. As I am new to the state, and to the organization I am still finding out who does what, who works best together, who lives where, and other details. I just decided to do it rather than discuss it. I trust I will attract other doers.

3.1 Proposed Use.

The proposed use for the current building is to refurbish to a standard where it can be disposed as a Mosaic Art Gallery in the front part. The Gallery would be available for all mosaic artists, local, national and international who wish to exhibit and sell their artwork.

Work would be required to be of a high gallery standard.

Generally it is our experience as mosaic artists, that Art Galleries don't make much wall space available for mosaics, and in fact the majority of galleries will not even consider hanging mosaic work. You have to "be" someone or "know" someone. The art world appears a little elitist to me- being considered an "outsider artist" - not university art trained. I want to make room in this world for Mosaic Art- to

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

show it, promote it, sell it, and support artists in their endeavours and make it worthwhile and profitable for them to be artists.

I want to offer wall space only to mosaic artists. I want a gallery full of mosaic art, to expose mosaic art to the wider population who may not be aware of its beauty, or the progress of the field of mosaic art, (which has been around since the Byzantine era) and the amazing range of creations that our artists are making. Galleries typically charge 50% commission on all works which makes art and especially mosaic art priced out of the reach of many because of the amount of time it takes to make mosaic art.

It is the intention of this gallery to offer mosaic art for sale at the sale price determined by each artist, with as minimal additional gallery commission charge as possible, in theory in the range of 20-25%. This will enable international and interstate artists to factor in postage/freight charges, and still have the opportunity to submit work without the fear of their work being overpriced. It is a win win situation. Having no huge overhead of rent initially will be key in being able to get this idea off the ground, and allow me time to advertise, get exposure, generate a client base and get the word out in WA and beyond that there are great mosaics in Wundowie just waiting for them.

The rear room-would be available for use for:

1. student workshops. I would be canvassing international and local artists to share their skill set and offer workshops for other members of MAANZ and interested parties not yet members, but who are interested in exploring the field of mosaic art. Personally I will offer workshops to artists in my areas of expertise- using gemstones and rocks in art, and substrate creations for sculptures. In collaboration with the school I could offer workshops to students, and may even be able to offer day long holiday mosaic art workshops for kids or families where they can make art for their homes and gardens.

2. for artist collaborations and creations of projects or mosaics for public art or private commissions where extra space may be required, above that of what is available to individual artists at their own studios/homes. Additionally for those who may need extra assistance from other artists to bring a project to completion. Artwork can be fabricated at the premises, and then taken on fibreglass mesh to any site and have it installed there.

3. storage of materials for upcoming projects for artists and acquisition of damaged tiles from distributors and surplus tiles from tilers which can be utilised for Community art we create or commissions as required.

4. storage of materials for sale via online sales, and general sales to local mosaic artists. It is my intention to source and import high fired ceramic tiles which are frost proof and not widely available here, and which we used in Chile with

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

our international collaboration. I also plan to import glass tiles from China for sale and for use in my mosaics. I plan to tumble gemstones and bag and sell these to mosaic artists.

5. Meetings, client meetings, collaboration meetings, technical discussions, any get togethers social and other for all members of MAANZ, and hopefully monthly meetings to share information about what is happening around the state.

The land portion of the premises would be developed into a Sculpture Garden and Community Garden.

The Mosaic Art Gallery and Sculpture Garden would be the first in Australia, and as my colleagues in other states are commenting, they wish this was happening in their area.

The objective is to include and educate local community members in all things "garden". A producing garden would be planted, and would require tending. This would give anyone who is interested an opportunity to participate, to learn skills to tend plants, to propagate plants, to feed, harvest, irrigate plants. These skills can be used within the Community Garden and Sculpture Garden, and hopefully those who are bitten by the gardening bug will use these skills at home in their own gardens. Prior to my life as a gardener I studied a Bachelor of Education in Home Economics, which taught me to be a teacher in the field of food and nutrition and clothing and textiles. I can teach people how to prepare their harvest also. I find people don't eat healthy food because they don't know how. I imagine a nice pot of soup on the stove in Winter for visitors to the gallery and for garden workers to enjoy, with vegetables and herbs harvested from the garden. Producing gardens can look wonderful and be a feature of a property. Long gone are the days where you hide your vegie patch down the back of the yard. Use the land you have, plant plants that produce!

The Sculpture Garden would contain, amongst a garden setting, with walks and paths and seats to sit and think for a while ... large mosaic art sculptures for sale. I have visions of huge mosaic flowers, birdbaths, water features, large mosaic panels and more.

Having been informed of the creativity and capability of some of the welding men next door at The Men's Shed, I will be encouraging submissions of any metal sculptures they may wish to offer for sale also. I would be happy to have both forms of art being offered in the Sculpture Garden. I would be wanting to rely on the expertise of these welders in getting some armatures made- the metal frame, from where all large sculptures start, and I believe there are a number of skilled creators who can create these armatures for me, and maybe

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

others who want to create on a large scale. I have a desire to create an amazing huuuuuge mosaic sculpture and have it included in the Cottlesloe Sculpture Exhibition and Competition.

Additionally to all things mosaic that are planned for this site, I plan to include for sale Western Australian gemstones. My partner is the Director of Australian Outback Mining, and he owns mining leases, and mines and exports rough rock primarily to China, additionally sells polished slices of rocks in the US each year at the biggest Gem and Mineral shows in Arizona. He has been doing this for 20 years. We get many enquiries by way of phone call and email, for small sales of polished rocks, and to date it has not been worth his while to bother with these small orders. You really can only be in one place at a time, and he focuses on working with the greatest returns. I have been using his rocks of late, in my artwork firstly in the Chile project, and since here in my art and have generated a real interest from fellow artists worldwide. I have proposed to make available to mosaic artists, and "rock hounds" and those in the lapidary field these polished gemstones, and some small rocks suitable for mosaic art. This would be another revenue source to fund the site, and additionally give me the opportunity to make these wonderful materials available for sale locally. Whilst this might appear to be only a revenue based proposal, I see it as an education based venture also. I hear people in the US at the Gem Show exclaiming that we really have the best booth when we sell our gemstones there, and the most wonderful rocks in Western Australia. It is with no bias that I agree. Information on how these rocks form and their history and region information will be made available also. People would be surprised to know the beauty that WA hides in its earth.

3.2 Price

I wish to Lease the property for 2 years for a Peppercorn Rent of \$1.00. Considering the as-is nature of the premises, refurbishment to a higher standard is required. I note that whilst the photo shows a kitchen, in fact that room is pretty much empty apart from free standing wooden cupboard, there is no water pipes or waste pipes connected, these have been cut off. This will have to be reinstated, and a kitchen installed for basic purposes of tea and coffee or refreshments that may be required for future staff, students, volunteers and artists as well as customers, and maybe for education and cooking purposes as mentioned in regard to the Garden and its harvests.

I was unable to get to inspect the outdoor toilet as the door was barricaded and can only assume it is in working condition, otherwise this will have to be replaced. Installation of handbasins etc will be required also. It may be considered worthwhile to include a shower in this area as well.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Further consideration is offered by way of contribution to Community with the offering of my skill base and teaching ability in the area of people management, gardening, mosaic art expertise, encouragement and motivation of volunteers and locals.

In my reckoning it will take some time and money to get the premises to a point where it can be Open for business, and hopefully within the two year time frame I request to lease the premises I can get it to a viable even profitable state.

At the end of that two year time frame I wish to have had the EPA situation explored and defined what is required to rectify any issue with the property. Once this has been established to the satisfaction of the leaser that the property's value and planned use is not hindered, the leaser will offer a contract for purchase of the property. This may be subject to finance.

If it is the outcome that the venture is not profitable at the end of the 2 year lease period, then the property would be returned to the Shire in a much better condition than it came to me. It seems the Shire would benefit from this situation either way. Obviously I desire for the Gallery and Sculpture Garden to be a raging success.

3.3 Management Proposal.

I ask that you consider meeting me, so that I may be able to furnish you with any other information you may require. I can make a resume available to you if you require it.

My background in relation to what activities are being proposed to be carried out at this site that are of relevance are:

Volunteered at Green Street Community Garden in Brompton SA for a period of a year and learned some basics about permaculture, volunteering, working with people from a range of backgrounds, and how to run a Community Garden.

I started and ran a Garden Management Business, having completed a small business course, and developing a Business Plan, and operated "Business is Blooming" for 10 years in SA. I managed a mansion for that 10 years, plus a number of residences in metropolitan Adelaide. I managed and further developed many gardens, mainly incorporating long term management of these gardens. My focus was to make the most of what people had already and

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

further develop them, and almost always I encouraged my clients if they did not already have a 'producing' garden- that is fruit trees and herbs and vegetables being planted and tended, that they incorporate them. I ran this business until I left SA in March of 2013 and relocated to Wundowie WA.

Additionally while managing gardens, I discovered mosaic art, and began making mosaics, and set up a studio in my home. As this is my passion I invested all my free time in, I researched all I could find about this artform and have developed a Community of Mosaic Artists around the world I am in contact with. At present I have over 1227 (at last count) mosaic art friend contacts, and have recently started a Facebook page for my mosaics and have 693 followers.

I was selected as one of 60 mosaic artists from around the world to collaborate on a create a mosaic on the Municipal Building in Puente Alto Santiago in 2014. This was a real honour to be included and I spent an amazing two weeks in Chile mosaicing and learning from other more established artists than myself. I was able to see first hand the amazing work that had been started by Isidora Paz Lopez- the leader of our project, which was 70 mosaic pillars that comprised the Metro system out of Puente Alto. It is the largest mosaic undertaking I am aware of in the world, and it showcased the flora and fauna of Santiago region. What was fascinating as well as the creations of the mosaics, was the change in the environment of Puente Alto. Renown for being a rough area of Santiago, somewhat impoverished, it was noted that a pride was evolving amongst the people, as the mosaics evolved. Graffiti and violence and social issues decreased in the region, and people with no skills or previous experience became exceptional artists, going on to create murals sometimes on their own homes.

I would like to think that there would be some kind of community impact by introducing mosaics here in Wundowie too. I would like to think that some people who have not considered themselves artists, may also fall in love with the artform and contribute to projects which I hope to create. I know that mosaic art and the wonderful history of the foundry and love of all things metal being promoted in Wundowie will fit together well. I see them as complementary.

I would like to develop the corner at the front of the premises, which from the site plan looks like a verge not included. I would obviously like to clean up the garden, trim up the tree and create mosaic benches and table, even planters on that corner to make it look beautiful. I would love to see mosaics everywhere. I have many many photos of wonderful things created in other parts of the world that I can show you. I want to create amazing sculptures of beauty- nothing mediocre.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Obviously I wish to improve the street appeal of the property, and I have quite a few visions of stunning sculptures that could be attached to the premises, especially the verandah posts, maybe a big green vine with large red flowers entwining the posts, as a drawcard for the town. Painting a more aesthetically pleasing colour will be an early plan.

Having made myself known to some members of The Men's Shed, I have been informed they use the parking area on the site when they meet. I have no problem with this. I will ask that we organise a layout for maximum benefit, and de-lineate spaces for parking. Further discussions involving the Men's Shed requiring an extra area for storage of materials can easily be catered for, and we have made tentative agreements which I am happy to honour. It will serve everyone well, if everyone's needs are met. Additionally I am hoping that the huge semi that is always parked at the premises will move on with a minimum of fuss and park elsewhere.

Please accept this as a sincere attempt to inform you of my objectives and desires for the property. I ask that you assist me further in providing anything you feel I have overlooked, or further information you may require. I am not experienced in dealing with Shires or tenders, but I do know mosaics and gardens. I ask again that you take the opportunity for us to meet, so as I may make a contribution. I am not afraid of hard work, and I trust there will be people who want to make their contribution along side of me. Thank you for the opportunity to submit this.

Sincerely,

Karen Baker

Email: mosaicartbykarenbaker@hotmail.com

Facebook:

<https://www.facebook.com/KarenBakerMosaicArt/posts/8446590345359760/?type=like>

Facebook MosaicArt page:

<https://www.facebook.com/mosaicartbykarenbaker/ref=hl>

Website: <http://mosaicsonline.webs.com/>

Mobile: 0429 221 507

Home Phone: 9573 6773

23 McMullen Road Wundowie, WA 6560

PO Box 7 Wundowie WA 6560

My partner Glenn Archer's info:

Ref: Australian Outback Mining: <https://www.facebook.com/outbackmining>

Website: <http://outbackmining.com/>

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 6

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL OCTOBER 2014				
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT \$
1852	15/10/2014	BUILDER'S REGISTRATION BOARD OF WA	BSL MONTHLY COLLECTION FOR SEPTEMBER 2014.	-3,660.54
1853	15/10/2014	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCITF MONTHLY COLLECTION FOR SEPTEMBER 2014.	-6,217.10
1854	15/10/2014	SHIRE OF NORTHAM	BSL & BCITF MONTHLY COMMISSION FOR SEPTEMBER 2014.	-313.75
1855	24/10/2014	GIUSEPPE CIALLELLA	REFUND OF STANDPIPE KEY RETURNED ON 20/10/2014.	-50.00
1856	24/10/2014	CANCELLED PAYMENT		
			TOTAL TRUST CHEQUES	-10,241.39
EFT18043	07/10/2014	DENIS GRAHAM BERESFORD	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-1,726.55
EFT18044	07/10/2014	DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-1,726.55
EFT18045	07/10/2014	JULIE ELLEN WILLIAMS	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-1,726.55
EFT18046	07/10/2014	KATHLEEN DAWN SAUNDERS	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-2,096.55
EFT18047	07/10/2014	LLEWELLYN A W	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-1,758.32
EFT18048	07/10/2014	RAYMOND MILNE HEAD	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-1,726.55
EFT18049	07/10/2014	ROBERT WAYNE TINETTI	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-1,726.55
EFT18050	07/10/2014	STEVEN BRUCE POLLARD	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-2,226.55
EFT18051	07/10/2014	TERRY MATTHEW LITTLE	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-3,046.23
EFT18052	07/10/2014	ULO RUMJANTSEV	COUNCILLOR PAYMENTS FOR SEPTEMBER 2014.	-2,129.11

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18053	07/10/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 208 INTEREST PAYMENT - NORTHAM COUNTRY CLUB.	-3,356.96
EFT18054	10/10/2014	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS.	-351.24
EFT18055	10/10/2014	AUSTRALIAN TAXATION OFFICE	PAYG 26/09/2014 ONE OFF PAYMENT & PAYG 24/09/2014 TO 07/10/2014.	-46,949.00
EFT18056	10/10/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	-475.00
EFT18057	10/10/2014	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	-177.40
EFT18058	10/10/2014	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS.	-146.64
			SUB TOTAL EFT MUNICIPAL	-71,345.75
EFT18059	15/10/2014	THE ROTARY CLUB OF NORTHAM	REFUND OF BOND ON TOWN HALL BOOKING NO 1544 ON 12/09/2014.	-500.00
			TOTAL EFT TRUST	-500.00
EFT18060	15/10/2014	ALL-WAYS FOODS	PURCHASE OF X4000 COOLWAVE CUPS & X4000 WHITE LIDS FOR VIP FRIDAY NIGHT EVENT AT THE AVON RIVER FESTIVAL.	-54.56
EFT18061	15/10/2014	BAKERS HILL ADULT RIDING CLUB	COMMUNITY GRANT PERIOD SEPT 2014 TO NOV 2015 - UPGRADE TO EQUESTRIAN GROUNDS.	-2,000.00
EFT18062	15/10/2014	CANCELLED PAYMENT		
EFT18063	15/10/2014	CLAW ENVIRONMENTAL	REMOVAL OF DRUMS FOR SEPTEMBER 2014 DRUM MUSTER X16 STEEL DRUMS 20L, X103 STEEL DRUMS 25L, X792 PLASTIC DRUMS 20L & X2688 PLASTIC DRUMS 25L.	-1,910.76
EFT18064	15/10/2014	JR & A HERSEY PTY LTD	PURCHASE OF X5 SUNGLASSES, X10 FLY NETS, X2 BOXES EARPLUGS, X1 AREOGARD, X1 CTN RIGGERS GLOVES & X36 SPRAY & MARK FOR ENGINEERING SERVICES.	-1,188.33
EFT18065	15/10/2014	QUIN'S GOURMET BUTCHERS	PURCHASE OF ASSORTED MEAT FOR KILLARA.	-206.92

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18066	15/10/2014	A PLUS TRAINING SOLUTIONS	CHIPPER SAFETY TRAINING ON SITE AT NORTHAM WORKS DEPOT ON 17/09/2014 FOR DAVID GOLDSMITH, RUSSELL FITZGERALD, COLIN LEWIS, GLEN FRANKS, JODIE TAYLOR, RODNEY SIMPSON & DAVID MUNDAY.	-1,750.00
EFT18067	15/10/2014	ACROMAT	PURCHASE OF COVER PLATES FOR INDOOR COURT FLOOR IN REC CENTRE.	-399.30
EFT18068	15/10/2014	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	HIRE OF X2 TRAFIC CONTROLLERS WITH SIGNS & CONES FOR WORKSITE ON SMITH RD CLACKLINE ON 10/09/2014 & 11/09/2014, X2 TRAFIC CONTROLLERS WITH SIGNS & CONES FOR WORKSITE ON REFACTORY RD CLACKLINE ON 29/08/2014 & X1 TRAFIC CONTROLLER WITH SIGNS & CONES FOR WORKSITE ON YORK RD NORTHAM ON 19/09/2014.	-3,289.28
EFT18069	15/10/2014	AG IMPLEMENTS NORTHAM PTY LTD	PURCHASE OF 3 X FERRIS MOWER BLADES FOR FERRIS MOWER N.4019.	-77.00
EFT18070	15/10/2014	AGENCY HOLDINGS T/AS BILBY BADGES	PURCHASE OF 1 X NAME BADGE WITH PIN FOR MANDY.	-30.84
EFT18071	15/10/2014	ALAN'S AUTO ELECTRICS	MOUNT & WIRE SPOTLIGHTS INCLUDING RELAY FUSE HOLDS & SWITCH & MOUNT & WIRE ADDITIONAL CIGARETTE LIGHTER SOCKET TO NISSAN NAVARA N.4056.	-518.50
EFT18072	15/10/2014	ALLCOM COMMUNICATIONS WA PTY LTD	REPAIR FAULTY SPEAKER CONNECTION ON TAIT T2020 RADIO IN FUSO TRUCK N3647.	-77.00
EFT18073	15/10/2014	ANDY'S PLUMBING SERVICE	CHECK & REPAIR PLUMBING AT BERNARD PARK TOILETS & CLEAN OUT WATER LESS UNRINALS & FILL WITH CHEMICAL PRIOR TO 2014 AVON DESCENT.	-478.50
EFT18074	15/10/2014	ANTHONY ROSKELL	CLEANING OF WUNDOWIE LIBRARY & WUNDOWIE HALL FOR THE PERIOD 10/09/2014 TO 23/09/2014.	-250.00
EFT18075	15/10/2014	APPLIED INDUSTRIAL TECHNOLOGIES	PURCHASE OF 10 X BOW SHACKLES VARIOUS SIZES FOR WUNDOWIE DEPOT TRAILERS.	-61.56

