



Shire of Northam
Heritage, Commerce and Lifestyle

SHIRE OF NORTHAM

**MINUTES OF THE
ORDINARY COUNCIL MEETING
HELD ON
WEDNESDAY
18 MARCH 2015**

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MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

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**Minutes of the Ordinary Council Meeting held in the Council Chambers on
WEDNESDAY, 18 March 2015 at 5:37 pm**

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1. OPENING AND WELCOME

The Shire President, Cr S B Pollard declared the meeting open at 5.37pm.

2. DECLARATION OF INTEREST

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Proposed Telecommunications Infrastructure - 15 Wood Drive, Northam (Appendix 3)	13.2.2	Cr Kathy Saunders	Impartiality	She is a member of the Northam Lawn Tennis Club (Northam Country Club). The extent of her interest is impartial as she is a member of the Northam Lawn Tennis Club (Northam Country Club).
Proposed Telecommunications Infrastructure - 15 Wood Drive, Northam (Appendix 3)	13.2.2	Mr Chadd Hunt	Impartiality	He is a member of Northam Country Club. The extent of his interest is a member using the facilities of the Club.
Appointment Executive Manager Development Service	16.1	Cr Terry Little	Impartiality	He has known Mr Hunt for 8 years through Shire activities.
Appointment Executive Manager Development Service	16.1	Cr Steven Pollard	Impartiality	Mr Hunt is his cousin.

3. ATTENDANCE

COUNCIL

Councillors

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

Chief Executive Officer
Executive Manager Community Services
Executive Manager Corporate Services
Project Manager Community Infrastructure
Executive Manager Engineering Services
Executive Manager Development Services
Senior Planning Officer
Executive Assistant - CEO
Planning Officer
Planning Officer

J B Whiteaker
R Rayson
D R Gobbart
C B Hunt
C D Kleynhans
P B Steven
B A Southee
A C Maxwell
C K Wynn (left meeting at 6.50pm)
R Djanegara (left meeting at 6.50pm)

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GALLERY

Mr Tim Williams from Avon Valley Advocate (media) and 6 members of the public.

4. APOLOGIES

5. LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr R Tinetti has been granted leave of absence on Wednesday, 11 March 2015 and Wednesday, 18 March 2015 inclusive.

6. APPLICATIONS FOR LEAVE OF ABSENCE

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2393

Moved: Cr Little

Seconded: Cr Saunders

That Cr S B Pollard be granted leave of absence from Wednesday, 12 April 2015 to Wednesday, 19 April 2015 inclusive.

CARRIED 8/0

7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

8. PUBLIC QUESTION TIME

Question from Marie Rohrlach in respect to item 13.1.1 – Review of Shire of Northam Wards and Representation

Question: Are submissions assessed individually or as a group (e.g. Progress Association submissions)?

Response: There were 19 pro-forma submissions received. All submissions were assessed and utilised to assist in the preparation of the officer report to Council which provides a summary of the submissions to elected members, the number of the pro-forma submissions has been outlined within this. It is acknowledged that the Progress Associations are representing the entire community. The submissions are assessed individually and staff make their assessment based on the context of the submissions. Elected members were provided with a copy of all submissions as a separate attachment to the

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agenda, however are only provided with one copy of the pro-forma submission.

9. PUBLIC STATEMENT TIME

Mr Michael Letch – Clackline Progress Association

Mr Michael Letch made a statement in relation to item 13.1.1 – Review of Shire of Northam Wards and Representation. Mr Letch briefly discussed the process involved with this review. The submission from the Clackline Progress Association was referred to, with Mr Letch reinforcing the comments in relation to the current four wards set up working well. Mr Letch advised that if there are concerns around the councillor/elector ratio, he suggested that Council appoint 11 councillors which he believes would go a long way in assisting representation of the Shire/community and will ensure that there is an equal balance.

Max Hubble – Northam Golf Club (President)

Made a statement wanting to reinforce his presentation at the Council Forum meeting held on Wednesday, 11 March 2015. He also thanked the staff at the Shire of Northam who have been working on the telecommunication tower proposal. Mr Hubble stated that this is going to have a large benefit on the community and the Club. It was suggested that there be aspects included into the approval in respect to screening of the tower and provision of a water pump.

Mr J Whiteaker departed the Council Chambers at 6.01pm and returned at 6.02pm.

10. PETITIONS/DEPUTATIONS/PRESENTATIONS

Petition to Minister – Shire of Northam Ward Review 2015 - Marie Rohrlach

It was advised that a petition has been prepared to the Minister for Local Government, Hon Tony Simpson MLA. A copy of this was provided to the Shire of Northam for their information and records. It was advised that the purpose of this petition was to inform the community and raise the importance of the current ward review.

Ms Carly Ferguson from Ericsson Australia (Site Acquisition Manager - NBN Project)

Made a presentation at the Council Forum meeting held on 11 March 2015 in relation to the item 13.2.2 - Proposed Telecommunications Infrastructure - 15 Wood Drive, Northam (Appendix 3). Ms Ferguson answered questions that the gallery had in respect to this item. The presentation is included in Appendix 9 of this agenda.

Max Hubble – Northam Golf Club (President)

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Made a presentation at the Council Forum meeting held on 11 March 2015 in relation to item 13.2.2 - Proposed Telecommunications Infrastructure - 15 Wood Drive, Northam (Appendix 3). A summary of the presentation is as follows;

The gallery were advised that the proposal to place the NBN Tower was put forward to the members of the Country Club, which they then made a majority vote to move forward with this proposal. The club had heavy dialogue with the NBN group and attended several site visits to determine an appropriate location of the tower.

The Club was approached by Mr Day, who requested that the tower be relocated further to the west. The Club then met with Mr Day and the NBN group and all parties agreed upon the current site/location for the tower.

The Golf Club was extremely conscious of the impacts to nearby residents and the community as a whole and as a result aimed to have the least possible impact. The Club has requested vegetation to be maintained around the tower and consideration for the colour of the tower was also discussed in order to have the least visual impact as possible to surrounding residents.

This project will be extremely beneficial to the Country Club receiving approximately \$250,000 over 20 years. Mr Hubble advised that he and the Club is acting in the best interest of the members and would like to encourage Council to support this application.

At the forum meeting there were various questions and statements pertaining to the proposed Telecommunications Infrastructure. The main issue arising was that of visual amenity and the fact that those impacted by the visual presence of the Infrastructure were not going to receive a direct benefit from it being in place.

11. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2394

Moved: Cr Hughes

Seconded: Cr Saunders

That the minutes of the Ordinary Council meeting held Wednesday, 11 February 2015 be confirmed as a true and correct record of that meeting.

CARRIED 8/0

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RECOMMENDATION / COUNCIL DECISION

Minute No: C.2395

Moved: Cr Rumjantsev
Seconded: Cr Little

That the minutes of the Special Council meeting held Wednesday, 25 February 2015 be confirmed as a true and correct record of that meeting.

CARRIED 8/0

11.2 RECEIPT OF MINUTES OF THE AUDIT COMMITTEE MEETING (APPENDIX 10)

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2396

Moved: Cr Llewellyn
Seconded: Cr Rumjantsev

That Council receive the minutes of the Audit Committee Meeting held on 16 March 2015.

CARRIED 8/0

11.3 ADOPTION OF RECOMMENDATIONS FROM THE MINUTES OF THE AUDIT COMMITTEE MEETING (APPENDIX 10)

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2397

Moved: Cr Llewellyn
Seconded: Cr Rumjantsev

- 1. Receive the Budget Review conducted for the seven (7) months ended 31 January 2015;**
- 2. Authorise the Chief Executive Officer to amend the 2014/15 Budget in accordance with the attached report titled 'Budget Review as at 31 January 2015 - Budget Amendment Recommendations' and dated 09 March 2015.**
- 3. Authorise an additional transfer of up to \$50,000 from Shire of Northam Road & Bridge Reserve if required to offset additional road construction costs identified within the budget review.**
- 4. That the Compliance Audit Return 2014, as attached, be adopted and submitted to the Department of Local Government, inclusive of comments on matters to be addressed.**

CARRIED 8/0
BY ABSOLUTE MAJORITY

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12. ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION

12.1 PRESIDENTS REPORT – ORDINARY COUNCIL MEETING - WEDNESDAY 18 MARCH 2015

<u>Visitations and Consultations</u>	
19/02/15	Radiowest interview
19/02/15	Meet with Department of Training and Workforce Development
20/02/15	Meeting with Jan James re: ANZAC Day collection work
27/02/15	WALGA Avon Midlands Country Zone meeting in Gingin
05/03/15	Councillor training day #1 in Toodyay
06/03/15	Councillor training day #2 in Toodyay
10/03/15	Radiowest interview re: swan enclosure, community survey
11/03/15	WA Regional Capitals Alliance meeting in Bunbury
13/03/15	Wheatbelt Conference in Kellerberrin
13/03/15	Concert in the Park in Wundowie
16/03/15	Attend Bendigo Bank branch opening in Northam
<u>Upcoming Events</u>	
19/03/15	Governor Hon. Kerry Sanderson AO visit to Northam
22/03/15	Black Dog motorcycle ride
23/03/15	Councillor training day #1 in Toodyay
24/03/15	Councillor training day #2 in Toodyay
26/03/15	Possible joint WALGA local 3 zones meeting
27/03/15	Royal Life Saving Society awards in Northam
27/03/15	Concert in the Park in Northam
28/03/15	Festival of Speed day #1
29/03/15	Festival of Speed day #2 including Flying 50
31/03/15	CY O'Connor Institute 20 th anniversary celebration
13/04/15	AROC meeting
16/04/15	Meet with Christian Porter re: YHIDC detainee cohort mix issues

Operational matters

Passing of Leonie Wheeler

Councillors will remember Leonie as a past PA to the CEO. I am advised that Leonie passed away from cancer last week. Our condolences are extended to her past colleagues, family and friends.

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Strategic matters:

WALGA Avon Midlands Zone

State Council Agenda

Matters for decision were:

- 5.1 Metro Local Government Reform – withdraw support for the process
- 5.2 Interim submission re: DAPs 2011 regulations
- 5.3 Interim submission re: Local Planning Schemes Regulations 2014
- 5.4 WALGA Guide for LG Planning Delegations – Development Applications
- 5.5 Interim Submission – Reforms to the Strata Titles Act 1985
- 5.6 State Planning Policy 5.1 – Land Use Planning in the vicinity of Perth Airport
- 5.7 Interim Submission – State Planning Policy 5.2 Telecommunications Infrastructure
- 5.8 Introduction of the Public Health Bill 2014
- 5.9 Bus Stop infrastructure partnership agreement
- 5.10 Interim Submission to the ERA Draft Decision on the ATCO Gas Access arrangement

Matters for noting were:

- 6.1 Reform of the Federation
- 6.2 Proposed City of Perth Act
- 6.3 Independent Review of the Liquor Control Act 1988 – State Government Response
- 6.4 Energy Efficient Street Lighting Discussion paper
- 6.5 LG and Coastal Land Use Planning discussion paper
- 6.6 Community Development and Justice Standing Committee Report – Aged friendly WA?
A challenge for Government
- 6.7 MWAC report

WA Regional Capitals Alliance (WARCA)

I attended the March meeting of the WARCA in Bunbury as an observer. I suspect the invitation has been issued as the City of Avon concept has been floating around in the media recently, particularly the Regional Australia Institute commentary on Regional Capitals.

Member Councils of the Alliance are:

- City of Kalgoorlie-Boulder
- City of Greater Geraldton
- Shire of Broome
- City of Karratha – previously Shire of Roebourne
- City of Bunbury
- City of Albany – an apology for this meeting
- Town of Port Hedland

Guests included:

- Shire of Busselton
- Shire of Esperance – who could not attend due to extenuating circumstances.
- Shire of Northam

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Matters discussed included:

Policy adoption.

State Government Regional Centres Development Plan Stage 2. This is a significant funding opportunity for the 9 regional cities similar to the 9 super towns from a few years ago. The idea is to boost capital investment in key infrastructure assets.

Regional Australia Institute and their reports.

Regional Development Council (RDCo) presentation around the regional blueprints and Southern Investment Fund initiatives with an emphasis on the regional capitals' role in this space.

Regional Cities Australia group presentation – this group has 26 member councils from across Australia and represents local governments who between them contain about 40% of the Australian population.

We are likely to receive a formal invitation to join the alliance in due course – unless I created a poor impression on the existing members.

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13. REPORTS OF OFFICERS

13.1 ADMINISTRATION

**13.1.1 REVIEW OF SHIRE OF NORTHAM WARDS AND REPRESENTATION
(APPENDIX 1)**

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	2.2.1.1
Officer:	Jason Whiteaker
Officer Interest:	Nil
Policy:	Nil
Voting:	Absolute Majority
Date:	3 November 2014

PURPOSE

For the Council to assess the public submissions received in relation to the Wards and Representation Review and develop a position to recommend to the WA Local Government Advisory Board.

BACKGROUND

The last review of wards in the Shire of Northam was undertaken in 2006 and formed part of the amalgamation process between the Shire of Northam and Town of Northam. In 2007, when the Shire of Northam was established (in its new form comprising the former Town & Shire of Northam) 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.

One of the key elements contained within the Local Government Advisory Board "Assessment of the Shire and Town of Northam Amalgamation Proposal" report 2007 (p.62) was that;

The Board agreed that there were exceptional circumstances and resolved that equal representation from the urban and rural areas would be approved for a period of two terms of Council or one ward review period of eight years. The Board further agreed that at the completion of the two terms the new local government would be required to conduct a review of wards and representation to comply with all the guiding principles including the ratio of councillors to electors to reflect the 10% tolerance.

The Board understands that the elected members of the Shire and Town (and perhaps members of the community) are concerned that the new local government is not dominated by one area of interest, either urban or rural. However, the Board observes

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that the approach of equal representation from the urban (Town) and rural (Shire) areas also reflects the thinking of the current elected members of an area divided by rural and urban local governments.

The purpose of a ward structure in a local government is to allow for the election of members to the council. Once a member is elected from a rural or urban area, that member does not represent that area on the council. Elected members represent the electors, ratepayers and residents of the district and make decisions for the whole district. An amalgamated Shire of Northam will bring together a community that has been administered by separate local governments for a long time and a new way of thinking about the whole area together will be required.

According to WA Local Government Advisory Board Information Package 'Review of Wards and Representation Guide' (2014) (WALGAB) the preferred number of elected members for a local government is a matter for the local government. There is a diverse range of councillor/elector ratios across Western Australia reflecting sparsely populated remote areas and the highly populated urban areas. The size and structure of a local government will impact on the deliberations involved in determining the number of elected members needed to service the local government.

The WALGAB (2014) provide an insight into some of the perceived advantages and disadvantages of a reduction in elected member numbers.

The **advantages** of a reduction in the number of elected members cited by WALGAB (2014) may include the following:

- The decision making process may be more effective and efficient if the number of elected members is reduced. It is more timely to ascertain the views of a fewer number of people and decision making may be easier. There is also more scope for team spirit and cooperation amongst a smaller number of people.
- The cost of maintaining elected members is likely to be reduced (an estimate of the cost of reduction would be helpful).
- Consultation with the community can be achieved through a variety of means in addition to individuals and groups contacting their local elected member.
- A reduction in the number of elected members may result in an increased commitment and interest and participation in Council's affairs by elected members generally.
- Fewer elected members are more readily identifiable to the community.
- Fewer positions on Council may lead to greater interest in elections with contested elections and those elected obtaining a greater level of support from the community.

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- There is a State wide trend in reductions in the number of elected members and many local governments have found that fewer elected members has improved their decision making process.

The **disadvantages** of a reduction in the number of elected members cited by WALGAB (2014) may include the following:

- A smaller number of elected members may result in an increased workload for incumbent members and may reduce efficiency and effectiveness.
- There is the potential for dominance in the Council by a particular interest group.
- A reduction in the number of elected members may limit the diversity of interests around the Council table.
- Opportunities for community participation in Council affairs may be reduced if there are fewer elected members for the community to contact.

Similarly the LGAB (2014) provides comments in relation to ward structures, assessing the positives and negatives of local governments maintaining ward or no ward structures.

The **advantages** of a no ward system cited by WALGAB (2014) may include:

- Elected members are elected by the whole community not just a section of it. Knowledge and interest in all areas of the Council's affairs would result in broadening the views beyond the immediate concerns of those in a ward.
- The smaller town sites and rural areas have the whole Council working for them.
- Members of the community who want to approach an elected member can speak to any elected member.
- Social networks and communities of interest are often spread across a local government and elected members can have an overview of these.
- Elected members can use their specialty skills and knowledge for the benefit of the whole local government.
- There is balanced representation with each elected member representing the whole community.
- The election process is much simpler for the community to understand and for the Council to administer.

The **disadvantages** of a no ward system cited by WALGAB (2014) may include:

- Electors may feel that they are not adequately represented if they don't have an affinity with any of the elected members.
- Elected members living in a certain area may have a greater affinity and understanding of the issues specific to that area.
- There is potential for an interest group to dominate the Council.
- Elected members may feel overwhelmed by having to represent all electors and may not have the time or opportunity to understand and represent all the issues.
- It may be more difficult and costly for candidates to be elected if they need to canvass the whole local government area.

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According to WALGAB (2014) many local governments have a ward system and find that it works well for them, further identifying the following advantages and disadvantages;

The **advantages** of a ward system may include:

- Different sectors of the community can be represented ensuring a good spread of representation and interests amongst elected members.
- There is more opportunity for elected members to have a greater knowledge and interest in the issues in the ward.
- It may be easier for a candidate to be elected if they only need to canvass one ward.

The **disadvantages** of a ward system may include:

- Elected members can become too focused on their wards and less focused on the affairs of other wards and the whole local government.
- An unhealthy competition for resources can develop where electors in each ward come to expect the services and facilities provided in other wards, whether they are appropriate or not.
- The community and elected members may regard the local government in terms of wards rather than as a whole community.
- Ward boundaries may appear to be placed arbitrarily and may not reflect the social interaction and communities of interest of the community.
- Balanced representation across the local government may be difficult to achieve, particularly if a local government has highly populated urban areas and sparsely populated rural areas.

The consultation undertaken as part of this process was in accordance with the Communication Plan endorsed by Council at its meeting held November 2014 (**attached**). The only significant adjustment to the Communication Plan was the additional public forum, held at the Northam Recreation Centre on February 16, 2015.

There was a range of feedback provided at the various forums, however the main focus of the forums was to provide information, answer queries and encourage people to make formal submissions within the provided timeframes. The following were the main points/themes emanating from the forums;

1. Grass Valley

Attended by: Jason Whiteaker – CEO, Cr Kathy Saunders, Denise Gobbart – Executive Manager Corporate Services, approx. 25 community members

- Level of dissatisfaction with the amalgamation, feeling that the rural community are paying higher rates however receiving less in the way of services and infrastructure.
- Councillors should represent everyone, not simply their ward
- Potential to reduce numbers
- Need to guard against a further town/rural divide.

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2. Bakers Hill
Attended by: Jason Whiteaker – CEO, Cr Julie Williams, Cr Denis Beresford, Denise Gobbart – Executive Manager Corporate Services, Colin Hassell – Manager Recreation Services & 12 community members
- Should take into account future population projections, not just current
 - Community disappointed with the amalgamation
3. Northam
Attended by: Jason Whiteaker – CEO, Cr Denis Beresford, Denise Gobbart – Executive Manager Corporate Services, & 7 community members
- Should have a Mayor, not a President
 - Current structure leads to more sense of identity
4. Wundowie
Attended by: Jason Whiteaker – CEO, Cr Little, Cr Llewellyn, Cr Rumjantsev, Cr Williams, Denise Gobbart – Executive Manager Corporate Services, & 15 community members
- Discussion paper should have been sent to each individual household
 - Next 8 years, is it taking into account population growth, with the subdivisions around Wundowie
 - The town works different to rural. Country people participate in community, different to town. More community based out here

The original discussion paper which was developed for the purposes of the public consultation process and is **attached** for information.

At the conclusion of the public consultation period the following submissions were received. All original submission papers have been provided to Elected Members;

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Submission Number	Submitter Name	Key Points	Ward	Option
1		<ul style="list-style-type: none"> Distance in the rural wards is an issue for Elected members, not just numbers of electors Current system working 	Central	Status Quo
2			Town	Option 4 - 8 Councillors and a Mayor
3		<ul style="list-style-type: none"> 30 people attended Main areas of focus, community of interest and representation Formed a view that current system ensures rural community represented, concerns this will be diminished if not removed if all wards removed. Central and West Ward growing, Northam and East Ward stagnate 	Central	Status Quo
4			Town	Status Quo
5		<ul style="list-style-type: none"> Don't believe they get good value from Councillors currently Believe the merger of Town and Shire 8 years ago has resulted in an imbalance in resource allocation/services Needs of rural ratepayers vastly difference from those in town site Rural Councillors have much larger geographical area to cover/represent Prefer to de-amalgamate 	Central	Option 2 - 2 Wards 5 Elected Members from each ward (town and rural)
6		<ul style="list-style-type: none"> % ratio deviation does not necessarily reflect true picture. Each current ward very distinctive which requires current levels of representation 	Central	Status Quo
7		<ul style="list-style-type: none"> Some people in rural community feel disengaged with Council, as such representation very important Current ward system reflects very different nature of each of these areas Number of Councillors in town ward is far greater than any of the other 'individual' wards Elector numbers are not necessarily reflected by population Any change to the ward boundaries would need to take into consideration the fact that whilst the population in the east ward is unlikely to grow much in the next 8 years, the populations in both the west and central ward are very likely to grow extensively 	Central	Status Quo
8		<ul style="list-style-type: none"> preserves a sense of community with a local resident 	East	Status Quo

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		to represent at shire level		
9		<ul style="list-style-type: none"> Reviewed all options, concluded status quo the most appropriate 	West	Status Quo
10		<ul style="list-style-type: none"> Each ward has very different characteristics Believe there will be significant growth in Central and West wards 	Central	Status Quo
11		<ul style="list-style-type: none"> 	unknown	Option 3 - Remove all wards, 6-8 Councillors
12		<ul style="list-style-type: none"> Discussion paper does not provide sufficient information Should consider; Rate revenue generated by ward Current expenditure levels in each ward Physical area within each ward Primary land uses Historical nature of each ward 		Option 4 – 2 wards of 8 elected members
13	Various (19 pro forma)	<ul style="list-style-type: none"> Current system ensures balance of representation Each of the wards is very different in terms of its community of interest 	Central	Status Quo
14		<ul style="list-style-type: none"> Want equal number of representatives between the town and rural communities 		Option 2b -2 wards (9 Councillors)
15		<ul style="list-style-type: none"> Would like more wards 		Option 4 – 6 wards 11-13 Elected Members
16		<ul style="list-style-type: none"> Believes amalgamation has not delivered benefits and has been detrimental Needs to be transparency as to where funds are being spent If we don't get the structure right we will create a clear divide between town and rural 	East	No firm position
17		<ul style="list-style-type: none"> System is currently working, why the need to change 	Central	Status Quo
18		<ul style="list-style-type: none"> Step backwards to alter the wards 	East	Status Quo
19		<ul style="list-style-type: none"> No need to change 	Central	Status Quo
20		<ul style="list-style-type: none"> Landowners tend to feel forgotten in outer rural areas 	East	Status Quo – although open to no wards
21		<ul style="list-style-type: none"> representation of my concerns and needs can best be delivered by a local representative the Northam Shire local elections struggle to gain the interest and involvement of the community as it is and if there are no Wards then this disinterest would continue to rise 	Central	Status Quo
22		<ul style="list-style-type: none"> value the ability to have a local representative who lives in my community 	Central	Status Quo

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23		<ul style="list-style-type: none"> • Since amalgamation witnessed the slow deterioration of representation from councillors and the poor management of the Shire infrastructure and assets 	East	Option 3 a – remove all wards
24		<ul style="list-style-type: none"> • major problems I envisage is loss of identity with the removal of Wards • Councillors elected to these (rural) Wards are more in demand to explain the complexities and have a larger area to service • There are suffice Councillors to handle the needs of the overall communities at present, however should the population expand greatly in the next 8 years then a review would be justified. 	Central	Option 4 eastern boundary of the Town Ward to extend to the intersection of Yilgarn Road with the Great Eastern Highway bypass, follow the Highway north west to the Avon River, then along the Avon River to Katrine, then south to Trimmer Road and onto Spencers Brook road then following that road back to meet with the existing southern boundary of the Town of Northam.
25		<ul style="list-style-type: none"> • STRONG support for the retention of the present system as it is the only way that small communities within the Shire, like Mokine where I reside, get good local representation on council 	Central	Status Quo
26		<ul style="list-style-type: none"> • Keep ward system – allows more personal identification of councillors • Tweak ward boundaries to even up elected member ratio's • Reduce number of elected members • Slice of bits of town ward to even up numbers • Annex Wooroloo if possible 	West	<ul style="list-style-type: none"> • Option 1 – Retain wards • Reduce number of elected members • Adjust boundaries

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STATUTORY IMPACTS

Schedule 2.2 of the Local Government Act 1995

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN / CORPORATE PLAN

OBJECTIVE: Provide accountable and transparent leadership

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

STRATEGY: Integrate planning, resources and reporting

STRATEGY: Enhance open and interactive communication between Council and the Community

STRATEGY: Promote and support community members' participating in the Shire's governance

FINANCIAL IMPLICATIONS

There are no significant financial implications associated with the officer's recommendation. If Council endorses the recommendation there will be a small saving in Elected Member expenses.

OFFICER'S COMMENT

It was apparent during the public consultation that there are segments within the community who still feel strongly about the 2007 amalgamation. The general sense emanating from the consultation undertaken was that some residents feel that they are not receiving an equitable share of services and/or facilities from the Shire of Northam. This was particularly prevalent in the rural areas, citing gravel roads as being largely neglected and in one case the small rural town (Grass Valley) being overlooked.

It is important to note that the sample sizes reflective of the community workshops and submissions are far smaller than what would be required to ensure that Council was absolutely confident that the responses were in fact representative of the broader community views. In saying this, it is the only empirical information available to Council and consequently must be given due consideration.

The following points are made in relation to the main themes emanating from the submissions and consultation.

- Approximately 36 of the 45 submissions (including the 19 pro forma submissions) submitted that Council should retain the ward system in its current form. This could be viewed as somewhat surprising given the themes coming through the consultation pertaining to a general feeling of apparent disenchantment from the

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rural community. One of the comments taken from the pro forma submission reflects the general sense of a number of submissions and from the community presentations;

“In summation it would be hard to see how good governance could work for the needs of the community without Wards in place. It is probably fair to say that anyone outside of the Town (Northam) does not feel to date that they get adequate integration with the town as it stands now. They feel their issues now are not understood by Council as a whole, to lose the representation that they have, would give further reason to disengage.”

Given this level of disenchantment appears to exist, it does not reflect well that the current ward system is in fact delivering what the community expects, which is strong representation and a balanced allocation of Council resource across the Shire. This then gives rise to the question of whether or not the ward system is required to achieve this balance, or whether there are alternative means of achieving community satisfaction.

As an aside the most frequently raised ‘issue’ reflecting this disenchantment was in relation to the state of gravel roads and the apparent lack of grading and maintenance which has occurred. Council will be aware that a significant allocation of resource was committed in the current budget to acknowledge this issue and commence the process of addressing the valid concerns. With the further development of the Council road asset management plans it is envisaged that this ‘balance’ will only be strengthened into the future.

- Another element raised within the consultation process was the importance of elected members being aware of what occurs in their ‘wards’ and their accessibility. Obviously the town site of Northam which is covered by the ‘town ward’ is far smaller, in area, than the other three ‘rural’ wards. In saying this with the advent of greatly improved telecommunications over the past 10 years, this is less of an issue with Elected Members and staff being ‘generally’ more accessible than ever before (emails, Facebook, mobile phones etc.).

While it is true that Elected Members in the rural community have far greater distances to cover in the event that they wish to engage/meet with constituents, the flip side is that Elected Members within the town ward have a significant greater number of constituents to represent, which can from time to time, represent a greater impost on their time.

Additionally the argument around rural members having great physical distances to cover is discounted as the current system sees one elected member (east ward) covering a geographical area the size (roughly) of the western and central wards combined, which are covered by four elected members. Given this, if the geographical distance is truly a major issue logic would hold that Council should

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give consideration to increasing the numbers of elected members in the east ward, which is obviously not feasible given the east ward covers only 580 electors.

Obviously Council has a number of options available to it when it comes to the ward system. In the view of staff there were no submissions which were provided to Council that seemed to represent viable alternatives.

Through the consultation process there were a number of alternatives put forward, such as splitting the Shire into four wards from the centre of the Northam town site. However this is viewed as impractical and not achieving any desired outcome / benefit.

Another option put forward was to increase the number of wards to six, by removing the town ward and putting this area into newly created north east, south east, north and south central Wards. It further proposes to split the current west ward into north west and south west. This is not supported as it would be difficult to achieve the balanced representation required with the north west and south west wards being very small in elector size comparative to the others, it further does not follow any particular community of interest by having wards comprising both town and rural communities. If this mix is an acceptable outcome it would be more logical to simply remove all wards.

The other option put forward (by a number of submissions/comments) was the possibility of having two wards, town and rural. On the face of it this option does in fact appear to be worth consideration. It would address all the established parameters put forward by the WALGAB (2014), whilst it would be relatively simple to achieve the representation balance with 5 town site & 4 rural elected members. The only major concern with this approach is whether it further distinguishes and creates a wedge between the town site and rural communities.

Based on the discussion paper and submissions it is considered that Council has the following options to seriously consider;

Option 1 – Maintain current ward boundaries

No change to the existing structure of the Shire of Northam that is retaining four wards, being west, east, central and town. The following is an assessment of the current situation against the factors.

Community of interest

The current ward system reflects strong community of interests. The town ward is centred on the town of Northam, the east ward is predominantly broad acre farming, the central ward and west ward are rural residential centred on smaller town sites of Bakers Hill and Wundowie respectively.

The community of interest was a strong theme coming through the consultation process which is perhaps best reflected in the submission put forward by the Clackline Progress Association who state;

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“In the Shire of Northam there is great difficulty in devising an equitable ward system, if the 10% variation rule is to be taken as sacrosanct.

The Town of Northam is widely surrounded by a large farm area, a number of smaller towns and communities, including a steadily growing small-holdings, hobby farm- or rural residential (sic) to the west.

Its western area – and particularly the town of Wundowie, is heavily influenced and affected by its proximity to the metropolitan area. Wundowie and most of its residents have little to do with Northam. Their main shopping is done in Midland, and their secondary school students mainly go to the Eastern Hills High School.

Bakers Hill and Clackline residents do use Northam as their shopping/business centre, but this part of the Shire is largely residential and many do commute to the metropolitan area.

As communities in their own right, they have needs and interests quite different from those of the Town of Northam.

Grass Valley and the Wheatbelt type farming area to the East of the river is another matter of some complexity.”

Physical and topographic features

Ward boundaries do reflect physical or topographic features. The current ward system utilises the Northam town site boundary, main roads and prominent reserves to form the current four ward boundaries.

Demographic trends

The central and east wards are developing in the rural residential space with projections of strong growth in coming years. The town ward (Northam) is also expecting strong growth, however this is in the residential space, whilst the west ward is projected to maintain its current population levels.

Economic factors

Ward boundaries do not reflect particular economic activities.

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Ratio of councillors to electors

The current situation is as follows:

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

The % ratio deviation gives a clear indication of the % difference between the average councillor/elector ratio for the whole local government and the councillor/elector ratio for each ward.

It can be seen that there is a significant imbalance in representation across the Shire with the west, central and east Wards being over represented and the town ward being under represented. A balanced representation would be reflected in the % ratio deviation being within plus or minus 10%.

If maintaining the current ward system is the desired outcome the issue of how to meet the WALGAB objective of balanced representation becomes problematic.

A range of scenarios to meet this objective have been assessed, however the only one which was close to meeting the representation objective was to increase the number of elected members;

Ward	Number of	Number of	Councillor:	% Ratio
	Electors	Councillors	Elector Ratio	Deviation
Central	1,181	2	591	-2.71%
East	580	1	580	-0.88%
Town	4,118	7	588	-2.33%
West	1,020	2	510	11.29%
Total	6,899	12	575	

An increase in elected member numbers is however not recommended for a number of reasons:

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- Firstly it would increase the representation within the town ward to seven (7), or one for every elected member for every 588 electors, which does appear to be high.
- Secondly there appears to be no other reason to increase numbers, other than to meet the objective.
- Finally it would, perhaps unnecessarily, increase costs for the Shire of Northam, estimated to be around \$50,000 p.a.

Option 2 – Remove all ward boundaries

Removal of all wards and operating under one electoral boundary. The following is an assessment of this option against the factors.

Community of interest

Removal of all wards would recognise the Shire of Northam in its entirety as a community of interest. Northam is obviously the main town within the Shire, consequently most of the residents of the Shire do gravitate into Northam for one reason or another (e.g. shopping, sport, medical, education). The possible exception is the west ward (Wundowie area), whose residents tend to gravitate more toward the Mundaring / Hill area for their shopping, education, medical and sporting needs.

Physical and topographic features

Not applicable.

Demographic trends

Not applicable

Economic factors

Not applicable

Ratio of councillors to electors

The current situation, in terms of elected member numbers, would be reflected as follows for a no ward system:

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
No Ward	6,899	10	690	N/A

There may however be an opportunity to reduce the number of elected members. A reduction would be justified around the current Councillor: Elector ratio, which currently stands at 1:690. Based on the existing structure the town site operates, effectively at a ratio of 1: 824. Consequently the Council could consider adopting such a ratio across the entire no ward Shire.

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Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
No Ward	6,899	8	862	N/A

Alternatively the Council could give consideration to an uneven number of elected members by either increasing or decreasing the number of elected members;

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
No Ward	6,899	7	986	N/A

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
No Ward	6,899	9	767	N/A

Removing all wards was suggested in both the submissions and through the consultation. As a concept though it did not receive widespread support through the consultation process.

The concern raised with removing all wards centred on the lack of representation in the rural areas and the potential for the Shire of Northam to become overly Northam town site centric. Whether or not this concern would be realised is obviously an unknown, at least until the no ward system was tried. The thoughts of staff at this point are that given the way the organisation is moving this may not in fact be an issue in reality. In the past 12 months Council has certainly acknowledged a need to provide a greater focus on particular areas, which would be supportive of the rural community (such as gravel roads), the Council is also moving toward developing community plans for each of the smaller town sites in the Shire of Northam, to ensure they are developed in line with community expectation.

In contrast the Council received a number of submissions/comments in relation to the positives which would come out of removing all wards. The main benefit cited appeared to be on the understanding that it would actually assist in breaking down the barriers between

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the rural and town site communities and the suggestion that the current system was not overly effective in any case.

Option 3 – Create town & rural ward boundaries (2)

Create two wards, being town ward and rural ward, using the town site of Northam boundary as the ward boundary. This boundary would represent a difference in community of interest and need. The following is an assessment of the proposal against the factors.

Community of interest

Creating two wards (town and rural) would definitely reflect various community of interest elements. It was apparent through the consultation period that the general needs and expectations coming from the rural wards differ from those in the town site.

Physical and topographic features

The town site boundary would be utilised as the ward boundary, hence it is a clear and distinguishable feature.

Demographic trends

Not applicable

Economic factors

Not applicable

Ratio of councillors to electors

In order to achieve the ratio requirements of elected members to electors Council could seek to retain its existing ten (10) elected member structure, although the % ratio deviation is slightly unbalance;

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Rural	2,781	4	695	9.30%
Town	4,118	6	686	10.47%
Total	6,899	10	689.9	

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Alternatively the Council could reduce the numbers by one (1);

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Rural	2,781	4	695	9.30%
Town	4,118	5	824	-7.44%
Total	6,899	9	766.55556	

The concern with regards to a two ward system are more around whether it would further promote or encourage a divide in some segments of the community around the town vs rural issue.

Based on all the information which has been provided and assessed staff are recommending that the Council remove all wards and reduce elected member numbers from 10 to 9. The reason for this recommendation is that through the consultation process it became apparent that segments of the community are dissatisfied with the current structure, these comments were made in submissions which both advocated change to the wards and also for the status quo. With this in mind it is not a case of 'the current system is working really well so let's leave it alone'. The current opportunity to review the structure is viewed as the next phase in the process of bringing what were two separate local governments in the past, into one integrated and well-functioning regional local government.

In addition the staff have given strong consideration to the statements made by the WALGAB (2007)

The Board agreed that there were exceptional circumstances and resolved that equal representation from the urban and rural areas would be approved for a period of two terms of Council or one ward review period of eight years. The Board further agreed that at the completion of the two terms the new local government would be required to conduct a review of wards and representation to comply with all the guiding principles including the ratio of councillors to electors to reflect the 10% tolerance.