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18076	15/10/2014	ATLAS COPCO CONSTRUCTION EQUIPMENT AUSTRALIA	PURCHASE OF 1 X HANDLE TOP FOR DYNAPAC ROLLER N9166.	-80.32
EFT18077	15/10/2014	AUSTRALIAN WILDFLOWER SEEDS PTY LTD	PURCHASE OF X132 ASSORTED WILDFLOWER SEEDS FOR THE NORTHAM VISITOR CENTRE.	-360.80
EFT18078	15/10/2014	AV-SEC SECURITY SERVICES	ALARM ATTENDANCE CALL OUT ON 16/08/2014 AT AVAS WELLINGTON ST NORTHAM, OLD RAILWAY STATION MUSEUM ON 27/08/2014, 12/09/2014 & 14/09/2014, SHIRE ADMIN BUILDING ON 28/08/2014 & 14/09/2014, NORTHAM VISITORS CENTRE ON 21/08/2014 & 21,22,25,26/09/2014 & WUNDOWIE LIBRARY ON 16/09/2014.	-786.50
EFT18079	15/10/2014	AVON COMPUTECH	PURCHASE OF X1 CUSTOMISED INTEL i7 WORKSTATION & X1 24MB35PY LG LED MONITOR FOR CESM.	-1,499.00
EFT18080	15/10/2014	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF OLD QUARRY ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD 29/04/14 TO 11/05/14 & 16/09/14 TO 29/09/14.	-3,360.00
EFT18081	15/10/2014	AVON TELECOMS PTY LTD	SERVICE CALL TO RESTORE EFT MACHINE AT NORTHAM VISITOR CENTRE ON 26/09/2014 & SECURITY MONITORING FOR NOVEMBER 2014 FOR AVON VALLEY ARTS, NORTHAM VISITORS CENTRE, NORTHAM SES, BERT HAWKE OVAL, WUNDOWIE LIBRARY & NORTHAM REC CENTRE.	-485.86
EFT18082	15/10/2014	AVON TOURISM INCORPORATED	ADVERTISING IN THE 2015 EXPERIENCE PERTH HOLIDAY PLANNER FOR NORTHAM VISITORS CENTRE.	-450.00
EFT18083	15/10/2014	AVON VALLEY BAKERY	PURCHASE OF SANDWICH PLATTERS FOR PROJECT TEAM MEETING ON 4/9/2014 & LGIS GOVERNANCE FRAMEWORK AUDIT ON 08/09/2014.	-70.00
EFT18084	15/10/2014	AVON VALLEY CONTRACTORS	SUPPLY & DELIVER LOCAL YELLOW SAND TO HENRY STREET OVAL ON 18/09/2014.	-369.60

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18085	15/10/2014	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF X10 20LT LIQUID CHLORINE FOR WUNDOWIE SWIMMING POOL & X2 HUSQVARNA CHAINSAW KIT CASE, X4 HELMETS, X2 HUSQVARNA PRO CHAPS, X2 WEDGE 12", X2 LOGGERS FILLING VISE & X2 METAL GREASE GUN WITH TIP COVER FOR SES.	-1,979.97
EFT18086	15/10/2014	AVON VALLEY NISSAN	SERVICE OF NISSAN NAVARA N.4057 & BREAKDOWN CALL OUT TO FIX BROKEN FUEL LINES ON KILLARA PROMA WHEELCHAIR BUS KILLARA2 INCLUDING PARTS & LABOUR.	-865.78
EFT18087	15/10/2014	AVON VALLEY STOCK FEED & GARDEN SUPPLIES	PURCHASE OF X2 WHEAT 30KG & X3 LAYING MASH 25KG FOR SWANS.	-112.00
EFT18088	15/10/2014	BAKERS HILL RURAL SUPPLIES & HARDWARE	PURCHASE OF X3 HASP & STAPLE, X2 9V BATTERIES, X1 CRC LUBRICANT, X1 SILICONE SEALANT & X8 VARIOUS SCREWS FOR WUNDOWIE TOWNSITE MAINTENANCE.	-81.65
EFT18089	15/10/2014	BEAUREPAIRES	SUPPLY & FITTING OF X4 NEW TRYES ON NISSAN NAVARA N.4057 & TRAVEL TO SITE TO FIT X2 NEW TYRES ON MULTIPAC ROLLER N1709.	-3,789.70
EFT18090	15/10/2014	BLACKWELL PLUMBING PTY LTD	UNBLOCK WUNDOWIE PUBLIC TOILETS OF TOILET PAPER ON 26/09/2014 & 30/09/2014 & REPAIR LEAKING STANDPIPE ON 24/09/2014.	-537.38
EFT18091	15/10/2014	BLOOMY'S FLORIST	PURCHASE OF WREATH FOR POLICE REMEMBERANCE DAY.	-60.00
EFT18092	15/10/2014	BOC LIMITED	ANNUAL CONTAINER SERVICE CHARGE FOR THE PERIOD 1/9/2014 TO 31/8/2015.	-683.12
EFT18093	15/10/2014	BOEKEMAN MACHINERY	PURCHASE OF X1 PRESSURE HOSE FOR ENGINEERING SERVICES.	-93.50
EFT18094	15/10/2014	BURGESS RAWSON (WA) PTY LTD	WATER USAGE 14/07/2014 TO 11/09/2014 & WATER & SEWERAGE RATES 01/09/2014 TO 31/10/2014 FOR SULLAGE WASTE POINT PEEL TCE NORTHAM.	-42.72
EFT18095	15/10/2014	C.Y.O'CONNOR INSTITUTE	COURSE FEES FOR DIPLOMA OF MANAGEMENT FOR VICTORIA JONES.	-135.00

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18096	15/10/2014	CANNON HYGIENE AUSTRALIA PTY LTD	SANITARY UNIT MONTHLY SERVICE AT NORTHAM REC CENTRE FOR SEPTEMBER 2014.	-667.00
EFT18097	15/10/2014	CARLY PIDCO T/A ENGAGE URBAN PLANNING	CONTRACT PLANNING OFFICER FOR X52 HOURS.	-5,720.00
EFT18098	15/10/2014	CASEY'S CARTAGE	FREIGHT CHARGES FOR DELIVER OF RIGHTWOOD TIMBER & FIXINGS FOR WATER PLAYGROUND.	-119.90
EFT18099	15/10/2014	CENTRAL MOBILE MECHANICAL REPAIRS	SUPPLY & FIT NEW CLUTCH & GEARBOX TO ISUZU TRUCK N.4096, 100,000KM SERVICE ON MITSUBISHI TRUCK N.3885 & TRAILER N.5477, 870HR SERVICE ON CASE TRACTOR N.10863 & REPLACE BETTERY & BATTERY LEADS ON FUSO TIPPER N.10759.	-4,244.19
EFT18100	15/10/2014	CHRIS SUMNERS	REIMBURSEMENT OF PURCHASE OF X10 TRAPS TO TRAP TURTLES IN SWAN ENCLOSURE.	-209.90
EFT18101	15/10/2014	CLACKLINE FENCING CONTRACTORS	REPAIR FENCE AT CAR IMPOUND ON SEPTEMBER 3 & 22 2014 & REPAIR FENCE AT WUNDOWIE SWIMMING POOL.	-740.00
EFT18102	15/10/2014	COATES HIRE OPERATIONS PTY LTD	HIRE OF CONCRETE MOWER TO GRIND TRIP HAZARDS IN WUNDOWIE & HIRE OF GENERATORS & LIGHTING TOWERS FOR AVON RIVER FESTIVAL 2014.	-3,404.55
EFT18103	15/10/2014	COLIN DUNCAN GRANT	CLEANING OF OLD FIRE STATION DUKE ST NORTHAM ON 11/09/2014.	-120.00
EFT18104	15/10/2014	COUNTRY COPIERS NORTHAM	PURCHASE OF ASSORTED STATIONARY ITEMS FOR ENGINEERING SERVICES, CORPORATE SERVICES & DEVELOPMENT SERVICES & COLOUR COPIER SERVICE/METER READING ON ADMIN BUILDING COPIER IRA-C7055.	-1,422.52
EFT18105	15/10/2014	COURIER AUSTRALIA	COURIER CHARGES FOR THE PERIOD 27/8/2014 TO 19/9/2014 FOR ENGINEERING SERVICES, COMMUNITY INFRASTRUCTURE, DEVELOPEMENT SERVICES & CORPORATE SERVICES.	-596.66

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18106	15/10/2014	COVS PARTS PTY LTD	PURCHASE OF X1 250L DG CABINET FOR ENGINEERING SERVICES & X3 20L ADBLUE DIESEL ADDITIVE FOR PROMA WHEELCHAIR BUS KILLARA2.	-1,456.64
EFT18107	15/10/2014	DAMIAN'S PLUMBING	SUPPLY X3 SINK PLUGS, COPPER PIPE & FITTINGS FOR FUTURE AUTO BOILER & INSTALL GAS OVEN AT KILLARA, RAISE MANHOLE 0821 & 0820 TO KERB HEIGHT PEEL TCE NORTHAM.	-5,105.14
EFT18108	15/10/2014	EP PROPERTY CARE SERVICES	CLEANING OF BBQ AREA AT APEX PARK, BROOME TCE & BERNARD PARK DURING THE PERIOD 07/08/2014 TO 25/9/2014, FITGERALD STREET CLEANING OF BINS & BENCH SEATS DURING THE PERIOD 11/09/2014 TO 25/09/2014, MONTHLY CLEANING MAINTENANCE TO NORTHAM POOL FOR AUGUST 2014 & CLEANING OF BENCH SEATS IN BROOME TCE PARK & OUTSIDE NORTHAM LIBRARY DURING THE PERIOD 14/08/2014 TO 18/09/2014.	-1,853.40
EFT18109	15/10/2014	FRAMESWEST	PURCHASE OF FENCING PANELS FOR BERNARD PARK WATER PLAYGROUND POWDER COATED BLACK X6 1920 X 1000 & X5 1992 X 1000.	-2,662.00
EFT18110	15/10/2014	CANCELLED PAYMENT		
EFT18111	15/10/2014	GARPEN PTY LTD	PURCHASE OF X1 9HP PETROL ENGINE FOR CRICKET WICKET ROLLER.	-345.00
EFT18112	15/10/2014	GAYE ELLEN BATEY	RATES REFUND FOR ASSESSMENT A11261 72 GOOMALLING ROAD NORTHAM.	-292.42
EFT18113	15/10/2014	GEOFF PERKINS FARM MACHINERY CENTRE	100HR SERVICE & REPAIR DRIVE BELT JUMPING FROM PULLEYS UNDER LOAD ON FERRIS MOWER N4060.	-1,053.55
EFT18114	15/10/2014	GILLIAN PATRICIA MANSFIELD	REIMBURSEMENT OF COURSE FEES FOR PLANNING THEORY URP530 & PARKING FEE FROM EHA CONFERENCE ON 28/08/2014.	-2,600.00

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18115	15/10/2014	GLENN STUART BEVERIDGE	PLACE NON SLIP TAPE ON STEPS AT MORBY COTTAGE, REPAIR & BOLT DAMAGED SHED POST AT SHIRE DEPOT, PAINT OVER GRAFFITI AT JUBILEE PAVILLION, PICK UP FENCE & PLACE AROUND HISTORICAL SOCIETY GEAR AT THE TOWN HALL, RECTIFY DAMAGED SHADE SAIL & REMOVE & REPLACE RUSTED STEEL POSTS AT WUNDOWIE OVAL, RECTIFY DAMAGED METRE BOX & INSTALL CLASP TO LOCK PROPERLY AT SKATE PARK, SUPPLY & INSTALL SOLID DOOR TO REAR OF POOL HOUSE, RECTIFY & CLEAN OUT GUTTERS AT THE VISITOR CENTRE, REPAIR PLAYGROUND STEERING WHEEL & REMOVE GRAFFITI AT BERNARD PARK, REPAIR DAMAGED FENCE AT NORTHAM DEPOT, RECTIFY DAMAGED TABLE & FIT NEW LOCK TO DOOR IN COUNCIL CHAMBERS, PAINTING & VARIOUS MAINTENANCE AT OLD GIRLS SCHOOL, REPLACE SLATS OF TIMBER TO PLAYGROUND CHAIN WALK AT RUSHTON PARK, REMOVE DAMAGED ASBESTOS, SECURE CEILING OF VERANDAH & REPLACE ALL SHADE SAILS AT NORTHAM SWIMMING POOL, REPLACE BROKEN LIGHTS, FIT TOILET DOOR LOCKS & PAINT DAMAGED DOORS AT BERT HAWKE PAVILLION, REPAIR DAMAGED ASBESTOS GABLE ENDS AT WUNDOWIE TENNIS CLUB ROOMS, REPLACE CLIMBING CHAINS AT RUSHTON PARK, MAY ST PARK & MORRELL PARK, SUPPLY & STAIN POSTS, REMOVE RUBBISH FROM BERNARD PARK WATER PLAYGROUND & TRUCK TO THE TIP, MANUFACTURE WOODEN SHELVES & INSTALL AT NORTHAM LIBRARY, SUPPLY & LAY EXTRA TILES UNDER RANGEHOOD AT KILLARA & REMOVE ASBESTOS FROM VERGE IN CLACKLINE.	-14,604.00
EFT18116	15/10/2014	GLOBE AUSTRALIA PTY LTD	PURCHASE OF X1 FOUNTAIN GAME CHANGER PREMIUM & FOUNTAIN V4 ATHLETIC BOOM ATTACHMENT.	-3,349.50
EFT18117	15/10/2014	GRACE EXPEDITION	PURCHASE OF X6 BOOKS TITLED NJINGA FOR NORTHAM VISITOR CENTRE.	-210.00

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18118	15/10/2014	GRAFTON ELECTRICS	REPLACE FLOOD LIGHT AT BERNARD PARK & BROOME TCE BBQ, REPLACE RCD TO PHONE SYSTEM IN ADMIN BUILDING, REPLACE FLOOD LIGHT TO CARPARK AT OLD TOWN BUILDING, CHECK POWER TO CAMERAS AT BERNARD PARK, SECURE LED LIGHTS TO THE FRONT OF THE OLD TOWN BUILDING, REPAIR LIGHTS AT NORTHAM VISITOR CENTRE & REPLACE EXHAUST FAN & REPAIR LIGHTS AT NORTHAM DEPOT.	-3,935.04
EFT18119	15/10/2014	HENDRIK BRAUN	REIMBURSEMENT OF ADVERTISING FEE AS NOT REQUIRED FOR PLANNING APPLICATION P1905.	-129.00
EFT18120	15/10/2014	HILLBILLY HAULAGE	COURIER CHARGES FROM NORTHAM REC CENTRE TO AUSTRALIAN SAFETY ENGINEERS ON 25/08/2014.	-15.40
EFT18121	15/10/2014	HOST AUTO REPAIRS	ANNUAL SERVICE & MAINTENANCE ON ISUZU N1562 FSS550 FIRE UNIT FOR GRASS VALLEY 3.4 & GOVERNMENT VEHICLE INSPECTION ON TRAILER N5413.	-2,851.90
EFT18122	15/10/2014	INIGO NOMINEES PTY LTD	RATES REFUND FOR ASSESSMENT A15762 LOT 171 CHIDLOW STREET NORTHAM.	-540.00
EFT18123	15/10/2014	ISOBEL ROBERTS	PURCHASE OF X20 HAND TOWELS ASSORTED DESIGNS FOR NORTHAM VISITORS CENTRE.	-70.00
EFT18124	15/10/2014	IT VISION	CHARGES FOR ON DEMAND RECORDINGS SUBSCRIPTION.	-2,750.00
EFT18125	15/10/2014	K & N TRADITIONAL LANDSCAPES	CONSTRUCTION OF STONE SEATING STRUCTURE TO BERNARD PARK WATER PLAYGROUND.	-6,650.00
EFT18126	15/10/2014	KASA CONSULTING	WATER METER DATA LOGGING & REPORTING FOR NORTHAM POOL, TOWN HALL, BERT HAWKE OVAL & WUNDOWIE POOL.	-2,200.00
EFT18127	15/10/2014	KLEENHEAT GAS	GAS BOTTLE HIRE FOR KILLARA, NORTHAM SWIMMING POOL, MEMORIAL HALL, KURINGAL VILLAGE & JUBILEE OVAL.	-2,494.12
EFT18128	15/10/2014	LANDGATE	CONSOLIDATED MINING TENEMENT ROLL.	-145.55

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18129	15/10/2014	LOCAL GOVERNMENT MANAGERS AUSTRALIA WA DIVISION INC	2014/2015 LGMA CORPORATE COUNCIL MEMBERSHIP SUBSCRIPTION.	-1,315.00
EFT18130	15/10/2014	MARGARET ROSE ARCHER	GARDENING SERVICES AT SHIRE ADMIN BUILDING FOR THE PERIOD 25/08/2014 TO 13/10/2014.	-960.00
EFT18131	15/10/2014	MATS CARPENTRY SERVICES	REPLACE 12M WALKWAY BRIDGE DECK & PAINT BALUSTRADE - WELLINGTON ST NORTHAM.	-7,150.00
EFT18132	15/10/2014	MCLEODS BARRISTERS & SOLICITORS	PROFESSIONAL FEES FOR MATTER 34825 - MOSIEJCYK, J.D. - HEALTH ACT PROSECUTIONS.	-416.68
EFT18133	15/10/2014	MIRACLE RECREATION EQUIPMENT	PURCHASE OF X3 ESCALATOR CHAIN NETS, X1 TRACKRIDE CARRIAGE COMPLETE, X40 8MM S HOOKS & 36M OF 6MM SWING CHAIN FOR RUSHTON PARK.	-3,155.90
EFT18134	15/10/2014	NORTHAM & DISTRICTS GLASS SERVICE	SUPPLY & FIT FULL TINTED LAMINATED WINDSCREEN TO MITSUBISHI CANTER N3805.	-350.00
EFT18135	15/10/2014	NORTHAM GARDEN CENTRE	PURCHASE OF X5 NATIVE AUSTRALIAN PLANTS FOR CITIZENSHIP GIFTS.	-70.50

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18136	15/10/2014	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X2 100PK CABLE TIES, X1 BOLT CUTTER, X3 25MM X 100M TAPE, X1 SIDE CUT PLIERS & X1 TRIM SNAP BLADE KNIFE FOR DEVELOPMENT SERVICES, X2 5L JERRY CANS, X1 1L TWO STROKE OIL, X1 1L 4 STROKE OIL & X1 FIBREGLASS MEASURING CUP FOR KILLARA, X2 GALVANISED BOLT & NUT, X1 DRILL JOBBER, X116 20KG COCKBURN CEMENT, X3 100PK CABLE TIES, X1 WOODEN BROOM HANDLE, X25 DYNABOLT HEX 12MM X 70MM, X1 FIBRE GLASS HAMMER, X1 250ML SOLVENT CEMENT BLUE & X1 9KG GAS BOTTLE EXCHANGE FOR ENGINEERING SERVICES, X2 GRAB RAILS, X1 BASIN, X1 SHOWER MIXER, X1 CAPILLARY ELBOW & X1 HAND RAIL FOR THE OLD FIRE STATION WUNDOWIE, X1 100PK 40MM SCREW & X1 100PK 25MM FOR ADMIN BUILDING MAINTENANCE, X1 7PCE ALLEN KEY SET, X1 WRENCH PIPE, X1 300G AEROSOL LUBRICANT, X1 PAINT SCREPPER, X1 50M MASKING TAPE, X1 STEEL HANDLE BRUSH, X11 SIKAFLEX SEALANT, X1 INDUSTRIAL BROOM, X1 DUSTPAN SET & X1 4V SCREWDRIVER FOR NORTHAM POOL .	-2,055.50
EFT18137	15/10/2014	NORTHAM RADIATOR SPECIALISTS & AVON 4WD CENTRE	PURCHASE OF X2 BOW SHACKLE 16MM & X1 ARB RECOVERY STRAP FOR DEVELOPMENT SERVICES.	-102.92
EFT18138	15/10/2014	NORTHAM TOWING SERVICE	TOW ABANDONED HYUNDAI EXCEL FROM ENRIGHT PARK & ABANDONED MAZDA FROM DEMPSTER STREET.	-132.00
EFT18139	15/10/2014	NORTHAM TOYOTA	CHECK FOR ENGINE CHECK LAMP ON, CLEAN BLOCKED DP FILTER & ORDERED 4 INJECTORS FOR TOYOTA COASTER BUS N.009.	-286.00
EFT18140	15/10/2014	OLLY'S CAR & FURNITURE UPHOLSTERY'S	SUPPLY NEW SHADE SAIL & REINFORCE END FOR BERNARD PARK PLAYGROUND.	-770.00

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18141	15/10/2014	OXTERS CEMETERY SERVICES	PURCHASE OF X1 VINYL GLOVES FOR CLACKLINE TOILETS & X2 48 PK TOILET ROLLS FOR KATRINE TOILETS, X3 48PK TOILET ROLLS FOR APEX PARK, X2 48PK TOILET ROLLS, X2 CTN SLIMLINE HAND TOWEL & X1 5L HAND & BODY WASH FOR NORTHAM VISITOR CENTRE, CLACKLINE, BAKERS HILL REC CENTRE ABLUTIONS & BAKERS HILL PARK ABLUTIONS INVOICING FOR THE PERIOD 01/09/2014 TO 26/09/2014, KATRINE MAINTENANCE INVOICING FOR THE PERIOD 01/09/2014 TO 26/09/2014 & BAKERS HILL & GRASS VALLEY TOWNSITE INVOICING FOR THE PERIOD 01/09/2014 TO 26/09/2014.	-3,872.39
EFT18142	15/10/2014	PATRICIA MARGARET BONSHORE	REFUND FOR 2 YEARS UNUSED DOG REGISTRATION AS DOG WAS REGISTERED FOR 3 YEARS BUT DIED AFTER 1 YEAR.	-40.00
EFT18143	15/10/2014	PELICAN LINEMARKING	LINE MARKINGS FOR ROUNDABOUT, SHIRE OFFICE DISABLED BAYS, LIBRARY REAR PARKING BAYS & WHEATBELT PARKING AREA BAYS.	-5,280.00
EFT18144	15/10/2014	PLANNING INSTITUTE AUSTRALIA	PIA MEMBERSHIP FOR BRONWYN SOUTHEE FOR ASSOCIATE AFFILIATE WA.	-480.00
EFT18145	15/10/2014	POROUS PAVING SOLUTIONS PTY LTD	SUPPLY X1 20LITRE KIT OF POROUS PAVING SOLUTIONS AQUAFLOW FOR ENGINEERING SERVICES.	-929.50
EFT18146	15/10/2014	REGINALD DREW MILLS	CROSSOVER REBATE FOR A15471 LOT 50 (73) TANKARD ST NORTHAM.	-500.00
EFT18147	15/10/2014	ROAD SIGNS AUSTRALIA	PURCHASE OF STREET NAME PLATES FOR WATERFALL AVE, JAMES STREET & X2 CHRISTMAS ROAD, X2 CREST, X1 NEXT 9KM, X4 KEEP LEFT & X4 FOOTPATH UNDER REPAIR SIGNS FOR ENGINEERING SERVICES.	-827.20
EFT18148	15/10/2014	ROWLANDS TV & VIDEO REPAIRS	LOCATE & REPAIR FAULTY CONNECTIONS IN CABLES & REPLACE FAULTY MAIN CABLE FROM LAPTOP TO WALL IN COUNCIL CHAMBERS.	-255.55

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18149	15/10/2014	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISEMENTS FOR COMMUNITY DEVELOPMENT OFFICER POSITION, NOTICE OF DRAFT NOISE MANAGEMENT PLAN FOR NORTHAM & DISTRICTS GUN CLUB, EXECUTIVE MANAGER COMMUNITY SERVICES POSITION, TENDER 6/14 FOR PURCHASE OR LEASE OF FORMER YOUTH ADVISORY COUNCIL BUILDING (YAC SHACK) WUNDOWIE, TENDER V1/2014 FOR SALE & REMOVAL OF IMPOUNDED VEHICLES, NOTICE OF POSTPONEMENT OF COMMENCEMENT OF RESTRICTED BURNING PERIOD PUBLIC NOTICE OF DOG EXERCISE AREAS, ROAD CLOSURE 12/10/2014 FOR RSL SUB BRANCH MILITARY PARADE, HALF PAGE ADVERTISEMENT FOR THE ROADWISE COMMITTEE & SHIRE OF NORTHAM MONTHLY NEWSLETTER FOR AUGUST & SEPTEMBER 2014.	-2,874.18
EFT18150	15/10/2014	SILVER WINGS SENIOR CITIZENS GROUP INC	DONATION TOWARDS SENIORS DAY OUTING.	-750.00
EFT18151	15/10/2014	SIMPSON FIONA LESLEY	CLEANING OF PUBLIC TOILETS IN WUNDOWIE FOR THE PERIOD 01/09/2014 TO 30/09/2014.	-770.00
EFT18152	15/10/2014	SLAV'S CLEANING SERVICE	ADMINISTRATION CENTRE CONTRACT CLEANING FOR AUGUST 2014, DEPOT AMENITIES ROOM ABLUTIONS & OFFICES, APEX PARK TOILETS, BERNARD PARK TOILETS, VISITOR CENTRE & MEETING ROOM, LIBRARY, VISITOR CENTRE TOILETS & COMMON AREAS, AS REQUESTED EXTRA CLEANING BERNARD PARK TOILETS 26/08/2014 & TOILET PAPER FOR APEX TOILETS.	-8,708.01
EFT18153	15/10/2014	SOUVENIRS AUSTRALIA PTY LTD	PURCHASE OF X24 GIFT SOAPS, X24 NOVELTY TOILET ROLLS, X12 TEA SACHET GIFT BOXES & X24 PLACEMATS FOR NORTHAM VISITORS CENTRE.	-259.93
EFT18154	15/10/2014	SPECIALISED TREE SERVICE	PRUNE TREE AT 254 DUKE STREET FOR RESIDENT TO HAVE POWER RESTORED & PRUNING OF STREET TREES AS PER WESTERN POWER REQUIREMENTS.	-2,160.00
EFT18155	15/10/2014	ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING ON 21/8/2014 AT BAKERS HILL FIRE SERVICE & 24/09/2014 CLACKLINE FIRE SERVICE.	-79.83

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18156	15/10/2014	STAPLES AUSTRALIA PTY LIMITED	PURCHASE OF ASSORTED STATIONERY ITEMS FOR ADMIN BUILDING FOR SEPTEMBER 2014.	-733.74
EFT18157	15/10/2014	STEWART & HEATON CLOTHING CO.PTY LTD	PURCHASE OF UNIFORMS FOR JOHN HANSEN.	-350.55
EFT18158	15/10/2014	SWAN MARQUEES AND PARTY HIRE	HIRE OF MARQUEE, TABLES & CHAIRS FOR AVON RIVER FESTIVAL 2014.	-2,701.95
EFT18159	15/10/2014	TAMPICO PTY LTD T/A DEMPSTER STEEL	PROGRESS CLAIM FOR FOOTING INSTALLATION AT THE NORTHAM CEMETERY NICHE WALL.	-2,574.00
EFT18160	15/10/2014	TASHA KNIGHTS	REFUND FOR OVERPAYMENT OF FOOD STALL APPLICATION.	-60.00
EFT18161	15/10/2014	THE ROTARY CLUB OF NORTHAM	MANAGEMENT OF ROAD CLOSURE FRIDAY 1ST AND SATURDAY 2ND AUGUST 2014 FOR AVON DESCENT STREET PARADE & SATURDAY RACE START.	-500.00
EFT18162	15/10/2014	CANCELLED PAYMENT		
EFT18163	15/10/2014	VALLEY FORD	60,000KM SERVICE ON FORD RANGER N.3902.	-625.00
EFT18164	15/10/2014	WA COUNTRY HEALTH SERVICE	RATES REFUND FOR ASSESSMENT A12499 14 WELLINGTON STREET NORTHAM.	-2,973.14
EFT18165	15/10/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	ADVERTISEMENTS FOR CASUAL AQUATICS MANAGER(2 POSITIONS), EXECUTIVE MANAGER COMMUNITY SERVICES, COMMUNITY DEVELOPMENT OFFICER POSITION & FULL PAGE MONTHLY ADVERTISING SATURDAY 30/8/2014.	-2,666.32
EFT18166	15/10/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 219 INTEREST PAYMENT - BOWLING CLUB DEVELOP.	-15,207.02
EFT18167	15/10/2014	WHEATBELT GENERAL PRACTICE NORTHAM	PRE-EMPLOYMENT MEDICAL FOR YASMINE JACOB (LICENSING OFFICER).	-130.90

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18168	15/10/2014	WILLIAMSON D & S	HIRE OF 6 WHEEL TIPPER & PIG TRAILER TO CART GRAVEL TO REFRACTORY RD ON 20,22,25,26,27/8/2014 & HIRE OF 6 WHEEL TIPPER & PIG TRAILER TO CART GRAVEL TO SMITH ROAD ON 23/09/2014 & 24/09/2014..	-5,990.00
EFT18169	15/10/2014	WOODLANDS DISTRIBUTORS & AGENCIES	SPRAYING OF BROADLEFT HERBICIDE TO WUNDOWIE OVAL & SUPPY & SPREAD 1 TONNE OF TECH GRADE GYPSUM TO HENRY STREET OVAL.	-1,694.00
EFT18170	15/10/2014	WORMALD FIRE (WA)	ROUTINE INSPECTION & MAINTENANCE OF FIRE ALARM SYSTEM FOR THE PERIOD 01/09/2014 TO 30/09/2014 AT NORTHAM TOWN HALL.	-137.04
EFT18171	15/10/2014	WUNDOWIE AND DISTRICTS MENS SHED INC	PURCHASE OF X10 NEW BINS (60LTR) FOR REPLACEMENT OF OLD DAMAGED BINS.	-2,500.00
EFT18172	16/10/2014	BRICK MART	PURCHASE OF X25 PACKS OF MASTERPAVE ANTIQUE BLEND PAVERS FOR BERNARD PARK WATER PLAYGROUND.	-7,763.01
EFT18173	22/10/2014	AUSTRALIAN TAXATION OFFICE	BAS SEPTEMBER 2014.	-11,632.00
EFT18174	23/10/2014	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS.	-373.99
EFT18175	23/10/2014	AUSTRALIAN TAXATION OFFICE	PAYG PAY W/END 21/10/2014 & TERMINATION PAYG 13/10/14, 14/10/14 & 20/10/14.	-53,159.00
EFT18176	23/10/2014	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	-475.00
EFT18177	23/10/2014	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	-246.47
EFT18178	23/10/2014	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS.	-159.80
EFT18179	24/10/2014	NORTHAM AERO CLUB	NORTHAM AIRPORT MANAGEMENT FOR 12 MONTHS TO 30/09/2014.	-6,000.00

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18180	24/10/2014	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	2 TRAFFIC CONTROLLERS WITH SIGNS & CONES FOR SMITH RD CLACKLINE 23/9, 24/9, 25/9, 26/9/2014 & 2 TRAFFIC CONTROLLERS WITH SIGNS & CONES TO SMITH RD CLACKLINE & BEERING RD IRISH TOWN ON 06/09/2014 & 03/10/2014	-5,421.92
EFT18181	24/10/2014	ANDY'S PLUMBING SERVICE	INSTALLATION OF PIPING & WATER TAP AT NORTHAM SOUND SHELL.	-3,300.00
EFT18182	24/10/2014	AUSTRALIA POST	AUSTRALIA POST CHARGES FOR KILLARA, LIBRARY & SHIRE ADMIN FOR SEPTEMBER 2014.	-895.05
EFT18183	24/10/2014	AUSTRALIAN OFFICE	PURCHASE OF X5 BOXES OF WHITE SEAL ENVELOPES.	-120.40
EFT18184	24/10/2014	AUTOPRO NORTHAM	PURCHASE OF X2 SLIME TUBELESS REPAIR FOR FERRIS LAWNMOWER N.4019 & X2 DEGREASER FOR FERRIS MOWER N.4060.	-54.93
EFT18185	24/10/2014	AV-SEC SECURITY SERVICES	SECURITY MONITORING QUARTER FEE 1/10/2014 TO 31/12/2014 FOR OLD RAILWAY STATION MUSEUM & ALARM ATTENDANCE CALL OUT TO THE NORTHAM VISITOR CENTRE ON 23, 24 & 27/09/2014.	-271.60
EFT18186	24/10/2014	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF OLD QUARRY ROAD WASTE MANAGEMENT FACILITY FOR THE PERIOD 30/09/2014 TO 12/10/2014.	-1,568.00
EFT18187	24/10/2014	AVON FIBRE TECH	HIRE OF PONTOONS FOR THE 2014 AVON DESCENT FIREWORKS.	-550.00
EFT18188	24/10/2014	AVON VALLEY ARTS SOCIETY (INC)	PURCHASE OF X2 FLOWER BROOCHES, X1 TELEGRAPH BOOK, X1 SCARF, X1 DIGGERS HAT PAINTING & X1 PORCELAIN NUN FOR NORTHAM VISITOR CENTRE.	-302.10
EFT18189	24/10/2014	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF TRAIL BLAZER WHIPPER SNIPPER CORD FOR ENGINEERING SERVICES.	-360.00
EFT18190	24/10/2014	AVON WASTE	DOMESTIC & COMMERCIAL RUBBISH COLLECTION IN THE TOWN & SHIRE OF NORTHAM FOR SEPTEMBER 2014 & HIRE OF X1 BULK BIN FOR RSL EVENT HELD AT BERNARD PARK ON 12/10/2014.	-111,608.32

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18191	24/10/2014	BAILEYS FERTILISERS	PURCHASE OF X2 20KG GENERAL PURPOSE MIX, X4 20KG ROSE & CITRUS & X4 20KG 411 FERTILISER FOR BERT HAWKE & ADMIN GARDENS.	-277.42
EFT18192	24/10/2014	BEAUREPAIRES	SUPPLY & FIT X2 NEW TYRES TO FUSO TRUCK N.3885 & FORD RANGER N10634 & SUPPY & FIT X1 NEW TYRE TO FUSO TRUCK N.3805.	-2,540.87
EFT18193	24/10/2014	BLOOMY'S FLORIST	PURCHASE OF FLOWER ARRANGEMENT FOR FAMILY OF CR HEAD.	-112.00
EFT18194	24/10/2014	BORAL ASPHALT	PURCHASE OF X4 1000L IBC CONTAINERS OF EMULSION FOR ENGINEERING SERVICES.	-5,500.00
EFT18195	24/10/2014	C.Y.O'CONNOR INSTITUTE	EDUCATION PRIZES & DONATION 2014.	-1,200.00
EFT18196	24/10/2014	CLACKLINE FENCING CONTRACTORS	CAR IMPOUND SECURITY FENCING REPAIRS ON 03/10/2014.	-100.00
EFT18197	24/10/2014	CONPLANT AUSTRALIA	PURCHASE OF X1 CONNECTION TUROIL DRAIN & X1 GASKET OIL DRAIN FOR MULTIPAC ROLLER N1709.	-168.76
EFT18198	24/10/2014	COURIER AUSTRALIA	COURIER CHARGES FOR ENGINEERING SERVICES ON 30/9/2014 & 1/10/2014.	-18.55
EFT18199	24/10/2014	COVS PARTS PTY LTD	PURCHASE OF X52 INDUSTRIAL 9V BATTERIES FOR ENGINEERING SERVICES.	-113.83
EFT18200	24/10/2014	CROMMELIN	PURCHASE OF X2 15L BARRICADE RGB GRAFFITI COATING FOR BERNARD PARK & CEMETERY NICHE WALL.	-425.83
EFT18201	24/10/2014	DENISE ROSLYN GOBBART	REIMBURSEMENT FOR PURCHASE OF ASSORTED COOLDRINKS FOR COUNCIL CHAMBERS AS SHIRE CORPORATE CREDIT CARD DIDN'T WORK.	-80.74
EFT18202	24/10/2014	DUN & BRADSTREET AUSTRALIA	MGL SOLICITORS FEES FOR RATES PROPERTY A498.	-70.40
EFT18203	24/10/2014	DUNNING INVESTMENTS PTY LTD	FUEL ACCOUNT FOR SEPTEMBER 2014.	-26,980.31
EFT18204	24/10/2014	E. & M.J. ROSHER PTY LTD	PURCHASE OF X1 DECK BELT, X3 BLADES & X6 SPRING PLATES FOR KUBOTA MOWER N.3779.	-403.15

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18205	24/10/2014	FULTON HOGAN INDUSTRIES PTY LTD	PURCHASE OF 25 TONNE OF COLD MIX FOR ENGINEERING SERVICES.	-6,533.45
EFT18206	24/10/2014	GLENN STUART BEVERIDGE	SAND GRAFFITI FROM TABLE AT BERNARD PARK, REPAIR DOOR AT MORBY COTTAGE, RECTIFY DAMAGED BENCH SEAT AT VISITOR CENTRE, CLEANING OF GUTTER ON SHIRE BUILDINGS - ADMIN OFFICE, OLD RAILWAY STATION, TOWN HALL, VINTAGE CAR CLUB, NORTHAM POOL, BERNARD PARK PLAYGROUP, SOUND SHELL, MORBY COTTAGE, BERT HAWKE, MEMORIAL HALL, OLD GIRLS SCHOOL, REC CENTRE, KURINGAL UNITS & KILLARA, RECTIFY DAMAGED ROLLER DOOR AT NORTHAM REC CENTRE & KILLARA, REPLACE SWINGING CHAINSON SWINING BRIDGE, APEX PARK & BERNARD PARK, PAINT TIMBER, REPLACE BLINDS & SILICON FLOOR TILE AT KILLARA.	-4,231.50
EFT18207	24/10/2014	GRAFTON ELECTRICS	REPAIR FLUROS AT JUBILEE PAVILION & CHECK POWER BOXES, REPLACE SECURITY LIGHT AT RESIDENTIAL COLLEGE, INSTALL 2 WAY SWITCH AT REC CENTRE, CHECK POWER & LIGHTS AT BERT HAWKE PAVILION & CHECK POWER AT PUMP HOUSE NORTHAM POOL.	-2,865.75
EFT18208	24/10/2014	HEMA MAPS PTY LTD	PURCHASE OF ASSORTED MAP BOOKS FOR NORTHAM VISITOR CENTRE.	-357.47
EFT18209	24/10/2014	HOST AUTO REPAIRS	SERVICE & SAFETY CHECK ON SES VEHICLE 1CIZ913, 1DID141, 1TOV603 & WHEEL BEARING REPLACEMENT ON SES TRAILER.	-1,216.15
EFT18210	24/10/2014	INLAND PLUMBING & TOTAL RETICULATION	PURCHASE OF X3 25MM AIR RELEASE VALVES & X1 VACUUM RELEASE VALVE FOR ENGINEERING SERVICES.	-209.55
EFT18211	24/10/2014	INVISION SIGNS AND DESIGNS	PURCHASE OF X1000 LOLLIPOPS & X500 BALLOONS WITH LASER LABELS, X200 WRISTBANDS & UPDATE SHIRE BANNER FOR AVON RIVER FESTIVAL 2014, X1 STREET BANNER FOR FITZGERALD STREET WELCOMTE TO NORTHAM HOME OF THE AVON DESCENT & RESKIN THE NORTHAM VISITOR CENTRE SIGNAGE ON THE FRONT OF THE BUILDING.	-2,277.55

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18212	24/10/2014	IRIS CONSULTING GROUP PTY LTD	RECORDS & DOCUMENT MANAGEMENT BASICS, KEYWORD CLASSIFICATION & RECORDS DISPOSAL COURSES ATTENDED BY MARLENE PLEWS ON 16 & 17/10/2014.	-870.00
EFT18213	24/10/2014	KOOJEDDA COUNTRY	PURCHASE OF X4 PUMPKIN CHUTNEY, X4 CITRUS MARMALADE, X2 MELON & GINGER JAM & X1 AUBEAGINE CHUTNEY FOR NORTHAM VISITORE CENTRE.	-72.60
EFT18214	24/10/2014	LANDGATE	MINING TENEMENTS CHARGABLE 19/08/2014 TO 12/09/2014 & ONLINE TRANSACTION SUMMARY FOR SEPTEMBER 2014 FOR TENURE & X30 LAND ENQUIRIES.	-736.77
EFT18215	24/10/2014	LANDMARK	PURCHASE OF X40 25KG BAGS OF BETTER GROW LAWN SPECIAL FOR ENGINEERING SERVICES.	-1,003.20
EFT18216	24/10/2014	LANDMARK ENGINEERING & DESIGN T/A EXTERIA	SUPPLY & INSTALLATION OF X1 MONTEGO SHELTER 10M X 4M WITH INGROUND MOUNT FRAME FOR BERNARD PARK WATER PLAYGROUND.	-22,698.50
EFT18217	24/10/2014	LEISURE INSTITUTE OF W A AQUATICS	ANNUAL COUNTRY POOL MANAGERS SEMINAR ON 22/10/2014 FOR DIANNE JUPP, TONY WALTHAUS & MEAGEN SMITH.	-540.00
EFT18218	24/10/2014	LGIS INSURANCE BROKING	MOTOR VEHICLE INSURANCE FOR HOLDEN CAPTIVA N.4092 (EMCOMMS).	-370.26
EFT18219	24/10/2014	MARLENE PLEWS	REIMBURSEMENT FOR ACCOMMODATION & EXPENSES ON 15 & 16/10/2014 TO ATTEND RECORDS TRAINING.	-681.84
EFT18220	24/10/2014	MCDOWALL AFFLECK PTY LTD	DESIGN & DOCUMENTATION OF WUNDOWIE STORM WATER REUSE PART A & B & PREPARATION OF DETAILED COSTING FOR TOWN CENTRE DRAINAGE PROJECT.	-4,774.00
EFT18221	24/10/2014	MCLEODS BARRISTERS & SOLICITORS	ANNUAL AUDIT FOR SHIRE OF NORTHAM 2014 & PROFESSIONAL SERVICES FOR MATTER 34825 MOSIEJCYK, J.D. - HEALTH ACT PROSECUTIONS.	-1,122.08
EFT18222	24/10/2014	MEAGEN JANE SMITH	REIMBURSEMENT FOR PRE-EMPLOYMENT MEDICAL & POLICE CLEARANCE.	-172.40
EFT18223	24/10/2014	MYOSH SAFETY MANAGEMENT SOFTWARE	MONTHLY SUBSCRIPTION TO MYOSH FOR SEPTEMBER 2014.	-422.40