The Board understands that the elected members of the Shire and Town (and perhaps members of the community) are concerned that the new local government is not dominated by one area of interest, either urban or rural. However, the Board observes that the approach of equal representation from the urban (Town) and rural (Shire) areas also reflects the thinking of the current elected members of an area divided by rural and urban local governments.

The purpose of a ward structure in a local government is to allow for the election of members to the council. Once a member is elected from a rural or urban area, that member does not represent that area on the council. Elected members represent the

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electors, ratepayers and residents of the district and make decisions for the whole district. An amalgamated Shire of Northam will bring together a community that has been administered by separate local governments for a long time and a new way of thinking about the whole area together will be required.

Additionally the WALGAB (2014) state that:

The Board will be reluctant to recommend (to the Minister) changes to ward boundaries and representation that result in ward councillor/elector ratios that are greater than plus or minus 10% unless exceptional circumstances apply.

If the Council were to consider removing all wards the matter of how to implement this would need to be given consideration. This is in the context of how to fill the vacancies of elected members. There are two options available to Council, being a complete spill of all positions or simply following the current election cycle for positions. Given that the recommendation is to remove all wards and to reduce the number of elected members by 1, it would appear logical to simply continue with the existing election cycles, and rather than have five vacancies in 2015, there would simply be four. This would also ensure that strong rural representation is present for at least the next election cycle, with Crs Rumjantsev and Little not due for re-election until 2017.

Whilst staff are recommending to remove all wards the following are a number of other options available to the Council;

Option 1 – Status Quo

- A. That the Shire of Northam recommends to the Local Government Advisory Board that an order be made under s 2.18 (3) of the *Local Government Act 1995* to maintain the number of offices of councillor on the Council at ten (10);
- B. That the Shire of Northam recommends to the Local Government Advisory Board that
 - 1. An order be made under s 2.2 (1) to retain the existing four wards with boundaries as detailed in the attached map.
 - 2. An order be made under s 2.3 (2) to name the four wards East, Central, Townsite and East (as detailed in the map).
 - 3. An order be made under s 2.18 (3) to designate the following number of offices of councillor for each ward: East (1), Central (2), Town site (5) and West (2).
- C. The Shire of Northam provides the following as reasons for wishing to retain the current ward structure;
 - 1. It was apparent through the community consultation process that this was the preferred structure from those who made a submission on the matter;
 - 2. The Council feels strongly that the rural communities should be represented on Council and that the current ward system ensures this will occur;
 - 3. The Council is of the view, eight years since the amalgamation, that there are segments in the community who still feel that the balance of resource

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allocation is inequitable and hence removing the ward structure could result in a negative perception from within these segments of the community

Option 2 – Two Wards – Town and Rural

- A. That the Shire of Northam recommends to the Local Government Advisory Board that an order be made under s 2.18 (3) of the *Local Government Act 1995* to reduce the number of offices of councillor on the Council to nine (9)
- D. That the Shire of Northam recommends to the Local Government Advisory Board that
1. An order be made under s 2.2 (1) to establish two wards with boundaries as detailed in the attached map.
 2. An order be made under s 2.3 (2) to name the two wards, town ward – being the town site of Northam and rural ward – being remaining area of current Shire of Northam) (as detailed in the map).
 3. An order be made under s 2.18 (3) to designate the following number of offices of councillor for each ward: Town (5), Rural (4)
 4. The current election cycle be maintained

RECOMMENDATION

That Council recommends to the Local Government Advisory Board that;

- 1. An order be made under s 2.18 (3) of the *Local Government Act 1995* to reduce the number of offices of councillor on the Council from ten (10) to nine (9).**
- 2. An order be made under s 2.2 (1) to remove all wards.**
- 3. The current election cycle be maintained with four (4) vacancies in 2015 and five (5) in 2017 etc.**

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MOTION

Moved: Cr Beresford
Seconded: Cr Hughes

That Council recommends to the Local Government Advisory Board that;

- 1. An order be made under 2.2(1) to establish two wards, with the boundaries as detailed in the attached map.**
- 2. An order be made under 2.3(2) to name these wards Town Ward and Rural Ward.**
- 3. An order be made under 2.18 to retain the existing ten councillors (6 in the Town ward and 4 from the Rural ward).**
- 4. That the current electoral cycle be retained with five vacancies in 2015 and five vacancies in 2017**

LOST 2/6

RECOMMENDATION / MOTION

Moved: Cr Hughes
Seconded: Cr Pollard

That Council recommends to the Local Government Advisory Board that;

- 1. An order be made under s 2.18 (3) of the *Local Government Act 1995* to reduce the number of offices of councillor on the Council from ten (10) to nine (9).**
- 2. An order be made under s 2.2 (1) to remove all wards.**
- 3. The current election cycle be maintained with four (4) vacancies in 2015 and five (5) in 2017 etc.**

LOST 2/6

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MOTION / COUNCIL DECISION

Minute No: C.2398

Moved Cr Williams
Seconded Cr Little

That Council recommends to the Local Government Advisory Board that;

- 1. An order be made under s 2.18 (3) of the Local Government Act 1995 to maintain the number of offices of councillor on the Council at ten (10);**
- 2. An order be made under s 2.3 (2) to retain the existing four wards, being East (one elected member), Central (two elected members), Townsite (five elected members) and West (two elected members) (as detailed in the map provided);**
- 3. The current election cycle be maintained with five (5) vacancies in 2015 and five (5) in 2017 etc;**
- 4. The Shire of Northam provides the following as reasons for wishing to retain the current ward structure;**

The review was undertaken with the understanding that the ratepayers would be involved in the decision making and public submissions were accordingly requested. The overwhelming response received was for the current structure to be retained.

The number of councillors representing the local government area of Northam was reduced from 21 to 10 when the Town and Shire of Northam amalgamated in 2007. Whilst all councillors represent the entire Shire, the Shire of Northam comprises a number of distinctly different localities and electors feel that their needs are better met by having local representation that is attuned to their locality.

The ratio of electors/elected members has a variance of greater than 10% within the Shire however the current distribution suits the needs of the Shire of Northam and allows for future growth.

CARRIED BY ABSOLUTE MAJORITY
6/2

Reason for Change to Officer's Recommendation

Council formed the view that the current structure and representation for the Shire of Northam suits the Shire of Northam. Although the ratio of electors/elected members has a variance of greater than 10% Council believes that the current distribution suits the needs of the Shire of Northam and allows for future growth.

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Ms B Southee departed the Council Chambers at 6.31pm and returned and 6.32pm.

Mr R Djanegara departed the Council Chambers at 6.36pm and returned at 6.46pm.

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13.2. DEVELOPMENT SERVICES

**13.2.1 ADOPTION OF AMENDMENTS TO LOCAL PLANNING POLICY 1 -
OUTBUILDINGS UNDER LOCAL PLANNING SCHEME NO. 6 (APPENDIX 2)**

Name of Applicant:	Internal
Name of Owner:	N/A
File Ref:	3.1.11.1
Officer:	Phil Steven / Courtney Wynn
Officer Interest:	Nil
Policy:	Local Planning Scheme No.6
Voting:	Simple Majority
Date:	27 February 2015

PURPOSE

Council is requested to adopt the proposed amendments to Local Planning Policy 1 – Outbuildings.

BACKGROUND

Background of Key Dates and Determinations

Date	Item / Outcome
13 April 2013	Date of last review.
18 December 2013	Policy adoption date.
August 2014	Three planning applications proposing variations to the policy were put to Council for determination.
September 2014	Council requested that the Policy be reviewed.
19 November 2014	A report is prepared for the Council Strategic Meeting.
26 November 2014	Policy changes discussed at the Council Strategic Meeting.
29 November 2014	Report is prepared for Council.
17 December 2014	Council resolved to initiate the advertising of the proposed amendments of Local Planning Policy 1 - Outbuildings for public comment.
18 December 2014	Public Advertising Period Commenced.
23 January 2015	Public Advertising Period Closed.
27 February 2015	Report prepared for Council.

The purpose of this report is to request that Council adopt in final the proposed amendments to Local Planning Policy 1 – Outbuildings.

There has been an increased demand within the Shire of Northam for larger outbuildings. The most frequent requests for variations to Council’s policy include oversized outbuilding

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areas and increased wall and ridge heights. Based on a consistent demand from the community to vary the provisions of the Outbuilding Policy, Council requested that Officer's undertake a review of the existing Policy.

As part of this review, an analysis was undertaken of the outbuilding applications received by the Shire between December 2013 and August 2014, along with a comparison of outbuilding policies in surrounding Shires. The findings of this review has led to recommended proposed increases to the maximum floor area for outbuildings within the Residential, Rural Residential and Rural Smallholdings zones and increased outbuilding wall and ridge heights within the Residential zone. In addition to this, a number of definitions have been added and/or redefined in order to provide greater clarification in the interpretation of the policy.

It is anticipated that the proposed amendments will reduce the number of variations being applied for and allow greater consistency of development applications with Council's Policy.

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

That Council resolve to;

- 1. That Council advertise the proposed amendments of Local Planning Policy 1 - Outbuildings for public comment in accordance with Clause 2.4 of Local Planning Scheme No.6.*
- 2. That following the conclusion of the advertising period, the matter be referred back to Council for consideration for final adoption.*

The Policy was advertised for public comment. Public consultation commenced on the 18 December 2014 and closed on the 23 January 2015, a total of 3 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 -

- (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.*

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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 -*

(a) *publish notice of the Policy once in a newspaper circulating in the Scheme area; and*

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(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 36 days closing 23rd January 2015. A number of submissions were received raising a variety of comments on the policy, which have been responded to, as shown in the attached Schedule of Submissions.

CONFORMITY WITH THE STRATEGIC COMMUNITY PLAN

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

The proposed amended policy will improve consistency in the appearance of outbuildings in residential areas. The proposed amendment to vary residential outbuilding size based on lot size and the increase in maximum permitted wall heights within the residential zone will allow enough height clearance to facilitate lifestyle activities such as the storage of caravans and boats.

The proposed amendments will provide greater choice for property owners whilst also ensuring that the appearance of the garage complements the dwelling, improving the visual amenity of the street and the liveability of the Shire.

BUDGET IMPLICATIONS

Nil.

OFFICER'S COMMENT

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There has been an increased demand within the Shire of Northam for larger outbuildings than has been prescribed in the current Policy. The most frequent requests for variations to Council's policy include oversized outbuilding areas to accommodate additional storage, and increased wall and ridge heights to accommodate caravans and boats. Recently, a number applications proposing variations to the policy have been referred to Council for determination. Council generally determined to approve all the proposed variations which were in conflict with the provisions of the Policy, to allow for the requested large outbuildings to proceed.

This policy is proposing draft amendments with the intention of providing clear guidance on outbuilding size that is permitted by zone. Generally outbuilding sizes have been made more generous on the basis that 1) it is still appropriate and consistent with lot size and zone objectives and 2), on the basis that should this amended policy be adopted by Council the community and Council Officers will be required to adhere to its requirements.

New Definitions

The proposed amendment to this policy includes new and amended definitions that have been added in order to provide clarification for the interpretation of this policy and to also improve consistency with State Planning Policy – Residential Design Codes of Western Australia. New definitions include the following:

- “Attached”** Means that a structure is joined at the roof to another structure.
- “Detached”** Means that no part of a structure is joined to any part of another structure.
- “Garage”** Any enclosed roofed structure, other than a **carport**, designed to accommodate one or more motor vehicles provided for the sole use of the dwelling and designed to be integrated with the dwelling. Garages that are included under the main roof of the residence are not subject to this policy.
- “Integrated”** means that a garage or outbuilding is constructed of similar roof pitch, colours, materials and design in reference to the existing dwelling's roof pitch, colours, materials and design.
- “Lean-To”** means a structure with a single sloping roof that is structurally attached to an existing building. Lean-to's that are attached to an outbuilding are subject to this policy.
- “Outbuilding”** Has the same meaning given to it in the Residential Design Codes and is also a structure used for the housing/storage of machinery or household items which may be provided with power and water and incorporates such structures as sheds and barns and includes detached garages and carports. An outbuilding also means a Class 10A building as defined by the Building Code of Australia, which class 10 refers to a “non-habitable” building.
- “Patio”** Has the same meaning given to it in the Residential Design Codes and is an unenclosed structure covered in a water impermeable material which may or may not be attached to a dwelling. Patios that are attached to the dwelling are not subject to this policy. **“Ridge Height”** means the maximum vertical distance between the finished floor level and the finished roof height directly above.

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“Wall Height” Means the maximum vertical distance between the finished floor level and the finished wall height directly above.

Maximum Combined Floor Area Amendments

Table 2 of the policy has been expanded to include a more detailed breakdown of maximum outbuilding sizes for the various residential zones. This is based on the variety of lot sizes that are encompassed within the ‘residential zone’ as the minimum lot size for lots zoned Residential R2.5 and R5 are significantly larger than lots zoned Residential R15 to R40. For example the minimum lot sizes within these zones vary from 4000m² in R2.5 zoned lots through to 180m² lots in the R40 zone.

It is considered that lots zoned R2.5 and R5 are capable of sustaining slightly larger outbuildings with minimal impact to the visual amenity of surrounding properties. A comparison with surrounding peri-urban and rural shires outbuilding policies has been undertaken, which showed that the Shire of Mundaring and Toodyay Local Planning Policies for Outbuildings allow outbuildings up to 120m² on lots zoned Residential R2.5 and outbuildings up to 90m² within the Residential R5 zone. Based on this research, feedback from Council and the community, LPP 1 – Outbuildings is proposed to be amended to allow 120m² outbuildings in the Residential R2.5 zone and 90m² in the R5 zone.

The maximum floor area for outbuildings for lots zoned R10-R15 has remained unchanged with a maximum permitted outbuilding area of 80m². Amendments to the maximum floor area for lots zoned Residential R20 to R40 will allow a maximum area of 80m² or 10% of the site area, whichever is the lesser. This amendment will improve policy consistency with the Residential Design Codes of Western Australia which specify the following:

‘Outbuildings collectively do not exceed 60m² in area or 10 per cent in aggregate of the site area, whichever is the lesser;’

The amended policy will maintain the appearance of residential areas, reducing outbuilding bulk and scale, as outbuilding size will be in direct proportion to lot size.

Maximum floor areas for outbuildings within the Rural Residential and Rural Smallholdings zones have also been increased by 50m² on the basis of community and Council feedback and a comparison against surrounding shire policies. Maximum recommended permitted outbuilding areas have been increased to 200m² within the Rural Residential zone and 300m² within the Rural Smallholdings zone. It was determined that the increase in outbuilding area to this size, is consistent with the objectives of the Rural Residential and Rural Smallholding zone.

Maximum permitted outbuilding areas have remained unchanged for lots zoned Rural.

Maximum Wall and Ridge Heights

The Shire has received a number of applications for outbuildings in the Residential zone requesting a variation to the maximum permitted wall and ridge height in order to accommodate boats and caravans. A number of regional local governments have

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amended policy requirements (including the R-code outbuilding requirements) to allow residents to house their boats/caravans in the residential garage (requiring a variation in garage height requirements).

It is considered that the character of the Shire of Northam being a regional shire on the outskirts of Perth encourages a variety of lifestyle choices such as caravan travel and boating. Therefore, it is considered that an amendment to the proposed wall and ridge heights for outbuildings on lots zoned Residential can be increased to 3.5m maximum wall height and 4.5m maximum ridge height. This increase in wall height allows enough height to accommodate caravans and boats and is consistent with surrounding Shire's policies and the objectives of the Shire's Community Strategic Plan.

Detached Carports and Garages

The amended policy proposes that an additional 40m² garage be permitted in addition to the maximum permitted floor area for outbuildings. The additional garage will only be permitted on lots without a garage incorporated under the main roof of the residence, provided that the appearance of the detached garage or carport is designed to match the materials of the main dwelling in terms of roof pitch, colour and wall cladding. This amendment has been included in order to provide more choice for property owners whilst also ensuring that the appearance of the garage complements the dwelling, improving the visual amenity of the street.

Request for Variations to the Policy

In general, local experience has indicated that the community has exhibited an 'as of right' attitude when it comes to development. If applicants are not satisfied with the requirements specified in the policy, they will request that their application be referred to Council for determination.

From an Officer perspective, consistency in determinations is vital, not only as a reflection on Officer/Council discretion but also in built form in an area. It is considered that once a Council Policy is adopted that it forms an extension of the Local Planning Scheme and should not be varied unless there are detailed valid justified reasons within the planning context i.e. not just because someone simply wants a bigger shed.

It is considered that the proposed amendments to Council's policy will curtail the need for variations to Council's policy and as such applications which propose variations without valid justification will not be supported. Should an applicant receive an unfavourable determination they have the right to appeal through the State Administrative Tribunal.

Council is requested to carefully consider the proposed amendments to ensure that it represents the Council's intentions for the Shire as a whole in terms of development standards.

Public Consultation

During the public consultation period several submissions were received, and a response to all of the suggestions raised is attached in the Schedule of Submissions. It is considered

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that many of the comments raised in the submissions were in relation to lack of clarity in some of the definitions; the process in which the Shire assessed applications for outbuildings; and suggestions of ways to improve the policy. A number of these suggestions have been incorporated into the proposed policy to make it a more workable document.

One of the submissions cited the Shire of Serpentine-Jarrahdale Draft Local Planning Policy for Outbuildings as an example of an Outbuildings Policy that includes deemed to comply criteria. Officers investigated this draft policy and have incorporated a section in the General Requirements of the policy which states that all outbuildings that are non-compliant with the policy and are not permitted development in accordance with section 8.2 of LPS6 will require planning approval prior to construction.

It was suggested in one of the submissions that the applicant should have a right of appeal to Council if it is not satisfied with its determination. It should be noted that the State Administrative Tribunal has been developed as a transparent body to determine if an application has been unfairly conditioned or refused. Council is not an appeal body. It is considered that the policy is clear in its intent, in the rare case an application is refused, the applicant has the option of pursuing the matter through the State Administrative Tribunal appeal process.

Applications for outbuildings that do not comply with the provisions set out in this policy are not supported by the Shire. Non-compliant applications may possibly be considered on individual merit where it can be demonstrated that exceptional circumstances prevail and where written justification has been submitted. As part of the planning approval process all non-compliant applications will be advertised to surrounding land owners in accordance with Section 5.6.2 of Local Planning Scheme No.6. Should any objections be received, a non-compliant application will be put to Council for determination.

The rewording of two definitions and a policy objective as recommended in two of the submissions have been incorporated into the Policy (amendments as indicated in the blue font). Other suggestions made in the submissions such as the removal of maximum permitted floor areas, wall heights and ridge heights were not applied due to the need for consistency, clarity and certainty in process for both Officers and land owners.

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RECOMMENDATION / COUNCIL DECISION

Minute No: C.2399

Moved: Cr Rumjantsev

Seconded: Cr Williams

That Council;

- 1. In accordance with Clause 2.4.2 of Local Planning Scheme No 6 adopt the proposed amendments to Local Planning Policy 1 – Outbuildings.**
- 2. Publish a notice in the local newspaper advertising the final adoption of Local Planning Policy 1 – Outbuildings in accordance with Clause 2.4.3 of Local Planning Scheme No 6.**

CARRIED 8/0

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Cr K Saunders has declared an “impartiality” interest in item 13.2.2 - Proposed Telecommunications Infrastructure - 15 Wood Drive, Northam (Appendix 3) as she is a member of the Northam Lawn Tennis Club (Northam Country Club). The extent of her interest is impartial as she is a member of the Northam Lawn Tennis Club (Northam Country Club).

Mr C Hunt has declared an “impartiality” interest in item 13.2.2 - Proposed Telecommunications Infrastructure - 15 Wood Drive, Northam (Appendix 3) as he is a member of Northam Country Club. The extent of his interest is a member using the facilities of the Club.

13.2.2 PROPOSED TELECOMMUNICATIONS INFRASTRUCTURE - 15 WOOD DRIVE, NORTHAM (APPENDIX 3)

Name of Applicant:	Daly International Pty Ltd
Name of Owner:	Northam Country Club In
File Ref:	A11234
Officer:	Phil Steven / Bronwyn Southee / Roy Djanegara
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	27 February 2015

PURPOSE

Council has received an application seeking approval for the erection of a telecommunications facility at 15 Wood Drive, Northam. Approval of this application will require Council to use its discretion as the Shire has received a number of objections from adjoining landowners during the public comment period.

BACKGROUND

Background of Key Dates and Determinations

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

Date	Item / Outcome
17 December 2014	Planning Application received by the Shire.
18 December 2014	Application undergoes internal DCU assessment.
23 December 2014	Application is advertised to adjoining neighbours.
23 December 2014	Site visit conducted
13 February 2015	Advertising period closes.
16 February 2015	Application assessed by Shire Officers
27 February 2015	Report prepared for Council.
5 March 2015	Further information received by the applicant.

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The telecommunications infrastructure is proposed to be located at 15 Wood Drive Northam. The land is formally described as Lot 7 on Deposited Plan 64390. The land is currently used for recreation facilities including a Golf Course, Clubhouse and associated facilities. The site has a total area of approximately 51 hectares. Access to the proposed location is via an existing track internal to the Golf Course. The proposal will consist of a 45m monopole, radio transmission equipment and two outdoor units (detailed plans are attached).

The proposed facility will be enclosed in a secure compound measuring approximately 96 sqm in area. The proposed National Broadband Network (NBN) Fixed Wireless Transmission tower would provide fixed wireless internet coverage to the north-east; and to the west of Northam and operate as a terminal site within the network, serving as a key communications receiving point for other NBN fixed wireless broadband stations in the wider Northam Region. Once operational, the facility is designed to function on a continuous unstaffed basis and will typically only require routine maintenance.

During the process of searching for an appropriate site, the applicant has investigated nine alternative locations, six of which are located in the Rural Residential Zone to the north of the town. Alternative sites include one located in the rural zone area near the Great Eastern Highway, another in Withers Street and the subject site in the golf course. All but the subject site have been deemed unsuitable by the applicant.

Previously the applicant applied for the Withers Street location, however due to the high number of objections the application, it was withdrawn. A number of objections have also been received for this application, however, it is considered that there are significantly less issues with this site than with the previous proposal.

STATUTORY REQUIREMENTS

The property of 15 Wood Drive, Northam is currently Reserved for "Parks and Recreation" under the provisions of the Shire of Northam's Local Planning Scheme No.6.

The use for which the applicant is seeking approval is classified as "telecommunications infrastructure" under the provisions of the Shire of Northam Local Planning Scheme No.6

Public consultation has taken place in accordance with Clause 9.6.2 of Local Planning Scheme No.6, with 10 submissions received from adjacent landowners which has been included and responded to by the Planning Officer in a schedule of submissions attached.

The local government, in considering an application for planning approval, according to the Local Planning Scheme No.6 section 10.2 shall have regard to this section when assessing and determining development applications:

It is considered that the matters detailed below are particularly relevant to this application.

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- (g) *in the case of land reserved under the Scheme, the ultimate purpose intended for the reserve;*
- (j) *the compatibility of a use or development with its setting;*
- (k) *any social issues that have an effect on the amenity of the locality;*
- (p) *the relationship of the proposal to development on adjoining land or on other land in the locality including but not limited to, the likely effect of the height, bulk, scale, orientation and appearance of the proposal;*

This application is also subject to the Western Australian Planning Commissions State Planning Policy 5.2 – Telecommunications Infrastructure, the *Telecommunications Act 1997* and associated regulations.

CONFORMITY WITH THE PLAN FOR THE FUTURE

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

The area of Northam to be served by NBN Fixed Wireless currently has poor broadband quality (Level E – the poorest), and this will only deteriorate over time. According to the Federal Government's My Broadband website (www.mybroadband.communications.gov.au), the estimated current median broadband (ADSL) speed for the Northam area to be covered by this Fixed Wireless facility is download speeds of 6-7 Mbps. The NBN Fixed Wireless network is designed to offer service providers with wholesale access speeds of up to 25Mbps for downloads. Quality broadband of this nature will become increasingly critical to a range of services in Northam including health and education.

BUDGET IMPLICATIONS

The applicant has paid \$769.00 in planning application and advertising fees.

OFFICER'S COMMENT

The application proposes to erect telecommunications infrastructure on 15 Wood Drive Northam. The proposed infrastructure will consist of a 45m monopole, radio transmission equipment and two outdoor units.

The Shire received 10 submissions (8 objections) during the advertising period for the proposal in which a number of issues were highlighted by adjoining landowners. The major concerns raised in these submissions include possible health impacts, proximity of the tower to residential development, reduction in property value and negative visual impact. The submissions and Officers response are attached in the Schedule of Submissions, some of these concerns have also been discussed below.

The benefit of the proposed telecommunications infrastructure

The purpose of this infrastructure is to provide fixed wireless internet coverage to the north-east and the west of town of Northam. The proposed transmission tower will provide

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coverage to approximately 340 premises to be served directly or “downstream” from this facility.

Health and Radiation Impacts

A number of the submissions raised concerns with possible health impacts from the proposed tower. At present the nearest residential dwelling is located approximately 125m from the proposed tower location. The telecommunications mast will emit electromagnetic energy (EME), the standards relating to EME exposure levels are set by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and administered by the Australian Communications and Media Authority (ACMA).

The predicted EME level from the proposed fixed wireless facility (0-500m) is 0.019%. This is considered to be substantially less than 1% of the maximum allowable exposure limit as identified as being safe by the ACMA, therefore, the EME level is considered acceptable for this proposal.

Impact on Property Values

The Shire has received a number of submissions from adjoining landowners relating to the negative impact the proposal will have on property values in the surrounding area. Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application and making a determination, impact on property value is not a listed consideration, therefore, cannot contribute to making a determination on this application.

Visual Impact

The proposal involves the erection of a 45m high monopole in an elevated location within the Golf Course (refer to elevations included in the appendices). The facility will be located in a position that will be visible to road users along Wood Drive, Goomalling Road and Yilgarn Avenue.

Further to withdrawal of the NBN infrastructure on the Withers street property, the applicant undertook an assessment to determine a more appropriate location for the tower based on Council’s feedback. Nine (9) locations including Withers street and the Golf Club were identified. Eight (8) of the locations (specified in the attachments) were unavailable due to land tenure issues or determined as an unsuitable location. The Golf Course has been determined as the last and most appropriate location for this tower.

The applicant is conscious of the possible visual impact the tower may have on the surrounding residential area. The location of the proposed tower was selected as it is set back on an undulating slope approximately 125m from the nearest residence. In addition to this, there are surrounding trees that will act as natural screening for the pole.

The pole, through its design, also reduces visual impact by being a slim line monopole not a traditional bulky tower, the visual change is not expected to represent a major visual impact as can be seen in the attached photomontage.

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While the concerns raised from the surrounding residences are acknowledged, particularly those of which are located on Wood drive and would be directly visually impacted by the tower, it is considered that the applicant has taken the appropriate measures to ensure the reduction of visual impact of the tower, as seen in the attached photomontage.

Residential Amenity

The proposed mast will be located approximately 125m from the nearest residential property along Wood Drive. The top of the mast will be 25m higher than the highest point of the residential estate. A 25m height is roughly equivalent to a six storey building including the roof.

As detailed above, the applicant is proposing a slim monopole which is much less visually intrusive than a traditional tower, so while it may be standing 25m higher than the highest natural point, it is very slim in design to reduce visual impact. In addition to this, it is considered that the pole has been appropriately sited in a sloping location, screened by trees and is located approximately 125m from the nearest residence. Originally the landowner's preference was to locate the tower closer to the site boundary as they were concerned about possible conflict of the tower with golfing activities, however, the applicant negotiated the current location which situates the tower further away from the residential estate.

Whilst the objections regarding impact on residential amenity are noted it is considered that this NBN service is needed in the Shire of Northam and that the location of this infrastructure is appropriate as ample consideration of location and positioning has been given to reduce its impact on the surrounding residential amenity.

Alternative locations

As detailed earlier in the Officers Comments, nine (9) appropriate locations were identified for this tower, eight (8) of which have been determined as unsuitable due to unobtainable land tenure or an unsuitable location for this proposal.

This proposed location is considered the last and most appropriate option for this tower to be able to provide adequate coverage to the Northam community and businesses.

Conclusion

In light of the information above, it is considered that the proposed infrastructure would provide a much needed service to the community.

Extensive research has gone into determining a suitable location. The applicant has undertaken a detailed site assessment and has determined a location to site the infrastructure that is least visually offensive to the surrounding residences. This has considered positioning, setback, electing to install a monopole instead of the traditional tower, natural screening from the surrounding trees and natural topography of the golf

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course. It is therefore recommended that Council approve the proposed NBN infrastructure at 15 Wood Drive, Northam.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2400

Moved: Cr Rumjantsev

Seconded: Cr Hughes

That Council approve the application for telecommunications infrastructure at 15 Wood Drive subject to the following conditions;

- 1) All development being in accordance with the approved plans.**
- 2) The telecommunication tower and associated infrastructure is to be painted a colour that will minimise the visual impact of the development to the satisfaction of the Shire of Northam.**

CARRIED 8/0

Two members of the gallery departed the Council Chambers at 6.48pm

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13.2.3 INITIATION OF SCHEME AMENDMENT NO 3 TO LOCAL PLANNING SCHEME NO 6 – REZONING OF LOT 56, 57 & 58 LUNT STREET, NORTHAM FROM ‘RURAL RESIDENTIAL’ TO ‘SPECIAL USE – AIRPARK’ ZONING (APPENDIX 4)

Name of Applicant:	Kelvin Oliver Planning Consultant
Name of Owner:	Shane Black; G & C Stoney
File Ref:	A16065; A16066; A16067
Officer:	Phil Steven/Roy Djanegara
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:	28 January 2015

PURPOSE

Council is requested to consider initiating a scheme amendment to Local Planning Scheme No.6 to rezone Lots 56, 57 and 58 Lunt Street, Northam from ‘Rural Residential’ zoning to ‘Special Use - Airpark’ zoning in order to allow future development of the site.

BACKGROUND

The owner of Lot 56 Lunt St (who currently lives in Bakers Hill and operates an aviation contracting business in the Pilbara area) approached the Shire to express his interest in purchasing a Rural Residential site opposite the Northam Airport. He proposes to utilise the property for his home as well as to develop a hangar and utilise the proximity of the site and the Airport to fly his planes directly from the site.

Council Officers have progressed the proposal by seeking an application for Planning Approval.

The landowner purchased Lot 56 Lunt Street, Northam approximately 12 months ago. Following this, he provided Officers with a plan detailing the proposed development of the site which included: a residence, stables, sheds and hangar so he can move his family to Lunt Street as their family home. As part of this proposal he would like to be able to house his aircraft on site in a hangar.

Upon receiving the landowner’s request Council Officers determined that airport hangars and associated uses constituted a ‘use not listed’ within the Rural Residential zone. To allow a hangar to be built in the Rural Residential zone it needs to be included as an additional use to the zoning of that particular property.

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As it was considered that this proposal could be a positive contribution to the airport and its surrounds, Council Officers referred to the Local Planning Strategy and liaised with the landowner and the Western Australian Planning Commission to determine if a scheme amendment could be considered for Lot 56 to allow the site to be used as Rural Residential with an Airpark type use.

The Western Australian Planning Commission recommended that the subject properties be rezoned to a Special Use zone 'Airpark' instead of as an additional use to a Rural Residential zone. To ensure this proposal is not an ad hoc single lot rezoning, Lots 57 and 58 have also been included in the requested rezoning.

The rezoning will allow the subject Lots to be subdivided further and developed as an Airpark. The minimum lot size for Rural Residential is one hectare while the Airpark Special Use zone may allow the lot sizes to be as small as 2,000m².

Following the receipt of this advice, Shire Officers advised the landowner, who then engaged a planning consultant to initiate a scheme amendment of Local Planning Scheme No 6.

The subject land abuts the Northam airport which allows the potential for land owners to have access to the airport. This potential opens up an opportunity for the site to be developed as an airpark. An airpark as defined as "*a community specifically designed around an airport where the residents each would own their own airplane which they park in their hangar usually attached to the home or integrated into their home*".

The residential airpark usually features one or more taxiways with homes adjacent to the taxiway. Sometimes the airpark provides a variety of amenities, such as a golf course or equestrian facilities.

Residential airparks or fly-in communities are often privately owned and restricted to use by the property owners and their invited guests. Many do not include commercial operations or businesses. The communities tend to become a niche real estate market, with some firms dedicated solely to these developments.

The difference between airports and airparks is the co-location of homes with the intended purpose to have access to the airport. There are many airports around the country with homes adjacent, but without official, legal access to the airport. These are not airparks. An airpark always incorporates an airport, but an airport isn't necessarily an airpark.

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

Date	Item / Outcome
18 th December 2014	Planning Application received by the Shire.
21 st January 2015	Site visit conducted.
22 nd January 2015	Discuss the application with WAPC
28 th January 2015	Report is prepared for the Council.

STATUTORY REQUIREMENTS

Local Planning Scheme No.6

Under Local Planning Scheme No.6 the current zoning of Lot 56 – 58 Lunt Street Northam is 'Rural Residential'.

A rezoning of the subject land from 'Rural Residential' to 'Special-Use' is required as an Airpark use does not currently exist within the scheme and other uses similarly classified are 'X' uses within the scheme and can therefore not be permitted.

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.*

The rezoning of the subject land is not considered to be an ad hoc spot rezoning for the strategic value it holds. The rezoning will encourage further development of the site. It is therefore considered that the proposal is acceptable for this site.

Shire of Northam Local Planning Strategy (2013)

The Shire of Northam Local Planning Strategy lays out the long-term strategic vision for development and growth in the local government area. The objective for housing is as follows:

To ensure a sufficient supply of suitably zoned and serviced residential land in established settlements to accommodate future housing growth and to provide for housing choice and variety in neighbourhoods with a community identity and high levels of affordability, accessibility, safety, sustainability and visual amenity.

The rezoning of Lot 56, 57 and 58 will allow the land owners to subdivide their properties in the future. Should Council initiate this rezoning, the airpark will only be developed at a later

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stage at the point of subdivision. However each lot could have a single house and hangar on site.

It is clear that the development of an airpark is consistent with the Local Planning Strategy 2013 and rezoning is the first step to achieve it. An airpark will provide additional housing choice and variety to the people of Northam and the surrounding area. This option is expected to attract people from Perth to reside in Northam.

Section 4.5.2 of Local Planning Strategy specifies that any possible future expansion of the airport will need to take into account of existing and proposed surrounding land uses to avoid any land use proposal. This proposed scheme amendment for an airpark is consistent with this objective.

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 Environmental Protection Authority (EPA) for approval to advertise for public comment and for clearance under the Environmental Protection Act. Once the WAPC and EPA 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, notice board on the site and notification sent to adjoining land owners for comment.

In addition, the Environmental Protection Authority will determine whether the rezoning of this site will have any adverse impacts on the environment.

CONFORMITY WITH COMMUNITY STRATEGIC PLAN

GOAL: Support business and investment opportunities

STRATEGY: Proactively market the region's business opportunities and attractive lifestyle.

The proposed scheme amendment will provide a business opportunity for the private sector in the development of an airpark subdivision.

BUDGET IMPLICATIONS

The applicant has paid \$2,000.00 in upfront fees for the initiation of this scheme amendment. Additional fees based on staff time will be charged to the applicant at the end of the rezoning process. The applicant will be required to pay all costs associated with advertising, which will include both in the newspaper and as a sign on the site.

OFFICER'S COMMENT

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Market Potential

The Jandakot Airport in the Perth metropolitan area is currently one of the busiest airfields and largest aviation training bases in Australia. Being one of the busiest airfields the opportunities for recreational aircraft owners are very restrictive. Northam airport on the other hand currently as it is not under the control by CASA (Civil Aviation Safety Authority) provides a better opportunity for aircraft owners to have a flight any time they desire.

It is noted that a number of hangar owners in Northam do not actually live in Northam, which indicates that the Northam airport is an attractive alternative for aircraft owners to park their aircraft.

Also, the fact that Northam is located only 95 kms or one hour drive away from Perth, it is an ideal place to offer the opportunity to the aircraft owners to live with their aircraft as part of the local community.

An airpark in the Shire of Northam will not only provide another variety of housing but also job and business opportunities.

The location of the site as an "Airpark" is considered to be appropriate due to the lots' location abutting the Northam Airport and its proximity to the town. The location is ideal for the aircraft owners to be able to live close to their aircraft and yet so close to the town centre.

In summary, it is recommended that the proposal is supported for the following reasons:

- Northam Airfield is probably the closest such facility to Perth where private land abuts an existing airfield and is capable of being developed and/or subdivided to provide properties where the owner can have direct access to the airfield. In this instance pilots can taxi directly to and from the airfield runway for recreational and tourism pursuits.
- Although the initial proposal, being the subject of this rezoning, will only directly affect three properties it has the potential to grow into a vibrant air park.
- Owners of the properties may use the facility for either personal or business activities. Business uses, depending on the scale, may require separate Council approval unless it is limited to the scale of a Home Occupation.
- Based on other areas of Australia and due to Western Australia's existing and growing regional business's related to mining and agriculture there is a demand for owner/operators to reside with their aircraft. Reasons relate to convenience, security, economy and general ease of operation.
- The town of Northam is a well-established and mature town site with a good variety and balance of commercial and community infrastructure that will both support and prosper from a more robust airport facility.