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18224	24/10/2014	NORTHAM & DISTRICTS LITTLE ATHLETICS CENTRE	KIDSPORT FUNDING.	-4,155.00
EFT18225	24/10/2014	NORTHAM AUTO ELECTRICS	SUPPLY & FIT X4 TYRES & REPLACE RIM ON MITSUBISHI FUSO TRUCK N.3805.	-1,398.00
EFT18226	24/10/2014	NORTHAM BEARING SALES	RATES REFUND FOR ASSESSMENT A14214 100 OLD YORK ROAD NORTHAM.	-482.00
EFT18227	24/10/2014	NORTHAM BMX CLUB INC	GRANT APPROVAL FOR 2014/2015 FINANCIAL YEAR.	-5,000.00
EFT18228	24/10/2014	NORTHAM CENTRAL NEWSAGENCY	NEWSPAPER DELIVERIES FOR NORTHAM LIBRARY FOR THE PERIOD 01/08/2014 TO 30/09/2014 & SHIRE ADMIN 01/09/2014 TO 30/09/2014.	-290.70
EFT18229	24/10/2014	NORTHAM COURIER SERVICE	COURIER DELIVERY CHARGES FOR ENGINEERING SERVICES FOR SEPTEMBER 2014.	-91.30
EFT18230	24/10/2014	NORTHAM HOLDEN	60,000KM SERVICE ON HOLDEN CRUZE N10714.	-494.64
EFT18231	24/10/2014	NORTHAM JUNIOR FOOTBALL ASSOCIATION	KIDSPORT FUNDING.	-585.00
EFT18232	24/10/2014	CANCELLED PAYMENT		
EFT18233	24/10/2014	NORTHAM SENIOR HIGH SCHOOL	EDUCATION PRIZES & DONATION 2014.	-500.00
EFT18234	24/10/2014	ORICA AUSTRALIA PTY LTD	SERVICE FEE FOR X2 CHLORINE 920KG CYLINDER FOR THE PERIOD 1 SEPT 2014 TO 30 SEPT 2014.	-337.26
EFT18235	24/10/2014	OXTERS CEMETERY SERVICES	CEMETERY INVOICING FOR THE FORTNIGHT ENDING 26/09/2014 & 10/10/14, RE-OPENING & GRAVE CERTIFICATION FOR FORREST, HOST, ZAVERTKINS & HARRINGTON & PURCHASE OF X4 50PK CARRY BAGS FOR NORTHAM VISITOR CENTRE.	-4,740.14
EFT18236	24/10/2014	CANCELLED PAYMENT		

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18237	24/10/2014	RADIOWEST BROADCASTERS PTY LTD	ROADWISE ADVERTISING FOR OCTOBER 2014.	-287.10
EFT18238	24/10/2014	RED DOT STORES	PURCHASE OF X2 62LITRE INDUSTRIAL TUBS FOR NORTHAM SWIMMING POOL.	-39.98
EFT18239	24/10/2014	RETAIL DECISIONS (COLES)	COLES ACCOUNT FOR SEPTEMBER 2014.	-3,979.60
EFT18240	24/10/2014	ROAD SIGNS AUSTRALIA	PURCHASE OF ROAD SIGNS X4 KANGAROO, X4 GIVE WAY AHEAD & X4 NO ENTRY FOR TRAFFIC MANAGEMENT.	-646.80
EFT18241	24/10/2014	SETH WILLIAM TUCKER T/A TUCKERBUILT	LAY BRICK PAVING AROUND BERNARD PARK WATER PLAYGROUND PUMP SHED.	-2,860.00
EFT18242	24/10/2014	SMITH SCULPTORS	PAYMENT #1 - 40% DEPOSIT UPON CONTRACT SIGNING FOR HUGO THROSSELL STATUE.	-33,600.00
EFT18243	24/10/2014	SOUTHERN BROOK COMMUNITY ASSOCIATION	ANNUAL BUDGET ALLOCATION FOR 2014/2015 & AUSTRALIA DAY EVEN SUPPORT 2015.	-3,685.00
EFT18244	24/10/2014	ST JOHN AMBULANCE AUSTRALIA	PURCHASE OF X1 FIRST AID KIT AS PRIZE FOR BAKERS HILL COMMUNITY SAFETY DAY COMPETITION 2014.	-110.00
EFT18245	24/10/2014	STERIHEALTH SERVICES PTY LTD	EMPTYING OF SYRINGE SAFES AT BERNARD PARK, APEX PARK & BAKERS HILL HOOPER PARK TOILETS FOR SEPTEMBER 2014.	-405.59
EFT18246	24/10/2014	SUBARU OSBORNE PARK	REPLACEMENT OF FRONT WINDSCREEN ON SUBARU N10931.	-2,143.80
EFT18247	24/10/2014	CANCELLED PAYMENT		
EFT18248	24/10/2014	THEA COMMINS	PURCHASE OF ASSORTED BOOKMARKS FOR NORTHAM VISITOR CENTRE.	-200.20
EFT18249	24/10/2014	TIMBERDEN PTY LTD T/A TIMBERDEN PLANT HIRE	HIRE OF EQUIPMENT & ACCOMMODATION FOR SLASHING OF VARIOUS NORTHAM TOWN BLOCKS & VICTORIA OVAL.	-9,784.50
EFT18250	24/10/2014	TYRECYCLE PTY LTD	RECYCLING OF TYRES FROM OLD QUARRY RD TIP - X22 PASSENGER, X18 LIGHT TRUCK & X8 TRUCK.	-253.23

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18251	24/10/2014	VERNICE PTY LTD	NEW LANDFILL CELL AT INKPEN ROAD WASTE MANAGEMENT FACILITY FOR SEPTEMBER 2014, HIRE OF 45T EXCAVATOR FOR 137 HOURS, HIRE OF DUMP TRUCK FOR 70 HOURS, MOBILIZATION & DEMOBILIZATION OF MACHINERY.	-44,407.00
EFT18252	24/10/2014	WA RANGERS ASSOCIATION INC	PURCHASE OF X6 WA RANGER SHOULDER PATCHES FOR DAVID VALCIC.	-47.40
EFT18253	24/10/2014	WESTWATER ENTERPRISES PTY LTD	SERVICE CHLORINATION EQUIPMENT INCLUDING PARTS, LABOUR & CONSUMABLES FOR WASTE WATER TREATMENT.	-4,358.20
EFT18254	24/10/2014	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	CHECK VOLVO GRADER N.001 AT SHIRE DEPOT & REPAIR WIRING TO FRONT LIGHT & WIRING TO SWITCH PANEL.	-896.00
EFT18255	24/10/2014	WHEATBELT OFFICE & BUSINESS MACHINES	REPAIR PAPER FOLDING MACHINE.	-99.00
EFT18256	24/10/2014	WW SOUVENIRS GIFTS & HOMEWARES PTY LTD	PURCHASE OF ASSORTED PLAYING CARDS & COASTERS FOR NORTHAM VISITOR CENTRE.	-368.96
EFT18257	24/10/2014	YASMIN JACOB	REIMBURSEMENT FOR EXPENSE FOR MEALS PURCHASED WHILE AT LICENSING TRAINING ON 12/10/2014 TO 17/10/2014.	-176.65
EFT18258	24/10/2014	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X1 SCREWDRIVER SET, X1 METHYLATED SPIRITS, X8 ASST ROLLERS & BRUSHES, X8 ASSTS PAINTS & STAINS FOR WUNDOWIE SWIMMING POOL, X1 SCREWDRIVER 4V FOR NORTHAM SWIMMING POOL, X1 ANTI FATIGUE MAT, X1 HEAVY DUTY SCRUBBER, X1 WINDOW SQUEEGEE, X1 750ML WINDOW CLEANER & X1 5L COOLER JUG FOR DEVELOPMENT SERVICES, X2 RUBBER MALLETs, X1 LEVEL X1 ADAPTOR & X4 DRILL BITS FOR ENGINEERING SERVICES X1 4L CABOTS AQUADECK JARRAH, X1 10L BUCKET & X2 PAINT BRUSHES FOR BERNARD PARK WATER PLAYGROUND, X1 3PK DISPOSABLE FACE MASKS FOR KILLARA & X1 VAC WET & DRY VACUUM CLEANER FOR NORTHAM REC CENTRE.	-1,339.75

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

EFT18259	28/10/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 217 INTEREST PAYMENT - CBD STREETScape.	-695,950.80
EFT18260	29/10/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 226 FIXED COMPONENT.	-676,741.68
EFT18261	31/10/2014	PRO CRACK SEAL	SUPPLY & INSTALL HOT POUR CRACK SEALANT TO GORDON ST, SMITH ST, FRASER ST, BEAMISH AVE, SELBY ST, PERINA WAY, HAWES ST & FORREST ST NORTHAM.	-19,239.00
EFT18262	31/10/2014	VALLEY FORD	PURCHASE OF X1 2014 FORD TERRITORY TX RWD 2.7L V6 TURBO DIESEL 6SP AUTO WHITE FOR EXECUTIVE MANAGER DEVELOPMENT SERVICES LESS TRADE IN OF 2013 FORD FALCON G6 SEDAN WHITE 1EPF056 PREVIOUSLY N.3333.	-26,000.00
			SUB TOTAL EFT MUNICIPAL	-2,023,190.78
33653	07/10/2014	CANCELLED PAYMENT		
33654	10/10/2014	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	-255.77
33655	10/10/2014	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	-255.77
33656	10/10/2014	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	-75.30
33657	10/10/2014	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	-703.91
33658	10/10/2014	AUSTSAFE SUPER	SUPERANNUATION CONTRIBUTIONS.	-191.24
33659	10/10/2014	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS.	-274.90

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

33660	10/10/2014	COMMONWEALTH H SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	-310.58
33661	10/10/2014	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	-19.40
33662	10/10/2014	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	-208.34
33663	10/10/2014	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	-1,070.00
33664	10/10/2014	SUNSUPER	SUPERANNUATION CONTRIBUTIONS.	-202.18
33665	10/10/2014	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	-25,266.44
33666	10/10/2014	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS.	-482.43
33667	10/10/2014	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	-187.51
33668	15/10/2014	CAROL GLADYS KULLACK	CROSSOVER REBATE FOR A14568 LOT 143 (15) KNIGHT STREET NORTHAM.	-500.00
33669	15/10/2014	CHALLENGE SETTLEMENTS	RATES REFUND FOR ASSESSMENT A15934 26 BURNSIDE AVENUE NORTHAM.	-826.57
33670	15/10/2014	GLEN ALEXANDER INGRAM	AVON DESCENT BANNERS - PAINTED OVER SPONSORS SECTION OF 4 1/2 BANNERS & RE-PAINT MONTH & DATE ON 1 BANNER.	-160.00
33671	15/10/2014	INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALIA	MEMBERSHIP SUBSCRIPTION FEES FOR GARY DAVIS FROM 1 JAN TO 31 DEC 2014.	-275.00
33672	15/10/2014	JOHN DAVID MCGILLIVRAY	CROSSOVER REBATE FOR A1127400 CHITTY RD BAKERS HILL.	-500.00
33673	15/10/2014	LAKE CHARLOTTE WINERY	REIMBURSEMENT FOR OVERPAYMENT OF RACKING FEES.	-180.00
33674	15/10/2014	LARRY SIEKIERKA	CROSSOVER REBATE FOR LOT 90 (10) DUTTON ST NORTHAM.	-500.00
33675	15/10/2014	LESLIE CLARENCE SMITH	RATES REFUND FOR ASSESSMENT A1391 10 GRANGE RISE CLACKLINE.	-671.24

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

33676	15/10/2014	LUCY'S TEAROOMS	CATERING FOR FORUM MEETING ON 13/08/2014 & PURCHASE OF ASSORTED SANDWICHES, MINI QUICHES & MINI SAUSAGE ROLLS FOR ANNUAL STAFF LAUNCH 2014.	-771.00
33677	15/10/2014	NORTHAM RETRAVISION	PURCHASE OF X1 HP Z4000 WIRELESS MOUSE BLACK FOR ENGINEERING SERVICES.	-30.00
33678	15/10/2014	SYNERGY	ELECTRICITY ACCOUNT FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 27/6/2014 TO 27/9/2014.	-20,957.07
33679	15/10/2014	TELSTRA CORPORATION	PHONE CHARGES FOR BAKERS HILL BFB TO 22/09/2014 & MOBILE CHARGES FOR THE PERIOD 25/09/2014 TO 24/10/2014.	-1,781.54
33680	15/10/2014	TRACEY MITCHELL	CROSSOVER REBATE FOR A10832 LOT 10 (31) FERMOY AVE NORTHAM.	-500.00
33681	15/10/2014	VODAFONE	VODAFONE MESSAGING SERVICES FOR SES & BRIGADES FOR PERIOD 23/9/2014 TO 22/10/2014.	-1,326.62
33682	15/10/2014	WA SUPER	SUPERANNUATION CONTRIBUTIONS	-2,463.29
33683	15/10/2014	WATER CORPORATION	WATER USE & SERVICE ACCOUNT FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 11/7/2014 TO 24/09/2014.	-2,271.51
33684	15/10/2014	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	CHECK & REPAIR TRAILER BREAKING SYSTEM ON ELEVATED WORK PLATFORM TRAILER N.3662, REPAIR REVOLVING LIGHTS & SPRAY UNIT ON ISUZU TIPPER N.4096 & RECTIFY ELECTRONIC LIGHT FAULT IN HINO TRUCK N.4013.	-1,497.00
33685	15/10/2014	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR HOUSE AT 36 ROBINSON ST NORTHAM LOT 64 (SUPER CLINIC) FOR THE PERIOD 22/07/2014 TO 22/09/2014.	-179.62
33686	15/10/2014	PERFECT COMPUTER SOLUTIONS PTY LTD	150 HOURS OF IT SUPPORT.	-24,450.00
33687	23/10/2014	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS.	-45.85

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

33688	23/10/2014	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	-255.77
33689	23/10/2014	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	-255.77
33690	23/10/2014	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	-75.30
33691	23/10/2014	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	-729.89
33692	23/10/2014	AUSTSAFE SUPER	SUPERANNUATION CONTRIBUTIONS.	-191.42
33693	23/10/2014	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-274.90
33694	23/10/2014	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	-310.58
33695	23/10/2014	EWRAP SUPER	SUPERANNUATION CONTRIBUTIONS.	-143.46
33696	23/10/2014	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	-19.40
33697	23/10/2014	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	-225.73
33698	23/10/2014	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	-1,170.00
33699	23/10/2014	SUNSUPER	SUPERANNUATION CONTRIBUTIONS.	-202.18
33700	23/10/2014	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	-25,201.58
33701	23/10/2014	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS.	- 489.42
33702	23/10/2014	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	-192.44

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

33703	24/10/2014	ELDERS LIMITED	PURCHASE OF X5 RICO GLYPHOSATE 450 20L SINOCHEM FOR ENGINEERING SERVICES.	-654.50
33704	24/10/2014	NORTHAM PRIMARY SCHOOL	EDUCATION PRIZES & DONATION 2014.	-200.00
33705	24/10/2014	WEST NORTHAM PRIMARY SCHOOL	EDUCATION PRIZES & DONATION 2014.	-200.00
33706	24/10/2014	AVONVALE EDUCATION SUPPORT CENTRE	EDUCATION PRIZES & DONATION 2014.	-200.00
33707	24/10/2014	AVONVALE PRIMARY SCHOOL	EDUCATION PRIZES & DONATION 2014.	-200.00
33708	24/10/2014	CHAINSAW MASTERS	CUT DOWN & REMOVE TREE AT BAKERS HILL FIRE SHED.	-1,870.00
33709	24/10/2014	LUCY'S TEAROOMS	CATERING FOR COUNCIL FORUM MEETING ON 08/10/2014 & 22 BEEF & GRAVY ROLLS FOR BFAC MEETING ON 15/09/2014.	-280.00
33710	24/10/2014	PANDA CHINESE RESTAURANT	CATERING FOR OCM ON 15/10/2014.	-222.50
33711	24/10/2014	PETER VALLI	CROSSOVER REIMBURSEMENT FOR A1226 428 CHITTY ROAD BAKERS HILL.	-500.00
33712	24/10/2014	PETTY CASH	PETTY CASH RECOUP FOR KILLARA & NORTHAM LIBRARY FOR SEPTEMBER 2014 & FLOAT FOR NORTHAM & WUNDOWIE SWIMMING POOL.	-1,136.25
33713	24/10/2014	PREMIER WORKPLACE SOLUTIONS	PURCHASE OF 1 X SHOWER/EYE/FACE WASH HAND OPERATED FOR NORTHAM REC CENTRE.	-1,619.20
33714	24/10/2014	SYNERGY	ELECTRICITY ACCOUNT FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 08/05/2014 TO 10/10/2014.	-12,880.93
33715	24/10/2014	TELSTRA CORPORATION	PHONE CHARGES FOR SHIRE LANDLINES, SES & NORTHAM DISTRICT SES TO 04/10/2014.	-5,022.25
33716	24/10/2014	CANCELLED PAYMENT		

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

33717	24/10/2014	SYNERGY	ELECTRICITY USE ACCOUNT FOR 395 FITZGERALD ST NORTHAM (SHIRE ADMIN BUILDING) FOR THE PERIOD 18/9/2014 TO 15/10/2014.	-1,258.05
33718	24/10/2014	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES FOR PERIOD 8/8/2014 TO 14/10/2014.	-1,647.72
			TOTAL MUNICIPAL CHEQUES	-147,019.32
DD7643.1	03/10/2014	TENNANT AUSTRALIA	LEASE FEE CLEANING EQUIPMENT NORTHAM RECREATION CENTRE OCTOBER 2014	-1,067.00
DD7693.1	13/10/2014	BANKWEST	DENISE GOBBART 23/8/14 TO 22/9/14 MASTERCARD, WEST BEACH LAGOON - ACCOMMODATION L OSBORNE-LICENSING COURSE, LIQUOR BARONS NORTHAM, WOOLWORTHS -REFRESHMENTS DRINKS, WOOLWORTHS-WATER, GST	-785.53
DD7693.1	13/10/2014	BANKWEST	CLINTON KLEYNHANS - 23/8/14 TO 22/9/14 MASTERCARD, INSTANT WINDSCREENS-N10721, CLINICALMEDMARKTNG-BREATHALYSER, GST	-1,479.00
DD7693.1	13/10/2014	BANKWEST	PHILLIP STEVEN 23/8/14 TO 22/9/14 MASTERCARD, CROWN METROPOL - G MANSFIELD ENVIRONMENTAL HEALTH, LAKESIDE B & B- JOHN HANSON, GST	-399.37
DD7693.1	13/10/2014	BANKWEST	JASON WHITEAKER 23/8/14 TO 22/9/14 MASTERCARD, RESTAURANT MANAGEMENT-PROSPECTIVE EX MANAGER	-9.00
DD7693.1	13/10/2014	BANKWEST	JEAN MCGREADY 23/8/14 TO 22/9/14 MASTERCARD, SUBWAY SANDWICH PLATTER FOR COUNCILLOR STRATEGIC MEETING 27/8/14, GST	-95.00
			TOTAL DIRECT DEBIT	-3,834.90
PAYROLL	09/10/2014	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	-176,168.55
PAYROLL	23/10/2014	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	-171,687.77

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

			TOTAL PAYROLL	-347,856.32
			TOTAL EFT MUNICIPAL	-2,094,536.53
			TOTAL EFT TRUST	-\$500.00
			TOTAL CHEQUE MUNICIPAL	-147,019.32
			TOTAL CHEQUE TRUST	-10,241.39
			TOTAL DIRECT DEBIT	-3,834.90
			TOTAL PAYROLL	-347,856.32
			TOTAL	-2,603,988.46

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

The payment of cheque numbers 33653 to 33718 from Municipal Fund (dated 1st October 2014 to 31st October 2014), the payment of trust cheque numbers 1852 to 1856 from the Trust Fund and the payment of Electronic Funds Transfer numbers EFT18043 to EFT18058 and EFT18060 to EFT18262 (dated 1st October 2014 to 31st October 2014). EFT Trust Fund EFT18089 to EFT18059. Direct Debits 7643.1 and 7693.1 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Bank Vouchers 33653 to 33718	\$ 147,019.32
Trust Bank Vouchers 1852 to 1856	\$ 10,241.39
Municipal Bank Electronic Fund Transfer EFT18043 to EFT18058 and EFT18060 to EFT18262	\$2,094,536.53
Trust Bank Electronic Fund Transfer EFT18059 to EFT18059	\$ 500.00
Direct Debit Fund Transfer 7643.1 and 7693.1	\$ 3,834.90
Municipal Bank Electronic Fund Transfer Payroll 09/10/2014	\$ 176,168.55
Municipal Bank Electronic Fund Transfer Payroll 23/10/2014	\$ 171,687.77
 TOTAL	 \$2,603,988.46

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$2,603,988.46 was submitted to the Ordinary Meeting of Council on Wednesday, 12 November 2014.

_____ 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 \$2,603,988.46 was submitted to each member of the Council on Wednesday, 12 November 2014, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.

_____ CHIEF EXECUTIVE OFFICER

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 7



SHIRE OF NORTHAM
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

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 16
5 Net Current Assets	17
6 Rating Information	18 to 19
7 Trust Funds	20
8 Operating Statement	21
9 Balance Sheet	22
10 Financial Ratio	23
11 Material Variances Notes	24 to 25

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

**SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014**

	NOTE	September 2014 Actual \$	September 2014 Y-T-D Budget \$	Projected 2014/15 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
Operating						
Revenues/Sources						
Governance	8	16,380	4,788	19,200	11,592	242.11%
General Purpose Funding		887,078	982,814	4,640,287	(95,736)	(9.74%)
Law, Order, Public Safety		53,462	185,772	743,221	(132,310)	(71.22%)
Health		5,055	11,247	45,000	(6,192)	(55.05%)
Education and Welfare		311,880	319,749	1,233,006	(7,869)	(2.46%)
Housing		11,833	12,102	48,431	(269)	(2.22%)
Community Amenities		1,704,399	1,632,149	2,440,982	72,250	4.43%
Recreation and Culture		132,761	275,787	1,103,360	(143,026)	(51.86%)
Transport		289,420	258,255	1,503,379	31,165	12.07%
Economic Services		105,932	398,274	1,593,270	(292,342)	(73.40%)
Other Property and Services		25,954	17,332	69,000	8,622	49.75%
		<u>3,544,154</u>	<u>4,098,269</u>	<u>13,439,136</u>	<u>(554,115)</u>	<u>(13.52%)</u>
(Expenses)/(Applications)						
Governance	8	(357,041)	(366,771)	(1,384,599)	9,730	2.65%
General Purpose Funding		(42,339)	(62,478)	(257,850)	20,139	32.23%
Law, Order, Public Safety		(238,326)	(300,425)	(1,141,830)	62,099	20.67%
Health		(81,986)	(91,755)	(361,960)	9,769	10.65%
Education and Welfare		(325,937)	(341,125)	(1,375,344)	15,188	4.45%
Housing		(22,856)	(27,200)	(94,569)	4,344	15.97%
Community Amenities		(542,938)	(900,617)	(3,581,283)	357,679	39.71%
Recreation & Culture		(614,828)	(1,064,327)	(4,158,710)	449,499	42.23%
Transport		(611,200)	(1,425,485)	(4,950,301)	814,285	57.12%
Economic Services		(433,420)	(548,935)	(2,018,800)	115,515	21.04%
Other Property and Services		(190,585)	21,608	(66,373)	(212,193)	982.01%
		<u>(3,461,456)</u>	<u>(5,107,510)</u>	<u>(19,391,619)</u>	<u>1,646,054</u>	<u>(32.23%)</u>
Adjustments for Non-Cash (Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	2	0	(11,147)	(133,767)	11,147	100.00%
Movement in Accrued Interest		(50,643)	0	0	(50,643)	0.00%
Movement in Accrued Salaries and Wages		(149,557)	0	0	(149,557)	0.00%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%
Movement in Employee Benefit Provisions		0	0	0	0	0.00%
Depreciation on Assets		0	868,836	3,475,533	(868,836)	100.00%
Capital Revenue and (Expenditure)						
Purchase Land Held for Resale	1	0	0	0	0	0.00%
Purchase Land and Buildings	1	(99,979)	(732,115)	(732,115)	632,136	86.34%
Purchase Plant and Equipment	1	(23,917)	(834,592)	(834,592)	810,675	97.13%
Purchase Furniture and Equipment	1	0	(28,300)	(28,300)	28,300	100.00%
Purchase Bush Fire Equipment	1	0	(460,000)	(460,000)	460,000	100.00%
Purchase Playground Equipment	1	0	(170,246)	(170,246)	170,246	0.00%
Purchase Infrastructure Assets - Roads	1	(130,894)	(363,754)	(2,184,572)	232,860	64.02%
Purchase Infrastructure Assets - Bridges	1	0	0	(108,000)	0	
Purchase Infrastructure Assets - Footpaths	1	(61,039)	0	(537,196)	(61,039)	#DIV/0!
Purchase Infrastructure Assets - Drainage	1	(83,200)	(1,950,738)	(1,950,738)	1,867,538	0.00%
Purchase Infrastructure Assets - Parks & Ovals	1	(3,048)	(530,634)	(530,634)	527,586	99.43%
Purchase Infrastructure Assets - Airfields	1	0	0	0	0	#DIV/0!
Purchase Infrastructure Assets - Streetscape	1	(750)	(49,638)	(198,566)	48,888	98.49%
Purchase Infrastructure Assets - Other	1	(2,100)	(418,593)	(418,593)	416,493	99.50%
Proceeds from Disposal of Assets	2	0	36,120	433,443	(36,120)	100.00%
Repayment of Debentures	3	(244,453)	(235,651)	(1,575,878)	(8,802)	(3.74%)
Proceeds from New Debentures	3	0	0	0	0	0.00%
Advances to Community Groups		0	0	0	0	0.00%
Self-Supporting Loan Principal Income	3	131,483	17,881	214,568	113,602	0.00%
Transfers to Restricted Assets (Reserves)	4	(35,296)	(1,625,222)	(1,625,222)	1,589,926	97.83%
Transfers from Restricted Asset (Reserves)	4	0	1,186,934	1,186,934	(1,186,934)	0.00%
Transfers from Restricted Asset (Other)		0	0	0	0	#DIV/0!
ADD Net Current Assets July 1 B/Fwd	5	3,866,773	3,866,773	3,878,182	0	0.00%
LESS Net Current Assets Year to Date	5	<u>11,545,685</u>	<u>15,992</u>	<u>15,992</u>	<u>11,529,693</u>	<u>72096.63%</u>
Amount Raised from Rates	6	<u>(8,347,507)</u>	<u>(2,459,320)</u>	<u>(8,268,234)</u>	<u>(5,888,187)</u>	<u>239.42%</u>

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

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

	September 2014 Actual \$	2014/15 Budget \$
1. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
Law, Order & Public Safety		
Brigade Appliance -3.4 Grass Valley	0.00	335,000
Brigade Appliance - Light Tanker Irishtown BFB	0.00	125,000
Health		
EMDS Vehicle	0.00	40,000
EHO Vehicle	0.00	25,675
Education & Welfare		
Land & Buildings - Respite Centre Construction	92,963.20	142,485
Replacement Air Conditioners	0.00	12,000
Community Amenities		
Cemetery Niche Wall, Surrounds & Roof	5,906.00	40,368
Drainage - Town Centre Supertowns	1,137.50	97,381
Drainage - Bernard Park Supertowns	54,035.12	527,100
Cemetery Drainage	0.00	10,080
Cemetery Lot Development	0.00	20,000
Aerators - Supertowns	0.00	242,593
Avon Mall Streetscaping	0.00	50,000

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

1. ACQUISITION OF ASSETS (Continued)	September 2014 Actual \$	2014/15 Budget \$
<u>By Program (Continued)</u>		
Recreation and Culture		
Land & Buildings - Replace 3 Airconditioners	0.00	18,000
Land & Building - Replace Balcony	0.00	178,200
Land & Building - Bakers Hall Kitchen upgrade	1,110.00	1,110
Rec Centre Additional Vents/ Exit Doors	0.00	25,000
Rec Centre Automatic Doors	0.00	11,000
Shade Sails Windowie	0.00	25,000
Recreation Manager Vehicle	0.00	25,000
Recreation Replacement Chairs	0.00	12,980
Recreation Portable Light Weight Stage	0.00	2,750
Recreation Automatic Hand Dryer	0.00	5,280
George Nuich park Playground/ Shade	0.00	100,000
Jubilee Playground Upgrade	0.00	20,450
Play Equipment Wundowie	0.00	9,796
Install Cricket Pitch - Jubilee Oval	0.00	15,000
Henry Street Oval Fencing WAFL Grant	0.00	33,725
Free Standing Stackable Seating	0.00	3,580
Skate park Clarke Street Lighting Change to BMX	0.00	20,000
Bert Hawke Darinage	0.00	40,000
Bert Hawke Lighting	0.00	20,000
Wundowie Skate park	0.00	181,700
CSRFF Bakers Hill - Resurface 2 Hardcourts	3,047.71	32,732
Henry Street Oval Drainage	0.00	50,000
Playground POSImprovements	0.00	30,675
Parks seating & Play Equipment	0.00	40,000
Retic Wundowie Oval	0.00	23,000
Bakers Hill Oval	0.00	55,222
Library Energy Efficiency	0.00	25,990
Railway Precinct Upgrade	0.00	150,000
Carpark/ Drop Zone Old Railway Station	750.00	100,716

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

	September 2014 Actual \$	2014/15 Budget \$
1. ACQUISITION OF ASSETS (Continued)		
<u>By Program (Continued)</u>		
Transport		
Footpath Construction	61,038.70	537,196
Rural Stormwater Drainage	0.00	40,000
Laneway Construction Northam	0.00	82,000
Southern Brook Road RRG 14/15	0.00	160,772
Jennapullin Road RRG 14/15	0.00	139,854
- Roadworks - General Construction	1,619.43	505,564
- Roadworks - Bridge Construction	0.00	108,000
- Roadworks - Roads to Recovery	0.00	376,728
- Roadworks - Blackspot Funding	12,740.04	488,807
- Roadworks - Gravel Sheeting	103,954.85	368,347
Laneway Land Acquisition	0.00	28,500
Infra Development- Super Towns	12,580.00	34,000
Plant & Equipment - Road Plant Purchases	23,917.11	743,917
Economic Services		
Six Burner Stove/ Oven Installed	0.00	7,290
Christmas Decorations	0.00	30,000
Information Bays	0.00	37,850
LED Signs	0.00	10,000
Bakers Hill Water Project	5,807.50	236,353
Wundowie Stormwater Harvest	22,220.00	1,039,824
Old Town Building - Air Conditioning	0.00	127,962
Car Park Medical Centre	2,100.00	126,000
	404,927.16	8,153,552

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

1. ACQUISITION OF ASSETS (Continued)	September 2014 Actual \$	2014/15 Budget \$
<u>By Class</u>		
Land Held for Resale	0.00	0
Land and Buildings	99,979.20	732,115
Plant and Equipment	23,917.11	834,592
Furniture and Equipment	0.00	28,300
Bush Fire Equipment	0.00	460,000
Playground Equipment	0.00	170,246
Infrastructure Assets - Roads	130,894.32	2,184,572
Infrastructure Assets - Footpaths	61,038.70	537,196
Infrastructure Assets - Bridges & Culverts	0.00	108,000
Infrastructure Assets - Drainage	83,200.12	1,950,738
Infrastructure Assets - Parks & Ovals	3,047.71	530,634
Infrastructure Assets - Airfields	0.00	0
Infrastructure Assets - Streetscape	750.00	198,566
Infrastructure Assets - Other	2,100.00	418,593
	404,927.16	8,153,552

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

2. DISPOSALS OF ASSETS

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

<u>By Program</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	September 2014 Actual \$	2014/15 Budget \$	September 2014 Actual \$	2014/15 Budget \$	September 2014 Actual \$	2014/15 Budget \$
Health						
EMDS Vehicle - PN1217 - Asset MV1221	0.00	16,163	0.00	15,000	0.00	(1,163)
EHO Vehicle -PN1206-Asset MV1207	0.00	13,317	0.00	10,000	0.00	(3,317)
Recreation & Culture						
Rec Manager Vehicle - PN1210 - Asset MV1212	0.00	14,500	0.00	10,000	0.00	(4,500)
Wundowie Yak Lot 311 - Asset S222	0.00	24,070	0.00	200,000	0.00	175,930
Transport						
9 Tonne Truck - PN0914 - N007 - Asset 9247	0.00	77,422	0.00	76,133	0.00	(1,289)
3.5 Tonne truck - PN00914 - N007 - Asset 9247	0.00	25,000	0.00	31,045	0.00	6,045
Kubota Front Mower - PN1005 - Asset GP1001	0.00	17,660	0.00	9,990	0.00	(7,670)
Road Broom - PN5066 - N.5066 - Asset S133	0.00	14,827	0.00	7,387	0.00	(7,440)
EMES Vehicle - PN1209 -N10721 - Asset MV1211	0.00	26,500	0.00	19,000	0.00	(7,500)
Parks & Gardens Utility - PN1014 - MV1014	0.00	23,280	0.00	12,388	0.00	(10,892)
Ops Manager Utility - PN1104- N10636 - Asset MV1104	0.00	31,543	0.00	24,000	0.00	(7,543)
Asset Manager Utility - PN1204 - N10710 - Asset1205	0.00	13,334	0.00	8,500	0.00	(4,834)
Grade Utility - PN1104 - N10686 - Asset MV1104	0.00	2,060	0.00	10,000	0.00	7,940
	0.00	299,676	0.00	433,443	0.00	133,767

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

2. DISPOSALS OF ASSETS

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

<u>By Class</u>	Written Down Value		Sale Proceeds		Profit(Loss)	
	September 2014 Actual \$	2014/15 Budget \$	September 2014 Actual \$	2014/15 Budget \$	September 2014 Actual \$	2014/15 Budget \$
Land & Buildings						
Wundowie Yak Lot 311 - Asset S222	0.00	24,070	0.00	200,000	0.00	175,930
Plant & Equipment						
EMDS Vehicle - PN1217 - Asset MV1221	0.00	16,163	0.00	15,000	0.00	(1,163)
EHO Vehicle -PN1206-Asset MV1207	0.00	13,317	0.00	10,000	0.00	(3,317)
Rec Manager Vehicle - PN1210 - Asset MV1212	0.00	14,500	0.00	10,000	0.00	(4,500)
9 Tonne Truck - PN0914 - N007 - Asset 9247	0.00	77,422	0.00	76,133	0.00	(1,289)
3.5 Tonne truck - PN00914 - N007 - Asset 9247	0.00	25,000	0.00	31,045	0.00	6,045
Kubota Front Mower - PN1005 - Asset GP1001	0.00	17,660	0.00	9,990	0.00	(7,670)
Road Broom - PN5066 - N.5066 - Asset S133	0.00	14,827	0.00	7,387	0.00	(7,440)
EMES Vehicle - PN1209 -N10721 - Asset MV1211	0.00	26,500	0.00	19,000	0.00	(7,500)
Parks & Gardens Utility - PN1014 - MV1014	0.00	23,280	0.00	12,388	0.00	(10,892)
Ops Manager Utility - PN1104- N10636 - Asset MV1104	0.00	31,543	0.00	24,000	0.00	(7,543)
Asset Manager Utility - PN1204 - N10710 - Asset1205	0.00	13,334	0.00	8,500	0.00	(4,834)
Grade Utility - PN1104 - N10686 - Asset MV1104	0.00	2,060	0.00	10,000	0.00	7,940
	0.00	299,676	0.00	433,443	0.00	133,767

Summary

Profit on Asset Disposals
Loss on Asset Disposals

	September 2014 Actual \$	2014/15 Budget \$
Profit on Asset Disposals	0.00	189,915
Loss on Asset Disposals	0.00	(56,148)
	<u>0.00</u>	<u>133,767</u>

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-14	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$	2014/15 Budget \$	2014/15 Actual \$
Governance									
Loan 215 - Admin Office Renovations	89,196	0	0	89,196	0	0	89,196	6,758	(264)
Community Amenities									
Loan 210 - River Dredging	12,047	0	0	9,170	2,877	2,877	9,170	346	44
Recreation & Culture									
Loan 206 - Northam Country Club **	186,240	0	0	186,240	186,241	0	(1)	12,231	13,690
Loan 208 - Northam Country Club **	29,841	0	0	4,571	0	25,270	29,841	2,142	(487)
Loan 219 - Northam Bowling Club **	118,680	0	0	23,757	0	94,923	118,680	6,657	(1,416)
Loan 223 - Recreation Facilities	675,610	0	0	96,488	47,524	579,122	628,086	40,096	3,518
Loan 224 - Recreation Facilities	1,010,291	0	0	33,997	0	976,294	1,010,291	65,603	(10,843)
Loan 226 - Recreation Facilities	375,863	0	0	375,863	0	0	375,863	35,773	(3,243)
Transport									
Loan 221 - Airstrip Upgrade	48,570	0	0	11,051	0	37,519	48,570	2,925	(254)
Economic Services									
Loan 217 - CBD Streetscape	638,478	0	0	638,478	0	0	638,478	46,276	(5,243)
Loan 218 - CBD Streetscape	79,251	0	0	79,251	7,811	0	71,440	7,199	360
Loan 225 - Victoria Oval Purchase	826,601	0	0	27,816	0	798,785	826,601	53,675	(8,872)
	4,090,668	0	0	1,575,878	244,453	2,514,790	3,846,215	279,681	(13,010)

Note: ** indicates self - supporting loans

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

Loan 221 - No longer a self supporting loan to Northam Aero Club now financed by general purpose revenue.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

3. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2014/15

The Shire of Northam does not propose to raise any new debenture in 2014/15.

(c) Unspent Debentures

Council had no unspent debenture funds as at 30th June 2014, it is not expected to have any unspent debenture funds as at 30th June 2014.