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- The existing airport is well established and will benefit in terms of long term stability and future prosperity of additional users.
- It will also assist in supporting the stability of the State's regional businesses, including tourism interests.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2401

Moved: Cr Rumjantsev

Seconded: Cr Hughes

That Council resolve to initiate an amendment to its Local Planning Scheme 6, pursuant to Section 75 of the Planning and Development Act 2005 to rezone Lot 56, 57 and 68 Lunt Street Northam, from 'Rural Residential' to 'Special Use - Airpark'.

CARRIED 8/0

Ms C Wynn & Mr Djanegara departed the Council Chambers at 6.50pm

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13.3. CORPORATE SERVICES

13.3.1 ACCOUNTS AND STATEMENTS OF ACCOUNTS (APPENDIX 5)

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Leasa Osborne / Denise Gobbart
Officer Interest:	Nil
Policy	Nil
Voting	Simple Majority
Date:	27 February 2015

PURPOSE

The accounts due and submitted to the Ordinary Council Meeting on 18 March 2015 are attached.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2402

Moved: Cr Llewellyn

Seconded: Cr Little

That Council endorse the payments for the period 1 February to 28 February 2015, 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 33923 to 33982	\$ 129,819.84
Trust Bank Vouchers 1879 to 1883	\$ 14,721.49
Municipal Bank Electronic Fund Transfer EFT18994 to EFT19006 and EFT19009 to EFT19220 and EFT19222 to EFT19228	\$ 826,646.94
Trust Bank Electronic Fund Transfer EFT19007 to EFT19008 and EFT19221 to EFT19221	\$ 7,046.52
Direct Debit Fund Transfer 8136.1 and 8153.1	\$ 3,557.77
Municipal Bank Electronic Fund Transfer Payroll 12/02/2015	\$ 184,370.58
Municipal Bank Electronic Fund Transfer Payroll 13/02/2015	\$ 3,104.80
Municipal Bank Electronic Fund Transfer Payroll 17/02/2015	\$ 14,263.86
Municipal Bank Electronic Fund Transfer Payroll 26/02/2015	\$ 190,063.96
TOTAL	\$1,373,595.76

CARRIED 8/0

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13.3.2 FINANCIAL STATEMENTS TO 31 JANUARY 2015 (APPENDIX 6)

Name of Applicant:	Internal Report
File Ref:	2.1.3.4
Officer:	Jenny Becker / Denise Gobbart
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple Majority
Date:	27 February 2015

PURPOSE

The Statement of Financial Activity for the period ending 31 January 2015 is included as a separate attachment to this Agenda and includes the following reports:

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

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2403

Moved: Cr Llewellyn

Seconded: Cr Williams

That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 31 January 2015

CARRIED 8/0

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13.4. COMMUNITY SERVICES

Nil

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13.5. ENGINEERING SERVICES

13.5.1 TENDER 6 OF 2015 - PROVISION OF SPRAY SEALING WORKS (APPENDIX 7)

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:	Absolute Majority
Date:	18 March 2015

PURPOSE

For Council to approve the award of RFT 6 of 2015 for the provision of Spray Sealing Works.

BACKGROUND

Request for tender were advertised on the 18 February 2015 in The West Australian newspaper. The tender closed on 4 March 2015.

Tenderers were invited to provide an annualised cost (i.e. Year 1, Year 2 and Year 3) which was assessed on a year by year basis.

Works and services to be completed under contract(s) will be for the provision of:

Spray Sealing Works for a period of 3 years

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.

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

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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

The works to be performed under the contract(s) include both capital and maintenance works identified in the 2014/15 budget and future annual budgeted works for a three (3) year period.

OFFICER'S COMMENT

There were 3 submissions received for the advertise Tender, those being:

1. Fulton Hogan
2. Boral Resources WA
3. Malatesta Road Paving & Hot Mix

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

Compliance Criteria:

- Compliance with the conditions in the request;
- Compliance with quality assurance for the request;
- Risk Assessment of:
 - Financial capacity to perform the works;
 - Intent to Sub-Contract;
 - Potential conflict of interest;
 - Insurance coverage;
 - Workplace safety culture.

Qualitative Criteria (Scored):

- Pricing 75%
- Quality 15%

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- Timeliness of Delivery 10%

Individual Tenders offered significant savings within some sub-work categories identified in the tender, however when each Tender was assessed in its entirety it was determined all 3 tenders to be comparatively very competitive. In consideration of this it has been determined to appoint all 3 Tenderers to a panel contract to maximise value for money opportunity.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2404

Moved: Cr Hughes

Seconded: Cr Saunders

That Council, award RFT 6 of 2015 for the provision of Spray Sealing Works for a period of up to three (3) years to the following panel Tenderers:

- 1. Fulton Hogan**
- 2. Boral Resources WA**
- 3. Maletesta Road Paving & Hot Mix**

CARRIED 8/0

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**13.5.2 TENDER 7 OF 2015 - PROVISION OF EXTRUDED CONCRETE KERBING
(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:	Absolute Majority
Date:	18 March 2015

PURPOSE

For Council to approve the award of RFT 7 of 2015 for the provision of Extruded Concrete Kerbing

BACKGROUND

Request for tenders were advertised on the 11th February 2015 in The West Australian newspaper and the Avon Valley Gazette. The tender closed on 25th February 2015.

Tenderers were invited to provide an annualised cost (i.e. Year 1, Year 2 and Year 3) which was assessed on a year by year basis.

Works and services to be completed under contract(s) will be for the provision of:
Extruded Concrete Kerbing

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.

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

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:*

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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

The works to be performed under the contract(s) include both capital and maintenance works identified in the 2014/15 budget and future annual budgeted works for a three (3) year period.

OFFICER'S COMMENT

There were 2 submissions received for the advertise Tender, these included:

4. Kerb Direct Kerbing Pty Ltd.
5. Supercivil Pty Ltd.

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

Compliance Criteria

- Compliance with the conditions in the request;
- Compliance with Specification;
- Financial capacity to perform the works;
- Intent to Sub-Contract;
- Declare any conflict of interest;
- Quality assurance;
- Insurance coverage;

Qualitative Criteria (Scored)

- | | |
|--------------------------|-----|
| • Pricing | 75% |
| • Quality | 15% |
| • Timeliness of Delivery | 10% |

The assessment determined the following to be the preferred tenderer to perform the works.

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Provision of Extruded Concrete Kerbing

1 Supercivil Pty Ltd.

RECOMMENDATION / COUNCIL DECISION

Minute No: C.2405

Moved: Cr Saunders

Seconded: Cr Little

That Council award RFT 7 of 2015 for the provision of Extruded Concrete Kerbing for a period of up to three (3) years to Supercivil Pty Ltd.

CARRIED 7/1

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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

Nil

15.2. Officers

Nil

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COUNCIL DECISION

Minute No: C.2406

Moved: Cr Llewellyn
Seconded: Cr Rumjantsev

That Council, in accordance with Section 5:23 of the Local Government Act 1995, meets behind closed doors to discuss confidential items 16.1 – Appointment of Executive Manager Development Services.

CARRIED 8/0

Cr T Little declared an “impartiality” interest in item 16.1 – Appointment of Executive Manager Development Services as he has known Chadd Hunt for 8 years through Shire activities.

Cr S Pollard declared an “impartiality” interest in item 16.1 – Appointment of Executive Manager Development Services as Chadd Hunt is his Cousin.

16. CONFIDENTIAL ITEMS

16.1 APPOINTMENT OF EXECUTIVE MANAGER DEVELOPMENT SERVICES

Name of Applicant:	Shire of Northam
Name of Owner:	Shire of Northam
File Ref:	1.1.1.2
Officer:	Jason Whiteaker
Officer Interest:	N/A
Policy:	
Voting:	Simple Majority
Date:	16 March 2015

PURPOSE

For Council to accept (or reject) the Chief Executive Officers (CEO) recommendation to appoint Mr Chadd Hunt to the position of Executive Manager Development Services.

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RECOMMENDATION / COUNCIL DECISION

Minute No: C.2407

Moved: Cr Williams
Seconded: Cr Llewellyn

That Council, accept the recommendation of the Chief Executive Officer to appoint Mr Chadd Hunt in the role of Executive Manager Development Services, for a contract term of up to five (5) years.

CARRIED 8/0

COUNCIL DECISION

Minute No: C.2408

Moved: Cr Llewellyn
Seconded: Cr Saunders

That Council reopens the meeting to the public.

CARRIED 8/0

The Shire President read aloud the decision of Council and congratulated Mr Hunt on his appointment.

Cr S Pollard thanked Mr P Steven for the work he has done over the years at the Shire of Northam and wished him all the best with his future endeavours, in particular wishing him well with his new position at the Shire of Murray.

Mr P Steven thanked Council and congratulated Mr C Hunt in obtaining his new position as Executive Manager Development Services.

17. DECLARATION OF CLOSURE

There being no further business, the Shire President, Cr S B Pollard declared the meeting closed at 7.15pm.

"I certify that the Minutes of the Ordinary Meeting of Council held on Wednesday, 18 March 2015 have been confirmed as a true and correct record."

_____ President

_____ Date

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APPENDIX 1 - REVIEW OF SHIRE OF NORTHAM WARDS AND REPRESENTATION

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.

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	

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.

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)

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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 Officer

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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	

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Shire of Northam

Review of Wards and Representation

The Shire of Northam is conducting a review of its wards and representation and invites public participation in the review.

Ward boundaries and the number of elected members for each ward will be reviewed against the following factors:

- Community of interest
- Physical and topographic features
- Demographic trends
- Economic factors
- Ratio of councillors to electors in the various wards.

(**An information sheet/discussion paper is available outlining the current situation and several alternative ward structures.)

Public submissions are invited and must be submitted to the Shire of Northam at:

395 Fitzgerald Street
PO Box 613
NORTHAM WA 6401
Phone: (08) 9622 6100
Fax: (08) 9622 1910
Email: records@northam.wa.gov.au

By February 25, 2015.

For further information and a copy of the information sheet / discussion paper please contact Alysha Maxwell at the Shire of Northam on (08) 9622 6100.

JASON WHITEAKER
CHIEF EXECUTIVE OFFICER

395 Fitzgerald Street
PO Box 613
Northam WA 6401
P (08) 9622 6100
F (08) 9622 1910
E records@northam.wa.gov.au
W www.northam.wa.gov.au



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Discussion Paper

Shire of Northam Review of Wards and Representation Discussion Paper

Background

The Shire of Northam has resolved to undertake a review of its ward system to comply with the requirements of the *Local Government Act 1995* (the Act).

Schedule 2.2 of the Act requires local governments with wards to carry out reviews of the ward boundaries and the number of councillors for each ward from time to time so that no more than eight years elapse between successive reviews.

The last review of wards in the Shire of Northam was undertaken in 2006 and was part of the amalgamation between the Shire of Northam and the Town of Northam it is now appropriate to carry out another review. 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.

Current situation

Currently the Shire of Northam has ten (10) councillors elected from four (4) wards as follows:

Table 1: Shire of Northam elector to councillor ratios - current situation

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

The % ratio deviation gives a clear indication of the % difference between the average councillor/elector ratio for the whole local government and the councillor/elector ratio for each ward.

It can be seen that there is a significant imbalance in representation across the Shire with the West, Central and East Wards being over represented and the Town Ward being under represented. A balanced representation would be reflected in the % ratio deviation being within plus or minus 10%.

A map showing the current ward boundaries is attached (marked option 1).

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The overall representation of councillors to electors is also worth noting. The table below provides an indication as to the density of representation, with information provided pertaining to total populations, number of electors and number of Councillors for a wide range of regional communities within Western Australia.

	Area (sq.kms)	Population	No. of Electors	Councillors (Crs)	Crs : Electors
<i>Capel</i>	554	15,549	9,351	9	1:1039
<i>Collie</i>	1,685	9,431	6,056	11	1:550
<i>Harvey</i>	1,766	24,667	14,549	13	1:1119
<i>Kalgoorlie</i>	95,228.5	31,620	15,380	12	1:1281
<i>Geraldton</i>	9,928.9	39,311	23,495	14	1:1678
<i>Bunbury</i>	65.6	31,348	21,278	12	1:1773
<i>Albany</i>	4,312	33,651	23,572	12	1:1773
<i>Manjimup</i>	7,028	9,183	6,897	11	1:627
<i>Murray</i>	1,821	14,773	10,673	9	1:1186
<i>Northam</i>	1,443	11,730	6,889	10	1:688

As the table highlights the ratio of Electors to Councillors is at the lower end of the scale in Northam when compared to other local governments within the table provided.

Review process

The review process involves a number of steps:

- The council resolves to undertake the review;
- Public submission period opens;
- Information provided to the community for discussion;
- Public submission period closes;
- The Council considers all submissions and relevant factors and makes a decision;
- The Council submits a report to the Local Government Advisory Board (the Board) for its consideration; and
- If a change is proposed, the Board submits a recommendation to the Minister for Local Government (the Minister).

Any changes approved by the Minister where possible will be in place for the next ordinary election where possible (October 2015).

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Factors to be considered

When considering changes to wards and representation, Schedule 2.2 of the Act specifies factors that must be taken into account by a local government as part of the review process:

1. Community of interest;
2. Physical and topographic features;
3. Demographic trends;
4. Economic factors; and
5. Ratio of Councillors to Electors in the various wards. The Board offers the following interpretation of these factors.

1. Community of interest

The term community of interest has a number of elements. These include a sense of community identity and belonging, similarities in the characteristics of the residents of a community and similarities in the economic activities. It can also include dependence on the shared facilities in an area as reflected in catchment areas of local schools and sporting teams, or the circulation areas of local newspapers.

Neighbourhoods, suburbs and towns are important units in the physical, historical and social infrastructure and often generate a feeling of community and belonging.

Shire of Northam Context

Existing Ward boundaries generally reflect the former Town Council boundary and the former Shire Council boundaries. The current wards provide strong communities of interest, with the Central ward being anchored in Bakers Hill / Clackline with gravitation to these town sites, the Western ward being centred on the Wundowie town site, whilst the Eastern ward is to a less extent catered for by the Grass Valley town site.

Northam represents a strong community of interest for the Central and Eastern wards, whilst the Western ward which is around the Wundowie area is to a larger extent pulled toward the Mundaring area (in the soon to be City of Swan). Anecdotal evidence suggests that the Western ward residents have less of an affiliation with Northam town site than others within the Shire of Northam.

2. Physical and topographic features

These may be natural or man-made features that will vary from area to area. Water features such as rivers and catchment boundaries may be relevant considerations. Coastal plain and foothills regions, parks and reserves may be relevant as may other man made features such as railway lines and freeways.

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Shire of Northam Context

There are a range of physical and topographical features used to establish the existing wards, which could either be retained or could form the basis for establishing new boundaries.

These include;

- a. The Great Eastern Highway – currently not utilised to establish any ward boundaries and dissects the Shire of Northam almost through the middle. Could possibly be utilised in the future as physical feature to establish a new ward boundary.
- b. Avon River – Is currently utilised as a boundary between the central and eastern wards.
- c. Northam York Road – currently not utilised to establish any ward boundaries, it is a main road which runs from Northam to the south towards York.
- d. Northam Pithara Road (Northam Goomalling Road) - currently not utilised to establish any ward boundaries, it is a main road which runs from Northam to the north.
- e. Northam Toodyay Road - currently not utilised to establish any ward boundaries, it is a main road which runs from Northam to the north – west towards Toodyay.
- f. Mortlock River - currently not utilised to establish any ward boundaries, it runs parallel with Northam York Road into the Northam town site where it connects with the Avon River

3. Demographic trends

Several measurements of the characteristics of human populations, such as population size, and its distribution by age, sex, occupation and location provide important demographic information. Current and projected population characteristics will be relevant as well as similarities and differences between areas within the local government.

4. Economic factors

Economic factors can be broadly interpreted to include any factor that reflects the character of economic activities and resources in the area. This may include the industries that occur in a local government area (or the release of land for these) and the distribution of community assets and infrastructure such as road networks.

Shire of Northam Context

No economic factors considered relevant

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5. Ratio of Councillors to Electors in the various wards

It is expected (Local Government Advisory Board) that each local government will have similar ratios of electors to councillors across the wards of its district.

Table 1 highlights the current situation with the Shire of Northam, clearly identifying that the current representation ratio is imbalanced toward the 'non-town' wards. The Local Government Advisory board recommends that the ratio deviation be not more / or less than 10%. The Local Government Advisory Board considers that the ratio of councillors to electors is particularly significant.

Shire of Northam Context

Table 1: Shire of Northam elector to councillor ratios - current situation

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Central	1,181	2	591	14.41%
East	580	1	580	15.93%
Town	4,118	5	824	-19.38%
West	1,020	2	510	26.08%
Total	6,899	10	690	Not Applicable

It is expected that each local government will have similar ratios of electors to councillors across its wards. This represents a challenge for the Shire of Northam within its existing structure. A range of options have been put forward to highlight possible elected member structures which would help achieve deviation of less than 10%, which the local government advisory board aims for.

In order to achieve this 10% maximum deviation with the existing ward structure the modelling indicates the closest Council could get to achieving this would require an increase from 10 elected members to 12, and this still would result in the west ward being slightly outside of the 10% range, at 11.29% deviation;

Ward	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Central	2	590.50	-2.71%
East	1	580.00	-0.88%
Town	7	588.29	-2.33%
West	2	510.00	11.29%

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6. Other factors

Additional factors which may be given consideration both in submissions and in the final Council assessment may include;

- Advantages and disadvantages in reducing or increasing the number of elected members;
- The implications of any change to the elected member/elector ratio
- Cost of elected members
- Effectiveness and efficiency of Council meetings

The financial costs have been assess by reference to the Council's 2014/15 budget. The following is the amount per elected member provided for in the budget;

Meeting fees	17,600
Other member expenses	500
Travel & I/T expenses	4,800
Conferences & training	1,760
Total	24,660

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Options to consider

The Council will consider the following options and members of the community may suggest others:

- Option 1 - Maintain current ward system
- Option 2 - Create two wards (town and rural)
- Option 3 - Remove all wards
- Option 4 - Alternatives as put forward

The attached maps indicate the options.

Also under consideration will be the number of councillors for each ward and the district. For example, it may be that fewer councillors will provide good representation and may result in financial savings and more effective and efficient decision making.

The names of the wards will also be considered. For example, rather than west, north, east, etc., it may be preferable to use the names of localities, or the names of pioneering families in the district.

Public submissions

Members of the community are invited to make a written submission about any aspect of ward boundaries and representation and lodge it at:

Shire of Northam
PO Box 613
395 Fitzgerald Street
NORTHAM WA 6401

Fax: (08) 9622 1910

Submissions will also be accepted by email: records@northam.wa.gov.au

All submissions must be received by 5pm on February 25, 2014

Thank you for your interest and involvement in this review. Council welcomes your comments on any matters that may assist it to make informed and responsible decisions for the benefit of the people of the Shire of Northam.

Cr Steven B Pollard
PRESIDENT

Jason B Whiteaker
CHIEF EXECUTIVE OFFICER

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Option 1 – Maintain current ward boundaries

In order for the Council to maintain its current ward structure it is difficult to achieve the benchmark +/- % deviation. Modelling suggests to get close to the required parameters would require an additional two elected members, as highlighted below.

Table: Twelve member council comparison showing elector ratios and ratio deviations

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Central	1,181	2	591	-2.71%
East	580	1	580	-0.88%
Town	4,118	7	588	-2.33%
West	1,020	2	510	11.29%

An additional two elected members will have a financial impact on the Council, with each elected member costing approximately \$24,660 per year.

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Option 2 – Create two wards

Create two wards (Rural and Town) using the areas of the Northam town site and remaining rural areas. This in essence would be a reflection of the former Town of Northam and the former Shire of Northam boundaries. The following is an assessment of this option against the factors.

Possible Ratio of councillors to electors

2a. Achieving parameter retaining existing elected member numbers

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Rural	2,781	4	695	-0.78%
Town	4,118	6	686	0.52%

2b. Achieving parameter retaining reducing elected member numbers to seven

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Rural	2,781	3	927	5.94%
Town	4,118	4	1,030	-4.46%

2b. Achieving parameter retaining reducing elected member numbers to nine

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Rural	2,781	4	695	9.30%
Town	4,118	5	824	-7.44%

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Option 3 – Remove Wards

An option which may be considered by Council is to remove all wards and have elected members representing the entire community on all issues.

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Shire of Northam	6,889	10	689	0.00%

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Shire of Northam	6,889	9	765	0.00%

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Shire of Northam	6,889	8	861	0.00%

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Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Shire of Northam	6,889	7	984	0.00%

Ward	Number of Electors	Number of Councillors	Councillor: Elector Ratio	% Ratio Deviation
Shire of Northam	6,889	6	1,148	0.00%

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Option 4 – Alternative options

As part of the review the Shire of Northam would be pleased to receive submissions from the community with alternative options which are yet to be put forward. The aim of the discussion paper is to generate discussion and seek input from the Community. The Council has, at this point, not entered into any discussions around the most appropriate model to apply for the good governance of the area moving forward. Consequently alternative proposals will be given due consideration, along with the options provided within this discussion paper.

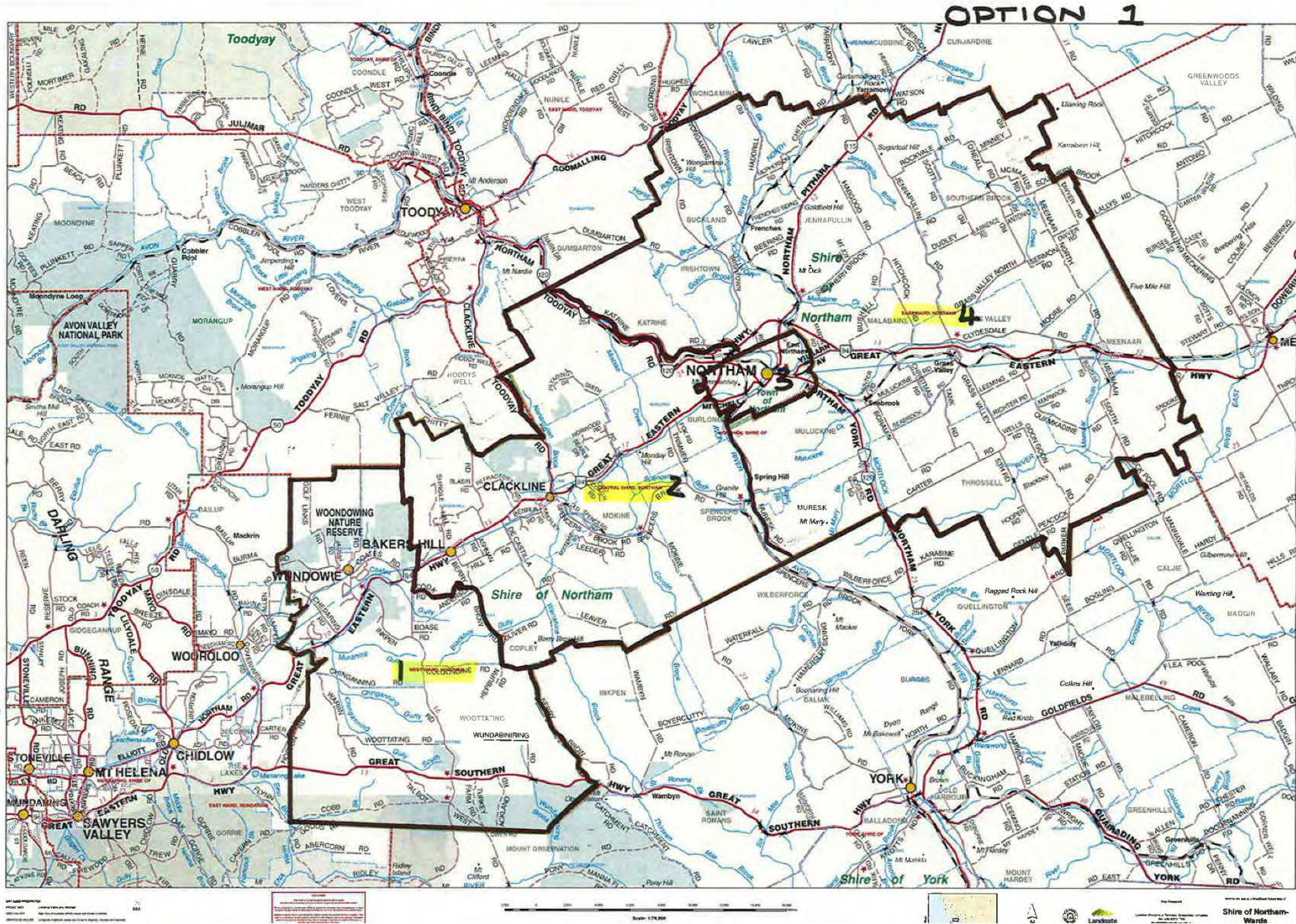
If considering alternative proposals please ensure the following key areas are explored;

- Community of interest
- Physical and topographic features
- Demographic trends
- Economic factors

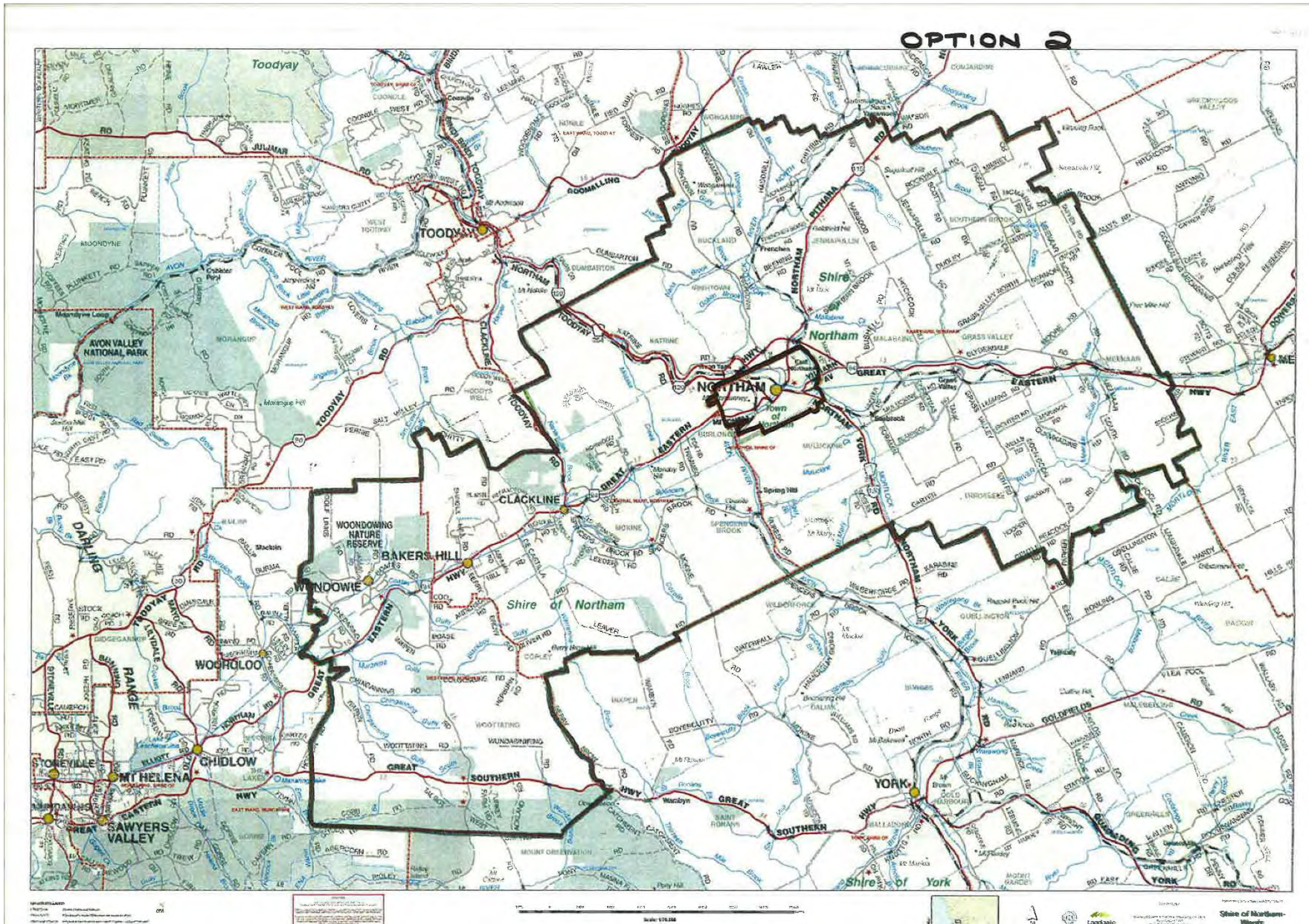
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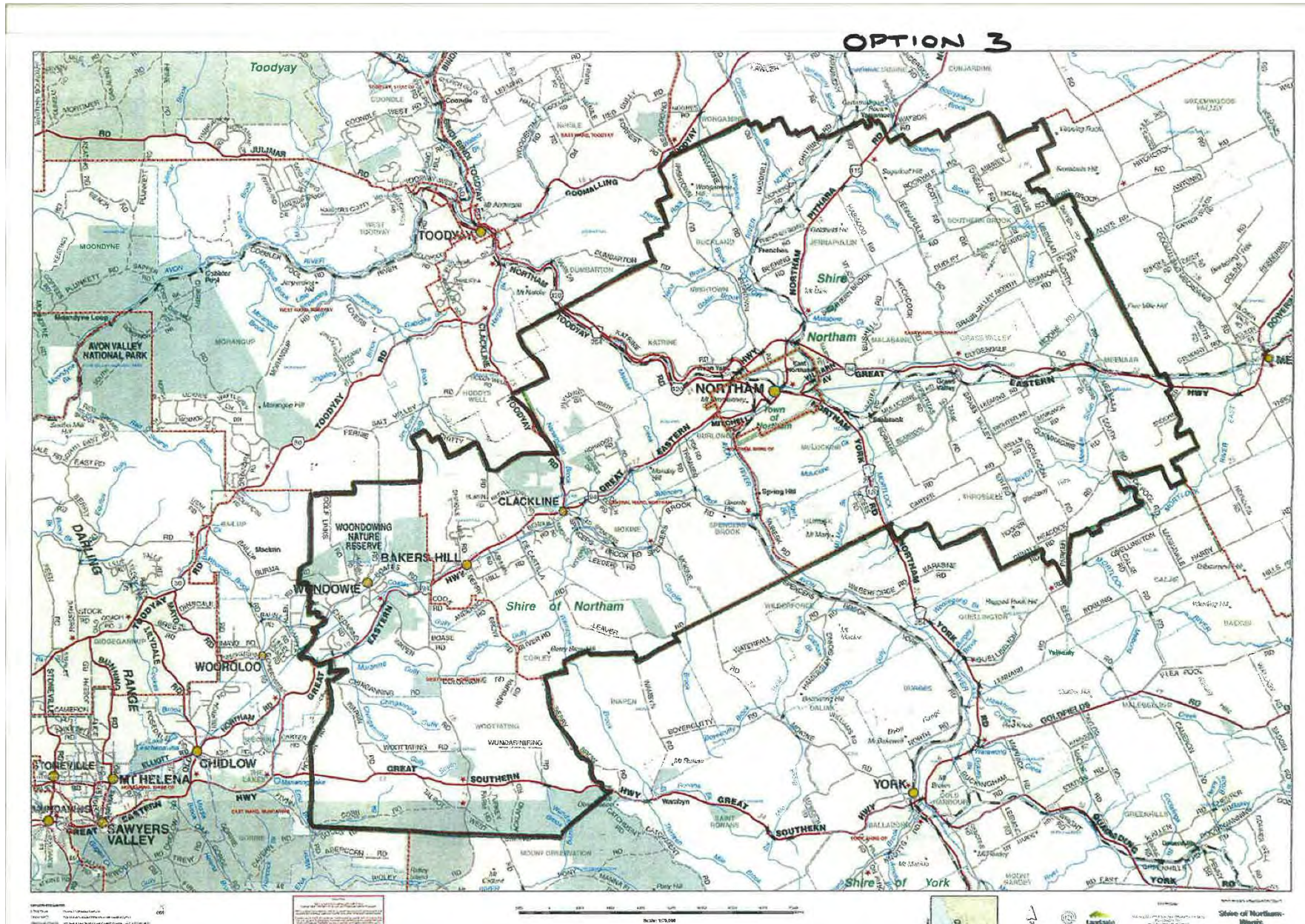
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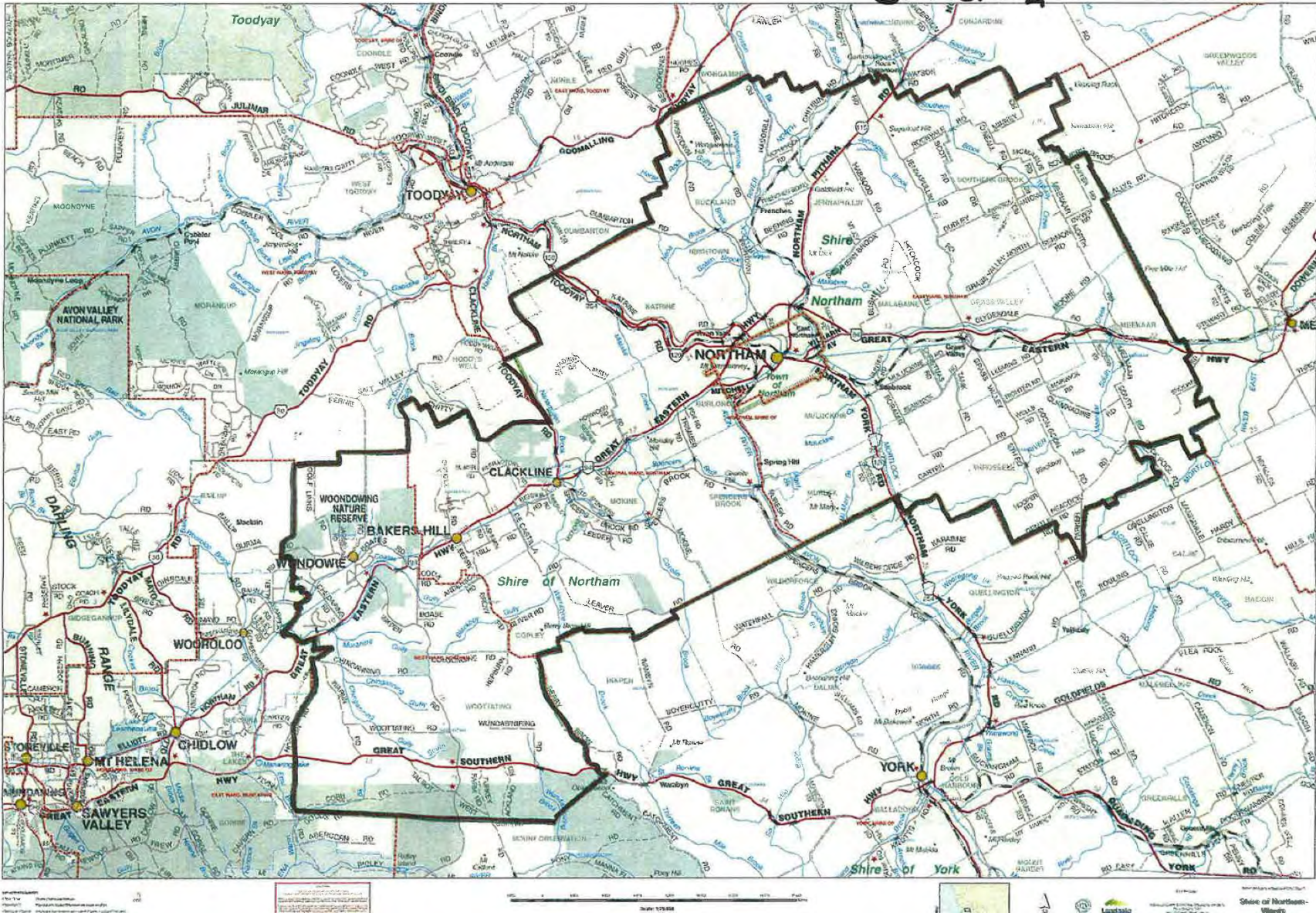


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OPTION 4



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**APPENDIX 2 - ADOPTION OF AMENDMENTS TO LOCAL PLANNING POLICY 1 -
OUTBUILDINGS UNDER LOCAL PLANNING SCHEME NO. 6**



Shire of Northam Policy Manual - LPP 1 - Outbuildings

LOCAL PLANNING POLICY

POLICY NO:	LPP 1
POLICY SUBJECT:	OUTBUILDINGS
ADOPTION DATE:	18 December 2013
LAST REVIEW:	20 February 2015

OBJECTIVES

The primary objectives are to:

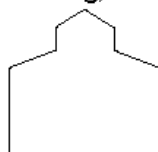
- (a) Ensure that no outbuilding adversely impacts upon the amenity of the area or upon vistas from public roads;
- (b) Provide certainty for landowners of the requirements within the Shire and guidance to the Shire's officers by ensuring that all development issues are considered when applying for planning approval and that the rural nature of the Shire is maintained;
- (c) Limit the impact of outbuildings by specifying such things as maximum floor/roof areas, wall heights, ridge heights, location, material colour and landscaping **and natural screening**;
- (d) Allow sufficient scope for the siting of outbuildings sympathetic with landscape features, distance from neighbouring properties and roads;
- (e) Ensure that constructed outbuildings are not utilised for unapproved purposes.