(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 2014/15.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

	September 2014 Actual \$	2014/15 Budget \$
4. RESERVES - CASH BACKED		
(a) Aged Accomodation Reserve		
Opening Balance	249,145	249,145
Interest	1,814	9,460
Amount Set Aside / Transfer to Reserve		15,900
Amount Used / Transfer from Reserve		(22,660)
	<u>250,959</u>	<u>251,845</u>
(b) Employee Liability Reserve		
Opening Balance	512,931	512,932
Interest	3,734	22,221
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>516,665</u>	<u>535,153</u>
(c) Housing Reserve		
Opening Balance	234,208	234,208
Interest	1,705	9,182
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>235,913</u>	<u>243,390</u>
(d) Reticulation Scheme Reserve		
Opening Balance	0	0
Interest	0	0
Amount Set Aside / Transfer to Reserve	0	40,000
Amount Used / Transfer from Reserve	0	0
	<u>0</u>	<u>40,000</u>
(e) Office Equipment Reserve		
Opening Balance	118,133	118,133
Interest	860	5,015
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>118,993</u>	<u>123,148</u>
(f) Plant & Equipment Reserve		
Opening Balance	487,733	487,732
Interest	3,551	23,745
Amount Set Aside / Transfer to Reserve	0	210,000
Amount Used / Transfer from Reserve	0	(520,474)
	<u>491,284</u>	<u>201,003</u>
(g) Recreation Reserve		
Opening Balance	30,226	30,226
Interest	220	1,969
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(32,195)
	<u>30,446</u>	<u>0</u>
(h) Road & Bridgeworks Reserve		
Opening Balance	623,888	623,888
Interest	4,542	25,889
Amount Set Aside / Transfer to Reserve	0	20,000
Amount Used / Transfer from Reserve	0	0
	<u>628,430</u>	<u>669,777</u>

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

	September 2014 Actual \$	2014/15 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(i) Refuse Site Reserve		
Opening Balance	182,085	182,085
Interest	1,326	6,354
Amount Set Aside / Transfer to Reserve	0	60,000
Amount Used / Transfer from Reserve	0	(20,000)
	183,410	228,439
(j) Regional Development Reserve		
Opening Balance	114,375	114,374
Interest	833	5,270
Amount Set Aside / Transfer to Reserve	0	755,000
Amount Used / Transfer from Reserve	0	0
	115,208	874,644
(k) Speedway Reserve		
Opening Balance	130,201	130,200
Interest	948	5,104
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	131,149	135,304
(l) Community Bus Replacement Reserve		
Opening Balance	30,039	30,039
Interest	219	393
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	30,257	30,432
(m) Septage Pond Reserve		
Opening Balance	245,028	245,028
Interest	1,784	8,002
Amount Set Aside / Transfer to Reserve	0	70,000
Amount Used / Transfer from Reserve	0	(27,200)
	246,812	295,830
(n) Killara Reserve		
Opening Balance	148,921	143,212
Interest	1,084	7,000
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	150,005	150,212
(o) Stormwater Drainage Projects Reserve		
Opening Balance	46,521	46,521
Interest	339	257
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(40,000)
	46,860	6,778

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

	September 2014 Actual \$	2014/15 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(p) Recreation and Community Facilities Reserve		
Opening Balance	625,572	625,572
Interest	4,554	16,859
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(148,815)
	<u>630,126</u>	<u>493,616</u>
(q) Administration Office Reserve		
Opening Balance	470,224	470,224
Interest	3,423	18,434
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>473,647</u>	<u>488,658</u>
(r) Council Buildings & Amenities Reserve		
Opening Balance	147,308	147,308
Interest	1,072	3,815
Amount Set Aside / Transfer to Reserve	0	200,000
Amount Used / Transfer from Reserve	0	(25,990)
	<u>148,381</u>	<u>325,133</u>
(s) River Town Pool Dredging Reserve		
Opening Balance	273,667	273,667
Interest	1,992	8,768
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(223,600)
	<u>275,659</u>	<u>58,835</u>
(t) Parking Facilities Construction Reserve		
Opening Balance	162,328	162,329
Interest	1,182	6,168
Amount Set Aside / Transfer to Reserve	0	65,000
Amount Used / Transfer from Reserve	0	(126,000)
	<u>163,510</u>	<u>107,497</u>
(u) Art Collection Reserve		
Opening Balance	15,646	15,645
Interest	114	417
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	0
	<u>15,759</u>	<u>21,062</u>
Total Cash Backed Reserves	4,883,473	5,280,756
Total Interest	35,296	184,322

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

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

	September 2014 Actual \$	2014/15 Budget \$
4. RESERVES - CASH BACKED (Continued)		
Summary of Transfers to Cash Backed Reserves		
Transfers to Reserves		
Aged Accommodation Reserve	1,814	25,360
Employee Liability Reserve	3,734	22,221
Housing Reserve	1,705	9,182
Reticulation Scheme Reserve	0	40,000
Office Equipment Reserve	860	5,015
Plant & Equipment Reserve	3,551	233,745
Recreation Reserve	220	1,969
Road & Bridgeworks Reserve	4,542	45,889
Refuse Site Reserve	1,326	66,354
Regional Development Reserve	833	760,270
Speedway Reserve	948	5,104
Community Bus Replacement Reserve	219	393
Septage Pond Reserve	1,784	78,002
Killara Reserve	1,084	7,000
Stormwater Drainage Projects Reserve	339	257
Recreation and Community Facilities Reserve	4,554	16,859
Administration Office Reserve	3,423	18,434
Council Buildings & Amenities Reserve	1,072	203,815
River Town Pool Dredging Reserve	1,992	8,768
Parking Facilities Construction Reserve	1,182	71,168
Art Collection Reserve	114	5,417
	<u>35,296</u>	<u>1,625,222</u>
Transfers from Reserves		
Aged Accommodation Reserve	0	(22,660)
Employee Liability Reserve	0	0
Housing Reserve	0	0
Reticulation Scheme Reserve	0	0
Office Equipment Reserve	0	0
Plant & Equipment Reserve	0	(520,474)
Recreation Reserve	0	(32,195)
Road & Bridgeworks Reserve	0	0
Refuse Site Reserve	0	(20,000)
Regional Development Reserve	0	0
Speedway Reserve	0	0
Community Bus Replacement Reserve	0	0
Septage Pond Reserve	0	(27,200)
Killara Reserve	0	0
Stormwater Drainage Projects Reserve	0	(40,000)
Recreation and Community Facilities Reserve	0	(148,815)
Administration Office Reserve	0	0
Council Buildings & Amenities Reserve	0	(25,990)
River Town Pool Dredging Reserve	0	(223,600)
Parking Facilities Construction Reserve	0	(126,000)
Art Collection Reserve	0	0
	<u>0</u>	<u>(1,186,934)</u>
Total Transfer to/(from) Reserves	<u>35,296</u>	<u>438,288</u>

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

4. RESERVES (Continued)

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

Aged Accommodation Reserve

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

Employee Liability Reserve

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

Housing Reserve

Reserve established for future construction of Community Housing in Wundowie.

Reticulation Scheme Reserve

Provision for future replacement/upgrading of water reuse and reticulation infrastructure. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

Office Equipment Reserve

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

Plant & Equipment Reserve

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

Recreation Reserve

Purpose - Development and improvement of recreation and sporting facilities within the Shire of Northam. It is anticipated that this reserve will be fully utilised in 2014/15.

Road & Bridgeworks Reserve

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

Refuse Site Reserve

Purpose - Development of Refuse Sites and related infrastructure and equipment, including provision for future replacement facility and/or site. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

Regional Development Reserve

Purpose - To provide for future projects whereby a broader range of development ideas may be required to be encouraged on a regional basis, in consultation with other stakeholders and/or Local Governments. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

Speedway Reserve

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

Community Bus Replacement Reserve

Purpose - To provide funds for future replacement of the Shire of Northam Community Buses. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

4. RESERVES (Continued)

Septic Pond Reserve

Purpose - To provide for funds for future upgrades and maintenance to septic ponds and related infrastructure. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

Killara Reserve

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

Stormwater Drainage Projects Reserve

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

Recreation and Community Facilities Reserve

Purpose - To provide fund for Recreation and Public Facilities within the Shire of Northam. No date has been specified for the use of this Reserve. 2% of net rates levied each year set aside for the provision of recreation and sport facilities.

Administration Office Reserve

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

Council Buildings & Amenities Reserve

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

River Town Pool Dredging Reserve

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

Parking Facilities Construction Reserve

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

Art Collection Reserve

Purpose - Provision for the care and maintenance of the Shire of Northam's art collection, including acquisitions and disposal. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

	September 2014 Actual \$	2013/14 Financial Report \$	2014/15 Budget \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	3,805,885	2,267,969	200,000
Cash - Restricted Unspent Grants	595,982	2,107,310	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	4,883,473	4,848,177	5,356,746
Sundry Debtors	533,829	795,312	1,231,884
Rates - Current	7,433,687	964,704	0
Pensioners Rates Rebate	107,548	14,700	0
Provision for Doubtful Debts	(37,650)	(37,650)	0
GST Receivable	0	0	0
Accrued Income/Prepayments	0	34,017	0
Inventories	0	60,459	30,000
	17,322,754	11,054,997	6,818,630
LESS: CURRENT LIABILITIES			
Sundry Creditors	(608,571)	(1,901,308)	(2,191,198)
Rates Income in Advance	(87,882)	0	0
GST Payable	0	0	0
Accrued Salaries & Wages	0	(149,557)	0
Accrued Interest on Debentures	0	(50,643)	0
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Withholding Tax Payable	0	0	0
Payg Payable	(12,372)	(9,621)	0
Loan Liability	(348,216)	(592,668)	0
Provision for Annual Leave	(451,797)	(490,281)	0
Provision for Long Service Leave	(249,639)	(251,568)	0
Other Payables	0	0	0
	(1,758,477)	(3,445,646)	(2,191,198)
NET CURRENT ASSET POSITION	15,564,277	7,609,351	4,627,432
Less: Cash - Reserves - Restricted	(4,883,473)	(4,848,177)	(5,356,746)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add: Current Loan Liability	348,216	592,668	210,153
Add: Leave Liability Reserve	516,665	512,931	535,153
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	11,545,685	3,866,773	15,992

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2014/15 Rate Revenue \$	2014/15 Interim Rates \$	2014/15 Back Rates \$	2014/15 Total Revenue \$	2014/15 Budget \$
General Rate								
00 Non-Rateable	0.0000	690	1,502,494	0	0	0	0	0
01 GRV-Townsites Residential	10.1868	2,962	36,970,552	3,766,116	0	0	3,766,116	3,789,716
02 GRV-Northam Commercial/Industrial	11.3201	247	11,275,640	1,284,621	(830)	0	1,283,791	1,277,514
05 Agricultural Local	0.5487	514	159,172,000	873,377	(830)	0	872,547	879,477
06 Agricultural Regional	0.4548	209	111,808,000	508,503	91	0	508,594	514,603
07 Rural Small Holdings	0.6256	550	96,536,000	603,929	0	0	603,929	608,029
Sub-Totals		5,172	417,264,686	7,036,546	(1,569)	0	7,034,977	7,069,339
Minimum Rates	Minimum \$							
01 GRV-Northam Town Gen	830	935	4,259,662	776,050	0	0	776,050	776,050
02 GRV-Northam Town Diff	830	47	184,818	39,010	0	0	39,010	39,010
05 Agricultural Local	830	143	11,669,596	118,690	0	0	118,690	118,690
06 Agricultural Regional	830	203	22,932,413	168,490	0	0	168,490	168,490
07 Rural Small Holdings	830	101	12,559,000	83,830	0	0	83,830	83,830
Sub-Totals		1,429	51,605,489	1,186,070	0	0	1,186,070	1,186,070
Ex-Gratia Rates							12,824	12,824
Excess Rate Receipts							(142,957)	0
Totals							8,090,914	8,268,233

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

6. RATING INFORMATION (Continued)

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

The general rates detailed above for the 2014/15 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

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-14 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Town Hall Bond	1	2,500	500	(1,500)	1,500
Lesser Hall Bond	2	900	0	0	900
Nomination Deposits	4	0	0	0	0
Library Deposits & Income	5	0	0	0	0
POS - Cash in Lieu	6	304,163	2,722	0	306,885
Bonds - Building	7	35,500	0	0	35,500
Crossovers - Bond	9	86,892	0	0	86,892
Recreation Centre Bond	11	400	1,200	(1,000)	600
Facilities - Bonds	18	200	0	0	200
Footpath/Kerbing Deposit	22	93,500	14,500	(4,500)	103,500
Retentions	26	179,888	11,004	(24,922)	165,970
Sundry Trust	27	8,310	0	0	8,310
Building & Construction (B	29	0	14,642	(8,301)	6,341
Builders Reg Board Levy	30	0	8,542	(4,692)	3,850
Standpipe Key	31	6,600	50	(50)	6,600
Resited Dwellings	32	7,200	0	0	7,200
Deposits-Extractive Indust	33	257,673	2,175	0	259,848
Other	34	17,983	0	(464)	17,519
Other - Rental Bond	35	400	0	0	400
Bonds - Animal Traps	36	130	0	0	130
Storm Damage Donations	38	175	0	0	175
		<u>1,002,414</u>	<u>55,335</u>	<u>(45,429)</u>	<u>1,012,320</u>

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

8. OPERATING STATEMENT

	September		
	2014	2014/15	2013/14
	Actual	Budget	Actual
	\$	\$	\$
OPERATING REVENUES			
Governance	16,380	19,200	40,150
General Purpose Funding	8,977,992	12,908,520	10,081,279
Law, Order, Public Safety	53,462	743,221	597,399
Health	5,055	45,000	36,897
Education and Welfare	311,880	1,233,006	2,203,330
Housing	11,833	48,431	33,537
Community Amenities	1,704,399	2,440,982	2,656,067
Recreation and Culture	132,761	1,103,360	565,774
Transport	289,420	1,503,379	1,061,150
Economic Services	105,932	1,593,270	934,185
Other Property and Services	25,954	69,000	108,321
TOTAL OPERATING REVENUE	11,635,068	21,707,369	18,318,090
OPERATING EXPENSES			
Governance	357,041	1,384,599	832,978
General Purpose Funding	42,339	257,850	238,116
Law, Order, Public Safety	238,326	1,141,830	1,074,223
Health	81,986	361,960	436,018
Education and Welfare	325,937	1,375,344	1,413,584
Housing	22,856	94,569	76,820
Community Amenities	542,938	3,581,283	3,135,882
Recreation & Culture	614,828	4,158,710	3,564,797
Transport	611,200	4,950,301	4,669,090
Economic Services	433,420	2,018,800	1,996,232
Other Property and Services	190,585	66,373	79,020
TOTAL OPERATING EXPENSE	3,461,456	19,391,619	17,516,760
CHANGE IN NET ASSETS			
RESULTING FROM OPERATIONS	8,173,612	2,315,750	801,330

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

9. BALANCE SHEET

	September 2014 Actual \$	2013/14 Actual \$
CURRENT ASSETS		
Cash Assets	9,285,340	9,223,456
Receivables	8,065,743	2,097,184
Inventories	0	60,458
TOTAL CURRENT ASSETS	17,351,083	11,381,098
NON-CURRENT ASSETS		
Receivables	440,865	476,285
Inventories	2,963,000	2,963,000
Land	14,189,600	14,189,600
Property, Plant and Equipment	40,733,580	40,609,683
Infrastructure	47,998,071	47,714,085
TOTAL NON-CURRENT ASSETS	106,325,116	105,952,653
TOTAL ASSETS	123,676,199	117,333,751
CURRENT LIABILITIES		
Payables	708,825	2,258,079
Interest-bearing Liabilities	348,216	589,713
Provisions	701,436	741,848
TOTAL CURRENT LIABILITIES	1,758,477	3,589,640
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	3,498,001	3,498,001
Provisions	127,552	127,552
TOTAL NON-CURRENT LIABILITIES	3,625,553	3,625,553
TOTAL LIABILITIES	5,384,030	7,215,193
NET ASSETS	118,292,169	110,118,558
EQUITY		
Retained Surplus	83,672,010	75,533,695
Reserves - Cash Backed	4,883,473	4,848,177
Reserves - Asset Revaluation	29,736,686	29,736,686
TOTAL EQUITY	118,292,169	110,118,558

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

10. FINANCIAL RATIO

	2015 YTD	2014	2013	2012
Current Ratio	9.56	1.45	1.82	1.53

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

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

	NOTE	September 2014 Actual \$	September 2014 Y-T-D Budget \$	Projected 2014/15 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating							
Revenues/Sources							
	8						
Governance		16,380	4,788	19,200	11,592	242.11%	Additional Revenue due to Paid Parental Leave being received
General Purpose Funding		887,078	982,814	4,640,287	(95,736)	(9.74%)	Timing on budget allocations for Interim rates
Law, Order, Public Safety		53,462	185,772	743,221	(132,310)	(71.22%)	Timing on DFES grant funding
Health		5,055	11,247	45,000	(6,192)	(55.05%)	Timing on budget allocations for Health Licences
Education and Welfare		311,880	319,749	1,233,006	(7,869)	(2.46%)	
Housing		11,833	12,102	48,431	(269)	(2.22%)	
Community Amenities		1,704,399	1,632,149	2,440,982	72,250	4.43%	
Recreation and Culture		132,761	275,787	1,103,360	(143,026)	(51.86%)	Timing on budget allocations for grant funding
Transport		289,420	258,255	1,503,379	31,165	12.07%	Timing on budget allocations for grant funding
Economic Services		105,932	398,274	1,593,270	(292,342)	(73.40%)	Timing on budget allocations for grant funding
Other Property and Services		25,954	17,332	69,000	8,622	49.75%	Insurance claim payment received
		<u>3,544,154</u>	<u>4,098,269</u>	<u>13,439,136</u>	<u>(554,115)</u>	<u>(13.52%)</u>	
(Expenses)/(Applications)							
	8						
Governance		(357,041)	(366,771)	(1,384,599)	9,730	2.65%	
General Purpose Funding		(42,339)	(62,478)	(257,850)	20,139	32.23%	Timing on budget allocations
Law, Order, Public Safety		(238,326)	(300,425)	(1,141,830)	62,099	20.67%	Timing on budget allocations
Health		(81,986)	(91,755)	(361,960)	9,769	10.65%	
Education and Welfare		(325,937)	(341,125)	(1,375,344)	15,188	4.45%	
Housing		(22,856)	(27,200)	(94,569)	4,344	15.97%	
Community Amenities		(542,938)	(900,617)	(3,581,283)	357,679	39.71%	Timing on budget allocations
Recreation & Culture		(614,828)	(1,064,327)	(4,158,710)	449,499	42.23%	Timing on budget allocations
Transport		(611,200)	(1,425,485)	(4,950,301)	814,285	57.12%	Timing on budget allocations
Economic Services		(433,420)	(548,935)	(2,018,800)	115,515	21.04%	Timing on budget allocations
Other Property and Services		(190,585)	21,608	(66,373)	(212,193)	982.01%	Timing on budget allocations
		<u>(3,461,456)</u>	<u>(5,107,510)</u>	<u>(19,391,619)</u>	<u>1,646,054</u>	<u>(32.23%)</u>	
Adjustments for Non-Cash (Revenue) and Expenditure							
	2						
(Profit)/Loss on Asset Disposals		0	(11,147)	(133,767)	11,147	100.00%	Timing on Sale of Assets
Movement in Accrued Interest		(50,643)	0	0	(50,643)	0.00%	
Movement in Accrued Salaries and Wages		(149,557)	0	0	(149,557)	0.00%	
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%	
Movement in Employee Benefit Provisions		0	0	0	0	0.00%	
Depreciation on Assets		0	868,836	3,475,533	(868,836)	100.00%	Depreciation not commenced until after Auditors sign off

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 SEPTEMBER TO 30 SEPTEMBER 2014

	NOTE	September 2014 Actual \$	September 2014 Y-T-D Budget \$	Projected 2014/15 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating							
Capital Revenue and (Expenditure)							
Purchase Land Held for Resale	1	0	0	0	0	0.00%	
Purchase Land and Buildings	1	(99,979)	(732,115)	(732,115)	632,136	86.34%	Timing on Building works
Purchase Plant and Equipment	1	(23,917)	(834,592)	(834,592)	810,675	97.13%	Timing on Plant purchases
Purchase Furniture and Equipment	1	0	(28,300)	(28,300)	28,300	100.00%	Timing on Furniture purchases
Purchase Bush Fire Equipment	1	0	(460,000)	(460,000)	460,000	100.00%	Timing unknown for supply by DFES
Purchase Playground Equipment	1	0	(170,246)	(170,246)	170,246	100.00%	Timing on Equipment purchases
Purchase Infrastructure Assets - Roads	1	(130,894)	(363,754)	(2,184,572)	232,860	64.02%	Timing on budget allocations
Purchase Infrastructure Assets - Bridges	1	0	0	(108,000)	0	#DIV/0!	
Purchase Infrastructure Assets - Footpaths	1	(61,039)	0	(537,196)	(61,039)		Timing on budget allocations
Purchase Infrastructure Assets - Drainage	1	(83,200)	(1,950,738)	(1,950,738)	1,867,538	95.73%	Timing on budget allocations
Purchase Infrastructure Assets - Parks & Ovals	1	(3,048)	(530,634)	(530,634)	527,586	99.43%	Timing on budget allocations
Purchase Infrastructure Assets - Airfields	1	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Streetscape	1	(750)	(49,638)	(198,566)	48,888	98.49%	Timing on budget allocations
Purchase Infrastructure Assets - Other	1	(2,100)	(418,593)	(418,593)	416,493	99.50%	Timing on budget allocations
Proceeds from Disposal of Assets	2	0	36,120	433,443	(36,120)	100.00%	Timing on budget allocations
Repayment of Debentures	3	(244,453)	(235,651)	(1,575,878)	(8,802)	(3.74%)	
Proceeds from New Debentures	3	0	0	0	0	0.00%	
Advances to Community Groups		0	0	0	0	0.00%	
Self-Supporting Loan Principal Income	3	131,483	17,881	214,568	113,602	(635.34%)	Timing on budget allocations
Transfers to Restricted Assets (Reserves)	4	(35,296)	(1,625,222)	(1,625,222)	1,589,926	97.83%	Timing on budget allocations
Transfers from Restricted Asset (Reserves)	4	0	1,186,934	1,186,934	(1,186,934)	100.00%	Timing on budget allocations
Transfers from Restricted Asset (Other)		0	0	0	0	0.00%	
ADD Net Current Assets July 1 B/Fwd	5	3,866,773	3,866,773	3,878,182	0	0.00%	
LESS Net Current Assets Year to Date	5	11,545,685	15,992	15,992	11,529,693	72096.63%	
Amount Raised from Rates	6	<u>(8,347,507)</u>	<u>(2,459,320)</u>	<u>(8,268,234)</u>	<u>(5,888,187)</u>	<u>239.42%</u>	