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:

“Attached” means that a structure is structurally joined or joined at the roof to another structure.

“Barn” means the same as an outbuilding, however, has a profile similar to the included diagram.



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“Building Envelope” means an area of land within a lot marked on a plan approved by the responsible authority within which all buildings and effluent disposal facilities on the lot must be contained.

“Carport” means a roofed structure designed to accommodate one or more motor vehicles unenclosed except to the extent that it abuts a dwelling or a property boundary on one side, and being without a door unless that door is visually permeable. Carports that are included under the main roof of the residence are not subject to this policy.

“Combined Floor Area of Outbuildings” for the purpose of this policy is the total floor area of all of the outbuildings located on the subject land.

“Combined Roof Area of Outbuildings” for the purpose of this policy is the total roof area of all outbuildings located on the subject land.

“Council” means the elected members of the Shire.

“Detached” means that no part of a structure is joined to any part of another structure.

“Development” shall have the same meaning given to it in the Planning and Development Act 2005.

“Dwelling” means a building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six persons who do not comprise a single family.

“Earthworks” means the movement of earth on land which is carried out in conjunction with the construction of a structure or independently and exceeds 0.5m in height at any given point.

“Enclosed” means an area bound on three of more sides by a permanent wall and covered in a water impermeable material.

“Floor Area” shall have the same meaning given to it in and for the purposes of the Building Code of Australia published by the Australian Building Codes Board.

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“Garage” Any enclosed roofed structure, other than a **carport**, designed to accommodate one or more motor vehicles provided for the sole use of the dwelling and designed to be integrated with the dwelling. Garages that are included under the main roof of the residence are not subject to this policy.

“Garden Shed” means a prefabricated steel structure with a maximum floor area of 12.25m², a maximum wall height of 1.8m and a maximum ridge height of 2.1m.

“Integrated” means that a garage or outbuilding is constructed of similar roof pitch, colours, materials and design in reference to the existing dwelling’s roof pitch, colours, materials and design.

“Lean To” means a structure with a single sloping roof that is structurally attached to an existing building. Lean to’s that are attached to an outbuilding are subject to this policy.

“LPS 6” means Local Planning Scheme No 6.

“Outbuilding” has the same meaning given to it in the Residential Design Codes and is also a structure used for the housing/storage of machinery or household items which may be provided with power and water and incorporates such structures as sheds and barns and includes detached garages and carports. An outbuilding also means a Class 10A building as defined by the Building Code of Australia, which class 10 refers to a “non-habitable” building.

“Patio” has the same meaning given to it in the Residential Design Codes and is an unenclosed structure covered in a water impermeable material which may or may not be attached to a dwelling. Patios that are attached to the dwelling are not subject to this policy.

“Residential Design Codes” or **“RDC”** means State Planning Policy 3.1 issued by the Department of Planning.

“Ridge Height” means the maximum vertical distance between the finished floor level and the finished roof height directly above.

“Scheme” means Local Planning Scheme No 6.

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Shire of Northam Policy Manual - LPP 1 - Outbuildings

“Second Hand Materials” means any construction materials that have previously been used in the construction of any other structure.

“Setback” means the distance from boundaries as defined in Local Planning Scheme No 6 or the Residential Design Codes.

“Shed” means, for the purposes of the Scheme, a structure with a floor area of greater than 12.25m² used for the housing / storage of machinery or household items which may be provided with power and water but does not have any ablution facilities and does not include garden sheds and carports. A shed also means a Class 10A building as defined by the Building Code of Australia, which class refers to a “non-habitable” building.

“Shire” means the Shire of Northam.

“Substantially Commenced” means the commencement of the approved development either by way of undertaking associated earthworks, construction, placement or otherwise of the approved development to a minimum of one third complete.

“Wall Height” means the maximum vertical distance between the **finished floor level** and the finished wall height directly above.

STATUTORY POWERS

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

POLICY STATEMENT

Application

The policy applies to all outbuildings, detached patios, carports and garages on private property located within the Shire of Northam.

General Requirements

Planning approval is required for any outbuilding that does not meet the requirements of this Policy or is not considered as ‘Permitted

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Development in accordance with section 8.2 of Local Planning Scheme No 6.

Location of Outbuilding

Within the “Residential”, “Rural Residential”, “Rural Smallholdings” and “Rural” (under 40ha) zones, outbuildings other than a carport will not be supported in the area between the house and the front boundary of the property [without planning approval from the Shire](#).

Setback Requirements

Where a building envelope has been allocated, all development involving the construction of a structure must be erected within the confines of the building envelope. Development is not permitted to be erected outside of a building envelope. Building envelopes may be modified subject to planning approval being granted by the Shire.

Where no building envelope has been nominated on the lot, all development shall be subject to the appropriate setback requirements to the external face of a wall of the development. [Table 1 outlines the minimum setback requirements below as specified in Local Planning Scheme No.6 \(LPS6\)](#).

Table 1 - Minimum Setbacks to Outbuildings

Zone	Setback From	Minimum Distance
Residential	Front Boundary Side/Rear Boundaries	As per RDC, refer to Location and Parapet Walls in Residential Zone
Rural Residential	Front Boundary Side Boundary Rear Boundary	As per LPS 6: 15m 10m 10m
Rural Smallholdings	Front Boundary Side Boundary Rear Boundary	As per LPS 6: 25m 20m 20m
Rural	Front Boundary Side Boundary Rear Boundary	As per LPS 6: 25m 20m 20m

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Parapet Walls in Residential Zone

Parapet walls can be supported for outbuildings constructed on the side or rear property boundary only:

- (a) On land with a residential density code of “R15” or higher;
- (b) When the written support of the owner(s) of the adjacent property on whose boundary the parapet is to be placed has been obtained;
- (c) With a maximum length of 6m and height of 3m from **finished floor level**; and
- (d) In accordance with the Design Principles of the RDC for Boundary Walls.

Parapet walls are to be designed to the Building Codes of Australia standards for fire protection, to the satisfaction of the Shire and in consultation with the adjoining landowner.

Cladding Materials and Design Requirements

Within the “Residential”, “Rural Residential” and “Rural Smallholding” zones non-painted steel wall cladding will only be supported for use on outbuildings with a floor area of or less than 12.25m² and where the Shire’s officers are satisfied that reflection will not cause undue impact to neighbouring properties or passing road traffic.

Within the “Rural” zone, non-painted steel wall cladding will only be supported for use on outbuildings where the lot is over 40ha and where the Shire’s officers are satisfied that reflection will not cause undue impact to neighbouring properties or passing road traffic.

For all outbuildings in the “Residential”, “Rural Residential”, “Rural Smallholding” and “Rural” zones, non-painted custom-orn or similar roofing will only be supported where the Shire’s officers are satisfied that reflection will not cause undue impact to neighbouring properties or passing road traffic.

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The Shire will support the use of factory applied painted steel wall and roof cladding in a colour that is sympathetic to the surroundings and colour scheme of the dwelling.

Where masonry construction is to be employed, the wall and roof colour and appearance of any outbuilding should be complementary to the design and construction of the dwelling.

The use of second hand materials will only be approved where all materials have been inspected and deemed appropriate by an officer of the Shire prior to construction and an application being approved. The materials are to have an “as new” appearance. The applicant is to comply with any conditions placed upon the use of the materials as outlined in the approval within 30 days of construction commencing.

In the “Residential” zone, barn style outbuildings will not be permitted.

Maximum Combined Floor Area

The maximum floor area is construed to mean the combined floor area of any existing outbuildings on the lot together with any proposed outbuildings yet to be constructed on the lot.

Table 2 outlines the maximum floor area allowable under this policy in each zone.

Table 2 - Maximum Floor Areas

Zone	Existing Maximum Floor Area (combined)	Proposed Maximum Floor Area (combined)
Residential R20 - R40	80m ²	80m ² or 10% of the site area whichever is the lesser
Residential R10-R15	80m ²	80m ²
Residential R5	80m ²	90m ²
Residential R2.5	80m ²	120m ²
Rural Residential	150m ² (for lots less than 2ha) 200m ² for lots greater than 2ha)	200m ²
Rural Smallholdings	250m ²	300m ²
Rural (8ha and under)	300m ²	300m ²
Rural (over 8ha up to and including 40ha)	500m ²	500m ²

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Zone	Existing Maximum Floor Area (combined)	Proposed Maximum Floor Area (combined)
Rural (over 40ha up to and including 100ha)	1,000m ²	1,000m ²
Rural (over 100ha)	Assessed on a Case by Case Basis	Assessed on a Case by Case Basis

In addition to the maximum aggregate floor area permitted for outbuildings, a detached garage or carport up to 40m² in area is permitted provided that there is no garage incorporated under the main roof of the dwelling.

Note that lean-tos attached to an outbuilding are considered to be a part of the outbuilding and therefore the total floor area is included in the aggregate outbuilding floor area calculation.

Maximum Wall and Ridge Heights

The maximum wall height from **Finished Floor Level** for outbuildings shall be as outlined in Table 3.

Table 3 - Maximum Wall and Ridge Heights

Zone	Wall Height	Ridge Height
Residential	3.5m	4.5m
Rural Residential	4m	5m
Rural Smallholdings	4.5m	5.5m
Rural (8ha and under)	4.5m	5.5m
Rural (over 8ha up to and including 40ha)	5m	5.5m
Rural (over 40ha up to and including 100ha)	5m	6m
Rural (over 100ha)	Assess on Individual Merit	Assess on Individual Merit

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Shire of Northam Policy Manual - LPP 1 - Outbuildings

Construction Restrictions

Construction of Outbuildings on Land Without a Constructed Dwelling

The construction of an outbuilding on vacant land within the “Residential”, “Rural Residential” and “Rural Smallholding” zones under this Policy will not be permitted without a building permit for the construction of a dwelling having been approved by the Shire’s Building Surveyor and the dwelling having been substantially commenced.

Alternatively, if the applicant/landowner can provide the proof of financial commitment eg: a contract entered into between a builder (providing construction of a dwelling) and the applicant together with a deposit paid as well as financial evidence to demonstrate capability to pay for completion of a dwelling, the Shire may issue planning approval for the construction of an outbuilding prior to the issue of a building permit for the construction of a dwelling. This provision does not apply to property zoned “Residential”.

In the “Rural” zone, the construction of an outbuilding on vacant land which is under 40ha will not be permitted without a building permit for the construction of a dwelling having been received, approved by the Shire’s building surveyor and the dwelling having been substantially commenced.

Construction of the dwelling for which a building permit has been approved by the Shire’s Building Surveyor must commence within twelve (12) months and completed and occupied within two (2) years of the date of issue of a building permit of an outbuilding. Should the dwelling fail to be completed within two (2) years without satisfactory justification, the Shire will require the removal of the outbuilding.

Construction of an outbuilding in a “Residential” or “Rural Residential” zone may be permitted under this Policy if the subject vacant land adjoins land which consists of a dwelling and is owned by the applicant. Amalgamation of the lots may be required by the Shire.

Accommodation in Outbuildings

Outbuildings shall not be approved for permanent occupation, tourist accommodation or commercial purposes with the exception of a home

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based business or cottage industry or other use(s) as approved by the Shire via an application for planning consent or an amendment to the Scheme.

Temporary Accommodation in Outbuildings Whilst Constructing a Dwelling

Outbuildings may be approved by the Shire's Environmental Health Officer for temporary accommodation whilst constructing a dwelling subject to the land being located within the "Rural Smallholdings", "Rural Residential" or "Rural" zone, compliance with Council's policy for temporary accommodation and obtaining approval from the Shire's Building Surveyor and Environmental Health Officer for the use of an outbuilding for temporary accommodation.

Upon completion and occupation of a dwelling, the outbuilding previously approved for temporary accommodation may only be used as a Class 10A building as defined in the Building Codes of Australia. Further, the Shire may request the removal of the installed facilities in the outbuilding.

Carports, Garages and Garden Sheds

Detached Carports and Garages

Carports and garages not incorporated under the main roof of the residence are subject to the relevant requirements outlined in this Policy. **Detached garages must be enclosed and designed to accommodate motor vehicles provided for the sole use of the dwelling. The appearance of the garage or carport must reflect the materials of the dwelling in terms of roof pitch, colour and wall cladding and designed to be integrated with the dwelling.** Front setbacks for carports and garages will be assessed in accordance with the requirements of the RDC and the provisions of this Policy.

Carports and garages that are incorporated under the main roof of the residence are not subject to this policy and will be assessed under the relevant requirements relating to the dwelling contained in the RDC.

In addition to the maximum aggregate floor area permitted for outbuildings, a detached garage or carport up to 40m² in area is

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permitted provided that there is no garage incorporated under the main roof of the dwelling.

Garden Sheds

No planning approval is required for one (1) prefabricated garden shed of or less than 12.25m² in floor area with a wall height of or less than 1.8m and a ridge height of or less than 2.1m per "Residential" or "Rural Residential" lot.

No planning approval is required for up to two (2) prefabricated garden shed of or less than 12.25m² in floor area with a wall height of or less than 1.8m and a ridge height of or less than 2.1m per "Rural Smallholdings" or "Rural" lot.

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Schedule of Submissions Shire of Northam Local Planning Scheme No.6
Outbuildings Local Planning Policy

Number	Summary of Submission	Key Themes Identified in Submission	Officers Comment
1	<p>Objectives Proposed wording “(c) Limit the impact of outbuildings by specifying such things as maximum floor/roof areas, wall heights, ridge heights, location, material colour and landscaping;” 1.Consider adding in here screening by trees(which could be considered under landscaping but that is normally taken to mean garden beds) 2. Also fugitive light can become an issue and should be included. Depending on the siting & direction of the light this can impact up to 300m away or more Location of Outbuilding “Within the “Residential”, “Rural Residential”, “Rural Smallholdings” and “Rural” (under 40ha) zones, outbuildings other than a carport will not be permitted in the area between the house and the front boundary of the property.” There are some properties in the shire where the house is already built & it is at the back of the block. As this is written the owners would never be able to build an outbuilding. I agree with what this clause is trying to achieve but shouldn't be at the expense of a person's right to have full enjoyment and use of their principal asset that would have cost them a great deal of money. 3.Consider inserting the word “generally” between “will” & “not”</p>	<p>Policy objectives, interpretation of the policy, non-compliant outbuildings, lot size, planning process, delegated authority, role of Council.</p>	<p>The submission is noted.</p> <ol style="list-style-type: none"> 1) This is a valid point. The word ‘screening’ has been added to objective (c) of the policy. 2) It is unclear what the submitter means by ‘fugitive light’. Reflection caused by unpainted zincalume wall cladding is addressed elsewhere in the policy. 3) The word ‘generally’ is vague and can be interpreted a number of different ways which can leave the policy open to abuse. Instead the words ‘without planning approval from the Shire’ have been added to this section to inform people that the Shire will consider applications proposing an outbuilding in front of a dwelling in some circumstances where an applicant can demonstrate that the outbuilding cannot be constructed behind or beside the dwelling. 4) This typo has been amended. 5) While it is an objective of the policy to promote outbuildings that integrate with the surrounding structures and environment, the contrast in the colour of outbuilding walls and roller doors has never been raised as a concern before by officers or the public. Therefore it is not considered necessary that the colour of outbuilding roller door be included in the policy. Sheds are to be uniform in colour and where it can be achieved match with the dwellings cladding...I think there is merit in amending the policy to include uniform colour requirement. 6) Lots zoned ‘Rural Smallholdings’ are capable of being subdivided into smaller lots in which large buildings would be inappropriate. It is considered that 300m² is sufficient to

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<p>Setback Requirements Where no building envelope has been nominated on the lot, all development shall be subject to the appropriate setback requirements to the external face of a wall of the development, as outlined in Table 2 of the Scheme. 4. The table following this clause is labelled Table 1. I don't know which is correct – Table 2 or 1. Only a typo but may as well get tidied up.</p> <p>Cladding Materials and Design Requirements 5. If one of the aims is to make the structure “blend” & be less conspicuous add that the shed walls & doors should be all the same colour. Dark walls & light coloured doors make a structure very obvious.</p> <p>Floor Area No problem with the floor areas proposed if they are treated in the way of other local governments. For example Shire of Serpentine Jarrahdale has similar floor sizes that staff are allowed to approve under delegated authority, a further set of priorities that include double these floor areas that staff may approve or have to go to council and further clearly state that if a proposal does not comply an application has to be considered by Council. This shire's policy clearly sets out what the process is & has definite guidelines but still allows for individual needs in a transparent process. Putting a “hard” limit on the size of outbuildings may prevent the owner of a property the full benefit of ownership and prevent some commercial activity – something a local government should be encouraging.</p>		<p>support a range of rural pursuits which are consistent with the intentions of Rural Smallholdings zoned under Local Planning Scheme No.6. Shire may consider applications for outbuildings larger than 300m² where the applicant can demonstrate that exceptional circumstances prevail and where written justification has been submitted, any major variation proposed to Council's policy provided that substantiated justification is provided is likely to be referred to Council for consideration.</p> <p>In relation to the objectives of the zone, whilst the objectives have been detailed by the submitter,</p> <p>The submission mentions a policy from the Shire of Serpentine Jarrahdale, Officers investigated this policy and found that it was in draft form only. Officers are confident that the proposed policy amendments will allow sufficient flexibility for applicants whilst also encourages a variety of lifestyle choices such as hobby farming, caravan travel and boating.</p> <p>Under this policy all outbuildings that demonstrate compliance with the policy including maximum permitted sizes do not require planning approval under delegated authority. Only outbuildings that propose a variation to the policy require planning approval. Currently, the majority of oversized outbuildings are approved by Officers under delegated authority. Officers assess each planning application for an outbuilding with a variation on individual merit. It is extremely rare for Officers to refuse an application for a variation when valid written justification has been submitted.</p> <p>This submission suggests that all outbuildings that do not comply with the policy should be put to Council for</p>
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At December forum floor area for Rural Small Holding limited to maximum 300sqm was justified on basis that this zoning was primarily for residential purpose.

LPS 6 states Rural Small Holding Purpose is

4.2.10 Rural Smallholding Zone

- To provide for the use of land for rural living purposes in a rural setting on lots generally ranging in size from 4 to 40 hectares while preserving the amenity of such areas, ensuring landscape protection and conservation and controlling land use impacts.
- Support a range of rural pursuits which are compatible with the capability of the land and retain the rural character and amenity of the locality.
- Support a range of low impact commercial and tourist uses that are compatible with and retain the rural character and amenity of the locality.

Clearly this zone is meant for a range of activities some of which may require a large outbuilding.

Another justification was that land zoned RSH could be subdivided down to 4ha and there was a possibility that a large shed approved on the basis of a 40 Ha landholding could end up on a 4Ha lot. Perhaps the owner of a 40 Ha RSH lot should be able to have a number of sheds, up to 10, at maximum 300Sqm separated by a reasonable distance

6. The floor area size is what is allowed to be

determination. This suggestion is considered to be unnecessary and onerous for applicants, officers and Council. If every planning application was required to be put to Council for determination, the planning process timeframe would likely take 8-9 weeks as opposed to the 3-4 weeks when determined under delegated authority. In the majority of cases officers are confident that they have the training and expertise required to make a determination under delegated authority. If officers are unsure or the application is contentions with objections received, planning applications are always put to Council for determination.

- 7) No changes have been proposed for the sections of the policy that outlines restrictions for the construction of an outbuilding without a dwelling. This section of the policy has proven effective and has contributed to a drastic reduction in compliance issues relating to illegal land uses and people living in outbuildings illegally.

The policy does not deny land owners the right to erect buildings, it is intended to manage the order in which buildings are erected. In most cases when the Shire has received an application for outbuildings it has been put to Council for determination.

If applicants apply for an outbuilding and a dwelling at the same time, they then have the choice which building to construct first. Planning approvals requires that the dwelling be completed within 2 years of the approval date. ie.the applicant decides to build a shed within the first year of approval and the dwelling in the second year. This provide flexibility for the land owner whilst also demonstrating a commitment to construct a dwelling.

The Shire may have the legislative tools as the submission

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approved by staff under delegated authority. Outbuildings larger than this will have to go through an assessment process and be put before council for a decision.

Construction of Outbuildings on Land Without a Constructed Dwelling

“The construction of an outbuilding on vacant land within the “Residential”, “Rural Residential” and “Rural Smallholding” zones under this Policy will not be permitted without a building permit for the construction of a dwelling having been approved by the Shire’s Building Surveyor and the dwelling having been substantially commenced.”

As stated earlier RSH is zoned to be used for a number of purposes as well as rural living. Denying the owners of the land the right to erect buildings prevents them enjoying the benefits from the legitimate use of their asset under the LPS

Owners of RSH land would not be able to have tractor and equipment to maintain & use their land without somewhere to store them.

It was stated at the December forum this restriction was in place to prevent people living in a shed on the property. Sheds are not passed for habitation so there is plenty of opportunity to prevent people living in a shed on their property. People living in a shed can occur in other circumstances e.g. land that has a residence and a shed and family members living in the shed. Shire has the legislative tools to prevent this and shire has the same tools available to it to prevent people living in a shed on a block.

suggests to prevent people from living in outbuildings, it does not however have the capacity or financial resources to expend conducting compliance checks on where people are living (point iii in the suggestion) and how land owners are using their shed. The removal of this section of the policy would leave the policy open to abuse and create additional unnecessary compliance issues.

- 8) In response to this submission, a new section has been included in the policy clarifying the process required for compliant and non-compliant applications for outbuildings. This section also details public consultation requirements as suggested.

In response to the suggestion ‘give staff delegated authority to approve applications that comply with this policy and any that don’t can go before Council’ the following should be noted:

- Under the current policy, applications that comply with the policy do not require planning approval. This is not proposed to change under the new policy.
- Under the current policy applications that do not comply with the policy do require planning approval. The majority of these applications are assessed and approved under delegated authority. In the majority of cases officers are confident that they have the training and expertise required to make a determination under delegated authority. If officers are unsure or the application is contentious with objections received, planning applications are always referred to Council for determination.
- This suggestion is considered to be unnecessary and onerous for applicants, officers and Council. If every planning application was required to be put to Council

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This requirement exists elsewhere for residential land but I cannot find it in the outbuilding policies of any other non- metropolitan shire

7.Consider

- i)removing this requirement, at least for RSH zone, to make the policy consistent with other shires, OR
- ii) making it compulsory for applications on vacant land to go before council, OR
- iii) require proof from the applicant that they have a principal place of residence.

Governance

In the background on this matter for the December meeting it was written that applicants should not have the opportunity to have a rejected application go before council. This hasn't been included in the proposed changes and the vast majority of people would not be aware this right of review is being removed. Council should maintain its oversight of these developments as having "hard" policy requirements with no allowance for individual situations will limit property owner's enjoyment of their major asset and limit development within the shire. Further, it gives the policy the power of a local law without having gone through the assessment process and checks and balances that adoption of a local law is subject to.

8.Add an extra section similar to Shire Serpentine Jarrahdale regarding the decision making process. This clearly sets out what the process is

for determination, the planning process timeframe would likely take up to 8-9 weeks as opposed to the 3-4 weeks when determined under delegated authority. It is considered that the community would find this extended timeframe to be unreasonable.

This submission suggests that 'applicants should have an opportunity for their rejected application go before Council'. Council is not an appeal body under the Planning and Development Act. In the rare case an application is refused, the applicant has the option of pursuing the matter through the State Administrative Tribunal appeal process.

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	<p>& has definite guidelines but still allows for individual needs in a transparent process.</p> <p>From Shire Serpentine Jarrahdale 6.0 Delegation 6.1 Applications that comply with the Acceptable Development Criteria in this Policy may be dealt with under delegated authority, pursuant to Clause 8.2 of TPS No.2. Applications falling within the Performance Based Criteria may require consideration by Council. All applications which fall within the Unacceptable Development Criteria will require consideration by Council.</p> <p>E.g. floor area for farmlet zone (4-40Ha) acceptable criteria is 300sq.m Performance based is up to 600sqm & unacceptable is greater than 600sqm.</p> <p>Give staff delegated authority to approve applications that comply with this policy and any that don't can go before council if the applicant wishes to proceed. This extra process should include provision for notifying neighbours and other requirements - see Shire of Serpentine Jarrahdale. There is nothing inconsistent in this approach, quite the reverse, and it will allow landholders full enjoyment and benefit of their property and still limit off-site impacts.</p> <p>Thankyou for the opportunity to comment on this proposed policy, Peter McGrath</p>		
2	I wish to make the following comments in regard to your Local Planning Policy 1 – Outbuildings:	Definitions, Maximum Areas, Floor wall	This submission is noted. 1) This is a valid point. The definition of an 'Outbuilding' has been

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	<p>1) Definitions such as Outbuildings which does not include garages or carports whereas the Policy Statement says that Maximum combined floor area now includes garage or carport. This inconsistency is confusing.</p> <p>2) Design constraints such as floor area, wall height and ridge height do not allow for innovation and integration and harmonisation with existing structures. Thus all references to maximum floor area, wall height and ridge height should be removed from the policy.</p>	<p>heights and ridge heights. Outbuilding Integration.</p>	<p>amended to clarify that maximum combined floor area includes detached carports and garages.</p> <p>2) Design constraints for outbuildings are necessary to protect the communities' interests. Town planning regulates land use and development, without planning regulations such as this policy, individualistic ad hoc development would occur with complete disregard of and respect of the community's interests as a whole. Slums and shanty towns provide an example of what can happens when planning design constraints and planning regulations are removed. The removal of design constraints would also have a detrimental impact on the character, liveability and amenity of the Shire in addition to causing a number of issues not limited to overshadowing, noise pollution, light and ventilation issues, interrupted views, inappropriate bulk and scale and an unappealing image of built form in the Shire of Northam.</p> <p>The removal of design constraints would lead to an increase in compliance issues whilst also causing inconsistencies in the planning process and uncertainty for applicants and tension amongst land owners. It is considered that the policy is flexible enough to allow sufficient innovation and flexibility for land owners wishing to build a shed whilst also protecting adjoining land owner's interests. Therefore all references to maximum floor area, wall height and ridge height are to remain included in this policy.</p>
<p>3</p>	<p>I think it is a great idea, with the size of my block (5,500m²), 120m² isn't a huge amount of room to take up. But it would be very useful for storage! I have a boat, trailer, 4 motorbikes, XP Fairmont, HG Premier, a 4X4 that won't fit in my garage and a lot of tools and other bits and pieces that need to go in a shed out of the weather. It is also another roof to catch rain water for my water tank. If you could please submit this to the Council, it</p>	<p>Lot size, Outbuilding sizes, storage.</p>	<p>This submission is noted.</p>

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	would be much appreciated.		
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APPENDIX 3 - PROPOSED TELECOMMUNICATIONS INFRASTRUCTURE - 15 WOOD DRIVE, NORTHAM

Shire of Northam
Town Planning Scheme No 5
Application for Telecommunications Infrastructure – 15 Wood Drive, Northam 6401
Schedule of Submissions

No.	Summary of Submission	Applicants Comments	Officers Comments
<p>1 Land Owner 270m from proposed tower</p>	<p>We are firmly against and in total disagreement to the placement of a 165' Tower and chattels being placed on a pristine prestigious golf course – and adjacent to valuable new homes, which will have outlooks defaced, obstructed and encumbered. The value of our home will be lowered considerably. We are greatly concerned also regarding the health of electronic repercussions and interference. Existing better alternatives around.</p>	<p>The applicant provided the following points in relation to concerns for public health;</p> <p>There are national safety regulations which they have to operate under. These regulations do not provide any general public distance based restrictions, meaning radio communication facilities are permissible in any environment.</p> <p>Australia has adopted the safety regulations of the World Health Organisation (WHO), they state that “... current evidence does not confirm the existence of any health consequences from exposure to low level electromagnetic fields”</p> <p>Typically the NBN wireless communication facilities operate at radio signal strengths 1000's of times below the safety limit.</p> <p>The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), the national safety watchdog, advises that “... The base stations use</p>	<p>The submission is noted.</p> <p>Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application and making a determination, impact on property value is not a detailed consideration, therefore, cannot contribute to making a determination on this application.</p> <p>The proposed tower is a thin monopole structure approximately 0.5m wide. It is considered that whilst the proposed tower is taller than surrounding development, its monopole design significantly reduces</p>

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		<p>similar technology to 4G mobile phones and produce very low exposures to EMR (or EME) in the surrounding area, even very close to the installation. There are no established health effects from these very low levels of RF EMR”</p> <p>While NBN Co acknowledge that some local residents remain concerned about health and safety, it should be noted that signal strengths remain many thousands of times below the national and international safety guidelines. NBN Co design their facilities to deliver fast and reliable broadband services safely and responsibly; in this case, we believe there is no reason for the community to be concerned about health and safety.</p> <p>We consider that the montage illustrates that the proposal (a slim-line monopole, not a bulky tower) will not represent a jarring and/or dominant visual intrusion on the existing landscape. The visual change would not represent a major visual impact, and would certainly not represent a level of detriment warranting refusal of the application.</p> <p>NBN Co held a pro-active community information session at the Northam Recreation Centre last November prior to lodging the proposal, and there was overwhelming support from attendees from Northam for the need to improve broadband services in this area. I also mentioned on the phone that we had a number of attendees from Wood Drive who</p>	<p>the visual impact of the structure and would not result in an obstruction of views. In addition to this, the proposed tower is located on a downslope so as to reduce the visibility of the tower. The proposed monopole structure is considered to be the best design option that minimises the visual impact.</p> <p>There are a number of mature trees surrounding the base of the proposed tower which provides natural a natural screen around the base of the tower and the lower portion of the tower. It is considered that the golf course is an appropriate location within Northam for the NBN Tower as it is suitably setback from residential dwellings and major transport routes, design and sited to reduce the visual impact.</p> <p>The applicant has supplied</p>

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No.	Summary of Submission	Applicants Comments	Officers Comments
		<p>came in with concerns, and after reviewing the attached photo-montage, many were consoled and reassured. We understand that some of these neighbours thought that we were proceeding with the original location which was much closer to northern boundary.</p> <p>We consider that this is the best available site. We need to be centrally located to the target coverage areas and cannot locate out of Northam. Together with our project partners Ericsson and Daly International, NBN has reviewed a significant number of sites, and the Course offers good visual and physical separation relative to other candidate sites considered.</p>	<p>information showing that the predicted EME level from the proposed fixed wireless facility (0-500m) is 0.019%. This is considered to be less than 1% of the maximum allowable exposure limit as identified as being safe by the ACMA. Therefore, it is considered that the proposed tower will not result in health implications.</p>
<p>2 Land owner 420m from proposed tower</p>	<p>We oppose this construction on this site. This is a residential area. There are many better sites for clear transmission and reception that the golf course i.e. Mt Ommaney, Moore Street – Farmland, Throssell Street may offer better reception.</p>	<p>In response to concerns about Location the applicant has provided the following response:</p> <p>The proposed tower is 125m from the closest residence, and has been sited to minimize visual impact on the surrounding locality.</p> <p>By virtue of its height, the site has been designed to retain the smallest possible visual profile and we consider it has been sited appropriately.</p> <p>Investigation of 9 other potential sites within the town found this site to be the best option from a planning and technical perspective.</p>	<p>The submission is noted.</p> <p>It is considered that the golf course is an appropriate location within Northam for the NBN Tower as it is suitably setback from residential dwellings and major transport routes, design and sited to reduce the visual impact.</p> <p>The applicant has investigated a number of alternative locations around Northam and have advised</p>

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No.	Summary of Submission	Applicants Comments	Officers Comments
		<p>We consider that this is the best available site. We need to be centrally located to the target coverage areas and cannot locate out of Northam. Together with our project partners Ericsson and Daly International, NBN has reviewed a significant number of sites, and the Course offers good visual and physical separation relative to other candidate sites considered.</p>	<p>that the golf course is the most viable site for proposed tower that would allow the tower to provide NBN service coverage areas to approximately 340 premises in the Shire of Northam.</p>
<p>3 Land Owner 310m from proposed Tower</p>	<p>Re: Submissions on Proposed NBN Wireless Infrastructure, 15 Wood Drive, Northam. We wish to respond to your request for submissions regarding the above proposal.</p> <p>In 2006 when we purchased our property at 47 Wood Drive, we chose this block because of the outlook over the golf course and the fact that Shirley Smyth is a member of the Northam Country Club and it would make easy access to the golf course in retirement years.</p> <p>We have attached a sheet with three photos included. The top shows our block at the time of purchase, the second is taken from the proposed Fixed Wireless Report prepared for the NBN re the proposal with a superimposed diagram of the tower. The third photograph shows the situation as at present with our dwelling having just commenced. You will notice from the photos that two of the trees which supposedly help camouflage the tower, have now died.</p>	<p>The applicant provided the following comments in relation to visual impact concerns;</p> <p>NBN Co consider the that the site retains an appropriate visual impact – it has been sited as far as practicable from housing while still remaining technically feasible, it has been sited close to vegetation to help screen it at a low and middle level, and its overall impact on the Northam community is anticipated to be low.</p> <p>NBN Co held a pro-active community information session at the Northam Recreation Centre last November prior to lodging the proposal, and there was overwhelming support from attendees from Northam for the need to improve broadband services in this area. I also mentioned on the phone that we had a number of attendees from Wood Drive who came in with concerns, and after reviewing the attached photo-montage, many were consoled and reassured. We understand that some of these neighbours thought that we were proceeding with the</p>	<p>The submission is noted.</p> <p>Officers conducted a site visit to investigate the current state of the trees and vegetation on the site. The trees on the site appeared to be in a healthy condition (as per the photos included in the appendices).</p> <p>It is considered that the existing trees on the golf course will partially screen the lower portion of the proposed tower. The proposed tower monopole is 0.5m wide and is considered that the monopole design significantly reduces the</p>

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	<p>The photograph used to document, presented by the NBN dated December 2014, is a photo I believe from Google Earth taken in 2010, when the trees were still healthy. As such the report does not accurately reflect what the current situation is really like.</p> <p>The tower is in direct line with our outlook from the back of the house where we will have a large deck area overlooking the golf course.</p> <p>As such we wish to object to the tower being in the proposed location. We did not purchase our property so we could look at a 45 metre tower. If it were further down the hill towards the river it would be much less obvious and it would also not affect the people down along Old York Road.</p> <p>We would therefore be grateful if the Council could consider the effect that it has, not only on us but all property owners along Wood Drive and possibly higher up the estate as well.</p>	<p>original location which was much closer to northern boundary.</p> <p>We consider that the montage illustrates that the proposal (a slim-line monopole, not a bulky tower) will not represent a jarring and/or dominant visual intrusion on the existing landscape. The visual change would not represent a major visual impact, and would certainly not represent a level of detriment warranting refusal of the application.</p>	<p>visual impact of the structure and would not result in an obstruction of views. It is considered that the proposed tower will not have a detrimental impact upon the character and setting of the surrounding area.</p>
<p>4 Land Owner 380m from the proposed Tower</p>	<p>We feel that due to the enormity of the aerial and surrounding area that it will be an eyesore and will devalue our property. We were told by the contractors that we would not benefit from the broadband as we are too close to the aerial and yet we are the ones affected.</p>	<p>Community members in Northam not receiving fixed wireless coverage from the proposed tower, they will be receiving NBN services via fixed line. The facility must be considered for the good it can provide to the wider network. It is proposed to service 162 properties directly. It is also a hub site and so connects with the broader fixed wireless network. As</p>	<p>The submission is noted.</p> <p>Section 10.2 of LPS6 details matters to be considered by the Local Government when</p>

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		<p>a part of the network it will help to provide coverage to a further 183 properties.</p>	<p>assessing an application and making a determination, impact on property value is not a detailed consideration, therefore, cannot contribute to making a determination on this application.</p> <p>The proposed tower is a thin monopole structure approximately 0.5m wide. It is considered that whilst the proposed tower is taller than surrounding development, its monopole design significantly reduces the visual impact of the structure and would not result in an obstruction of views. In addition to this, the proposed tower is located on a downslope so as to reduce the visibility of the tower. The proposed monopole structure is considered to be the best design option that minimises the visual impact.</p>

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No.	Summary of Submission	Applicants Comments	Officers Comments
<p>5</p> <p>Land Owner 330 m from the proposed tower</p>	<p>Concerns</p> <p>1. Visual Aspect from property</p> <ul style="list-style-type: none"> - Purpose of purchasing property for retirement was for the views. NBN Co solution was to plant trees in front of the House!!!! - Believe the price of real estate in the Springfield Estate will be compromised. - Cannot find a pegged site to confirm the exact location and believe when asked to put up a balloon to show residents how high it will look this was declined. - Because of height and in a possible flight path would it be beaming lights at night? <p>2. Value from Infrastructure</p> <ul style="list-style-type: none"> - When asked about location they stated it is not the preferred site but the Country Club are the ones who want it. - Its purpose is to service surrounding properties around Northam p to about 5-10 kms. As Northam will be provided with optic cable, the town itself will not be using it. - Indications show that residents living close to the infrastructure would not benefit anyway as they will be under any signals being transmitted. <p>There are still a lot of unanswered questions. In this world of technological advancement when everything is in a "Cloud". We struggle</p>	<p>One resident noted that NBN Co did not make an attempt to visually represent the tower, including by placing a balloon onsite showing the indicative height of the facility.</p> <p>NBN Co are confident in the accuracy of the computer generated photomontages which have been presented to the community – while these are indicative, they are prepared by an experienced visual impact consultant and are as close as possible to how the final facility will appear. We note there are also significant difficulties with using balloons, given these can be affected by wind or may not be obviously visible.</p> <p>NBN Co held a pro-active community information session at the Northam Recreation Centre last November prior to lodging the proposal, and there was overwhelming support from attendees from Northam for the need to improve broadband services in this area. I also mentioned on the phone that we had a number of attendees from Wood Drive who came in with concerns, and after reviewing the attached photo-montage, many were consoled and reassured. We understand that some of these neighbours thought that we were proceeding with the original location which was much closer to northern boundary.</p> <p>NBN Co are confident that the proposal will not impact on local aviation safety; further, no obstacle lighting is proposed at this site.</p>	<p>The submission is noted.</p> <p>Officers conducted a site visit to the site to investigate the current state of the trees and vegetation on the site. It is considered that the existing trees on the golf course will partially screen the lower portion of the proposed tower. The proposed tower monopole is 0.5m wide and is considered that the monopole design significantly reduces the visual impact of the structure and would not result in an obstruction of views. It is considered that the proposed tower will not have a detrimental impact upon the character and setting of the surrounding area.</p> <p>Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application</p>

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No.	Summary of Submission	Applicants Comments	Officers Comments
	<p>to come to terms with such a large structure being erected in the middle of a new Estate to service such a small area, as outside of its capabilities the service is provided by satellite.</p>	<p>While NBN Co are responsive of the requirements of the Civil Aviation Safety Authority (CASA), CASA have been contacted in respect of the project and had no specific requirements. A planner at Daly International made contact with the airport at the time of lodgement and confirmed Northam Airport is not registered, is predominantly a recreational airstrip and there is no Obstacle Limitation Surface for which compliance was required. The Airport Manager further confirmed that the site is unlikely to be an issue given the orientation of the runway. While the tower will be registered as a 'Tall Structure' with the RAAF following development approval, no obstacle safety lighting is proposed or required.</p> <p>Community members in Northam not receiving fixed wireless coverage from the proposed tower, they will be receiving NBN services via fixed line. The facility must be considered for the good it can provide to the wider network. It is proposed to service 162 properties directly. It is also a hub site and so connects with the broader fixed wireless network. As a part of the network it will help to provide coverage to a further 183 properties.</p>	<p>and making a determination, impact on property value is not a detailed consideration, therefore, cannot contribute to making a determination on this application.</p> <p>It is considered that the applicant has supplied sufficient information stating that the proposed tower will not have any impact upon aviation activity at the Northam Airport. The applicant has also advised that no lighting is required on this infrastructure.</p> <p>The applicant has investigated a number of alternative locations around Northam and have advised that the golf course is the most viable site for proposed tower that would allow the tower to provide NBN service coverage areas to approximately 340 premises in the Shire of Northam.</p>

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No.	Summary of Submission	Applicants Comments	Officers Comments
<p>6 Land Owner 320m from proposed tower</p>	<p>I find it extremely disturbing that the proposed tower is to be located within the immediate vicinity of over a hundred residential houses.</p> <p>The health risks associated with these towers have not been established, however exposure to electromagnetic radiation is a risk to human health and that's why limits to exposure have been set. Several land owners are only 100m of the proposed tower which will emit electromagnetic radiation. It should be noted whilst the proposal states the houses are approximately 120m-130m away from the tower, the land to the east of the proposed tower slopes upwards, therefore reducing the separation distance between the towers and the homes.</p> <p>Further to this a private organisation such as the Northam Country Club will receive financial remuneration from the tower whilst devaluing many of the surrounding properties. I cannot see how this is an equitable arrangement for the community.</p> <p>I would also like to state that there are many other suitable locations for this tower not surrounded by residential properties and I highly</p>	<p>While property value is not a town planning matter and a Council decision should not be made on this basis, it is acknowledged that this issue may be of concern to some local residents. Four submissions touched on the issue of property valuation and future saleability. It should be noted that property valuation is an extremely complex issue with fluctuations in price being subject to a vast number of factors.</p> <p>We consider, in this case, that the proposed development is acceptable in the subject property's planning and physical context. It is important to note that there is reasonable visual and physical separation between the proposed facility and dwellings on neighbouring properties, and we consider the impacts of the proposed facility are acceptable in that context.</p> <p>One submission noted that the NBN facility may interfere with electronic devices in the vicinity of the site. We note this is incorrect – NBN Co are licenced by ACMA for the exclusive use of the OFDMA2300 frequency band. As the exclusive licensee of this frequency band, emissions from NBN Co equipment will not interfere with other devices.</p>	<p>The submission is noted.</p> <p>The applicant has supplied information showing that the predicted EME level from the proposed fixed wireless facility (0-500m) is 0.019%. This is considered to be less than 1% of the maximum allowable exposure limit as identified as being safe by the ACMA. Therefore, it is considered that the proposed tower will not result in health implications.</p> <p>Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application and making a determination, impact on property value is not a detailed consideration, therefore, cannot contribute</p>

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No.	Summary of Submission	Applicants Comments	Officers Comments
	<p>recommend the Shire of Northam look into these options. Please see the adjoining map.</p> <p>Again the effects from the electromagnetic radiation on the immediate community from this proposed tower will be long term which is difficult to justify against the minimal financial remuneration that will be paid to the private organisation/club that is the Northam Country Club.</p>		<p>to making a determination on this application.</p> <p>The applicant has investigated a number of alternative locations around Northam and have advised that the golf course is the most viable site for proposed tower that would allow the tower to provide NBN service coverage areas to approximately 340 premises in the Shire of Northam.</p>
<p>7 Land Owner 170m rom proposed tower</p>	<p>No objection to proposed location as per plans provided.</p> <p>If location modified would like opportunity to comment further.</p>		<p>The submission is noted.</p>
<p>8 Land Owner 360m from proposed Tower</p>	<p>We support the installation as the benefits of NBN Internet Installation will be huge. Also the benefit to the Northam Country Club financially. The tower will not be obtrusive.</p>		<p>The submission is noted.</p>

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No.	Summary of Submission	Applicants Comments	Officers Comments
9	Further to your correspondence of the 22 December 2014 with attachments, Main Roads Western Australia (MRWA) advises no objection to the proposal.		The submission is noted.
10 Land Owner 6.85km from proposed tower	<p>I am writing to the Shire to express my strong support for the NBN Tower to be located at the Northam Golf Club which is part of the Northam Country Club, a group made up of golf, tennis, squash and the Northam Club.</p> <p>The Northam Country Club represents a wide cross section of groups and ages from our community who use our facilities for sport and recreation. It employs one full time staff member and a number of casuals.</p> <p>I am a playing member of the Golf Club and sit on the board of the Country Club. Financially, we are a self-supporting club. We have significant land and building assets and a small cash income per annum. These assets require significant maintenance costs on an ongoing basis. Fund-raising is very tough in a small community like ours. Our club often misses out on government funding as we are a private club by way of owning our own land and building.</p> <p>This makes the positing of the NBN tower at the gold course so critical to our future income. It is a way for the board and members to stand on</p>		<p>The submission is noted.</p> <p>Section 10.2 of LPS6 details matters to be considered by the Local Government when assessing an application and making a determination, impact on property value is not a detailed consideration, therefore, cannot contribute to making a determination on this application.</p>

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No.	Summary of Submission	Applicants Comments	Officers Comments
	<p>our own two feet and negotiate as an individual entity. If we are penalised on access to government money front we can't then be left out of commercial decisions within the community.</p> <p>I hope you and the Council consider this decision carefully as this tower will be located somewhere within the community. Why not put it somewhere that benefits many now and into the future rather than putting it onto some government land and returning the money available to state revenue.</p>		

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277
National
Broadband
Network

Planning Report
Proposed Fixed Wireless Facility

15 Wood Drive, Northam
Lot 7 on Deposited Plan 64390

NBN Site Reference
NBN 6KAZ-6NTM-51-02-NTHT

The contents of this document reflect NBN Co.'s current position on the subject matter of this document. It is provided solely to explain information relevant to NBN Co.'s planning proposal. The contents of this document should not be relied upon as representing NBN Co.'s final position on the subject matter, except where stated otherwise. Any dates provided are indicative only, are subject to change and are dependent upon a number of factors.

Prepared on behalf of NBN Co Limited
By Daly International Pty Ltd
December 2014



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Executive Summary

Proposal	<p>NBN Co propose to install a new fixed wireless facility at 15 Wood Drive, Northam, comprised of the following:</p> <ul style="list-style-type: none"> ▪ 45m high monopole; ▪ 1 X parabolic dish antennas; ▪ 3 X panel antennas on a circular headframe; ▪ 1 x outdoor cabinets (and 1 x future) at ground level; & ▪ Ancillary equipment associated with operation of the facility, including cable trays, cabling, safe access methods, bird proofing, earthing, electrical works and air-conditioning equipment. 	
Purposes	<p>The proposed facility is necessary to provide NBN fixed wireless coverage to the north-east; and to the west of the proposed facility in Northam.</p>	
Property Details	<p><i>Lot & Plan No:</i> 7 on Deposited Plan 64390 <i>Street Address:</i> 15 Wood Drive, Northam <i>Overall Site Area:</i> 54.142 ha approx. <i>Property Owner:</i> Northam Country Club Inc.</p>	
Town Planning Scheme	<p><i>Council:</i> Shire of Northam <i>Zones:</i> Parks & Recreation (Recreation) <i>Use Definition:</i> Telecommunications Infrastructure</p>	
Applicable Planning Policies	<p>Relevant State & Local Planning Policies</p> <p><i>State Planning Policy 5.2 Telecommunications Infrastructure</i></p>	<p>Complies</p> <p>Yes</p>
Application	<p>Use and development of the land for the purposes of construction & operation of Telecommunications Infrastructure (Fixed Wireless facility)</p>	
Applicant	<p>NBN Co Limited (NBN Co) c/- Daly International Level 1, 1002 Hay Street PERTH WA 6872 Contact: Rochelle Barclay Our Ref: 6NTM-51-02-NTHT</p>	

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1 INTRODUCTION

NBN Co has engaged Ericsson as the equipment vendor and project manager to establish the infrastructure required to facilitate the fixed wireless component of the National Broadband Network (NBN). Ericsson has in turn engaged Daly International to act on its behalf in relation to the establishment of the required fixed wireless network infrastructure.

The NBN is an upgrade to Australia's existing telecommunications network. It is designed to provide Australians with access to fast, affordable and reliable internet and landline phone services. NBN Co plans to upgrade the existing telecommunications network in the most cost-efficient way using best-fit technology and taking into consideration existing infrastructure.

To support the Fixed Wireless component of this network, NBN Co requires a fixed wireless transmission site to provide fixed wireless internet coverage north-east; and to the west of Northam.

An in-depth site selection process was undertaken in the area prior to confirming the site as the preferred location. This process matched potential candidates against four key factors, namely:

- Town planning considerations (such as zoning, surrounding land uses, environmental significance and visual impact);
- The ability of the site to provide acceptable coverage levels to the area;
- Construction feasibility; and
- The ability for NBN Co to secure a lease agreement with the landowner.

This application seeks planning consent for:

- a 45 metre high monopole;
- radio and transmission telecommunications equipment; and
- Ancillary equipment cabinet(s).

Located at 15 Wood Drive, Northam, legally known as Lot 7 on Deposited Plan 64390.

This submission will provide assessment in respect of the relevant planning guidelines, and demonstrates site selection on the basis of:

- The site is designed so as to be appropriately located & sited so as to minimise visual impact on the immediate & surrounding area;
- The site is designed to achieve the required coverage objectives for the area;
- The proposal is designed to operate within the regulatory framework of Commonwealth, State and Local Government; and
- The facility is designed to operate within all current and relevant standards and is regulated by the Australian Communications and Media Authority.

This planning report provides details of the proposed installation, assesses its compliance with the relevant planning instruments, draws a number of conclusions regarding likely impacts in terms of key relevant issue areas and recommends that the proposal be approved.

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2 BACKGROUND

2.1 NBN Co and the National Broadband Network

NBN Co is the organisation responsible for overseeing the upgrade of Australia's existing telecommunications network and for providing wholesale services to retail service providers. The NBN is designed to provide Australians with access to fast, affordable and reliable internet and landline phone services.

NBN Co plans to upgrade the existing telecommunications network in the most cost-efficient way using best-fit technology and taking into consideration existing infrastructure. The NBN's fixed wireless network will use cellular technology to transmit signals to and from a small antenna fixed on the outside of a home or business, which is pointed directly towards the fixed wireless facility.

NBN Co's fixed wireless network is designed to offer service providers with wholesale access speeds of up to 25Mbps for downloads and 5Mbps for uploads.¹

2.2 What is Fixed Wireless and how is it different to Mobile Broadband?

The NBN's fixed wireless network, which uses advanced technology commonly referred to as LTE or 4G, is engineered to deliver services to a fixed number of premises within each coverage area. This means that the bandwidth per household is designed to be more consistent than mobile wireless, even in peak times of use.

Unlike a mobile wireless broadband service where speeds can be affected by the number of people moving into and out of the area, the speed available in a fixed wireless network is designed to remain relatively steady.

2.3 The Fixed Wireless Network – Interdependencies

Although fixed wireless facilities are submitted to Council as standalone developments from a planning perspective, they are highly interdependent. Each fixed wireless facility is connected to another to form a chain of facilities that link back to the fibre network. This is called the 'transmission network'.

The transmission network requires line of sight from facility to facility until it reaches the fibre network. The fixed wireless network will remain unconnected without the transmission network and a break in this chain can have flow on effects to multiple communities. The proposed Fixed Wireless facility at Northam is a terminal site.

A typical fixed wireless facility will include three panel antennas mounted above the surrounding area. Each antenna is designed to cover a set area to maximise signal strength. These network antennas communicate to a small antenna installed on the roof of each customer's home or business.

¹ NBN Co is designing the NBN to provide these speeds to our wholesale customers, telephone and internet service providers. End user experience including the speeds actually achieved over the NBN depends on some factors outside NBN Co's control like equipment quality, software, broadband plans and how the end user's service provider designs its network.

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The character of the Fixed Wireless network is visually demonstrated through Figure 1 below.

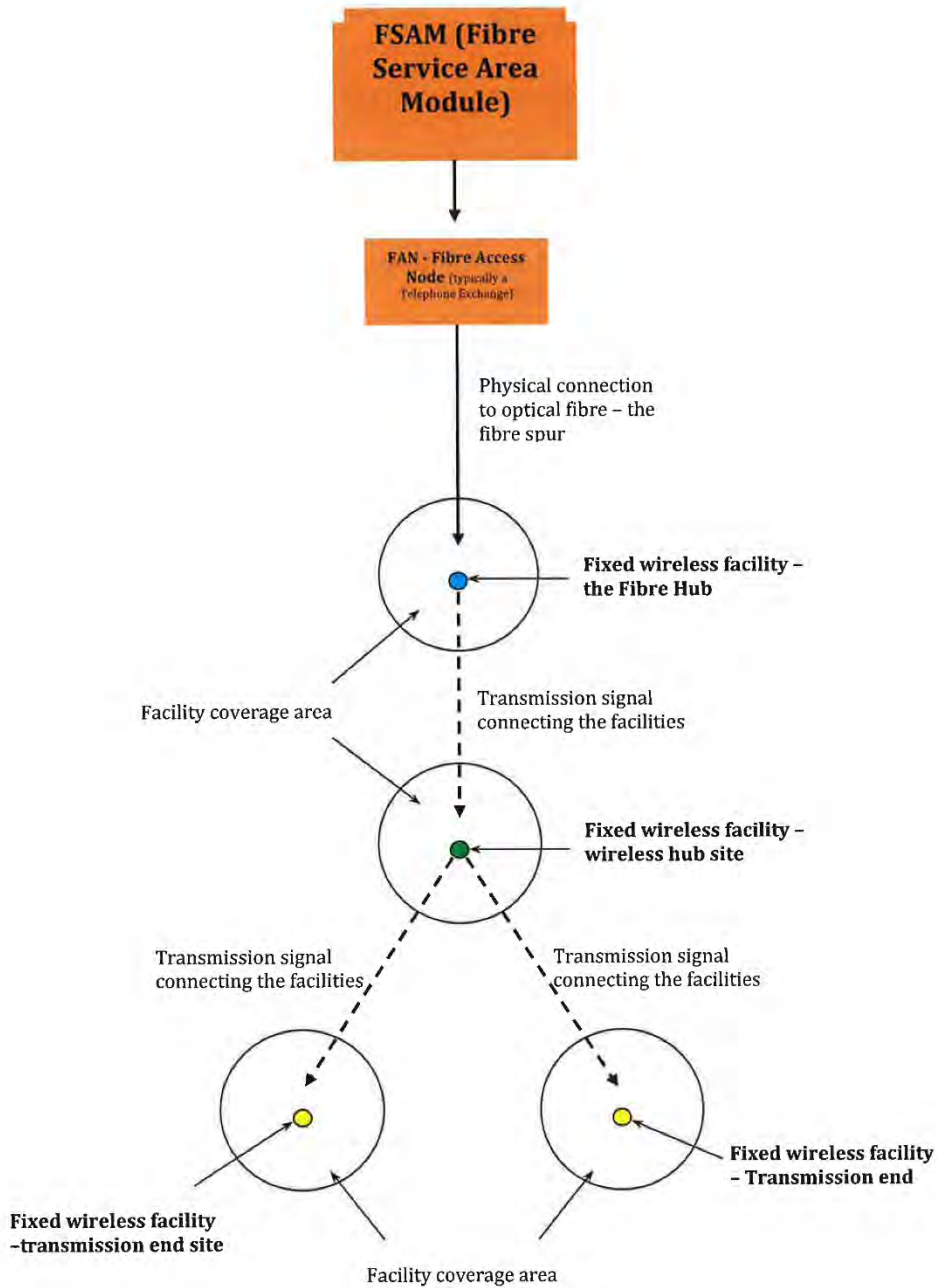


Figure 1: The fixed wireless network

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3 SITE SELECTION

Planning for a new fixed wireless broadband facility is a complex process. NBN Co conducts a rigorous multi-stage scoping process, as outlined below.

3.1 Identification of areas requiring Fixed Wireless coverage

NBN Co's Fixed Wireless locations are determined by a number of factors including the availability of both the NBN Co Fibre transit network and the availability of Point of Interconnect (POI) facilities to allow for the installation of NBN Co fibre equipment. NBN Co uses a number of methods to identify those parts of Australia that require Fixed Wireless coverage. When an area is identified as requiring Fixed Wireless coverage, investigations are undertaken to determine the measures required to provide this coverage.

NBN Co has identified a requirement to provide a Fixed Wireless facility at Northam. The facility is designed to provide Fixed Wireless internet services to dwellings in the north-east; and to the west of Northam.

3.2 Site Selection Parameters

NBN Co generally identifies an area where the requirement for a Fixed Wireless facility would be highest, a 'search area.' A preliminary investigation of the area is then generally undertaken, in conjunction with planning and property consultants, radiofrequency engineers and designers in order to identify possible locations to establish a facility.

Generally speaking, new sites must be located within, or immediately adjacent to, the identified search area in order to be technically feasible. However, while the operational and geographical aspects of deploying new facilities are primary factors, there are also many other issues that influence network design, which have to be resolved in parallel.

Some of the issues that may be considered include visual amenity, potential co-location opportunities, the availability and suitability of land as well as a willing site provider, occupational health and safety, construction issues (including structural and loading feasibility and access for maintenance purposes), topographical constraints affecting network line of site, legislative policy constraints, environmental impacts, and cost implications.

The number, type and height of facilities required to complete the Fixed Wireless network are largely determined by the above operational, geographical and other factors discussed that influence final network design. These compounding factors often severely restrict the available search area within which a facility can be established to provide Fixed Wireless internet services to a local community.

3.3 Candidate Sites

Following the identification of the search area, a number of candidate sites were examined. Each candidate was assessed based on the ability to meet the coverage objectives and site considerations detailed above. A total of nine (9) candidates were selected for in-depth investigation, as per **Figure 2** on the following page.

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NBN Co endeavors to avoid locating search areas in close proximity to residential localities and potentially sensitive land uses, where practicable. The central-east Northam area is comprised of a mixture of rural residential; parks and recreation; residential (Springfield Special Residential Zone) and light industrial land uses. Accordingly, NBN Co considers that this area provides an appropriate location for a facility, given the appropriate separation from higher-density residential and other sensitive land uses.

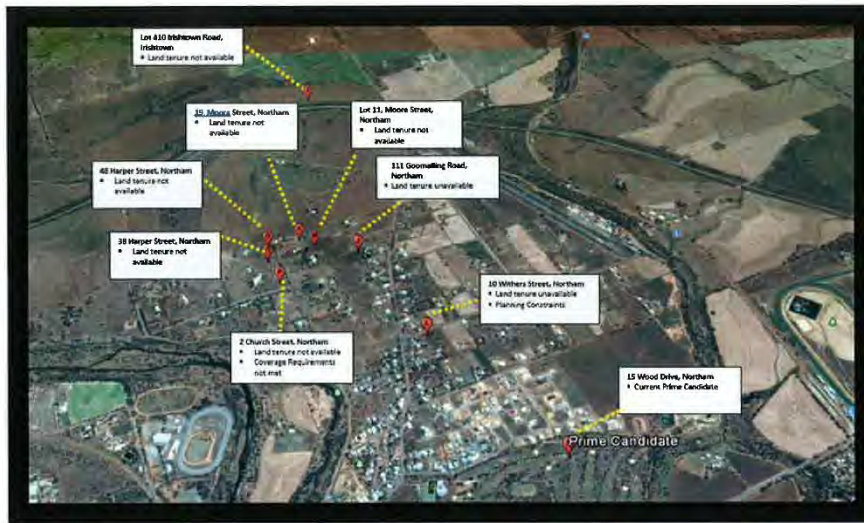


Figure 2 – NBN Co Candidate Sites (from Google Earth)

A summary of the candidates that were proposed is set out below, including a description of the opportunities and constraints that each site afforded.

Candidate	Address and Lot Number	Facility Type	Description
F	Lot 410, Irishtown Road, Irishtown WA (Lot 410 on Plan 26003)	New 45 m monopole	NBN Co investigated establishing a new 45 metre monopole at Lot 410, Irishtown Road, Irishtown. Tenure was unavailable.
G	48 Harper Street, Northam WA (Lot 100 on Diagram 85839)	New 45 m monopole	NBN Co investigated establishing a new 45 metre monopole at 48 Harper Street, Northam. Tenure was unavailable.
J	111 Goomalling Road, Northam WA (Lot 48 on Plan 2805)	New 45 m monopole	NBN Co investigated establishing a new 45 metre monopole at 111 Goomalling Road, Northam. Tenure was unavailable.
K	19 Moore Street, Northam WA	New 45 m monopole	NBN Co investigated establishing a new 45 metre monopole at 19

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	(Lot 10 on Plan 2805)		Moore Street, Northam. Tenure was unavailable.
L	10 Withers Street, Northam WA (Lot 1 on Plan 42217)	New 45 m monopole	NBN Co investigated establishing a new 45 metre monopole at 10 Withers Street, Northam. Planning Issues associated with the site prevented this candidate from moving forward.
M	Lot 11 Moore Street, Northam WA (Lot 11 on Plan 2805)	New 45 m monopole	NBN Co investigated establishing a new 45 metre monopole at Lot 11 Moore Street, Northam. Tenure was unavailable.
N	15 Wood Drive, Northam WA (Lot 7 on Plan 64930)	New 45 m monopole	NBN Co investigated establishing a new 45 metre monopole at 15 Wood Drive Street, Northam. This is the subject site.
O	38 Harper Street, Northam WA (Lot 101 on Diagram 85839)	New 45 m monopole	NBN Co investigated establishing a new 45 metre monopole at 38 Harper Street, Northam. Tenure was unavailable.
P	2 Church Street, Northam WA (Lot N13 on Plan 222920)	New 45 m monopole	NBN Co investigated establishing a new 45 metre monopole at 2 Church Street, Northam. Tenure was unavailable.

3.4 Site Selection

This section has provided an overview of the process and particulars relating to site selection. Candidate N – 15 Wood Drive, Northam (Lot 7 on Deposited Plan 64390) is considered the ideal candidate site for the location of the proposed NBN fixed wireless facility for the following reasons:

- The proposed site has been particularly targeted to provide the optimal required quality of service as required by NBN Co across the north-eastern region of Northam;
- The site provides sufficient spatial separation from sensitive land uses with the nearest dwellings located approximately 125 metres and 130 metres from the proposed site;
- The existing vegetation is expected to provide partial screening and soften the scale of the proposal.

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4 SUBJECT SITE & SURROUNDS

The telecommunications facility is proposed to be located at 15 Wood Drive Northam. The land is formally described as Lot 7 on Deposited Plan 64390. The land is presently improved by a Golf Course, Clubhouse and associated ancillary facilities. The site is irregular in shape and has a total area of approximately 51.142 hectares. There is a drainage easement on the site. Access to the property is via an existing access track internal to the Golf Course (please refer to the Proposal Plans contained in **Appendix 3- Proposed Plans**).

The subject site is a Parks & Recreation (Recreation) Reserve (Please refer to the Zoning Map in **Section 6.3.2** of this report). The surrounding area consists of residential (located north); industrial (located south west); rural (located to the east); and parks and recreation & residential (Located to the west). The nearest dwelling is setback 125 metres. **Figure 3** on the following page depicts the subject site in the context of the surrounding area. This image shows the low-density character of the surrounding area.

Where possible, NBN Co endeavours to co-locate with existing telecommunications facilities if it is feasible to do so. As per data from the Mobile Carriers Forum (MCF) National Site Archive, there are no suitable telecommunications sites within the central-eastern area of Northam. Accordingly, co-location could not be achieved in this instance.

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Figure 3 – Aerial Photo of subject site, illustrating surrounding context (Courtesy of Google Maps)

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Figure 4; and **Figure 5** below depict the proposed location of the NBN Fixed wireless facility within the site, and the view from the proposed location looking towards Wood Drive. More site photos are included in **Appendix 2- Site Photographs**, and include a Photomontage illustrating the proposed facility as it would appear in the landscape.



Figure 4 – Proposed location of the NBN Wireless Facility compound

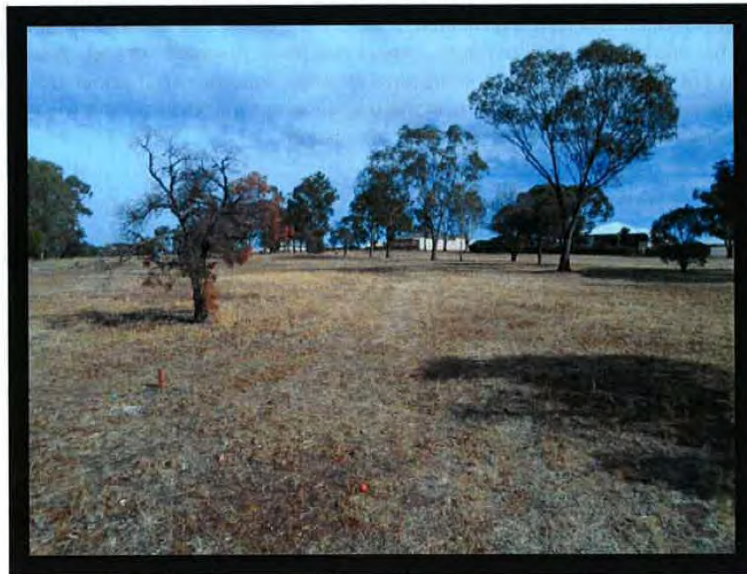


Figure 5 – View from proposed facility location towards Wood Drive

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5 THE PROPOSAL

5.1 Facility and Equipment Details

5.1.1 Equipment to be Installed

Approval is sought for the development of a telecommunications facility, comprising a forty five (45) metre high monopole, associated radio transmission telecommunications equipment and ancillary components including an outdoor cabinet enclosed within a secure compound which measures approximately 96 m² in area.

The proposed monopole will feature a circular headframe at the top of the monopole accommodating three (3) x panel antennas measuring approximately 1077 mm x 300mm x 115mm. One (1) parabolic dish antenna will also be installed at approximately 33 metres on the monopole and will be 600mm in diameter. (Please refer to **Appendix 3 – Proposed Plans** for further details.)

5.1.2 Access and Construction Details

The proposed NBN compound will be accessed via an existing internal access track within the Golf Course (Please refer to **Appendix 3 – Proposed Plans** for further details). NBN Co considers the site access to be appropriate given the NBN Co facility will not be a significant generator of traffic. Once operational, the facility should require once annual maintenance visits, but would remain unattended at all other times. As the facility is expected to generate minimal trips per year, it is anticipated that traffic interference will be negligible.

During the construction phase, it is planned that a truck will be used to deliver the equipment and a crane will be utilised to lift most of the equipment into place. Any traffic impacts associated with construction are expected to be of a short-term duration and are not anticipated to adversely impact on the surrounding road network. In the unlikely event that road closure will be required, NBN Co will apply to the relevant authorities for permission.

The facility and all ancillary components are proposed to be constructed over the one title. A copy of title is provided as **Appendix 1**. Plans indicating the details of the proposal form part of the documentation of this application. Additional photos of the site and proposed development plans are provided as **Appendices 2 & 3** respectively.

5.1.3 Utility Service Details

The facility will be powered by a proposed underground power route.

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5.1.4 Construction and Noise

Noise and vibration emissions associated with the proposed facility are expected to be limited to the construction phase outlined above. Noise generated during the construction phase is anticipated to be of short duration and accord with the standards outlined in the relevant EPA guidelines. Construction works are planned only to occur between the hours of 7.00am and 6.00pm.

There is expected to be some low level noise from the ongoing operation of air conditioning equipment associated with the equipment shelter, once installed. Noise emanating from the air conditioning equipment is expected to be at a comparable level to a domestic air conditioning installation, and should generally accord with the background noise levels prescribed by relevant guidelines.

A total construction period of approximately ten weeks (including civil works and network integration and equipment commissioning) is anticipated. Construction activities will involve four basic stages:

- Stage 1 (Week 1) – Site preparation works, including field testing, excavation and construction of foundations;
- Stage 2 (Weeks 2, 3 and 4) – Construction of the mast;
- Stage 3 (Weeks 5 and 6) – Construction of the equipment shelter and fences;
- Stage 4 (Weeks 7 – 10) – Installation of antennas and radio equipment, as well as equipment testing.

Once operational, the facility is designed to function on a continuously unstaffed basis and will typically only require maintenance works once a year, for approximately one day per year.

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6 CURRENT PLANNING CONTROLS

6.1 Commonwealth Legislation

6.1.1 The Telecommunications Act 1997

Schedule 3 of the *Telecommunications Act 1997* (Cth) empowers Carriers to install low-impact facilities without participating in the planning approval process. The *Telecommunications (Low Impact Facilities) Determination 1997* (Cth) defines which facilities are low-impact facilities. As the proposed monopole cannot be defined as a low-impact facility, the Commonwealth power does not apply. As such, unless a State or Territory exemption applies, a planning permit is required.

6.2 State Legislation –

6.2.1 Planning and Development Act 2005

The proposal is subject to the provisions of the *Planning and Development Act 2005*. This Act controls development within Western Australia through the application of environmental planning instruments. It is those instruments that document whether or not development is permissible, either with or without development consent, or prohibited.

6.2.2 State Planning Policy 5.2 Telecommunications Infrastructure

This policy provided a framework for the preparation, assessment and determination of applications for planning approval of telecommunications facilities within the context of the planning system of Western Australia. Planning Policy 5.2 states that ‘telecommunications infrastructure should be located, sited and designed in accordance with 15 Guiding Principles’. Please refer to **Appendix 5 – Response State Planning Policy 5.2** for compliance with the provisions of this policy.

6.2.3 Guidelines for the Location, Siting and Design of Telecommunications Infrastructure

The guidelines provide advice on the location, siting and design of telecommunications infrastructure to assist local government in planning for telecommunications facilities at the local level and are designed to be read in conjunction with Telecommunications Infrastructure Statement of Planning Policy 5.2, any town planning scheme for the particular area, and any local planning policies relevant to telecommunications infrastructure. These guidelines were taken into consideration when selecting this site.

6.2.4 Visual Landscape Planning in Western Australia

The Visual Landscape Planning Manual for Western Australia provides advice to state agencies, local governments, developers and the community on techniques for incorporating visual landscape planning into the planning system. The manual has been developed by the Department for Planning and Infrastructure with the assistance of a working group including the Department of Environment and Conservation (DEC) and Main Roads WA. The manual provides visual landscape planning methods: explains the techniques of visual landscape evaluation and visual impact assessment in detail. Part 3 of the manual provides guidelines for location, siting and

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design: considers land uses and developments that may give rise to potential impacts on different landscapes and measures to address these impacts.

An assessment of the report against these guidelines follows to assist council planners in their assessment of this application.

Guideline

1. Location

- a. Assess the potential location of the tower and comply with management standards for the area.*
- b. When locating and siting telecommunication towers avoid significant features, travel routes and recreation areas where possible.*
- c. Locate towers where there is similar infrastructure in the surrounding landscape and proposed construction area.*
- d. High points in the landscape vary in their prominence as viewed from different locations. Where possible choose higher points that appear less prominent from key views and/or travel routes.*
- e. To reduce impacts on key views, there are two options: locating further up a slope is better for short distance views, and for long distance views choose locations back from the top of the ridge or further down the slope (Figure 3.24)*

Response:

NBN Co identifies an area where the proposed facility is likely to provide maximised service to the community (a 'search area') and undertakes a preliminary investigation in conjunction with its planning and property consultants, radiofrequency engineers and designers in order to identify possible locations and options to locate a facility. Generally speaking, new sites must be located within, or immediately adjacent to, the identified search area in order to be feasible. However, while the operational and geographical aspects of deploying new facilities are primary factors, there are also many other critical issues that influence network design, and these have to be resolved in parallel. Some of the issues which need to be considered are visual amenity, potential co-location opportunities, the availability and suitability of land and a landowner willing to lease land, construction issues (including structural and loading feasibility and access for maintenance purposes), topographical constraints, legislative policy constraints, environmental impacts and cost implications. The number, type and height of facilities required to complete the fixed wireless network are largely determined by the above operational, geographical and other factors discussed that influence final network design. These compounding factors often severely restrict the available search area within which a facility can be established. The chosen location for the site has been selected after careful consideration of nine (9) candidate sites.

In order to achieve coverage objectives for the area and considering the willingness of land owners, the chosen site was the best possible location for the siting of the facility. The proposed tower is sited on an elevated portion of the site. To provide council with a clearer understanding of the proposal, **Appendix 2- Site Photographs** includes a photomontage as a visual representation of the proposed facility taken from a viewpoint on Wood Drive. The photomontage demonstrates that the location of this facility does not detract from current visual amenity. The addition of this tower will significantly increase local telecommunications coverage and access.

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Guideline

2. *Siting*

- a. *Avoid siting towers directly on a focal area (i.e. the focus of the view), particularly where they are in line with travel route line-of-sight.*
- b. *Keeping the towers away from potential focal areas will reduce the overall visual impact*
- c. *Towers that are sited sufficiently away from travel routes can be completely screened from view. This is possible and is the most desirable option.*
- d. *Minimise the height of the tower by assessing the local topography or height of buildings for the proposed area. Choose the site that minimises the height of the tower most effectively.*
- e. *Siting telecommunication towers close to objects of a similar scale (whether they are natural, such as trees, or built features such as other infrastructure) will reduce their prominence and hence their potential visual impact.*
- f. *Siting towers on existing buildings; there are many designs and strategies to site towers on existing buildings to reduce the overall visual impact.*

Response:

The chosen location for the site has been selected after careful consideration of nine (9) candidate sites as discussed in the preceding response. The proposed site is not in direct line of site on main travel routes, and is partially screened by existing vegetation. Due to the site's elevation the height of the tower has been able to be kept smaller than alternative candidate sites would have required. There are no existing structures or buildings that could be used for co-location. However the proposed facility has the capacity for the co-location of further facilities. Please refer to **Appendix 2- Site Photographs** for a visual representation of the proposed facility.