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

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

BANK RECONCILIATION STATEMENT
Period Ending 30th September 2014

	Muni Fund Shire	Trust Fund Shire	Reserve A/C Shire	Unspent LTRD & LDC Grants Shire
Balance as per Bank Statements				
ANZ	2645-81099	\$ 90,816.64		
Business Portal	028-0331279	\$4,100,450.29		
Muni Operating A/C	028-5350119	\$167,693.62		
ANZ - WA TREASURY BANK		\$595,581.91		
Term Deposit (Trust) T183	028-036059-9		\$25,933.46	
Term Deposit (Trust) T395	0367254		\$33,507.88	
Term Deposit (Trust) POS	9975-02546		\$308,884.50	
Term Deposit (Trust) Extractive Indu	028-895773-2		\$87,772.13	
Term Deposit (Trust) T376 & T440	028-0392516		\$79,327.44	
Term Deposit (Trust) T527	028-0388517		\$23,308.02	
Trust Operating A/C	028-5350143		\$328,273.85	
Term Deposit (Trust) T694/RETENT	028-399471		\$15,335.05	
Term Deposit (Trust) T701	028-0397045		\$40,816.33	
Term Deposit (Trust) T745	9871-31749		\$13,470.00	
Term Deposit (Trust) T54, T55, T56	028-0390526		\$48,481.41	
Business Bonus (Reserve)	028-0364835		\$324,447.18	
Term Term Deposit	028-0360108		\$654,676.56	
ANZ - Term Deposit	9974-85748		\$3,884,350.43	
				\$0.00
Total As Per Bank Statements	\$4,954,547.66	\$1,012,900.98	\$4,883,473.21	\$0.00
Plus				
Outstanding Deposits	76,349.59			
Outstanding Dep (Trust)				
Outstanding Dep (Muni)				
	\$76,349.59	\$0.00	\$0.00	\$0.00
Less				
Unpresented Cheques	(632,055.76)	(1500.00)		
	(632,055.76)	(1500.00)	\$0.00	\$0.00
Adjustments				
Kilara Transfer from Muni to Reserve				
Heat Inspection Trans Muni to Reserve				
Kilara Transfer from Reserve to Muni				
Transfer of bank fee charges Unspent Grants				
Bank Statement Balance after Adjustments	\$4,398,836.49	\$1,012,320.98	\$4,883,473.21	\$0.00
General Ledger Accounts				
111000010 MUNI BANK	3,802,854.58			
111180010 Trust Bank		1,012,320.98		
1111001010 Short Term Investment	595,981.91		0.00	
1111501010 Reserve Inv Bank			4,883,473.21	
1111002010 Unspent Grant				\$0.00
Balance Per General Ledger Accounts	\$4,398,836.49	\$1,012,320.98	\$4,883,473.21	\$0.00
IMBALANCE	\$0.00	\$0.00	\$0.00	\$0.00

Prepared by  J.P. Barber
POSITION - FINANCE OFFICER

Confirmed by  J. Barber
POSITION - ACCOUNTANT

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 8



CLINTON KLENNYHANS
25 OCTOBER 2014

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Town Site Drainage Improvements – Stage 1



BACKGROUND

Title

The Shire of Northam issued a Request for Tender for Northam Town Site Drainage Improvements Stage 1.

Scope

The Northam Town Drainage Improvements include works identified on the following plans

- 13647-01 Rev C - Overall Layout Plan
- 13647-02 Rev C - Atkinson and Chidlow Street
- 13647-03 Rev C - Atkinson and Chidlow Street Details
- 13647-04 Rev D - Wellington Street Car park - Cross Over A & B only
- 13647-04A Rev B - Wellington Street Car park - Cross Over A & B only
- 13647-05 Rev D - Target Car park Sheet 1 - Enlargement 2, 3 & 5 only
- 13647-05A Rev B - Target Car park Sheet 2 - Enlargement 2 only

These works shall be constructed in accordance with the specification package provided forming part of this Contract. Refer Appendix 1

Contract Period

The contract is for an estimated 21 day period proposed to start in Mid December

Tendering Budget

The cost for this procurement was estimated at \$242,000.00

RFT PROCESS

Advertising Details

The RFT was advertised in the Avon Advocate 8th October 2014 and The West Australian on 11th October 2014.

RFT Closing Date

The RFT closing date was 21st October 2014. Which reflects a total advertising period of 14 days.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Town Site Drainage Improvements – Stage 1



Tenders Received

Tender submissions were received from the following organisations:

- (a) GDR CIVIL
- (b) ATM CIVIL

EVALUATION PANEL

Participants

An evaluation panel assessed each tender submission. Details on members of the panel are contained within the below table.

Name	Organisation	Title
JASON WHITEAKER	SHIRE OF NORTHAM	CEO
CLINTON KLENYNHANS	SHIRE OF NORTHAM	EXECUTIVE MANAGER ENGINEERING SERVICES
CHADD HUNT	SHIRE OF NORTHAM	PROJECT MANAGER COMMUNITY INFRASTRUCTURE

Evaluation Material

Prior to the evaluation meeting, each panel member was provided:

- (a) a copy of each tender submission;
- (b) an evaluation handbook. The handbook outlined the scoring process, and contained copies of scoring sheets; and
- (c) each member of the evaluation committee disclosed any potential conflicts of interest or prior knowledge of the Tenderers.

Evaluation Process

- (a) each panel member individually read and assessed each tender;
- (b) the panel convened, discussed the tenders and reached a consensus on the preferred Tenderer; and
- (c) clarifications were sought from the Tenderers and responses recorded.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Town Site Drainage Improvements – Stage 1



THE EVALUATION

Compliance Evaluation

A. Compliance Criteria

The compliance criteria for this RFT were:

- (a) Each Tender will be assessed on a Yes/No basis as to whether the criterion is satisfactorily met. The extent to which a Tender demonstrates greater satisfaction of each of these criteria will result in a great score. The aggregate score of each Tender will be used as one of the factors in the final assessment of the qualitative criteria and in the overall assessment of value for money.

Evaluation of Compliance Criteria

Compliance Criteria were evaluated on a "Yes/No" basis. The qualitative assessment was completed by the Evaluation Panel on date

All submissions were processed through to the qualitative/price evaluation on the basis that all

B. Qualitative Assessment

Qualitative Criteria

The qualitative criteria for this tender were:

- (a) In determining the most advantageous Tender, the Evaluation Panel will score each Tenderer against the qualitative criteria as detailed within this document. Each criterion will be weighted to indicate the relative degree of importance that the Principal places on the technical aspects of the goods or services being purchased.
- (b) It is essential that Tenderers address each qualitative criterion. Information that you provide addressing each qualitative criterion will be point scored by the Evaluation Panel. Failure to provide the specified information may result in elimination from the tender evaluation process or a low score.

The qualitative assessment was completed by the Evaluation Panel on 31st October 2014.

C. Tenderer's Price Summary

Tenderers were required to provide prices on a fixed basis including the variation for Addendum 1.

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Town Site Drainage Improvements – Stage 1



SUMMARY STATEMENT

Qualitative Scores

The qualitative scores received by each Tenderer:

Tenderer:	Score:
ATM CIVIL	100%
GDR CIVIL	75%

The table shows that ATM Civil received the highest qualitative score of 100%

Price

The prices submitted by each Tenderer:

Tenderer:	Price:
ATM CIVIL	\$256,451
GDR CIVIL	\$142,230

The table shows that GDR CIVIL offered the lowest price overall of **\$142,230** (in GST)

RECOMMENDATION FOR AWARD

Recommended Tenderer

GDR Civil is the recommended Tenderer on the basis of offering best value for money.

Also being a local contractor consideration has been given to reliability and availability for potential post construction remedial works during the defects liability period.

Contract Period

The contract is for an estimated duration of 21 days.

Contract Commencement Date

To be confirmed once works are awarded

Endorsement by Evaluation Panel

Name _____	/ / /
Name _____	/ / /
Name _____	/ / /

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Town Site Drainage Improvements – Stage 1



APPENDIX A – EVALUATION MATRIX

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Town Site Drainage Improvements – Stage 1



APPENDIX B – PRICING SUMMARY

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Town Site Drainage Improvements – Stage 1

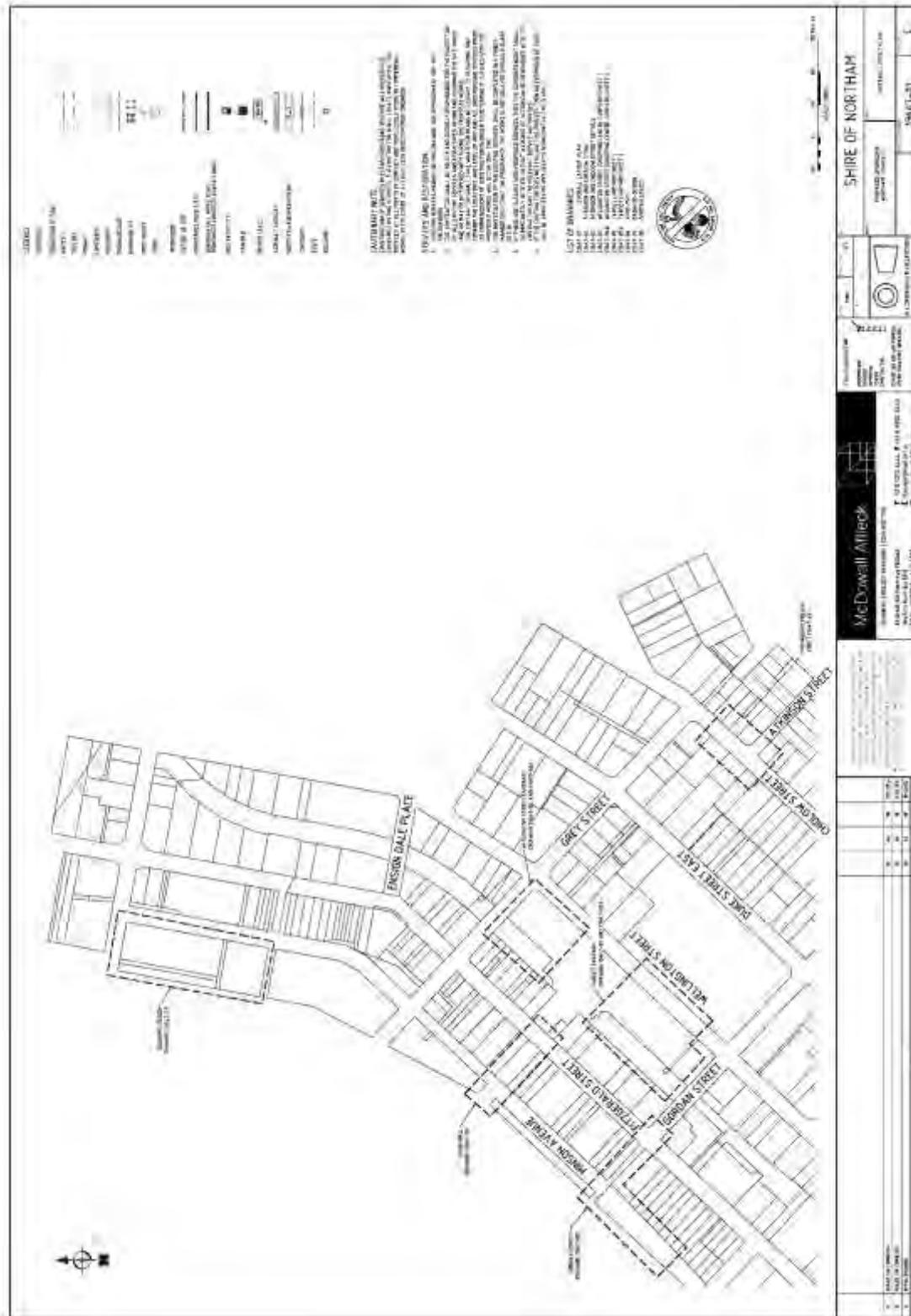


APPENDIX C – SCOPE OF WORK

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 9



Felicitas Bauxite Mining Project

12 November 2014

Bauxite Alumina Joint Ventures Presenters:
Bill Moss, General Manager &
Chantelle O'Sullivan, External Affairs Manager

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Felicitas Project Update



AGENDA

- Map & Project Overview

- Engineering Progress
 - Felicitas resource update
 - Rail study
 - Mining considerations to date

- Environmental Progress
 - Flora and fauna
 - Water

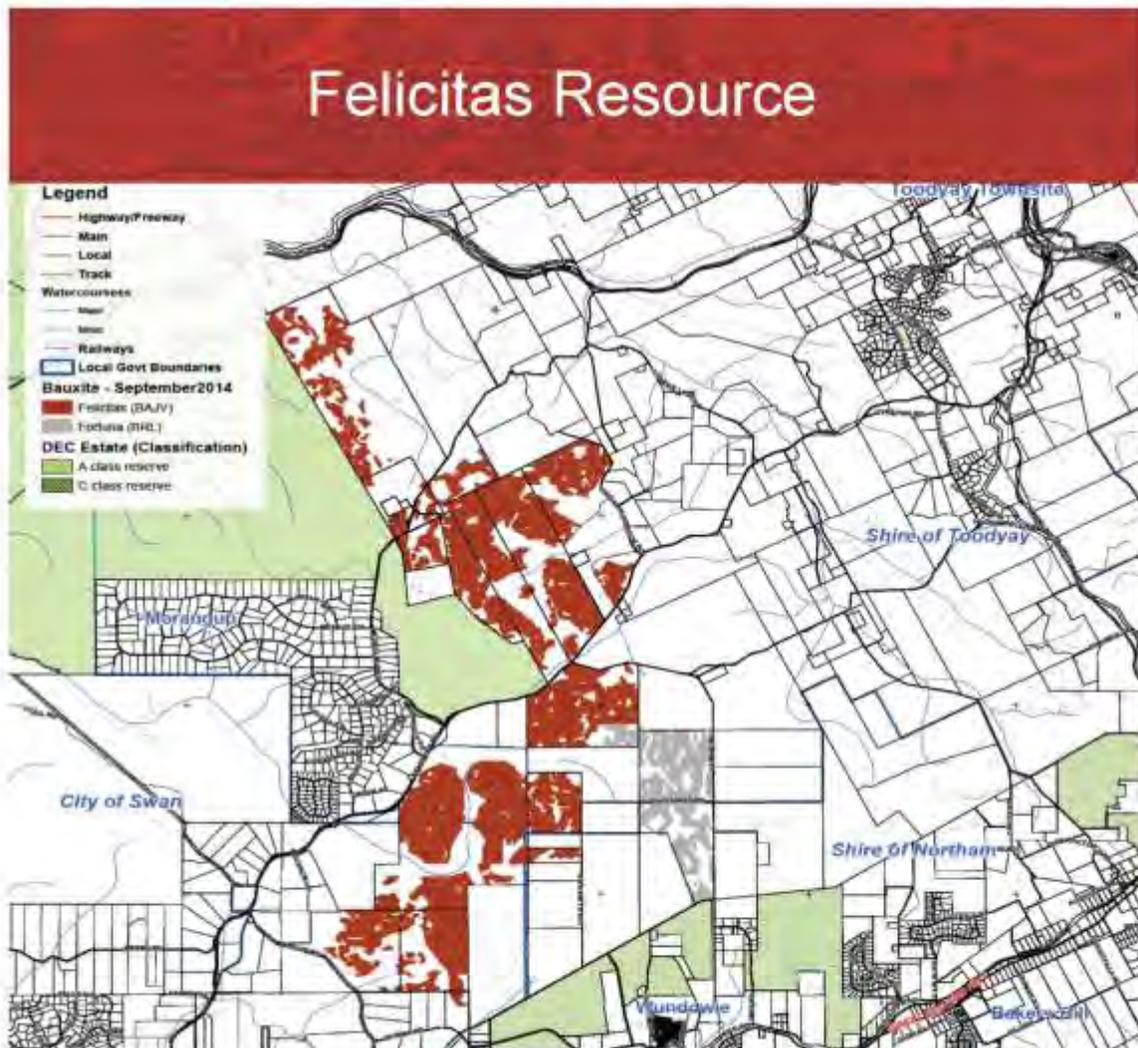
- Community Engagement

- Questions and Discussion

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



➤ Felicitas Resource (BAJV) ~ 230Mt
Located in Toodyay Shire & extends south over Toodyay Rd, adjacent to North Wundowie in Northam and into edge of Mundaring Shire.

➤ Fortuna Resource (BRL) ~ 40Mt
Located in south west corner of Toodyay Shire and North West of Northam Shire.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Felicitas Project Update



PROJECT OVERVIEW

- Initially producing bauxite for export, but our intent remains to develop an option for alumina refining in the longer term
- Project area is on privately owned farmland, likely to start from the Northern end.
- Shallow, open cut mine producing ~8.4 Mt bauxite per annum based on at least 25 years of mining.
 - Typically 5m deep, affecting ~120 Ha per year
- Use of mechanical rock breaking means no blasting
- Transport of ore within the mine footprint to crusher and stockpiles.
 - No heavy traffic on local roads
- Rail transport from the northern end of the mine to Kwinana

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Felicitas Project Update



ENGINEERING

➤ Resource Update

- The Felicitas resource statement has been updated to include the results of recent drilling.

Classification	Quantity Mt	Al ₂ O ₃ % [#] (available at 148°)	SiO ₂ % [#] (Reactive at 148°)	Al ₂ O ₃ % (total)	SiO ₂ % (total)
Measured	122.7	31.6	1.7	39.9	7.7
Indicated	77.1	31.0	2.2	39.6	9.8
Inferred	28.2	30.6	2.3	38.9	10.5
Total	227.9	31.3	2.0	39.7	8.7

Note - All grades are unbeneficiated. Totals may differ due to rounding.

Represents low temperature (148°) bomb digestion

- Measured + Indicated tonnage is now almost 200Mt and Available Alumina grade has increased to 31.3%
- The resource is now ready for mine planning work to coincide with Feasibility studies in 2015. With timing for environmental assessment referral to EPA likely to be in Q1-Q2 2015.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Felicitas Project Update



ENGINEERING / TECHNICAL

- Rail
 - Traxion's study into rail infrastructure requirements, loading and operations
 - Indications so far:
 - Rail is technically feasible
 - Sufficient capacity exists
 - Cost estimates are within previous internal project assumptions
- Mining
 - RPM Global study completed on mining methods and mine logistics
 - 8 permutations examined with options for mechanical rock breaking, in pit hauling and long haul transport.
 - Evaluation of options supported by some initial noise modelling to minimise scheduling issues and neighbour impact – still progressing studies.
 - At this stage - use mobile equipment in the mine and loading to a conveyor, utilising a crusher and then onto rail for haulage to Kwinana. Will go under Toodyay Rd when moving to the southern deposits for bauxite haulage and conveying.
 - At any one point in time we expect less than 10% of this land area may be open under mining or rehabilitation. About 70% of the land is already cleared farmland.
 - How? Topsoil and overburden will be removed and kept in close proximity to the mine to use when it comes time for rehabilitation to commence. This is to ensure that the landscape is returned as close as possible to its former state and rehabilitation occurs progressively behind mining activities. During operation, there will be a number of open pits in operation.

6

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Felicitas Project Update



ENVIRONMENTAL

- Flora and Fauna
 - BAJV have engaged MWH (incorporating Outback Ecology) to undertake terrestrial flora and fauna, and aquatic ecology surveys in the Felicitas resource area. This is likely to be done over 2 years with spring surveys.
 - No major issues identified from desktop studies
 - First year Spring field surveys complete and reports being prepared

- Water
 - MWH just engaged for suite of water studies - currently reviewing the scope of works
 - Hydrogeology, hydrology, dewatering, water supply, storm water management and mine water management
 - Target to have contracts and infrastructure in place for next wet season - Will be looking at mapping potential water sources, looking at how much water we need and where we can harvest this from within the mine footprint, understanding any of shallow perched areas of water in the footprint and local water sources, where these connect to, recharge & provide recommendations for best options

- Weather station up and running since Sep 2014
 - Temperature, wind direction, speed and gusts, rainfall, humidity and dust particulates updated hourly.
 - <http://www.bajv.com.au/Environment/WeatherInformation.aspx>

7

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014



Community Engagement

Slide 8

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Community Engagement



Current community engagement elements

- Briefings for key stakeholders
- Face to face meetings with immediate neighbours
 - understand concerns, clarify understanding of proposal, look for opportunities to design in solutions, open channels for ongoing engagement.
- Local newspaper advertisements (monthly page 7)
- Letter drop to close neighbours and Morangup
- Letter drop to broader communities incl. broader Toodyay, Wundowie, Bakers Hill, Gidgegannup, Wooroloo, Red Hill areas (5,500 letters).
- Felicitas Frequently Asked Questions Booklet and website updates
- Presence at Northam, Toodyay & Gidgegannup shows

Feedback so far

- Concerns about noise, dust and water
 - Still a lot of misinformation out there.
- Active anti mine campaign via email, pamphlet drops, signage, social media and internet
- Much positive feedback – particularly on employment, supplies and contracting opportunities, environmental activities/research and more.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Community Engagement



Next Steps

- Establishing a local "shopfront" in Toodyay next to Bendigo Bank
 - Working through commercial details now
 - Expect to be operating mid-November
- Engagement of local interest groups in environmental studies.
 - Flora and fauna – Toodyay Naturalists involved in field surveys
 - Water
- Move to set up "Community Advisory Group (CAG)" as formal vehicle for consultation
 - structured consultation forum for community to discuss activities associated with BAJV development project.
 - Membership
 - Independent chair
 - Local Shire representation, Shire part of terms of reference & selection committee to determine CAG membership
 - Adjacent landowners, special interest groups including environmental, local businesses, community groups, education / training institutions
 - BAJV External Affairs and Technical reps Felicitas & Fortuna studies
 - Propose to have a group selected and initial meeting end of the year/early 2015.

Slide 10

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

Discussion



How can the shire help?

BAJV seeks the support of the Shire with their involvement in setting up and participating in the Community Advisory Group including:

- BAJV have drafted a Guide Terms of Reference for a CAG.
- Seek Shire feedback on potential members/key reference groups from Northam given locality.
- Interest in Shire representation on CAG?

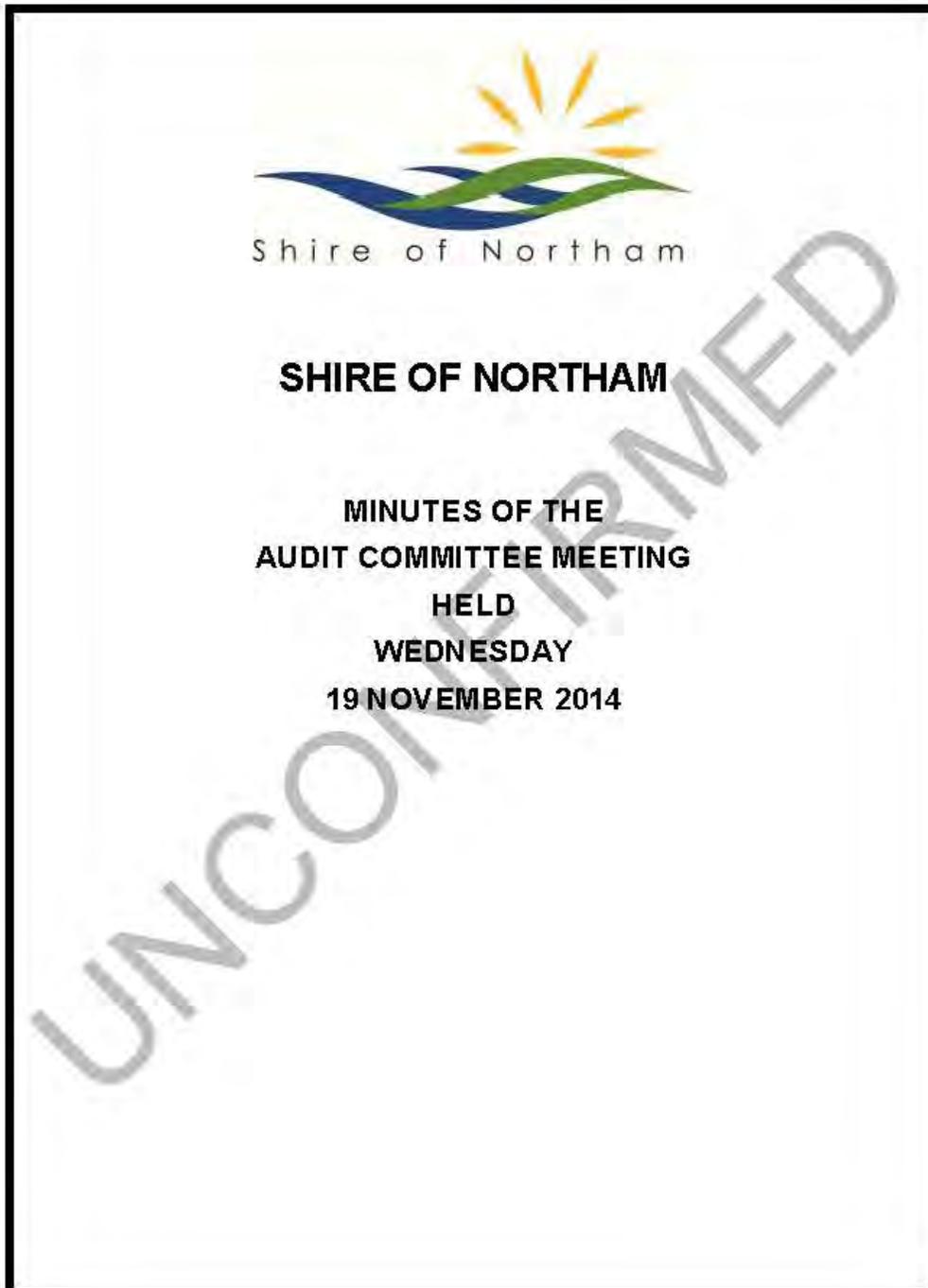
We are extending this to the 3 LGA's but are limited to a total of 4 LGA representatives from these 3 Administrations/Councils.

Questions?

Slide 11

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

APPENDIX 10



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

TABLE OF CONTENTS

	Page
1. DECLARATION OF OPENING AND WELCOME	1
2. DECLARATION OF INTEREST	1
3. ATTENDANCE	2
4. APOLOGIES	2
5. LEAVE OF ABSENCE	2
6. CONFIRMATION OF MINUTES	2
7. AGENDA ITEMS	3
7.1 MEETING WITH THE SHIRE OF NORTHAM AUDITORS	3
7.2 SHIRE OF NORTHAM 2012/2013 ANNUAL REPORT	6
7.3 2013/2014 ANNUAL ELECTORS GENERAL MEETING	9
7.4 REVIEW OF SYSTEMS AND PROCEDURES (ATTACHMENT 2)	11
8. CLOSURE OF MEETING	14

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM

**Minutes of the Audit Committee Meeting of Council held in the Council Chambers
on WEDNESDAY, 19 November 2014 at 4:48pm**

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. DECLARATION OF OPENING AND WELCOME

The presiding member, Cr SB Pollard declared the meeting open at 4:48pm.

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.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

3. ATTENDANCE

COUNCIL

President
Councillors

Cr S B Pollard
K D Saunders at 5:17pm
U Rumjantsev
D A Hughes
D G Beresford
J E Williams
A W Llewellyn
R W Tinetti

Chief Executive Officer
Executive Manager Corporate Services
Executive Assistant to the CEO
UHY Haines Norton Auditor

J B Whiteaker
D R Gobbart
A C Maxwell
G Goodwin

4. APOLOGIES

5. LEAVE OF ABSENCE

Cr T M Little from 1 November 2014 to 30 November 2014 inclusive.

6. CONFIRMATION OF MINUTES

RECOMMENDATION

Minute No: AU.047

Moved: Cr Llewellyn
Seconded: Cr Hughes

That the Minutes of the Audit Committee Meeting held on Wednesday, 11 June 2014 be confirmed as a true and correct record of that meeting.

CARRIED 7/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

Cr K D Saunders entered the Council Chambers at 5:17pm.

7. AGENDA ITEMS

7.1 MEETING WITH THE SHIRE OF NORTHAM AUDITORS

Name of Applicant:	Internal Report
File Ref:	8.2.7.1
Officer:	Denise Gobbart
Officer Interest:	N/A
Policy:	Local Government Act 1995, Local Government (Audit) Regulations 1996, DLGRD Operational Guidelines-Audit Committees in Local Government No 9
Voting:	Simple Majority
Date:	14 November 2014

PURPOSE

Council to accept discussion with Council's Auditor Mr Greg Godwin from UHY Haines Norton.

BACKGROUND

On appointment of the audit committee, it was given delegated authority to meet with the Auditor of the local government at least once in every year, pursuant to Section 7.12A(2) the Local Government Act 1995.

The Local Government Act does not require the Audit Committee to meet with the Auditor rather the local Government is to meet with the Auditor at least once each year.

Council's Auditor Mr Greg Godwin from UHY Haines Norton will be attendance of this Audit Committee Meeting. It should be noted that there will be a fee involved for the auditor to visit the Shire of Northam in person due to travelling and time.

STATUTORY REQUIREMENTS

Local Government Act 1995 Section 7.12A. Duties of local government with respect to audits

- (1) A local government is to do everything in its power to —

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

- (a) assist the auditor of the local government to conduct an audit and carry out his or her other duties under this Act in respect of the local government; and
 - (b) ensure that audits are conducted successfully and expeditiously.
- (2) Without limiting the generality of subsection (1), a local government is to meet with the auditor of the local government at least once in every year.

CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN

Key Result Area: Improve organisational capability and capacity

Outcome: Operate in a financially sustainable manner

BUDGET IMPLICATIONS

A fee will be involved for the auditor to visit the Shire of Northam in person due to travelling and time. This will be expended from account 04052072 (Audit Fees).

OFFICER'S COMMENT

Topics to be discussed with the auditor include,

- Review of Shire of Northam Auditors Report
- Review of Shire of Northam Management Report - Ratios
- General Business

RECOMMENDATION

Minute No: **AU.048**

Moved: **Cr Rumjantsev**

Seconded: **Cr Llewellyn**

That Council;

1. **Endorse that the meeting between the Audit Committee and the Auditor at the Audit Committee Meeting held on 19 November 2014, satisfy the requirements of Section 7.12A(2) the Local Government (Audit) Regulations 1996 and that the minutes of the meeting show the auditor was involved and the matters discussed; and**

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

- | |
|--|
| <p>2. Agree the verbal report by the Shire Auditor Mr Greg Godwin from UHY Haines Norton be noted in the minutes and received.</p> |
|--|

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

7.2 SHIRE OF NORTHAM 2013/2014 ANNUAL REPORT

Name of Applicant:	Internal Report
File Ref:	8.2.7.1
Officer:	Denise Gobbart
Officer Interest:	N/A
Policy/Legislation:	Local Government Act 1995 & LG (FM) Regs 1996
Voting:	Simple Majority
Date:	13 November 2014

PURPOSE

For Council to consider and if acceptable receive the Annual Report for the year ended 30 June 2014 for the Shire of Northam.

BACKGROUND

The Annual Financial Report for the year ended 30 June 2014 was completed and presented to the Shire of Northam's auditor on Tuesday, 30 September 2014, for audit. The Audit was completed and signed off on Friday, 13 November 2014.

Section 5.54 'Acceptance of Annual Reports' of the Local Government Act 1995 requires an Annual Report to be accepted by Council by 31 December in each year unless the Auditors Report is not available in time. The Local Government Act 1995 Section 5.54(2) requires that if the Annual Report is not accepted by the Local Government by 31 December then it must be presented within two (2) months of the Auditors Report becoming available.

It is proposed that a late item will be presented to Council at the Ordinary Council meeting held on Wednesday, 19 November 2014. Should the 2013/2014 Annual Report be endorsed, it is intended that local public notice be published advising of the Annual Electors Meeting and 2013/2014 Annual Report availability. The notice shall be placed into the West Australian and Avon Valley Advocate on Wednesday, 26 November and the Hills Gazette on Saturday, 29 November 2014. Notices will also be placed on our Notice Boards and the Shire of Northam website.

STATUTORY REQUIREMENTS

Local Government Act 1995 Section 5.53 Annual Reports;

- (1) *The local government is to prepare an annual report for each financial year.*

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

- (2) *The annual report is to contain -*
- (a) *a report from the mayor or president; and*
 - (b) *a report from the CEO; and*
 - [(c), (d) deleted]*
 - (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
 - (f) *the financial report for the financial year; and*
 - (g) *such information as may be prescribed in relation to the payments made to employees; and*
 - (h) *the auditor's report for the financial year; and*
 - (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
 - (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - (i) *the number of complaints recorded in the register of complaints;*
 - (ii) *how the recorded complaints were dealt with; and*
 - (iii) *any other details that the regulations may require; and*
 - (i) *such other information as may be prescribed.*

Local Government Act 1995 Section 5.54 Acceptance of Annual Reports;

- (1) *Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*

** Absolute majority required.*

- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

Local Government Act 1995 Section 5.55 Notice of Annual Reports;

The CEO is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN

N/A

BUDGET IMPLICATIONS

N/A

7

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

OFFICER'S COMMENT

Council is requested to accept the Annual Report for the year ended 30 June 2014 for the Shire of Northam.

RECOMMENDATION

Minute No: AU.049

Moved: Cr Llewellyn

Seconded: Cr Hughes

That the Audit Committee in accordance with:

1. Sections 5.53 and 5.54 of the Local Government Act 1995, accepts the Annual Report for the 2013/2014 financial year subject to confirmation of final ratios; and
2. Section 5.55 of the Local Government Act 1995, authorise the Chief Executive Officer to give public notice of the availability of the Annual Report from Friday, 21 November 2014.

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

7.3 2013/2014 ANNUAL ELECTORS GENERAL MEETING

Name of Applicant:	Internal Report
File Ref:	8.2.7.1
Officer:	Denise Gobbart
Officer Interest:	N/A
Policy/Legislation:	Local Government Act 1995 & LG (FM) Regs 1996
Voting:	Simple Majority
Date:	13 November 2014

PURPOSE

For Council to consider and endorse the date for the Annual Electors General Meeting set by the Chief Executive Officer.

BACKGROUND

The Annual Electors General Meeting is to be held within 56 days of the local government accepting the Annual Report.

A requirement of setting the date is that 14 days local public notice is required for advertising the meeting. Providing the Annual Report is endorsed at Council meeting held on 19 November 2014, the last eligible day for holding the meeting would be Wednesday, 14 January 2015 however it is recommended that this be held prior to the December Ordinary Council Meeting which is scheduled on 17 December 2014.

Providing the 2013/2014 Annual Report is endorsed at Council Meeting held on 19 November 2014. It is intended that local public notice will be published into the West Australian and Avon Valley Advocate on Wednesday, 26 November and the Hills Gazette on Saturday, 29 November 2014.

STATUTORY REQUIREMENTS

Local Government Act 1995 Section 5.27 Electors' general meetings;

- (1) *A general meeting of the electors of a district is to be held once every financial year.*
- (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

- (3) *The matters to be discussed at general electors' meetings are to be those prescribed.*

Local Government (Administration) Regulation No 15 Matters for discussion at general electors' meetings - s. 5.27(3)

For the purposes of section 5.27(3), the matters to be discussed at a general electors' meeting are, firstly, the contents of the annual report for the previous financial year and then any other general business.

Local Government Act 1995 Section 5.29 Convening Electors' Meetings;

- (1) *The CEO is to convene an electors' meeting by giving –*
- (a) *at least 14 days' local public notice; and*
 - (b) *each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.*
- (2) *The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.*

CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN

N/A

BUDGET IMPLICATIONS

N/A

OFFICER'S COMMENT

Council is requested to endorse the date set, in accordance with the Local Government Act, for the Annual Electors Meeting.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

RECOMMENDATION

Minute No: AU.050

Moved: Cr Hughes

Seconded: Cr Rumjantsev

That Council;

Holds the Annual Electors General Meeting on Wednesday, 17 December 2014 at 4.00pm in the Shire of Northam Council Chambers.

CARRIED 8/0

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

7.4 REVIEW OF SYSTEMS AND PROCEDURES (ATTACHMENT 2)

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	
Officer:	Chief Executive Officer
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple Majority
Date:	13 November 2014

PURPOSE

For the Audit Committee and Council to give consideration to the review undertaken by the Chief Executive Officer in relation to the Shire of Northam risks, internal controls and legislative compliance

BACKGROUND

Section 17 of the Local Government (Audit) Regulations requires the Chief Executive Officer to review the appropriateness and effectiveness of the Council's systems and procedures as they relate to the following areas;

- Risk management
- Internal controls, and
- Legislative compliance

In order to undertake the review the Council engaged LGIS, in partnership with four adjoining local governments, to provide advice and assistance in meeting the regulation requirements.

LGIS have provided a template and one and half days of training to assist staff commence the process. Outside of this the Executive Management Group spent in excess of three days (over a three month period) undertaking the review.

STATUTORY IMPACTS

Local Government Audit Regulation 17 requirement for the CEO to undertake a review of the local government systems and procedures not less than once in every two years and report the findings to the Audit Committee.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

Strategy G1.1: Continue to develop Council's policy framework to guide decision making

FINANCIAL IMPLICATIONS

The LGIS engagement was at a total cost of \$6,773 expended from account 04042132 (consultants).

OFFICER'S COMMENT

In assessing the Council's risk management, internal controls and legislative compliance a risk based approach has been applied. Appended to the agenda is a risk assessment which has been undertaken by the Executive Management team across the identified key themes for the organisation. These risk themes include;

- Misconduct
- **Business disruption**
- Damage to physical assets
- **Errors, omissions & delays**
- External theft & fraud
- Failure of IT and/or communications
- Failure to fulfil statutory, regulatory or compliance requirements
- **Inadequate safety and security practices**
- Providing inaccurate advice / information
- Inadequate organisation and community emergency management
- Document management
- Inadequate project management / change management
- **Inadequate engagement with community/stakeholders/elected members**
- Inadequate procurement, disposal or tender practices
- **Inadequate asset sustainability practices**
- **Inadequate stock management**
- **Inadequate supplier/contract management**
- Ineffective people management / employment practices
- Inadequate environmental management
- Not meeting community expectations
- **Ineffective management of facilities**
- Inadequate financial. Accounting, business acumen

The assessment undertaken looks at potential causes of risk to Council within each of these themes, the key controls which currently exist to mitigate the risk, an assessment of the quality of the controls and an overall assessment of the risk rating for the theme. Additionally the assessment looks at the key indicators which are currently in place to ensure we are monitoring the controls and a risk tolerance level, which implies the organisations appetite for risk in each of the areas. Finally the report / assessment undertaken identifies the actions required to improve areas within each of the themes which are deemed inadequate or requiring attention.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

There are a number of current internal controls which are not considered adequate. These are clearly identified within the appended report, along the strategies to bring these up to an acceptable standard. The areas within which the controls are considered inadequate are highlighted in the above themes list (they are marked red).

Each of these areas will receive attention to ensure that adequate controls are in place into the future, in accordance with the action plan contained within the provided assessment. In addition to this the Council is aware of the current focus of the organisation on processes and systems. The program which Council recently supported (process design/mapping) is due to commence in the coming months. It is envisaged that the program of process mapping and documentation will address a number of the issues raised within the provided assessment.

RECOMMENDATION

Minute No: AU.051

Moved: Cr Hughes

Seconded: Cr Tinetti

That Council accepts the 2014 review undertaken by the Chief Executive Officer of the systems and procedures relating to;

- **Risk Management**
- **Internal controls**
- **Legislative compliance**

CARRIED 8/0

Thanks was made by Cr S B Pollard to Denise Gobbart, Executive Manager Corporate Services, staff and the Chief Executive Officer for their efforts in respect to the preparation of the Shire of Northam's Audit.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 19 NOVEMBER 2014

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 19 NOVEMBER 2014

8. CLOSURE OF MEETING

There being no further business the Presiding Officer declared the meeting closed at 5:25pm.

"I certify that the Minutes of the Audit Committee Meeting held on 19 November 2014 have been confirmed as a true and correct record."

_____ Presiding Officer

_____ Date