Guideline

3. *Design*

- a. *Use an appropriate colour scheme to harmonise with the surrounding landscape in any given situation (natural, rural, built areas).*
- b. *Using colour will reduce glare and reflectivity. If the towers are not painted, the steel is more reflective in the light and will draw more attention.*
- c. *Avoid clutter on individual towers. Combine all additional elements in the most streamlined way possible.*
- d. *Combine several towers that are in the same location. This avoids duplication and consolidating the facilities on to one tower reduces the overall visual impact on multiple towers in one location.*
- e. *Reduce the visible bulk of the entire structure. Lattice web towers are usually less intrusive than solid towers. This applies with wide to slim design tower regards to the overall design of telecommunication towers, check height requirements in the proposed construction area. Towers can often come in standard sizes and may be taller in height than necessary. Minimise height wherever possible.*
- f. *Camouflage towers: this technique is popular, and if designed sensitively can be very effective in reducing potential visual impact.*

Response:

The materials and colours used have been chosen to remain complimentary to the surrounding landscape. In our experience, if the monopole remains unpainted (dull grey colour), it will shortly fade and best blends with the uniform colours of the site's rural setting. This facility presents an opportunity for future colocations of similar infrastructure. Any such co-location would be dependent on structural capabilities and other operator's coverage objectives.

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The development application has considered the Visual Landscape Planning Guidelines for Telecommunications Infrastructure and it is considered that the proposal remains consistent with the provisions for location; siting and design.

6.3 Local Legislation

The Shire of Northam Scheme No. 6 (from herein referred to as 'the scheme') gazetted on the 21st of August 2013 administered by the Shire of Northam is the applicable local planning instrument for this application.

6.3.1 Local Policies

Notwithstanding that there are a range of local planning policies applicable in the council jurisdiction, none of these policies currently apply to this development application.

6.3.2 Zoning

The scheme identifies the site for the proposed facility located at 15 Wood Drive, Northam, as a Local Scheme Reserve- Parks & Recreation. **Figure 6 below** provides the planning scheme map and legend identifying the site as Rural Residential 29.



Figure 6 – Shire of Northam Scheme No. 6 Map 11 (Courtesy of Shire of Northam)

Schedule 1 of the Planning Scheme defines telecommunications infrastructure as:

'means land used to accommodate any part of the infrastructure of a telecommunications network and includes any line, equipment, apparatus, tower, antenna, tunnel, duct, hole, pit or other structure used, or for use in or in connection with, a telecommunications network'.

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Section 3.3 of the scheme outlines the following provisions in relation to reserves:

- 3.3.1 A person must not -
(a) Use a Local Reserve; or
(b) Commence or carry out development on a Local Reserve, without first having obtained planning approval under Part 9 of the Scheme.
- 3.3.2 In determining an application for planning approval the local government is to have due regard to –
(a) The matters set out in clause 10.2; and
(b) The ultimate purpose intended for the Reserve.
- 3.3.3 In the case of land reserved for the purposes of a public authority, the local government is to consult with that authority before determining an application for planning approval

This application is to seek planning approval under part 9 of the scheme in accordance with clause 3.3.1 (b). Section 9.1.1 lists the forms of applications, of which '(a) a use or commencement of development on a Local Reserve under clause 3.2' is the relevant form

6.3.3 Shire of Northam Local Planning Strategy (July 2013)

The Shire of Northam Local Planning Strategy sets out the long term planning direction for land use and development within the Shire and has played a major role in shaping the zoning and land use provisions adopted in Local Planning Scheme No. 6.

The Strategy sets out under section 4.6 the main issues, objectives, strategies and actions for the Shire to realise in relation to Telecommunications.

The stated Vision/Objective is

To provide affordable, state of the art and equitable telecommunication services to the Shire in a timely manner that are sensitive to economic, social, environmental and technical conditions and help to maximise opportunities for economic growth and development.

It is considered that the proposed Telecommunications Facility would achieve this objective as the facility would provide high speed broadband to the immediate community within Northam (east); and in conjunction with the approved facilities that will service the communities on the southern side of the Northam town-site and Grass Valley.

The provision of high speed broadband services would aid economic growth and development within the Shire in these areas and the location chosen for the facility is considered the most appropriate in meeting environmental and social issues. There has been extensive investigation into the technical aspects of locating the facility on this property so that the service can be maximised for the best coverage to the greatest number of premises, with the strongest connection possible and the least amount of interference from environmental factors.

6.3.4 Northam Regional Centre Growth Plan

The Northam Regional Centre Growth Plan provides a strategic basis for the future growth of the town site. In regards to telecommunications, the Growth Plan states:

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'Currently in the Shire of Northam there is a mixture of ADSL, ADSL2+, wireless and satellite that vary dramatically in speed of operation. A large number of residents viewed telecommunications services not to be satisfactory. As part of the NBN rollout it is not known whether Northam will be provided with fibre to the premises. (...) A detailed audit of the existing infrastructure needs to be completed to identify what existing infrastructure is present so that a design could be completed to allow for appropriate NBN infrastructure to be planned and built for the town and the sub-region. (...) The facilities are key infrastructure that is required to ensure that existing and future residents have access to modern telecommunications.'

The proposed Fibre rollout and Fixed Wireless Facilities will achieve this element of the Growth Plan by providing high speed broadband services which will contribute to the economic and social benefits for the town.

Consideration has also been made for the future urban growth areas and as such the location for the proposal has been sited so to have the least impact on areas of residential growth, whilst still being able to provide the required coverage connections to the home.

Therefore, it is considered that the proposal meets the objectives of the Northam Regional Centre Growth Plan whilst respecting the existing and future residential development.

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7 OTHER ENVIRONMENTAL CONSTRAINTS AND OPPORTUNITIES

7.1 Heritage

In order to determine any possible natural or cultural values of state or national significance associated with the site, a search was conducted through the relevant Heritage Registers:

- World Heritage Properties
- National Environment register
- Vegetation
- Aboriginal Heritage
- Native Title

There are no items of Heritage value on the site. There are Aboriginal Heritage sites that are on the land, however they are not proximate to the proposed location of the tower.

7.2 Electrical Interference and Grounding of the Facility

The NBN fixed wireless network is licensed by the Australian Communications and Media Authority (ACMA) for the exclusive use of the OFDMA2300 frequency band. As NBN Co is the exclusive licensee of this sub-band, emissions from NBN Co equipment within the frequency band should not cause interference.

Filters will also help to ensure that each facility meets the ACMA specifications for emission of spurious signals outside the NBN Co frequency allocations. NBN Co intends to promptly investigate any interference issues that are reported.

The facility is also designed to be grounded to the relevant Australian Standards – that is, the facility will be 'earthed'.

7.3 Erosion, Sedimentation Control and Waste Management

All erosion and sediment control mitigation measures will be detailed in construction plans and will be designed to comply with the Building Code of Australia and local Council standards. In addition, NBN Co.'s contractors will be informed that they must comply with the 'NBN Construction Specification' that requires contractors to undertake the necessary erosion and sediment control measures in order to protect the surrounding environment. On completion of the installation, NBN Co intends to restore and reinstate the site to an appropriate standard. No waste which requires collection or disposal should be generated by the operation of the facility.

7.4 Flora and Fauna Study

In order to determine any possible natural Flora and Fauna significance associated with the site, an EPBC Act Protected Matters search was conducted. This report assesses a large area surrounding the site and the report identified that there may be threatened and migratory species of mammals and birds within the vicinity of the site. It is considered that the proposed facility is negligible in size and will not significantly impact on the habitat of the fauna identified as possibly

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being in the area. A more extensive and localized analysis of the flora was undertaken using the native vegetation map viewer and the site is not considered an environmentally sensitive area.

7.5 Endangered Species

In order to determine any possible natural Flora and Fauna significance associated with the site, an EPBC Act Protected Matters search was conducted. This report assesses a large area surrounding the site and the report identified that there may be threatened and migratory species of mammals and birds within the vicinity of the site. It is considered that the proposed facility is negligible in size and will not significantly impact on the habitat of the fauna identified as possibly being in the area.

7.6 Social and Economic Impacts

Access to fast internet is an essential service in modern society. Initially, small to medium business customers accounted for a significant part of the demand for broadband technology, but internet services have now been embraced by the general public. Usage of internet services continues to widen as new technologies become progressively more affordable and accessible for the wider community.

The proposed development should provide significantly enhanced fixed wireless internet coverage to the locality of Northam (east). This is expected to be of particular benefit for residential dwellings in the locality.

The new NBN is designed to provide the community with access to fast and reliable internet services. A reliable internet service is important to help promote the economic growth of communities, and the facility is anticipated to have significant social and economic benefits for the local community.

7.7 Public Safety

7.7.1 Radiofrequency Emissions

In relation to public safety and specifically Electromagnetic Emissions (EME) and public health, NBN Cooperates within the operational standards set by the Australian Communication and Media Authority (ACMA) and Australian Radiation Protection and Nuclear Safety Agency (ARPANSA). ARPANSA is a Federal Government agency incorporated under the Health and Ageing portfolio and is charged with the responsibility for protecting the health and safety of both people and the environment from the harmful effects of radiation (ionising and non-ionising).

All NBN Co installations are designed and certified by qualified professionals in accordance with all relevant Australian Standards. This helps to ensure that the NBN Co facility does not result in any increase in the level of risk to the public.

This facility is to be operated in compliance with the mandatory standard for human exposure to EME – currently the Radio communications (Electromagnetic Radiation Human Exposure) Standard 2003. The EME Report associated with this site is attached in Appendix 4. The report shows that the maximum predicted EME will equate to 0.019% of the maximum exposure limit. This is substantially less than 1% of the maximum allowable exposure limit (where 100% of the limit is still considered to be safe).

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Moreover, all NBN Co equipment has the following features, all of which help to minimise the amounts of energy used and emitted:

- Dynamic/Adaptive Power Control is a network feature that automatically adjusts the power and hence minimises EME from the facility.
- Varying the facility's transmit power to the minimal required level, minimising EME from the network, and
- Discontinuous transmission, a feature that reduces EME emissions by automatically switching the transmitter off when no data is being sent.

7.7.2 Access

The proposed facility will have restrictions aimed at preventing public access, including a secured compound fence with a locked gate and warning signs placed around the facility.

7.8 The Public Interest and the Benefits of Telecommunications

The proposed NBN Co facility is expected to have significant benefit for residents in the Northam area. NBN Co believes that the public interest would be served by approval of the proposal, given benefits for enhanced internet coverage in the area. The facility is expected to have benefits for local residents and businesses within the district.

7.8.1 Other Benefits of Reliable Broadband Services

There are numerous other benefits of telecommunications connectivity, as follows:⁴

- There are many potential educational benefits justifying the implementation of the NBN. Curriculum and data sharing, increased availability and accessibility of research materials, and virtual classroom environments are good examples. Such elements are particularly beneficial within a tertiary education context.
- Businesses can, through internet usage, increase efficiency through time, resource and monetary savings. Improved internet services effectively remove physical distance and travel time as a barrier to business.
- Improvements to internet services may also be of benefit for local employees, by enabling telecommuting and home business. The telecommuting trend is heavily reliant on access to fast internet services, and is anticipated to continually increase in popularity.

The public benefits of access to fast internet have been widely acknowledged for many years. Reliable internet access is now more than ever an integral component of daily life, so much so that its absence is considered a social disadvantage.

7.9 Aviation Safety

The Civil Aviation Safety Authority (CASA) has been contacted and at this stage has no specific requirements for the proposal. The structure will be registered as a Tall Structure with the RAAF in accordance with CAAP 92-1 at the time of Building License. Northam airport has been contacted

⁴ End user experience including the speeds actually achieved over the NBN depends on some factors outside NBN Co.'s control like the end user's equipment quality, software, broadband plans and how the end user's service providers designs its network.

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regarding the proposal and once received, any requirements from Northam airport will be forwarded to council. Northam Airport use is primarily recreational. There is no OLS plan for the Northam Aeroplane Landing Area (ALA). The airstrip is not registered or certified and therefore there are no standards to comply with other than the recommended practices contained within CAAP 92-1.

The Airport Manager (Shire of Northam) confirmed that aviation safety is not likely to be an issue due to the direction in which the runway is facing. Nevertheless, the Development Application report is recommended to be sent to CASA for final assessment.

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8 CONCLUSION

NBN Co considers that the proposed facility, comprising a 45 metre high monopole, antennas and ancillary equipment, has been sited in the most appropriate location whilst ensuring adequate coverage is achieved.

The facility has been strategically sited and designed to minimise visibility within the surrounding environment as much as practicable. In this regard NBN Co considers that the proposal satisfies the requirements of the Code, whilst also addressing coverage deficiencies within the local area.

NBN Co considers that the proposal is also consistent with the stated objectives of the Shire of Northam Planning Scheme. It is considered that the proposal will provide an important community benefit to Northam by providing coordinated and open access shared communication infrastructure, and therefore greatly improved fixed wireless internet coverage within the local area.

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9 APPENDICES

Appendix 1 – Copy of Title

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WESTERN



AUSTRALIA

REGISTER NUMBER 7/DP64390	
DUPLICATE EDITION 1	DATE DUPLICATE ISSUED 10/8/2010

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

VOLUME **2749** FOLIO **633**

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


REGISTRAR OF TITLES



LAND DESCRIPTION:

LOT 7 ON DEPOSITED PLAN 64390

REGISTERED PROPRIETOR:
(FIRST SCHEDULE)

NORTHAM COUNTRY CLUB INC OF 15 WOOD DRIVE, NORTHAM
(AF L393118) REGISTERED 5 AUGUST 2010

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

1. H024473 MORTGAGE TO TOWN OF NORTHAM REGISTERED 11.2.1999.
2. H461336 MORTGAGE TO TOWN OF NORTHAM REGISTERED 1.6.2000.
3. K327104 EASEMENT TO TOWN OF NORTHAM FOR DRAINAGE PURPOSES - SEE SKETCH ON DEPOSITED PLAN 64390. REGISTERED 31.8.2007.

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

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

STATEMENTS:

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

SKETCH OF LAND: DP64390.
PREVIOUS TITLE: 1132-56.
PROPERTY STREET ADDRESS: 15 WOOD DR, NORTHAM.
LOCAL GOVERNMENT AREA: SHIRE OF NORTHAM.

NOTE 1: L466437 SECTION 138D TLA APPLIES TO CAVEAT L319588

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Appendix 2 – Site Photographs



Photomontage: View from Wood Drive looking east towards proposed site



Photomontage: View from Wood Drive looking towards site of proposed NBN Fixed Wireless Facility

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Appendix 3 – Proposed Plans

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SITE INFORMATION:

1. SITE ADDRESS

15 WOOD DRIVE, NORTHAM, WA 6401,

2. GENERAL

THE CONTRACTOR SHALL COMPLY WITH ALL RELEVANT NBN CONSTRUCTION STANDARDS, CURRENT AUSTRALIAN STANDARDS AND SPECIFICATIONS.

3. SITE ACCESS

HEAD NORTH OUT OF BEVERLEY ON THE GREAT SOUTHERN HWY TOWARDS YORK. ONCE IN YORK TURN RIGHT ONTO BALLADONG STREET AND THEN LEFT ONTO YORK ROAD. CONTINUE ALONG YORK ROAD INTO NORTHAM. ONCE IN NORTHAM TURN RIGHT INTO TAYLOR STREET THEN CONTINUE ONTO GOOMALLING ROAD. TURN RIGHT INTO WOOD DRIVE AND THE ENTRANCE TO THE THE GOLF COURSE IS ON THE RIGHT. PLEASE CONTACT MAX HUBBLE (PRESIDENT - NORTHAM COUNTRY CLUB/GOLF DIVISION). EMAIL: poolsupplies@westnet.com.au. MOB: 04-07 957 874 PRIOR TO SITE ACCESS. FOLLOW THE EXISTING ACCESS TRACK TO REACH PROPOSED NBN SITE. 4WD RECOMMENDED IN ALL WEATHER CONDITIONS.

4. EQUIPMENT

PROPOSED NBN OUTDOOR CABINETS TO BE INSTALLED WITHIN NBN COMPOUND
ALL ANTENNAS SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATIONS AND INSTALLATION INSTRUCTIONS.

5. STRUCTURE

PROPOSED NBN 45m HIGH MONOPOLE.

6. ANTENNA ACCESS

ANTENNA ACCESS VIA LADDER AND FALL ARREST OR EWP (BY QUALIFIED RIGGER PERSONNEL ONLY).

7. EXISTING SERVICES

THE CONTRACTOR SHALL IDENTIFY AND CONFIRM THE LOCATION OF ALL RELEVANT EXISTING SERVICES AS REQUIRED PRIOR TO THE COMMENCEMENT OF WORKS.

8. EXISTING SITE HAZARDS

THE FOLLOWING HAZARDS ARE PRESENT ON SITE:

- SLIP, TRIP AND FALLS - GOLF COURSE
- WEATHER / LIGHTNING - RESIDENTIAL BUILDING NEARBY
- SUN EXPOSURE

9. ELECTRICAL SUPPLY

TO BE CONFIRMED

10. TRANSMISSION LINK

REFER TO ANTENNA TABLE ON DRG. 6NTM-51-02-NHTT-A1.

11. SITE SPECIFIC INFORMATION

-NBN CONTRACTOR SHALL SUPPLY AND INSTALL A NEW COMMON METER PANEL / MAIN SWITCHBOARD.
-PRIOR TO THE COMMENCEMENT OF WORKS, THE NBN CONTRACTOR SHALL CONFIRM ACCESS IS SUITABLE FOR CONSTRUCTION WORKS, INCLUDING IN WET CONDITIONS.

12. SITE SIGNAGE REQUIREMENTS

- GENERIC SITE SIGNAGE. REFER TO SECTION 15.4 OF NBN RAN MANUAL
- EME SIGNAGE. REFER TO DRG. NBN-STD-0025


13. DIAL BEFORE YOU DIG

DBYD JOB NUMBER - 6693774
ENQUIRY DATE: 12/09/2013
CONTRACTOR SHALL REVALIDATE AND VERIFY AT THE TIME OF CONSTRUCTION.


14. WIND PARAMETERS

SITE TOPOGRAPHIC DATA								
REGION = A1 (M1=1.08,NE,SW,W)								
	N	NE	E	SE	S	SW	W	NW
H (m)	31.8	35.15	33.73	34.52	35.74	37.61	35.95	11.53
Lu (m)	500	300	700	950	750	300	250	400
X (m)	-	-	-	-	-	-	-	-
Tc	2.2	2.5	2.2	2.5	2.2	2.2	2.3	2.5

Client:



Client:



Client:

Project:

NATIONAL BROADBAND NETWORK
SITE No: 6NTM-51-02-NHTT
NORTHAM
15 WOOD DRIVE
NORTHAM
WA 6401

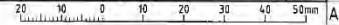
PRELIMINARY

08 31/07/14 COMPILING LOCATION CHANGED	ST		
07 23/06/14 PARABOLIC DISH REORIENTED	BRS		
06 18/04/14 SITE RELOCATED	BT		
05 17/09/13 PARABOLIC DISH REORIENTED	P,B		
04 10/09/13 CANDIDATE HAS CHANGED	BT		
03 05/03/13 COMPILING RELOCATED	NM		
02 21/02/12 ANTENNA DETAILS REVISION	NM		
01 21/01/12 PRELIMINARY ISSUE	NM		
Rev	Date	Revison Details	CAD

Drafted by: NM
Checked by: RS
Approved by: RE

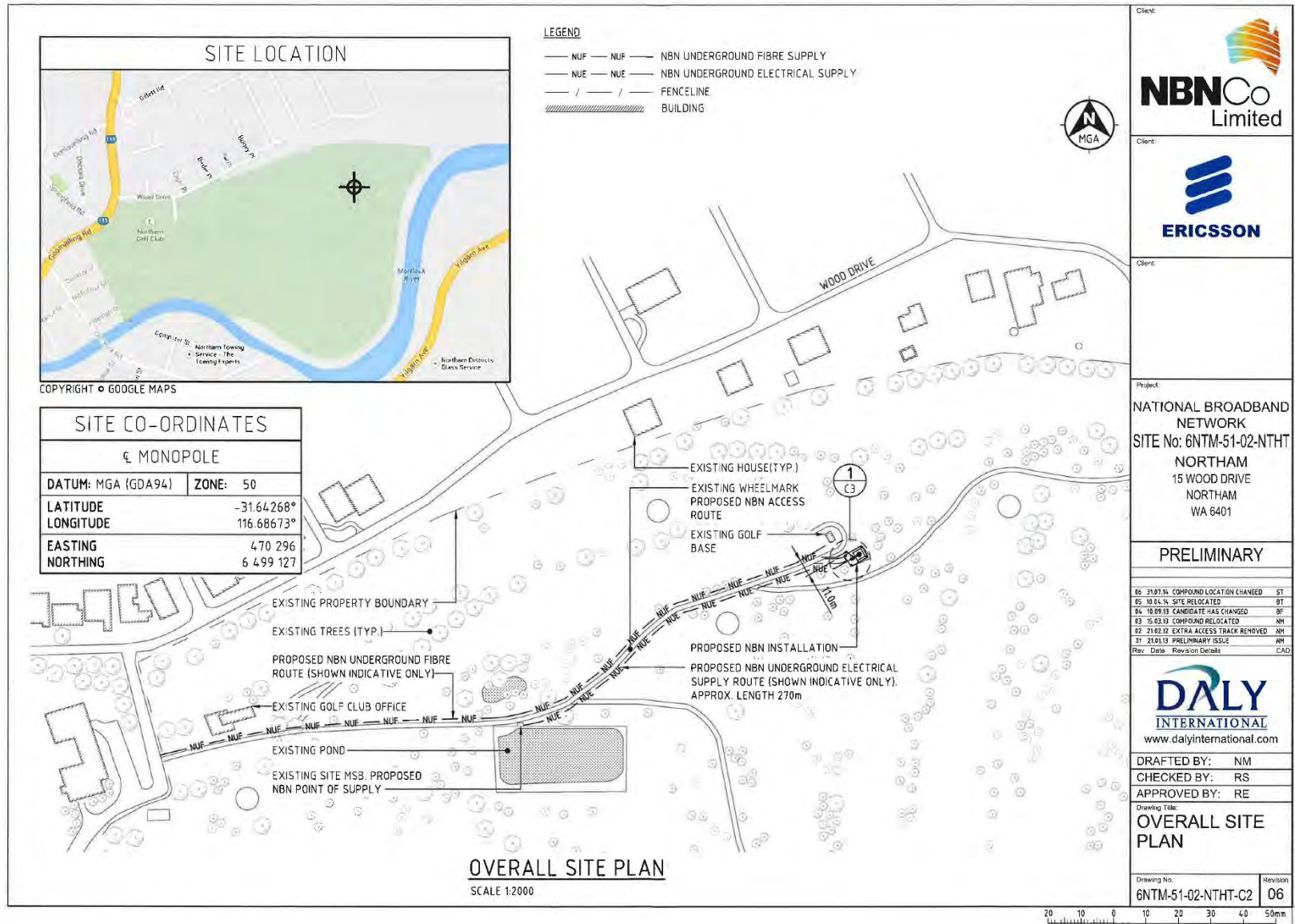
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SITE SPECIFIC NOTES AND ANTENNA TABLE

Drawing No: 6NTM-51-02-NHTT-C1 Revision: 08



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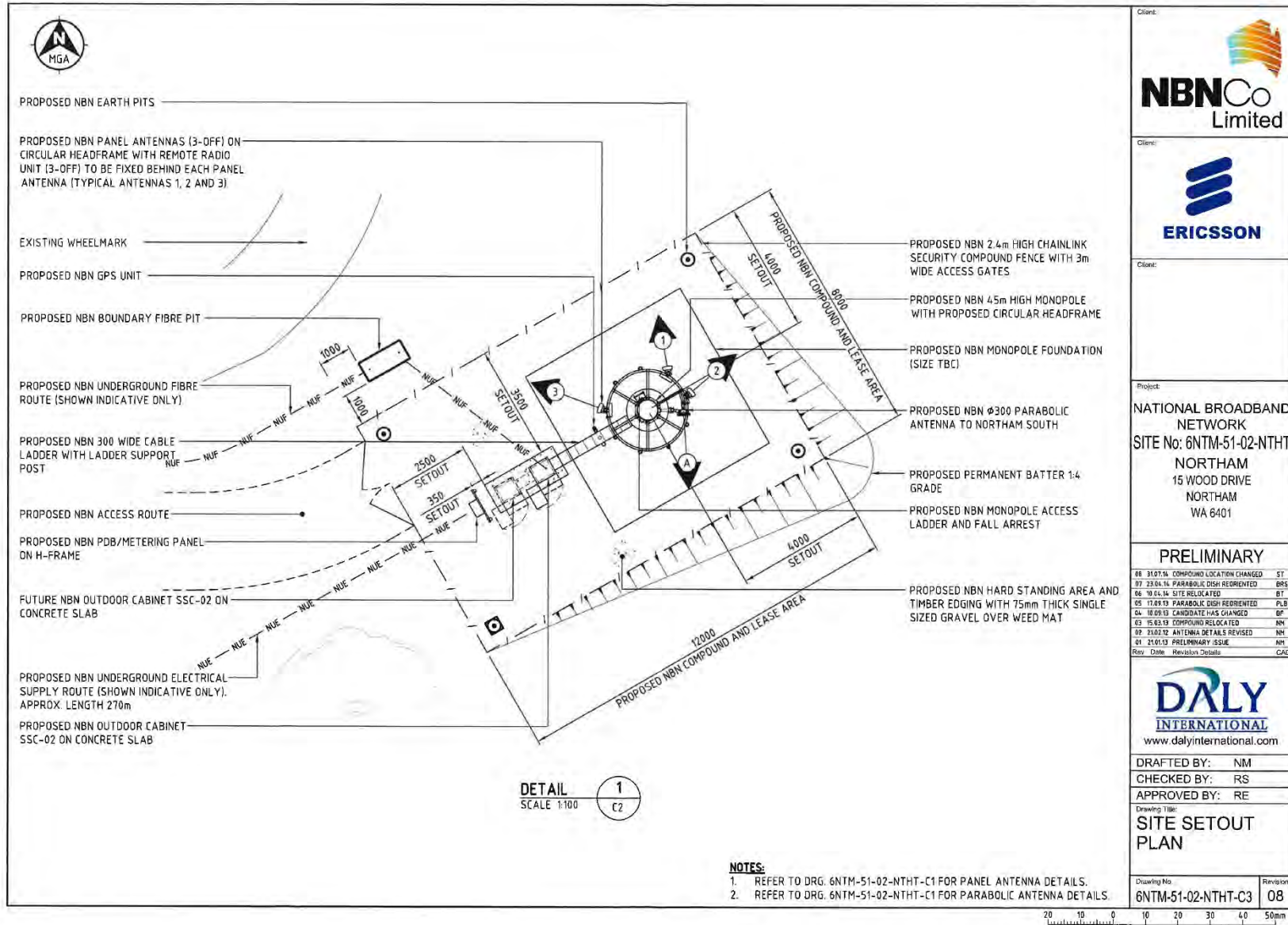
SHIRE OF NORTHAM MINUTES ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015



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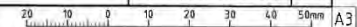
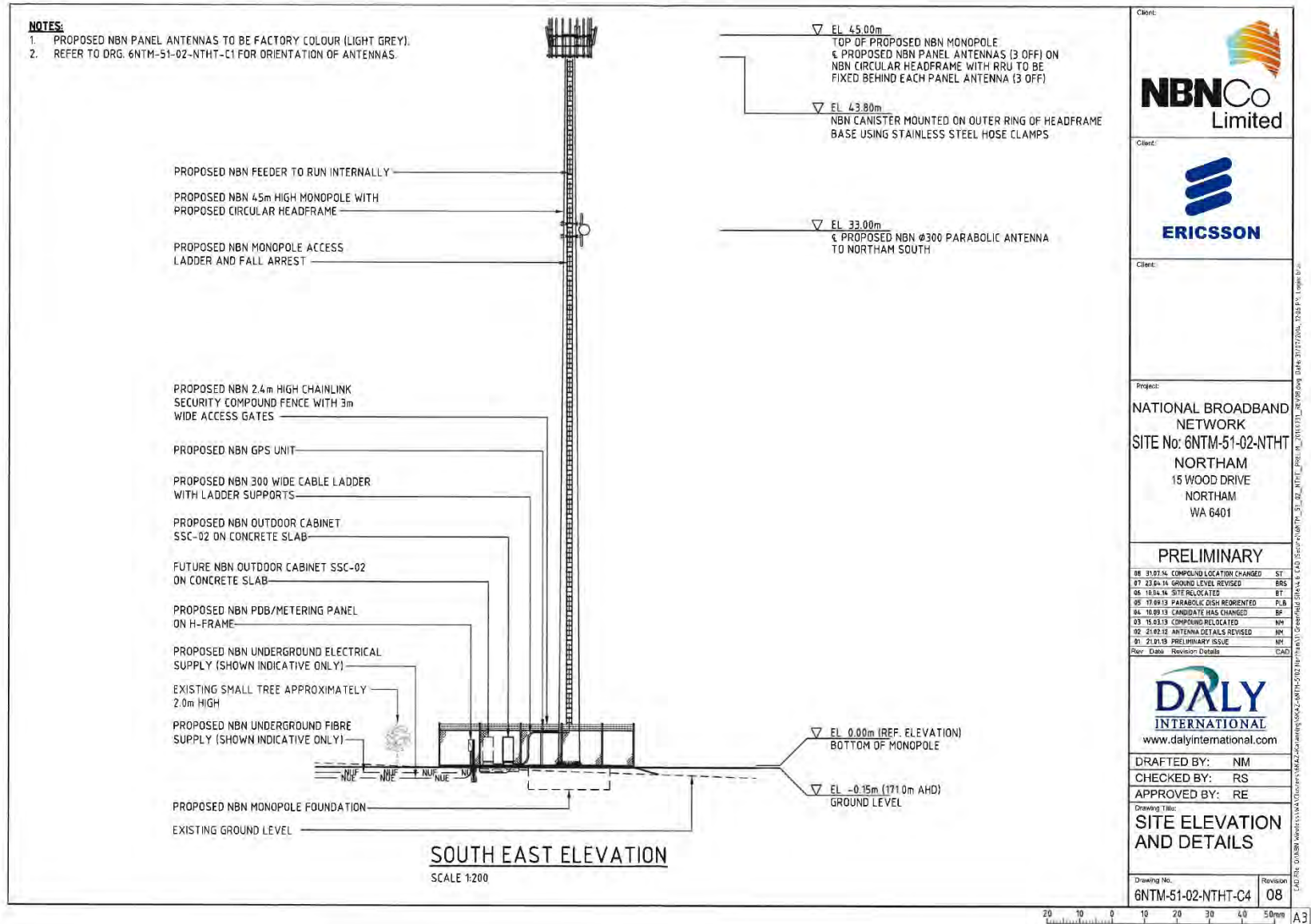
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015



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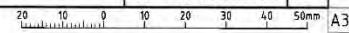
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ANTENNA DETAIL									MAIN FEEDER DETAIL			RRU DETAIL		RF TAIL		Client:	
SECTOR	SYMBOL	TYPE	DIMENSION HxWxD	€ HEIGHT	AZIMUTH (TN)	MECH DOWN TILT	DESTINATION	QUANTITY RAU	TYPE	OVERALL LENGTH	CANISTER HEIGHT	CANISTER TO RRU LENGTH	TYPE	LOCATION	TYPE	LENGTH	
1		ARGUS LLPX310F-2-V1	1077x300x115	45.00m	350°	2°			H&S HYBRID Ø19.6mm	60m	43.8m	2.5m	RRUS 61	BEHIND ANTENNA	H&S 1/2" BIRD PROOF LISCA CABLE	1.5m	 Client: Client:
2		ARGUS LLPX310F-2-V1	1077x300x115	45.00m	50°	2°		2.5m				RRUS 61	BEHIND ANTENNA	H&S 1/2" BIRD PROOF LISCA CABLE	1.5m		
3		ARGUS LLPX310F-2-V1	1077x300x115	45.00m	290°	2°		2.5m				RRUS 61	BEHIND ANTENNA	H&S 1/2" BIRD PROOF LISCA CABLE	1.5m		
A		PARABOLIC	Ø300	33.00m	176°		NORTHAM SOUTH	1 OFF	ERICSSON 7.6mm	40m							
GPS		KRE 1012082/1	Ø69 x 96	2.50m					ERICSSON 7.6mm	5m							Client:

ANTENNA PLAN
SCALE 1:50

Project:		NATIONAL BROADBAND NETWORK								
SITE No:		6NTM-51-02-NHTH								
		NORTHAM								
		15 WOOD DRIVE								
		NORTHAM								
		WA 6401								
PRELIMINARY										
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SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015



**Proposed NBN Telecommunication Infrastructure,
15 Wood Drive, Northam**

Ref: A11234

SHIRE OF NORTHAM
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Environmental EME Report
Northam 15 Wood Drive, NORTHAM WA 6401

This report provides a summary of Calculated RF EME Levels around the wireless base station

Date 31/10/2014

RFNSA Site No. 6401008

Introduction

The purpose of this report is to provide calculations of EME levels from the existing facilities at the site and any proposed additional facilities.

This report provides a summary of levels of radiofrequency (RF) electromagnetic energy (EME) around the wireless base station at Northam 15 Wood Drive NORTHAM WA 6401. These levels have been calculated by Ericsson using methodology developed by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA).

The maximum EME level calculated for the proposed systems at this site is 0.019% of the public exposure limit.

The ARPANSA Standard

ARPANSA, an Australian Government agency in the Health and Ageing portfolio, has established a Radiation Protection Standard specifying limits for general public exposure to RF transmissions at frequencies used by wireless base stations. The Australian Communications and Media Authority (ACMA) mandates the exposure limits of the ARPANSA Standard.

How the EME is calculated in this report

The procedure used for these calculations is documented in the ARPANSA Technical Report "Radio Frequency EME Exposure Levels - Prediction Methodologies" which is available at <http://www.arpansa.gov.au>.

RF EME values are calculated at 1.5m above ground at various distances from the base station, assuming level ground.

The estimate is based on worst-case scenario, including:

- wireless base station transmitters for mobile and broadband data operating at maximum power
- simultaneous telephone calls and data transmission
- an unobstructed line of sight view to the antennas.

In practice, exposures are usually lower because:

- the presence of buildings, trees and other features of the environment reduces signal strength
- the base station automatically adjusts transmit power to the minimum required.

Maximum EME levels are estimated in 360° circular bands out to 500m from the base station.

These levels are cumulative and take into account emissions from all mobile phone antennas at this site.

The EME levels are presented in three different units:

- volts per metre (V/m) – the electric field component of the RF wave
- milliwatts per square metre (mW/m²) – the power density (or rate of flow of RF energy per unit area)
- percentage (%) of the ARPANSA Standard public exposure limit (the public exposure limit = 100%).

Results

The maximum EME level calculated for the proposed systems at this site is 0.85 V/m; equivalent to 1.93 mW/m² or 0.019% of the public exposure limit.

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RF EME Exposure Standard

The calculated EME levels in this report have been expressed as percentages of the ARPANSA RF Standard and this table shows the actual RF EME limits used for the frequency bands available. At frequencies below 2000 MHz the limits vary across the band and the limit has been determined at the Assessment Frequency indicated. The four exposure limit figures quoted are equivalent values expressed in different units – volts per metre (V/m), watts per square metre (W/m²), microwatts per square centimetre (µW/cm²) and milliwatts per square metre (mW/m²). Note: 1 W/m² = 100 µW/cm² = 1000 mW/m².

Radio Systems	Frequency Band	Assessment Frequency	ARPANSA Exposure Limit (100% of Standard)
LTE 700	758 – 803 MHz	750 MHz	37.6 V/m = 3.75 W/m ² = 375 µW/cm ² = 3750 mW/m ²
WCDMA850	870 – 890 MHz	900 MHz	41.1 V/m = 4.50 W/m ² = 450 µW/cm ² = 4500 mW/m ²
GSM900, LTE900, WCDMA900	935 – 960 MHz	900 MHz	41.1 V/m = 4.50 W/m ² = 450 µW/cm ² = 4500 mW/m ²
GSM1800, LTE1800	1805 – 1880 MHz	1800 MHz	58.1 V/m = 9.00 W/m ² = 900 µW/cm ² = 9000 mW/m ²
LTE2100, WCDMA2100	2110 – 2170 MHz	2100 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²
LTE2300	2302 – 2400 MHz	2300 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²
LTE2600	2620 – 2690 MHz	2600 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²
LTE3500	3425 – 3575 MHz	3500 MHz	61.4 V/m = 10.00 W/m ² = 1000 µW/cm ² = 10000 mW/m ²

Further Information

The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is a Federal Government agency incorporated under the Health and Ageing portfolio. ARPANSA is charged with responsibility for protecting the health and safety of people, and the environment, from the harmful effects of radiation (ionising and non-ionising).

Information about RF EME can be accessed at the ARPANSA website, <http://www.arpansa.gov.au>, including:

- Further explanation of this report in the document "Understanding the ARPANSA Environmental EME Report"
- The procedure used for the calculations in this report is documented in the ARPANSA Technical Report; "Radio Frequency EME Exposure Levels - Prediction Methodologies"
- the current RF EME exposure standard
Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), 2002, 'Radiation Protection Standard: Maximum Exposure Levels to Radiofrequency Fields — 3 kHz to 300 GHz', Radiation Protection Series Publication No. 3, ARPANSA, Yallambie Australia.
[Printed version: ISBN 0-642-79400-6 ISSN 1445-9760] [Web version: ISBN 0-642-79402-2 ISSN 1445-9760]

The Australian Communications and Media Authority (ACMA) is responsible for the regulation of broadcasting, radiocommunications, telecommunications and online content. Information on EME is available at <http://emr.acma.gov.au>

The Communications Alliance Ltd Industry Code C564:2011 'Mobile Phone Base Station Deployment' is available from the Communications Alliance Ltd website, <http://commsalliance.com.au>.

Contact details for the Carriers (mobile phone companies) present at this site and the most recent version of this document are available online at the Radio Frequency National Site Archive, <http://www.rfnsa.com.au>.

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Appendix 5 -Response State Planning Policy 5.2

This policy provides a framework for the preparation, assessment and determination of applications for planning approval of telecommunications facilities within the context of the planning system of Western Australia. Planning Policy 5.2 states that 'telecommunications infrastructure should be located, sited and designed in accordance with the following Guiding Principles'.

- *There should be a coordinated approach to the planning and development of telecommunications infrastructure, although changes in the location and demand for services require a flexible approach.*

NBN Co undertakes a carefully coordinated approach to the development of their network. Each site links into the wider National Broadband Network. The proposed site at Northam will be linked to a proposed Telecommunications Facility at Northam South.

- *Telecommunications infrastructure should be strategically planned and coordinated, similar to planning for other essential infrastructure such as networks and energy supply.*

The complete National Broadband Network is strategically planned and individual sites are coordinated into the wider network much like other essential infrastructure. Whilst it is necessary for individual sites to achieve their coverage objectives it is essential that each site can be linked back into the network.

- *Telecommunications facilities should be located and designed to meet the communication needs of the community.*

The proposed facility seeks to provide fixed wireless broadband coverage to the central-eastern Northam area.

- *Telecommunications facilities should be designed and sited to minimise any potential adverse visual impact on the character and amenity of the local environment, in particular, impacts on prominent landscape features, general views in the locality and individual significant views.*

The proposal is appropriately located in a reserve for recreation area well away from sensitive land uses. In order for the facility to provide fixed wireless broadband to an area east of the Northam townsite, a height of 45 m is required. NBN Co have sought to minimise the visual bulk of the facility through the use of a monopole structure. The proposed monopole is a structure that has a small profile and is considered the least visually intrusive design option for a new base station and minimises the visual impact of a telecommunications structure in this area.

- *Telecommunications facilities should be designed and sited to minimise impacts on areas of natural conservation value and places of heritage significance or where declared rare flora are located.*

A desktop study of this site indicated that the area is not subject to any natural conservation or places of heritage significance.

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- *Telecommunications facilities should be designed and sited with specific consideration of water catchment protection requirements and the need to minimise land degradation.*

Prior to the commencement of work NBN Co contractors will undertake such measures as deemed necessary by Council to effectively protect water catchments within the immediate area.

- *Telecommunications facilities should be designed and sited to minimise adverse impacts on the visual character and amenity of residential area.*

The proposed monopole is the least visually intrusive design option for a new base station in this location and minimises the visual impact of a telecommunications structure in the area. The monopole will remain unpainted (dull grey colour), which has over time been demonstrated to most successfully blend with the uniform colours of the site's rural setting.

- *Telecommunications cables should be placed underground, unless it is impractical to do so and there would be no significant effect on visual amenity or, in the case of regional areas, it can be demonstrated that there are long-term benefits to the community that outweigh the visual impact.*

The proposed site will be linked to the wider network via an NBN underground optical fibre cable.

- *Telecommunications cables that are installed overhead with other infrastructure such as electricity cables should be removed and placed underground when it can be demonstrated and agreed by the carrier that it is technically feasible and practical to do so.*

This principle does not apply to the subject of this application.

- *Unless it is impractical to do so telecommunications towers should be located within commercial, business, industrial and rural areas and areas outside identified conservation areas.*

The proposed site is located within a reserve for recreation, the site is not identified as having conservation status.

- *The design and siting of telecommunications towers and ancillary facilities should be integrated with existing buildings and structures, unless it is impractical to do so, in which case they should be sited and designed so as to minimise any adverse impact on the amenity of the surrounding area.*

There are no structures or buildings of sufficient height within the surrounding area that could facilitate NBN infrastructure. Therefore, the proposed site is considered to be the optimum planning solution in terms of impact upon amenity.

- *Co-location of telecommunications facilities should generally be sought, unless such an arrangement would detract from local amenities or where operation of the facilities would be significantly compromised as a result.*

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Co-location of facilities has been investigated. There are no structures within the surrounding area that could facilitate NBN infrastructure. Where co-location is not viable, there is a need to provide a purpose built structure.

- *Measures such as surface mounting, concealment, colour co-ordination, camouflage and landscaping to screen at least the base of towers and ancillary structures, and to draw attention away from the tower, should be used, where appropriate, to minimise the visual impact of telecommunications facilities.*

The proposed facility will be sited amongst some existing vegetation which will aid in screening the facility and will reduce the visual impact of the facility.

- *Design and operation of a telecommunications facility should accord with the licensing requirements of the Australian Communications Authority, with physical isolation and control of public access to emission hazard zones and use of minimum power levels consistent with quality services.*

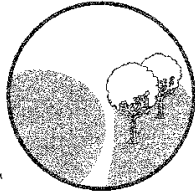
Telecommunications facilities include radio transmitters that radiate electromagnetic energy (EME) into the surrounding area. The levels of these electromagnetic fields must comply with safety limits imposed by the Australian Communications and Media Authority (ACMA, previously ACA). All NBN Co installations are designed to operate within these limits (**Appendix 4 – ARPANSA EME report**).

- *Construction of a telecommunications facility (including access to a facility) should be undertaken so as to minimise adverse effects on the natural environment and the amenity of users or occupiers of adjacent property, and ensure compliance with relevant health and safety standards.*

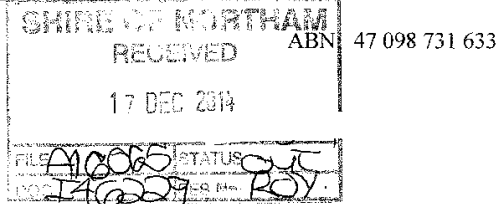
During construction, NBN Co contractors will endeavour to minimise the impact of their works on the amenity of nearby residents and on the surrounding environment. Following construction, maintenance (excluding emergency repair work) activities should not interfere with the amenity of users. All Health and Safety standards will be adhered to.

SHIRE OF NORTHAM
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APPENDIX 4 - INITIATION OF SCHEME AMENDMENT NO 3 TO LOCAL PLANNING SCHEME NO 6 – REZONING OF LOT 56, 57 & 58 LUNT STREET, NORTHAM FROM ‘RURAL RESIDENTIAL’ TO ‘SPECIAL USE – AIRPARK’ ZONING



From the Office of  **KOPLAN**
KELVIN OLIVER PLANNING CONSULTANT



Your ref: - A 16065 / O31049
Our ref: - Lunt St Northam

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

Kelvin Oliver Planning Consultant
7 Kobus Hts
ROLYSTONE WA 6111

15 Dec 2014

Attention:- Rov Dianegara.

Dear Sir,-- Re: Lot 56-58 Lunt St, Northam.

Further to our discussions concerning a proposal for an Amendment to the Shire of Northam LPS 6 relative to the above properties adjacent to Lunt St and abutting the Northam Airfield for the purpose of an ‘Airpark’.

Please find enclosed 2 copies of the DRAFT formal documents. Please note that once the documents are formally accepted by Council and an amendment number and Special Use number are allocated then they will be modified along with any other possible changes prior to distribution to relevant authorities for comment.

It would be greatly appreciated if the proposal can be given a quick once over and then I can attend a meeting with your staff to discuss any issues prior to your submission to Council.

For any discussion please contact me on 9496 0692 or by email at koplan@nw.com.au

Yours truly,

Kelvin Oliver
9496 0692

Town Planning – Consultancy and Contracts
OFFICE – KELVIN OLIVER, 7 KOBUS HEIGHTS, ROLEYSTONE WA 6111
PHONE: -- 9496 0692 EMAIL: - koplan@nw.com.au

SHIRE OF NORTHAM
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SHIRE OF NORTHAM
TOWN PLANNING SCHEME No. 6
Amendment No. XXX

Lots 56, 57 and 58 Lunt St.

NORTHAM

Kelvin Oliver Planning Consultant

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

APPLICATION TO REZONE

Lots 56, 57 and 58 Lunt St.

NORTHAM

The owners of the above specified properties wish to apply for the rezoning of their land from its current zone of Rural Residential to a zone that will permit the construction of aircraft hangars and the use of the land for the parking, storage, servicing and repair of aircraft together with other specified uses.

SHIRE OF NORTHAM
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FORM 1C

PLANNING AND DEVELOPMENT ACT 2005 (AS AMENDED)
RESOLUTION DECIDING TO AMEND A TOWN PLANNING SCHEME

SHIRE OF NORTHAM
TOWN PLANNING SCHEME No. 6
AMENDMENT No. XXX

Resolved that Council in pursuance of the Planning and Development Act 2005 (as amended) amend the above Town Planning Scheme by

1. Rezoning Lots 56, 57 and 58 Lunt St Northam from 'Rural Residential' to 'Special Use – Airpark'
2. Adding the following to definitions:-

Airpark means land and buildings used for the housing, parking, storage, servicing, repairing of light aircraft.

3. adding the following to Schedule 4 :-

No.	Description of Land	Special Use	Conditions
SU?	Lots 56-58 Lunt St	Airpark	<u>1. Structure Plan</u>

1.1 Subdivision shall be generally in accordance with the Structure Plan as adopted by Council and signed by the Chief Executive Officer.

1.2 Minor variations to the subdivision design may be approved by Council and the Western Australian Planning Commission but further subdivision of the lots created shall not be permitted.

1.3 Development shall generally be in accordance with the Structure Plan adopted by Council and signed by the Chief Executive Officer.

SHIRE OF NORTHAM
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1.4 In order to alert prospective purchasers/residents of newly created lots in the area of potential noise emanating from light aircraft using the airpark area the WAPC may require new titles to be endorsed with appropriate notification.

2.0 Objective of the Zone.

2.1 To provide for the construction of aircraft hangars, parking, servicing and other related operations of aircraft and for those aircraft to access to and from the adjoining Northam Air Field.

3.0 Land Use

3.1 In addition to the uses of the lots as described in point 2 above to also provide for the construction and use of a single residence and associated outbuildings on each lot as permitted in the Rural Residential zone which adjoins the subject properties.

3.2 To allow for the construction of stables and the keeping of livestock as permitted in the Rural Residential zone on each lot to a standard and stocking rates at the discretion of Council.

3.3 Incidental activities which are consistent with the objectives of this Special Use zone may be considered and approved by Council.

4.0 Location of Buildings and Structures

4.1 Setbacks for buildings and structures shall be as determined by the R5 code of the Residential Design Codes of Western Australia.

4.2 All other setbacks shall be determined by Council in accordance with the Structure Plan.

4.3 Notwithstanding the above aircraft hangars may be approved with a nil setback on all lots adjacent to taxiways subject to compliance with the Building Code of Australia.

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5.0 Building Design, Materials and Colour

5.1 Dwellings and outbuildings shall be designed and constructed of materials which complement the character of the area as determined by Council.

4. Modify the Scheme Maps accordingly.

Dated this _____ day of _____ 20__

CHIEF EXECUTIVE OFFICER

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

REPORT – AMENDMENT No. XXX

FILE No.
PART OF AGENDA

MINISTER FOR PLANNING
PROPOSAL TO AMEND A TOWN PLANNING SCHEME

- | | |
|--|--|
| 1. Local Authority: | Shire of Northam. |
| 2. Description of Town Planning Scheme: | Shire of Northam
Town Planning Scheme No. 6 |
| 3. Type of Scheme: | District Zoning Scheme |
| 4. Serial No. of Amendment: | Amendment No. XXX |
| 5. Proposal: | To rezone the subject land from ‘Rural Residential’ to ‘Special Use – Airpark’ |
| 6. Location: | Lunt St Northam. |

7 - INTRODUCTION

The purpose of this report is to present to the Shire of Northam a proposal seeking support for the rezoning of the subject lots leading to facilitate their subsequent development, use and possible future subdivision for the purpose of storage, maintenance, servicing etc of light aircraft that utilise the adjacent Northam Airfield.

7.1 - SUBJECT SITE:

The land the subject of this proposal being Lots 56, 57 and 58 Lunt St Northam are identified by Landgate data as being:-

1. Lot 56 on Plan 2805 with a total area of 4.0053ha with a frontage to Lunt St of 148m.
2. Lot 57 on Plan 2805 with a total area of 4.7896ha with a frontage to Lunt St of 148m.
3. Lot 58 on Plan 2805 with a total area of 4.9 with a frontage to Lunt St of 133m and 390m to Pittaway St .

7.2 - ZONING:

Shire of Northam TPS No. 6.

Under the provisions of the Shire of Northam Town Planning Scheme No. 6 the subject land is zoned ‘Rural Residential’.

A copy of relevant zoning sheet of TPS 6 is included in this submission.

SHIRE OF NORTHAM
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7.3 - LOCALITY.

The subject land is located approximately 5km east north/east from the Town of Northam and approximately 106 km east north/east from the City of Perth.

In general terms the surrounding lands are mostly of a 'semi rural' nature which have been subject to clearing and subsequent use for pasture and grazing, mainly by sheep and horses. To the east lies the Mortlock River which is a seasonal water course and has no direct impact on the land the subject of this proposal. Primary road access to the subject lots is via Great Eastern Hwy and Goomalling Road.

Northam Air Field commenced operations in about 1971 and has been in operation ever since. The runway, generally in a SE/NW alignment is just under 1km long and is sealed with landing lights. The Northam Airfield includes hangars on site for lease/rent together with club facilities and ancillary facilities associated with the airfield.

A locality plan is included within this submission.

7.4 - THE LAND.

The following page contains a plan of the properties and adjacent lands with an air photo superimposed.

It can be seen from the plan that the subject properties are bounded to the front (south west) by Lunt St which is of good gravel construction and to the south east side by Pittaway St which is unconstructed. To the north west is further private land and to the rear (north east) lies the Northam Airfield.

Existing Land Use.

All three lots have been cleared of indigenous vegetation, except for a strip of land abutting the drainage line which contains some remnant native trees. All native understorey vegetation has been removed due to decades of grazing.

Consequently the proposed use of the land as an 'airpark' will have no adverse impact on native or indigenous vegetation.

The small seasonal natural drain line which traverses the three subject lots has been impacted upon over decades of grazing and the construction of small contour banks and minor excavations to provide water supply for grazing stock.

If at some future date subdivision of the area is proposed Council will require the preparation and adoption of an Structure Plan as described in Clause 5.31 and within that ODP Council can impose requirements and conditions relative to drainage and tree preservation.

SHIRE OF NORTHAM
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7.5 - SERVICES.

All services relevant for the site being developed as an 'Airpark' are available to the properties. In essence this proposed rezoning will basically permit only the same uses and development as currently permitted under the existing zoning, that is a residence, shed(s) and the parking of machinery including light aircraft.

If at some future date subdivision is proposed then appropriate engineering reports and designs will be submitted to the appropriate authorities for assessment of services and works necessary for subdivision. Subdivision will not proceed until the relevant authorities approve the installation and construction of all services.

7.6 - SUBDIVISION and DEVELOPMENT RATIONAL.

The intent of this proposal is to rezone the subject land for the use as an 'Airpark'. If at some time in the future an owner wishes to subdivide his/her land then the applicant/owner will be required to prepare and submit to Council a Structure Plan to be in accordance with Clause 5.31 of the Scheme which will have to be adopted by Council and endorsed by the Western Australian Planning Commission prior to any subdivision taking place. At this stage and after the Airpark zoning on lots 56-58 have been subject to market knowledge and due consideration by all relevant authorities and the public a better understanding of future market demand for extra lots including the most desired lot sizes will be available. This can therefore form the basis for the preparations of a Structure Plan for Council consideration.

7.7 - JUSTIFICATION FOR AIRPARK.

An airpark, although not uncommon in other parts of Australia or overseas is not a common form of development in Western Australia. There are situations in WA where hangars are provided at airports eg Esperance and Denmark. There are no similar situations where properties adjacent to an airport contain a hangar(s) in conjunction with a residence and associated buildings/uses such as garages, shed(s) and in this instance stables as the subject land is within a Rural Residential precinct. As a consequence this proposal is expected to be a market leader in this field to fulfil a particular niche market.

Rationalisation for proposal.

- Northam Airfield is probably the closest such facility to Perth where private land abuts an existing airfield and is capable of being developed and or subdivided to provide properties whereby the owner can have direct access to the airfield. In this instance pilots can taxi directly to and from the airfield runway for fly-in and fly-out services and or recreational and tourism pursuits.
- Although the initial proposal, being the subject of this rezoning, will only directly affect three properties it has the potential subject to demand for other lots through future subdivision to grow into a resource that will have attributes as included in some of the following points.
- Owners of the properties may use the facility for either personal or business activities. Business uses, depending on the scale, may require separate Council approval although if it is of a Home Occupation composition this would generally be acceptable.

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- Based on other areas of Australia and due to Western Australia's existing and growing regional business's related to mining and agriculture there is a demand for owner/operators to reside with their aircraft. Reasons relate to convenience, security, economy and general ease of operation.
- The Town of Northam is a well established and mature town site with a good variety and balance of commercial and community infrastructure that will both support and prosper from a more robust airport facility.
- The existing airport is well established and will benefit in terms of long term stability and future prosperity of additional users.
- It will also assist in supporting the stability of the State's regional business's, including tourism, interests.

7.8 - SCHEDULE 4 PROVISIONS.

Provisions of Special Use Table.

Included within this proposed Scheme amendment is a schedule of conditions which are to be incorporated into Schedule 4 of the Scheme. Each of the condition is listed below together with an explanation and elaboration as to the reason for their inclusion:-

1. Structure Plan

- 1.1 Subdivision shall be generally in accordance with the Structure Plan as adopted by Council and signed by the Chief Executive Officer.*
- 1.2 Minor variations to the subdivision design may be approved by Council and the Western Australian Planning Commission but further subdivision of the lots created shall not be permitted.*
- 1.3 Development shall generally be in accordance with the Structure Plan adopted by Council and signed by the Chief Executive Officer.*
- 1.4 In order to alert prospective purchasers/residents of newly created lots in the area of potential noise emanating from light aircraft using the airpark area the WAPC may require new titles to be endorsed with appropriate notification.*

It is the intention of this Scheme Amendment to 'rezone' the subject land to 'Special Use Airpark' to allow each of the subject 3 lots to be developed with a residence, ancillary outbuildings and a specific aircraft hangar building to store small light aircraft. The intention being to provide a lifestyle for people who wish to build a home adjacent to the Northam Airfield and to utilise the airfield and park their aircraft on their own property within a secure and protective building.

After the finalisation of the Special Use Airpark zoning it is anticipated that there will be potential for the land to be subdivided into smaller lots in order to provide for additional properties for the construction of a residence and hangar. The intention of provisions/conditions 1.1; 1.2 and 1.3 is to prevent further subdivision of the subject 3 lots until a Structure Plan has been prepared, submitted to Council and approved by Council and endorsed by the Western Australian Planning Commission. As part of the Structure Plan there will have to be relevant reports plans etc to demonstrate the justification and potential for further subdivision, minimum lot size, land uses etc prior to any subdivision.

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2.0 Objective of the Zone.

- 2.1 To provide for the construction of aircraft hangars, parking, servicing and other related operations of aircraft and for those aircraft to access to and from the adjoining Northam Air Field.*

The purpose of this statement is to specify the purpose of the zone and to make it clear that the land is intended to be used as an 'Airpark' in association with the Northam Airfield.

3.0 Land Use

- 3.1 In addition to the uses of the lots as described in point 2 above to also provide for the construction and use of a single residence and associated outbuildings on each lot as permitted in the Rural Residential zone which adjoins the subject properties.*

- 3.2 To allow for the construction of stables and the keeping of livestock as permitted in the Rural Residential zone on each lot to a standard and stocking rates at the discretion of Council.*

- 3.3 Incidental activities and uses which are consistent with the objectives of this Special Use zone may be considered and approved by Council.*

Currently the subject land is zoned as Rural Residential which under the provisions of the Scheme allows certain uses such as the construction and use of a residence together with limited rural activities. It is proposed to allow similar uses as permitted under the surrounding Special Use zone at the discretion of Council.

4.0 Location of Buildings and Structures

- 4.1 Setbacks for buildings and structures shall be as determined by the R5 code of the Residential Design Codes of Western Australia.*

- 4.2 All other setbacks shall be determined by Council in accordance with the Structure Plan.*

- 4.3 Notwithstanding the above aircraft hangars may be approved with a nil setback on all lots adjacent to taxiways subject to compliance with the Building Code of Australia.*

This provision clarifies building setbacks and given that the current standard for the Rural Residential zone is as per the R5 code of the Residential Design Codes of Western Australia it is intended to retain that standard.

5.0 Building Design, Materials and Colour

- 5.1 Dwellings and outbuildings shall be designed and constructed of materials which complement the character of the area as determined by Council.*

This provision allows Council to determine the built form and character of the area.

SHIRE OF NORTHAM
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CONCLUSION.

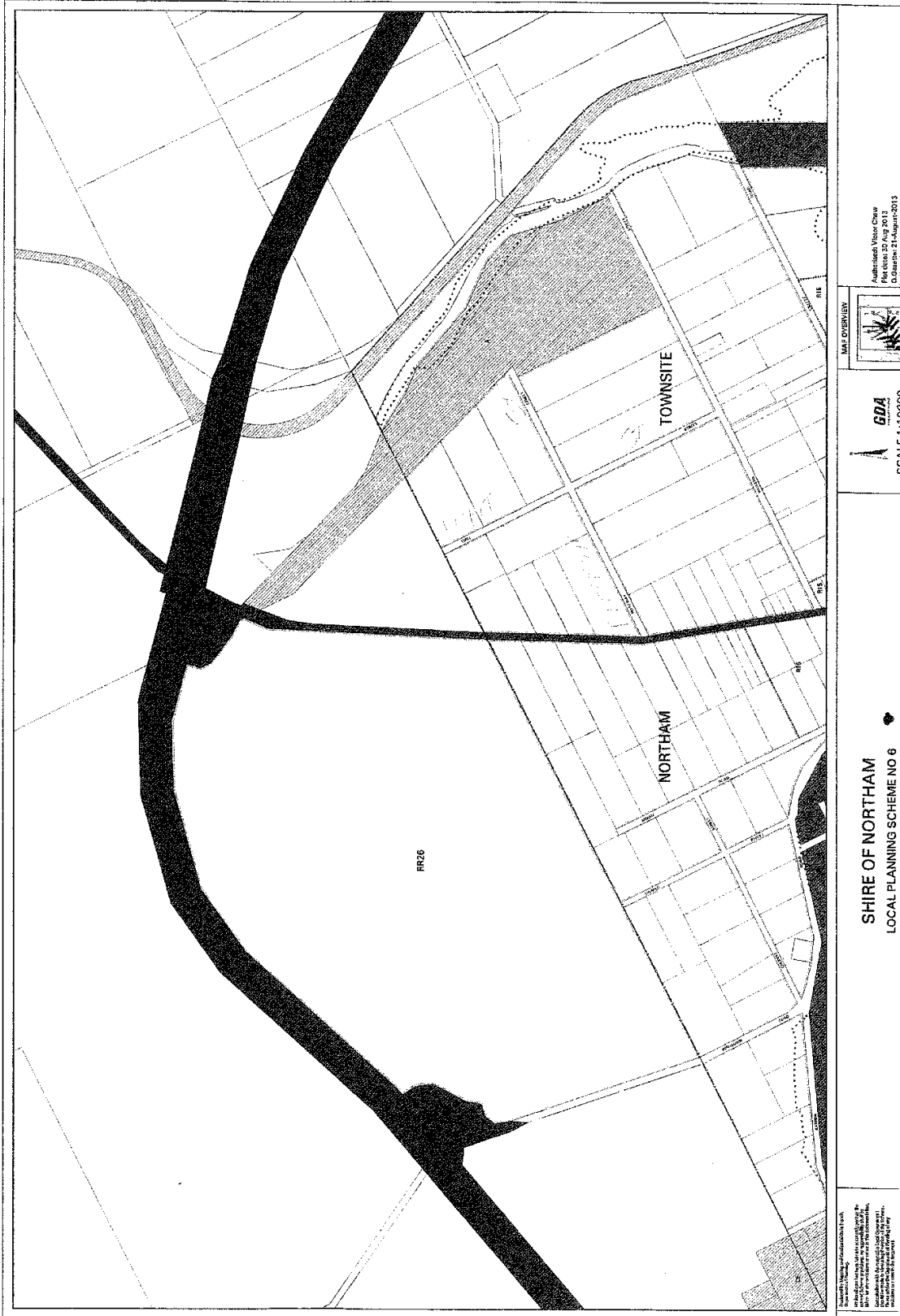
Having due regard to the above issues it is considered that the proposal as submitted forms the basis for a particular land use that will be a benefit to the Shire of Northam and to a lesser degree the State of Western Australia.

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ZONING PLAN

Contained on the following page is a copy of relevant section of the zoning maps of the Shire of Northam TPS No. 6 showing the relevant existing zoning of the subject and nearby land.

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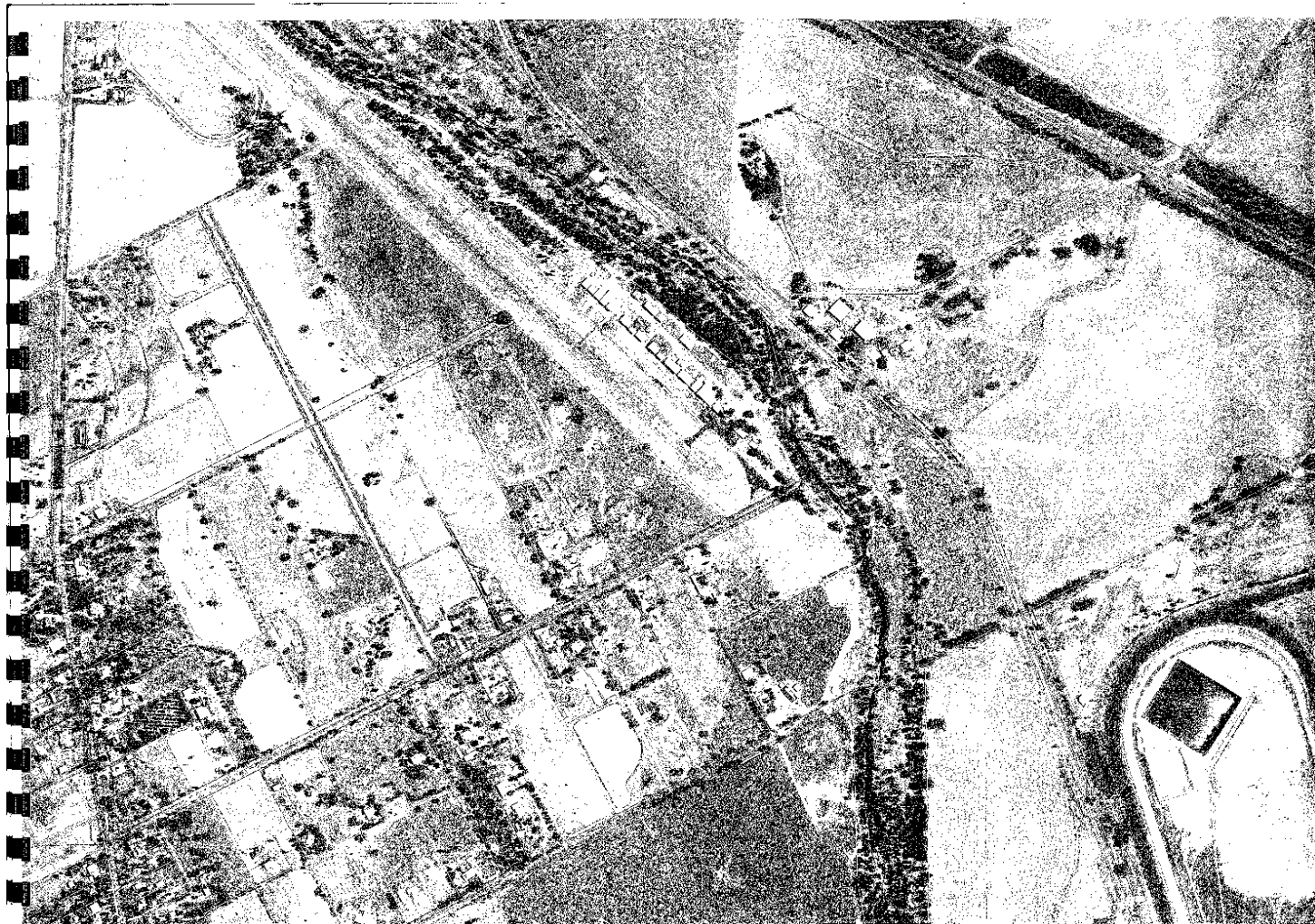


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AIR PHOTO.

On the following there is an air photo showing the subject land.

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SCHEME AMENDMENT
PLANNING AND DEVELOPMENT ACT 2005
SHIRE OF NORTHAM

The Council of the Shire of Northam under and by virtue of the power conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends Town Planning Scheme No. 6 by:

1. Rezoning Lots 56, 57 and 58 Lunt St Northam from 'Rural Residential' to 'Special Use – Airpark'
2. Adding the following to definitions:-

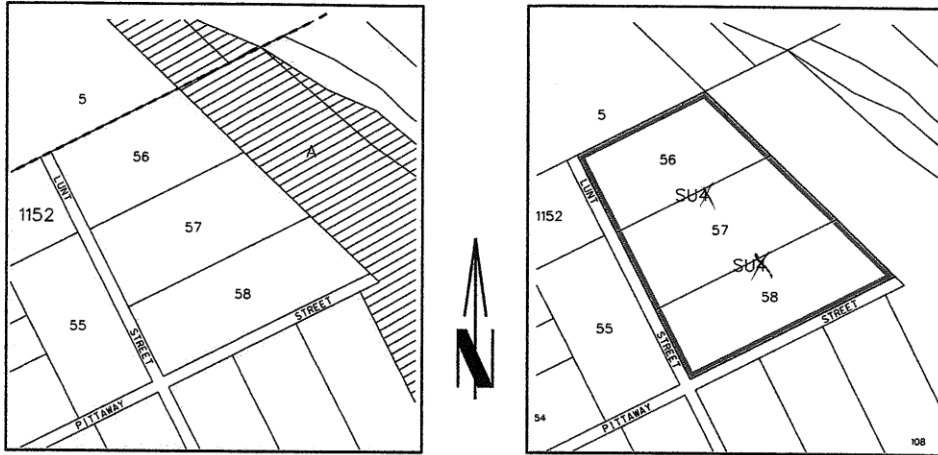
Airpark means land and buildings used for the housing, parking, storage, servicing, repairing of light aircraft.

3. Adding a series of conditions to Schedule 4.

The specific properties are more clearly shown on the Scheme Amendment Map on the following page.

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SCHEME AMENDMENT MAP





EXISTING ZONING

SCALE 1.10000


PROPOSED ZONING

LEGEND



ZONES

-  RURAL RESIDENTIAL
-  RURAL

LOCAL SCHEME RESERVES

-  PUBLIC PURPOSES
- A AIRPORT

OTHER

-  SPECIAL USE AREA
(SEE SCHEME TEXT)
-  TOWN SITE - LAND ACT

SHIRE OF NORTHAM

TOWN PLANNING SCHEME NO 6 - AMENDMENT NO. XX

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Initiate Scheme Amendment

Adopted by resolution of the Council of the Shire of Northam at the Ordinary Meeting of the Council held on this _____ day of _____ 201__

PRESIDENT

CHIEF EXECUTIVE OFFICER

Final Approval of Scheme Amendment

Adopted for final approval by resolution of the Shire of Northam at the Ordinary Meeting of the Council held on this _____ day of _____ 201__ .

The Common Seal of the Shire of Northam was hereunto affixed by the authority of a resolution of the Council in the presence of :

PRESIDENT

CHIEF EXECUTIVE OFFICER

Recommended / Submitted for final approval

DELEGATED UNDER S. 16 OF THE
PLANNING and DEVELOPMENT ACT 2005.

DATE

Final Approval Granted

MINISTER FOR PLANNING

DATE

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APPENDIX 5 - ACCOUNTS AND STATEMENTS OF ACCOUNTS

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL FEBRUARY 2015				
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
1879	13/02/2015	STALLION HOMES	KERB BOND REIMBURSEMENT FOT LOT 1203 LOTON DRIVE A14540 APPLICATION #14147.	1,000.00
1880	13/02/2015	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BUILDING FEES COLLECTED FOR BSL FOR THE MONTH OF JANUARY 2015.	4,417.19
1881	13/02/2015	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BUILDING FEES COLLECTED FOR BCITF FOR JANUARY 2015.	9,050.30
1882	13/02/2015	JOHN HOLLAND PTY LTD	REFUND OF BOND FOR STANDPIPE KEY AVEA-0010692004 WHICH WAS RETURNED TO THE SHIRE.	50.00
1883	13/02/2015	SHIRE OF NORTHAM	MONTHLY BUILDING COMMISSION (BSL) FOR JANUARY 2015.	204.00
			TOTAL TRUST CHEQUES	14,721.49
EFT18994	04/02/2015	DENIS GRAHAM BERESFORD	COUNCILLOR MONTHLY PAYMENTS JANUARY 2015.	1,726.55
EFT18995	04/02/2015	DESMOND ARNOLD HUGHES	COUNCILLOR MONTHLY PAYMENTS JANUARY 2015.	1,726.55
EFT18996	04/02/2015	JULIE ELLEN WILLIAMS	COUNCILLOR MONTHLY PAYMENTS JANUARY 2015.	1,726.55
EFT18997	04/02/2015	KATHLEEN DAWN SAUNDERS	COUNCILLOR MONTHLY PAYMENTS JANUARY 2015.	1,726.55
EFT18998	04/02/2015	LLEWELLYN A W	COUNCILLOR MONTHLY PAYMENTS JANUARY 2015.	1,811.60
EFT18999	04/02/2015	POLLARD FAMILY SUPERANNUATION FUND T/A POLLARD ENTERPRISES PTY LTD	SUPERANNUATION MONTHLY CONTRIBUTION FOR JANUARY 2015.	2,000.00
EFT19000	04/02/2015	ROBERT WAYNE TINETTI	COUNCILLOR MONTHLY PAYMENTS JANUARY 2015.	1,726.55
EFT19001	04/02/2015	STEVEN BRUCE POLLARD	COUNCILLOR MONTHLY PAYMENTS JANUARY 2015.	2,603.12
EFT19002	04/02/2015	TERRY MATTHEW LITTLE	COUNCILLOR MONTHLY PAYMENTS JANUARY 2015.	2,164.83
EFT19003	04/02/2015	ULO RUMJANTSEV	COUNCILLOR MONTHLY PAYMENTS JANUARY 2015.	1,827.19
EFT19004	04/02/2015	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 223 FIXED COMPONENT CONSTRUCTION OF RECREATION FACILITIES.	68,291.73
EFT19005	04/02/2015	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL & DIESEL PURCHASES FOR BAKERS HILL BFB 1, BAKERS HILL BFB 2, INKPEN BFB 1 & INKPEN BFB 2 FOR THE PERIOD 01/12/2014 TO 31/12/2014.	790.04
EFT19006	06/02/2015	DALLYWATER CONSULTING	RELIEF EHO SERVICES FOR THE PERIOD 05/01/2015 TO 23/01/2015 INCL TRAVEL.	9,355.50

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			SUB TOTAL EFT MUNICIPAL	-	97,476.76
EFT19007	06/02/2015	CANCELLED PAYMENT			
EFT19008	13/02/2015	RED INK HOMES	KERB BOND REIMBURSEMENT FOR LOT 400, 2-KATRINE ROAD NORTHAM A14413 APPLICATION #13060.	-	1,000.00
			SUB TOTAL EFT TRUST	-	1,000.00
EFT19009	13/02/2015	ACCIDENTAL FIRST AID SUPPLIES	PURCHASE OF X12 EYE WASH PACKS 100ML FOR ENGINEERING SERVICES.	-	120.78
EFT19010	13/02/2015	MAURICE LINEHAN DESIGN	PURCHASE OF X8 MAD CARS DISEASE BOOKS 1 & X8 MAD CARS DISEASE BOOK 2 FOR THE NORTHAM VISITOR CENTRE.	-	186.00
EFT19011	13/02/2015	QUIN'S GOURMET BUTCHERS	PURCHASE OF ASSORTED MEATS FOR KILLARA.	-	213.00
EFT19012	13/02/2015	THE VINTAGE SPORTS CAR CLUB OF WA (INC)	COMMUNITY DEVELOPMENT GRANT FOR THE 2015 NORTHAM FLYING 50.	-	16,500.00
EFT19013	13/02/2015	AJ & SG FOWLER	PURCHASE OF 2148 TONNE OF GRAVEL FOR RESHEETING OF JENNAPULLIN ROAD.	-	10,740.00
EFT19014	13/02/2015	ALL-WAYS FOODS	PURCHASE OF ASSORTED CONFECTIONARY ITEMS FOR NORTHAM SWIMMING POOL.	-	844.46
EFT19015	13/02/2015	ALLMARK & ASSOCIATES PTY LTD	MANUFACTURE OF CUSTOM MADE JARRAH DESK-NAME PLATE WITH ADDITIONAL ENGRAVED PLATE ON OPPOSITE SIDE FOR EXEC MANAGER COMMUNITY SERVICES ROSS RAYSON.	-	181.50
EFT19016	13/02/2015	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS.	-	335.27
EFT19017	13/02/2015	ANTHONY ROSKELL	CLEANING OF WUNDOWIE LIBRARY & WUNDOWIE HALL FOR THE PERIOD 01/01/2015 TO 27/01/2015.	-	225.00
EFT19018	13/02/2015	AQUARIUS FREIGHT	DELIVERY OF X2 LOADS OF WATER TO FIRE TANKS ON INKPEN RD.	-	460.00
EFT19019	13/02/2015	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LTD APRA	LICENCE RENEWAL FOR RETAIL & GENERAL-BACKGROUND MUSIC, LIVE ARTIST PERFORMANCES & MUSIC ON HOLD FOR THE PERIOD 01/01/2015 TO 31/12/2015.	-	458.67
EFT19020	13/02/2015	AUSTRALIAN SENIOR PUBLICATIONS	ADVERTISING IN AUSTRALIAN SENIOR TRAVEL-GUIDE FOR DECEMBER 2014 FOR NORTHAM VISITORS CENTRE.	-	679.80
EFT19021	13/02/2015	AUSTRALIAN TAXATION OFFICE - PAYG	ADJ PAY (LEE-ELLEN FOMIATTI) \$56.00 & PAYRUN-28/01/2015 TO 10/02/2015 \$48444.00.	-	48,500.00
EFT19022	13/02/2015	AV-SEC SECURITY SERVICES	ALARM ATTENDANCE AT NORTHAM REC CENTRE-ON 28/12/2014 REPORT 11739, RSL HALL ON 22/11/2014 REPORT# 11546, OLD RAILWAY STATION MUSEUM ON 19/12/2014 & 02/01/2015 REPORT# 11576 X2 SECURITY OFFICERS FOR MOVIE NIGHT AT WUNDOWIE ON 09/01/2015 & BERNARD PARK ON 16/01/2015, 23/01/2015 & 06/02/2015.	-	1,562.00
EFT19023	13/02/2015	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF OLD QUARRY ROAD WASTE-MANAGEMENT FACILITY FOR THE PERIOD 06/01/2015 TO 18/01/2015.	-	1,568.00
EFT19024	13/02/2015	AVON FIBRE TECH	REPAIRS TO FIBREGLASS ROUND A BOUT ON-FITZGERALD STREET AFTER VEHICLE DAMAGE.	-	275.00

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EFT19025	13/02/2015	AVON PAPER SHRED	SHREDDING OF X1 24LITRE BIN OF CONFIDENTIAL OFFICE PAPER ON 03/02/2015 FOR SHIRE ADMIN.	50.00
EFT19026	13/02/2015	AVON VALLEY ARTS SOCIETY (INC)	NECKLACE, PHOTO PRINT, MESSAGE IN BOTTLE, HAPPINESS KIT & COFFEE CANDLE SOLD FOR COMMISSION AT NORTHAM VISITOR CENTRE.	58.50
EFT19027	13/02/2015	AVON VALLEY CONTRACTORS	HIRE OF CAT LOADER ON 15/01/2015 & LOWLOADER TO CART ROLLER FROM MEENAR RD TO DEPOT, HIRE OF LOWLOADER ON 16/01/2015 TO CART ROLLER JENNAPULLIN ROAD TO MEENAR SOUTH ROAD & SUPPLY & DELIVER LOCAL SAND TO SHIRE DEPOT ON 19/01/2015.	1,444.30
EFT19028	13/02/2015	AVON VALLEY DESIGN AND DRAFTING SERVICE	HIGH PRESSURE PROBE TO LOCATE ROCK AT PROPOSED WELLINGTON STREET CAR PARK.	660.00
EFT19029	13/02/2015	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF X10 10KG DRY CHLORINE FOR WUNDOWIE POOL, X1 10KG CHLOR-100 FOR NORTHAM SWIMMING POOL, X5 20LT LIQUID CHLORINE (SODIUM HYPOCHLORITE) & X1 O RING LID BX PUMP FOR BERNARD PARK WATER PARK.	1,359.54
EFT19030	13/02/2015	AVON VALLEY STOCK FEED & GARDEN SUPPLIES	HIRE OF DINGO ON 15/01/2015 FOR LONG JUMP PIT AT HENRY STREET OVAL.	200.00
EFT19031	13/02/2015	AVON WASTE	FORTNIGHTLY RUBBISH & RECYCLING COLLECTION SERVICES FOR SHIRE OF NORTHAM UP TO 9/1/2015 & REGIONAL BULK COLLECTION UNTIL 31/12/2014.	41,293.52
EFT19032	13/02/2015	BAF CONSULTING, NCC SEMINARS	REGISTRATION TO ATTEND NCC SEMINAR IN PERTH ON 04/03/2015 FOR SONNY RUTHERFORD & NATHAN GOUGH.	360.00
EFT19033	13/02/2015	BAKERS HILL BOARDING CATTERY	TEMPORARY CARE OF X4 CATS IN DECEMBER 2014 & REPLACEMENT OF X6 AIRLINE CAT CAGES TO CATTERY THAT WERE NOT RETURNED FROM RESCUE GROUP.	610.00
EFT19034	13/02/2015	BEAUREPAIRES	REPAIR OF TYRE & REFIT & SUPPLY NEW WHEEL BRACE ON FLOCON N.008.	107.00
EFT19035	13/02/2015	BLACKWELL PLUMBING PTY LTD	REPAIR HWU AT UNIT 8 KURINGAL VILLAGE, INSTALL GAS STOVE & DISPOSED OF EXISTING STOVE AT RIVERS EDGE CAFE, REPLACE CRACKED TOILET SUITE & REFURNISH PLUMBING TO TOILET AT NORTHAM LIBRARY, REPAIR LEAKING CISTERN IN LADIES TOILET AT NORTHAM REC CENTRE & CHECK WATER UNIT AT TOWN HALL/LESSER HALL AS NO WATER TO FLICKMIXER IN KITCHEN.	2,784.75
EFT19036	13/02/2015	BOC LIMITED	PURCHASE OF BALLOON GAS SIZE G INCL DELIVERY CHARGES FOR AUSTRALIA DAY 2015.	189.04
EFT19037	13/02/2015	BOEKEMAN MACHINERY	PURCHASE OF WEIGHT MOUNTING KIT FOR CASE IH TRACTOR N10863.	76.55
EFT19038	13/02/2015	BRIDGELEY COMMUNITY CENTRE	NORTHAM CHRISTIAN MINISTERS ASSOCIATION CAROLS GRANT REIMBURSEMENT.	4,844.09
EFT19039	13/02/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	521.95

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EFT19040	13/02/2015	BUNNINGS BUILDING SUPPLIES P/L	PURCHASE OF 2M OF ARTIFICIAL TURF & X19 PICK UP & REACHING TOOL FOR ENGINEERING SERVICES, X170 ASSORTED PLANTS FOR ROUNDABOUT IN MAIN STREET, X3 MULTIPURPOSE BARRIERS & X2 VELCRO STRAPPING FOR NORTHAM LIBRARY.	1,136.40
EFT19041	13/02/2015	BURGESS RAWSON (WA) PTY LTD	WATER & SEWERAGE RATES FOR CARAVAN-SEWER DUMP FOR THE PERIOD 01/01/15 TO 28/02/15.	38.64
EFT19042	13/02/2015	CENTRAL DISTRICTS AIRCONDITIONING PLUMBING & ELECTRICAL	SUPPLY & INSTALL BRAEMAR EVAPORATIVE UNIT INTO KITCHEN & TO TOWN HALL.	15,543.00
EFT19043	13/02/2015	CENTRAL MOBILE MECHANICAL REPAIRS	REPAIR WIRING ON CHERRY PICKER TRAILER N.5413, FIX AIRCONDITIONER IN VOLVO BACKHOE N.004, REPAIR FUEL SENSOR ON CASE TRACTOR N017, 70,000KM SERVICE ON FUSO CANTER N.3805, REMOVE DAMAGED HYDRAULIC LINE ON HINO TRUCK N.4012, 10.380KM SERVICE ON TOYOTA HILUX UTE N.4098 & REPLACE PULLEYS ON CRICKET WICKET ROLLER.	4,106.07
EFT19044	13/02/2015	CHADSON ENGINEERING	PURCHASE OF X1 POOL TEST PHOTOMETER FOR ENGINEERING SERVICES.	786.50
EFT19045	13/02/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS.	312.38
EFT19046	13/02/2015	CHRISTMAS 360	PURCHASE OF X1 CHRISTMAS TREE & ASSORTED DECORATIONS FOR WUNDOWIE LIBRARY.	115.65
EFT19047	13/02/2015	CJD EQUIPMENT PTY LTD	PURCHASE OF X24 TIP SCARIFIER, X3 TOOTH-ESCO V17TYL & X1 MIRROR FOR VOLVO BACKHOE N.004.	507.27
EFT19048	13/02/2015	CLACKLINE FENCING CONTRACTORS	FENCING REPAIRS TO LANDFILL SITE INKPEN RD PERIMETER FENCE.	300.00
EFT19049	13/02/2015	CLACKLINE/TOODYAY KARATE CLUB INC	KIDSPORT FUNDING.	800.00
EFT19050	13/02/2015	CLARE SUSAN MURRAY	REIMBURSEMENT FOR WORKING WITH CHILDREN-CHECK.	80.00
EFT19051	13/02/2015	CLOCKMASTERS AUSTRALIA PTY LTD	PURCHASE OF HN-50 CONTROLLER FOR NORTHAM TOWN CLOCK.	1,277.10
EFT19052	13/02/2015	COCA-COLA AMATIL (AUST) PTY LTD	PURCHASE OF ASSORTED DRINKS FOR NORTHAM SWIMMING POOL.	615.84
EFT19053	13/02/2015	COLIN DUNCAN GRANT	MONTHLY CLEANING OF NORTHAM DISTRICT SES FOR JANUARY 2015 & CLEANING UNIT 1 KURINGAL VILLAGE AFTER RENOVATIONS.	352.00
EFT19054	13/02/2015	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	257.05
EFT19055	13/02/2015	COURIER AUSTRALIA	COURIER CHARGES FOR THE PERIOD 10/12/2014 TO 27/01/2015.	222.72
EFT19056	13/02/2015	DAIMLER TRUCKS PERTH	PURCHASE OF X1 CUSHION ENG AIR & X2 8MM-WASHERS FOR FUSO TIP TRUCK N.3885	194.59
EFT19057	13/02/2015	DAVE'S TREE SERVICE	LOP ASSORTED STREET TREES IN THE SHIRE OF NORTHAM AS PER WESTERN POWER REQUIREMENTS.	2,640.00
EFT19058	13/02/2015	DAVID GRAY & CO PTY	PURCHASE OF X14 MGB 240LT DARK GREEN-	921.14

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		LTD	WHEELIE BINS.	
EFT19059	13/02/2015	DEBBIE HUGHES - PERTH FACE PAINTING COMPANY	OLAF MASCOT FOR FROZEN MOVIE IN THE PARK ON 23/01/2015.	275.00
EFT19060	13/02/2015	DESMOND VANDER VEN	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK.	80.00
EFT19061	13/02/2015	DUNNING INVESTMENTS PTY LTD	FUEL ACCOUNT FOR JANUARY 2015.	20,796.28
EFT19062	13/02/2015	ECOSCAPE AUSTRALIA PTY LTD	FLORA & FAUNA STUDY ON SOUTHERN BROOK ROAD & JENNAPULLIN ROAD.	6,204.00
EFT19063	13/02/2015	ELDERS REAL ESTATE	ADVERTISING FOR AUCTIONING OF PROPERTIES FOR THE SHIRE, LOT 21 NORTHAM - YORK ROAD, LOT 144-146 CHIDLOW ST, LOT 233-234 KINGIA ROAD, LOT 160 SIMS ROAD, LOT 400 BYFIELD ST.	14,648.25
EFT19064	13/02/2015	ENLOCUS PTY LTD	PROFESSIONAL FEES FOR DETAILED DESIGN OF FACILITY CONSTRUCTABILITY, TREATMENTS, MATERIALITY & CONTRACT DOCUMENTATION (75% COMPLETE) FOR WUNDOWIE SKATE PARK.	7,837.50
EFT19065	13/02/2015	EP PROPERTY CARE SERVICES	CLEANING OF BENCH SEATS IN BROOME TCE PARK & OUTSIDE NORTHAM LIBRARY IN DECEMBER 2014 & JANUARY 2015 & CLEAN BBQ AREA AT APEX PARK, BROOME TERRACE & BERNARD PARK IN DECEMBER 2014 & JANUARY 2015.	1,097.25
EFT19066	13/02/2015	EVOLUTION TRAFFIC CONTROL PTY LTD	SUPPLY OF TRAFFIC MANAGEMENT SERVICES AT JENNAPULLIN ROAD & GOOMALLING ROAD ON 26/11/2014 & FITZGERALD STREET NORTHAM ON 14/01/2015.	1,286.29
EFT19067	13/02/2015	FELTON INDUSTRIES	PURCHASE OF X1 PORTABLE FOLDING STAGE & DELIVERY FOR NORTHAM REC CENTRE.	3,397.90
EFT19068	13/02/2015	FIRE AND SAFETY WA	PURCHASE OF ASSORTED PPE FOR BRIGADES.	5,217.71
EFT19069	13/02/2015	FRAMESWEST	PURCHASE OF X3 ALUMINIUM PROFILERS TO BE USED ON FLOCON TRUCK N.008.	709.50
EFT19070	13/02/2015	CANCELLED PAYMENT		

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EFT19071	13/02/2015	GLENN STUART BEVERIDGE	SUPPLY & INSTALL DOWN PIPES & REMOVE FILL IN CONCRETE PANNELS AT CEMETERY NICHE WALL, MAKE MAN HOLE DOOR & FIT TO SIDE VERANDAH & REMOVE ASBESTOS FOUND UNDER VERANDAH AT AVAS, REPAIR DAMAGED CUPBOARDS AT FLUFFY DUCKLINGS WUNDOWIE, SUPPLY & INSTALL 3 TOILET SEATS & PAPER HOLDERS AT SOUTHERN BROOK TOILETS, REPAIR HAND RAILS & CHRIS CROSS TIMBER & CLEAN & PAINT VERANDAH AT MORBY COTTAGE, PICK UP OLD FLAG POLES & INSTALL FLAG POLES AT NORTHAM VISITOR CENTRE, REMOVE CHRISTMAS TREE FROM REC CENTRE & TAKE TO DEPOT, CUT DOWN LEGS ON TABLES & PLACE IN LIBRARY, CUT CHAIN & INSTALL PADLOCK AT NORTHAM FARM, REMOVE ALL DAMAGED TIMBER AROUND WALLS & REPLACE, REPLASTER ALL CRACKED & DAMAGED WALLS, PAINT ALL WALLS FOR BERNARD PARK TOILET BLOCK, REPLACE SHADE SAILS AT KILLARA, SECURE WALL SHEETING AT GIRL GUIDES, RESILICON DOWN PIPES AT QUELLINGTON HALL, SECURE KIOSK AT WUNDOWIE POOL, SECURE ROLLER AT NORTHAM POOL & PLACE FENCE AT WUNDOWIE TELECENTRE TO MAKE A KID SAFE AREA.	11,543.50
EFT19072	13/02/2015	GRAFTON ELECTRICS	REPAIR LIGHTS AT LIBRARY & FEMALE TOILETS AT BERNARD PARK, CHECK & REPAIR MAIN PUMP AT TREATMENT PONDS, REPLACE METER BOX LID AT SKATE PARK, DISCONNECT & RECONNECT LIGHTS AT VINTAGE CAR CLUB JUNCTION BOX & CHECK POWER TO RAINWATER TANK PUMP.	4,035.75
EFT19073	13/02/2015	GROVE WESLEY DESIGN ART	MANUFACTURE OF X1000 STUBBIES 'DRINK DRIVE NEVER OK' FOR ROAD WISE COMMITTEE.	3,410.00
EFT19074	13/02/2015	HOST AUTO REPAIRS	REPAIR OF RELIEF VALVE & REPLACEMENT OF HOSE ON IRISHTOWN 2.4 ISUZU 1BMR091 & FUEL CAP FOR BAKERS HILL 2.4 ISUZU 1BNP584.	1,329.55
EFT19075	13/02/2015	IMMACU SWEEP	FOOTPATH SWEEPING IN THE TOWN CBD & SWEEPING SERVICES IN THE SHIRE OF NORTHAM FOR THE PERIOD 17/11/2014 TO 05/01/2015.	18,018.00
EFT19076	13/02/2015	INVISION SIGNS AND DESIGNS	PURCHASE OF X250 BUSINESS CARDS FOR JOHN HANSEN, TRACEY PEARCE, HAYLEY AYERS-FINDLAY & MICHELLE BLACKHURST, BANNER FOR ART EXHIBITION, X100 STUBBY HOLDERS, X12 NAME BADGES FOR ASSORTED SHIRE EMPLOYEES, X2 PVC BANNERS FOR CONCERTS IN THE PARK, X6,000 PLYERS FOR MOVIES & CONCERTS 2015, X250 BALLOONS FOR AUSTRALIA DAY 2015 & RESKIN CUSTOMER SUPPLIED ALUMINUM STRIPS FOR EVENTS BOARDS.	2,792.24
EFT19077	13/02/2015	ISOBEL ROBERTS	PURCHASE OF X20 EMROIDERED HAND TOWELS FOR NORTHAM VISITORS CENTRE.	70.00
EFT19078	13/02/2015	JEF SALES & SERVICE	REPLACE CARBY ASSEMBLY ON STIHL FS130 BRUSHCUTTER.	265.00

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EFT19079	13/02/2015	JOHN HANSEN	REIMBURSEMENT FOR THE PURCHASE OF SPRAY PAINT, CIGARETTE ADAPTOR FOR CESHM VEHICLE & POWERADE & MEALS FOR THE FIRE FIGHTERS AT THE FIRE AT FERNIE ROAD WUNDOWIE ON 29/01/15.	267.60
EFT19080	13/02/2015	JS COASTAL TILING	INCREASE SWAN POND DAM ENCLOSURE HEIGHT WITH CONCRETE WALL AT BERNARD PARK, RETAINING AROUND GREASE TRAP & PAVE BIN AREA AT KILLARA & REPLACE STIRRUPS ON POSTS AT APEX PARK TOILETS.	10,816.00
EFT19081	13/02/2015	KLEENWEST DISTRIBUTORS	PURCHASE OF X1 20LTR SPARKLE BORONIA & X1 5LTR HAND SOAP FOR NORTHAM REC CENTRE.	78.79
EFT19082	13/02/2015	KOMATSU AUSTRALIA PTY LTD	250HR SERVICE & DIAGNOSE ELECTRICAL FAULT ON KOMATTSU 6 WHEEL LOADER N.3856.	628.98
EFT19083	13/02/2015	LANDMARK	PURCHASE OF O-RING & OIL VIEWER FOR NOXIOUS WEED PUMP SIGHT GLASS.	100.16
EFT19084	13/02/2015	LFA FIRST RESPONSE	PURCHASE OF REPLACEMENT FIRST AID ITEMS FOR REC CENTRE FIRST AID KITS.	52.51
EFT19085	13/02/2015	MARGARET ROSE ARCHER	GARDENING AT SHIRE ADMIN BUILDING ON 15/22/29/12/2014, 5/12/19/26/01/2015 & 02/02/2015.	960.00
EFT19086	13/02/2015	MATHEW MACQUEEN	PHONE ALLOWANCE FOR 2014/2015.	500.00
EFT19087	13/02/2015	MIDALIA STEEL	PURCHASE OF MATERIALS FOR CLACKLINE FIRE SHED EXTENSION.	1,106.96
EFT19088	13/02/2015	MIDLAND MOWERS	REPLACE BENT PULLEY & REFITTED BELT RUN ON FERRIS RIDE ON LAWNMOWER N.4060.	312.40
EFT19089	13/02/2015	MOUNT HELENA LITTLE ATHLETICS CLUB	KIDSPORT FUNDING.	168.00
EFT19090	13/02/2015	NATIONAL TAX MANAGER	RENEWAL OF SUBSCRIPTION TO TAX MADE EASY, FBT MADE EASY & 2015 FBT ORGANISER FOR 12 MONTHS ENDING 23/03/2016.	434.50
EFT19091	13/02/2015	NETSIGHT	MYOSH MONTHLY SUBSCRIPTION FOR JANUARY 2015.	531.85
EFT19092	13/02/2015	NORTHAM & DISTRICTS GLASS SERVICE	SUPPLY & FIT FULL TINTED LAMINATED WINDSCREEN TO ISUZU 200 TIPPER N.4096.	631.00
EFT19093	13/02/2015	NORTHAM CENTRAL NEWSAGENCY	NEWSPAPER DELIVERIES FOR THE PERIOD 02/01/2015 TO 31/01/2015 FOR ADMIN & NORTHAM LIBRARY.	119.65
EFT19094	13/02/2015	NORTHAM GARDEN CENTRE	PURCHASE OF X2 5KG BAGS RICHGRO BLACK-MARVEL FOR ADMIN GARDENS.	45.00
EFT19095	13/02/2015	NORTHAM MAZDA	CALL OUT SERVICE CHARGE TO START MAZDA UTE & REPLACE BATTERY ASSEMBLY AFTER TWO WAY WAS LEFT ON OVER CHRISTMAS PERIOD.	991.24
EFT19096	13/02/2015	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X1 8PK 45MM SCREWS & X1 25PK 30MM SCREWS, X12 NYLON CORD, X1 SEALANT TUBELESS 710ML, X1 260MM PLIER & X1 12MM X 70MM DYNABOLT HEX, X60 RAPID SET CONCRETE 20KG FOR ENGINEERING SERVICES & X1 1.5METER GALAVISED CHAIN FOR NORTHAM POOL.	478.96
EFT19097	13/02/2015	NORTHAM QUICK SERVE - DRYCLEANERS	DRY CLEANING OF COSTUMES FOR DOGS DAY OUT.	105.00

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EFT19098	13/02/2015	NORTHAM TOWING SERVICE	TOWING OF ABANDONED NISSAN PULSAR FROM BURMA RD WUNDOWIE TO SHIRE IMPOUND ON 08/01/2015, TOYOTA LEXCEN FROM CLACKLINE CAR PARK TO SHIRE IMPOUND YARD ON 03/01/2015, FORD FESTIVA FROM SPRINGFIELD ROAD NORTHAM TO SHIRE IMPOUND YARD ON 03/01/2015 & RELOCATING 3 ABANDONED VEHICLES FROM SHIRE DEPOT TO SHIRE IMPOUND YARD ON 12/01/2015.	531.30
EFT19099	13/02/2015	CANCELLED PAYMENT		
EFT19100	13/02/2015	OXTERS CEMETERY SERVICES	CEMETERY INVOICING FOR THE FORTNIGHT ENDING 30 JANUARY 2015, GRAVE RE-OPENING FOR YARRAN, NEW GRAVE FOR GORMAN, GRAVE CERTIFICATION FOR YARRAN AND GORMAN. BAKERS HILL & GRASS VALLEY TOWNSITE INVOICING FOR THE PERIOD 01/12/2014 TO 30/01/2015, KATRINE MAINTENANCE INVOICING FOR THE PERIOD 05/01/2015 TO 30/01/2015, CLACKLINE, BAKERS HILL PARK & BAKERS HILL REC CENTRE ABLUTIONS INVOICING FOR THE PERIOD 05/01/2015 TO 30/01/2015, PURCHASE OF X2 5L BLEACH, X1 MOP HEAD, X1 SHORT ALUMINIUM HANDLE & X3 50PK 80LITRE GARBAGE BAGS FOR WUNDOWIE TOILETS, X1 LARGE VINYL GLOVES, X1 48PK TOILET ROLLS FOR CLACKLINE TOILETS, X1 48PK TOILET ROLLS FOR BAKERS HILL TOILETS.	7,986.67
EFT19101	13/02/2015	PATHWEST LABORATORY MEDICINE WA	DRUG SCREENING OF STAFF.	466.00
EFT19102	13/02/2015	PILA GROUP	PURCHASE OF X1 12M X 5MM WHITE MARINE GRADE ROPE, X2 FLAG POLE DOORS & X1 FLAG POLE NECKLACE TO SUIT FLAG POLE FOR BERNARD PARK.	152.90
EFT19103	13/02/2015	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS.	157.47
EFT19104	13/02/2015	PROFESSIONAL LOCKSERVICE	SERVICES TO UPGRADE FRONT DOOR KEY PAD TO SUIT REMOTE RELEASE BUTTON AT KILLARA.	1,412.40
EFT19105	13/02/2015	QUBE LOGISTICS	X2 920KG CHLORINE 920KG FOR TREATED WASTE WATER RETICULATION & NORTHAM SWIMMING POOL.	1,648.58
EFT19106	13/02/2015	RADIOWEST BROADCASTERS PTY LTD	RADIO ADVERTISING FOR NORTHAM ART COLLECTION EXHIBITION.	165.00
EFT19107	13/02/2015	RED DOT STORES	PURCHASE OF ASSORTED ITEMS FOR AUSTRALIA DAY CELEBRATIONS 2015.	164.18
EFT19108	13/02/2015	RETAIL DECISIONS (COLES)	COLES ACCOUNT FOR JANURARY 2015.	3,312.43
EFT19109	13/02/2015	ROAD SIGNS AUSTRALIA	PURCHASE OF X2 PARKING SIGNS FOR ST. JOSEPHS SCHOOL.	64.90
EFT19110	13/02/2015	ROBERT AUSTIN SERMON	PENSIONER REFUND ON DOG REGISTRATION.	10.00
EFT19111	13/02/2015	ROBERT LESLIE HITCHCOCK	480 C/M OF GRAVEL FOR MAY ST FOR SHOULDER GRADING.	1,900.80
EFT19112	13/02/2015	RONDA LORRAINE KAYE TOWLE	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK.	80.00

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EFT19113	13/02/2015	ROXANN ADAMSON	REIMBURSEMENT FOR POLICE CLEARANCE & WORKING WITH CHILDREN CHECK.	142.40
EFT19114	13/02/2015	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	ADVERTISEMENTS FOR SHIRE OF NORTHAM- CHRISTMAS & NEW YEAR CLOSURE, CASUAL LIFE GUARD POSITION, MONTHLY NEWSLETTER FOR DECEMBER 2014 & JANUARY 2015, NORTHAM ROADWISE COMMITTEE DECEMBER 2014 & JANUARY 2015, HARVEST/VEHICLE MOVEMENT/HOT WORKS BAN, 2015 COUNCIL MEETING DATES, REVIEW OF WARDS & REPRESENTATION, MOVIES BY TWILIGHT, AUSTRALIA DAY, PROPOSED NBN WIRELESS TELECOMMUNICATIONS INFRASTRUCTURE & PROPOSED SCHEME AMENDMENT 1 LOT 9 NO.11 JOHN STREET NORTHAM.	5,751.46
EFT19115	13/02/2015	SAFETYQUIP	PURCHASE OF X1 1.5M ANCHOR STRAP, X2- PROTECTA DOUBLE ACTION AUTOLOCK GATE & X1 HARNESS FOR ENGINEERING SERVICES.	444.95
EFT19116	13/02/2015	SETH WILLIAM TUCKER T/A TUCKERBUILT	REPLACE & PAINT ROTTED TIMBERS AT APEX- PARK TOILETS.	3,300.00
EFT19117	13/02/2015	SIGMA CHEMICALS	PURCHASE OF X1 PHOTOMETER TEST KIT 9, X50- PHOTOMETER NO1 TABS & X50 PHOTOMETER PHENOL RED STRIPS FOR NORTHAM & WUNDOWIE SWIMMING POOL.	1,130.94
EFT19118	13/02/2015	SLAV'S CLEANING SERVICE	CLEANING BERNARD PARK TOILETS ON- 16/01/2015 & 23/01/15 FOR MOVIES BY TWILIGHT.	220.00
EFT19119	13/02/2015	SPECIALE SMASH REPAIRS	SUPPLY & FIT WINDSCREEN TO FORD TERRITORY- N.3333 ON 04/02/2015.	352.00
EFT19120	13/02/2015	SPECIALISED TREE SERVICE	ARBORICULTURAL WORK AT SOUTHERN BROOK- RD ON 17/12/2014 & 12/01/2015.	5,840.00
EFT19121	13/02/2015	ST JOHN AMBULANCE AUSTRALIA	FIRST AID KIT SERVICING FOR NORTHAM- LIBRARY ON 13/01/2014.	125.83
EFT19122	13/02/2015	THE WATERSHED	PURCHASE OF X8 GALCON BATTERY OPERATED- VALVES, X2 DIAPHRAGM VALVES, X6 POP UP SPRINKLERS & NOZZLES, X1 DAVEY BOREMASTER 2HP PUMP & X15 HUNTER 125 PLUS POP UP SPRINKLERS FOR ENGINEERING SERVICES.	2,199.42
EFT19123	13/02/2015	TOTAL GREEN RECYCLING PTY LTD	E-WASTE RECYCLING FROM OLD QUARRY RD- SITE X92 PLASTIC CRT TV, X1 WOOD CRT TV, X3 REAR PROJ CRT TV, X23 FLATSCREEN TV, X43 MICROWAVE & X200 MISC.	4,536.74
EFT19124	13/02/2015	TOTAL PACKAGING	PURCHASE OF X16 DOG POO BAGS FOR- DEVELOPMENT SERVICES.	343.20
EFT19125	13/02/2015	UDLA	LANDSCAPE ARCHITECTURAL CONSULTANCY- SERVICES FOR GEORGE NUICH PARK.	550.00
EFT19126	13/02/2015	UHY HAINES NORTON CHARTERED ACCOUNTANTS	REGISTRATION FOR WALGA TAX FBT WORKSHOP- HELD AT JOONDALUP RESORT ON 04/03/15 FOR ZOE MACDONALD.	803.00

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EFT19127	13/02/2015	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	REPLACE RADIO AT DEPOT OFFICE, CHECK VHF IN TOYOTA HILUX N.4098, REPAIR RADIO IN MAZDA BT50 N10938, CHECK LIGHTS ON PIG TRAILER N.5477 & CHECK EWP LIFT MECH ON CHERRY PICKER TRAILER N.5413.	1,988.00
EFT19128	13/02/2015	WG & RJ ASHMAN	MOWING OF ASSORTED PROPERTIES FOR ENFORCED FIREBREAKS.	792.00
EFT19129	13/02/2015	WHEATBELT SAFETYWEAR	PURCHASE OF X1 PAIR BOOTS FOR DAVID MUNDAY, X1 PAIR OF BOOTS FOR PHILLIP UTBER, X1 BOX 100 LENS WIPES, X2 BOX 200 EAR PLUGS, X2 50PK REHYDRATION DRINKS, X8 LEATHER HATS & X8 COTTON HATS FOR ENGINEERING SERVICES.	761.00
EFT19130	13/02/2015	WORMALD FIRE (WA)	ROUTINE INSPECTION & MAINTENANCE OF FIRE ALARM SYSTEM AT TOWN & LESSER HALL FOR THE PERIOD 1/11/2014 TO 30/11/2014 & 01/01/2015 TO 31/01/2015.	287.78
EFT19131	13/02/2015	WUNDOWIE SPRINGS PTY LTD WUNDOWIE ONE STOP	PURCHASE OF ASSORTED PVC PIPES & CONNECTIONS FOR ENGINEERING SERVICES.	264.62
EFT19132	23/02/2015	AUSTRALIAN TAXATION OFFICE	BAS PAYMENT JANUARY 2015 REF 4282661738099160.	68,263.00
EFT19133	25/02/2015	QUIN'S GOURMET BUTCHERS	PURCHASE OF ASSORTED MEATS FOR KILLARA.	306.33
EFT19134	25/02/2015	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	HIRE OF X2 TRAFFIC CONTROLLERS WITH SIGNS & CONES TO MCMANUS RD SOUTHERN BROOK 27/01/2015 TO 30/01/2015 & SOUTHERN BROOK ROAD 20/01/2015 TO 23/01/2015.	6,726.23
EFT19135	25/02/2015	AG IMPLEMENTS NORTHAM PTY LTD	PURCHASE OF X4 UNIVERSAL ALLOY HEAD, X4 TRAIL BLAZER TRIMMER LINE, X1 ERGONOMIC HARNESS FOR ENGINEERING SERVICES & X6 FERRIS MOWER BLADES FERRIS MOWER FOR N.4060.	618.18
EFT19136	25/02/2015	ALLVEHICLES (NORTHAM RADIATOR SPECIALISTS & AVON 4WD CENTRE)	PURCHASE OF X 1 ARB LED HEADLIGHT FOR DEVELOPMENT SERVICES.	30.00
EFT19137	25/02/2015	ANTHONY ROSKELL	CLEANING OF WUNDOWIE LIBRARY & HALL FOR THE PERIOD 28/01/2015 TO 10/02/2015.	250.00
EFT19138	25/02/2015	AUSTRALIA POST	AUSTRALIA POST ACCOUNT FOR KILLARA, LIBRARY, ADMIN & EVENTS FOR JANUARY 2015.	2,482.12
EFT19139	25/02/2015	AUSTRALIAN OFFICE	PURCHASE OF X4000 PLAIN FACED ENVELOPES FOR COMMUNITY PERCEPTION SURVEY.	155.41
EFT19140	25/02/2015	AV-SEC SECURITY SERVICES	SUPPLY & FIT X10 NEW SMOKE ALARM BATTERIES AS YEARLY SERVICE TO OLD RAILWAY STATION MUSEUM.	308.00
EFT19141	25/02/2015	AVON DEMOLITION & EARTHMOVING	MANAGEMENT OF OLD QUARRY ROAD WASTE MANAGEMENT FACILITY FOR PERIOD THE 20/01/2015 TO 01/02/2015.	1,792.00
EFT19142	25/02/2015	AVON SHEARING SUPPLIES & COUNTRY CLOTHING	PURCHASE OF X1 PAIR STEEL CAP BOOTS FOR COLIN MCPHERSON.	145.00
EFT19143	25/02/2015	AVON SPICE CAFE	CATERING FOR COUNCIL MEETING ON 18/02/15.	374.00

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EFT19144	25/02/2015	AVON TOURISM INCORPORATED	3 UNIT ADVERTISEMENT FOR NORTHAM VISITOR-CENTRE IN THE 2015 AVON VALLEY HOLIDAY PLANNER.	495.00
EFT19145	25/02/2015	AVON VALLEY CONTRACTORS	HIRE OF LOW LOADER ON 06/02/2015 TO CART-ROLLER FROM MEENAR ROAD TO WARIN ROAD & SUPPLY & DELIVER PAVING SAND TO HENRY STREET OVAL.	957.00
EFT19146	25/02/2015	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF X6 20LTR LIQUID CHLORINE FOR-BAKERS HILL OVAL, X10 20LTR LIQUID CHLORINE, X1 COMBO FLOATING THERMOMETER & X2 CLARIFIER FOR NORTHAM SWIMMING POOL, X72 OREGAN CHAIN FOR ENGINEERING SERVICES & X10 10KG DRY CHLORINE FOR WUNDOWIE POOL.	1,849.70
EFT19147	25/02/2015	AVON VALLEY NISSAN	30,000KM SERVICE OF NISSAN DUALIS N.3433.	388.77
EFT19148	25/02/2015	AVON WASTE	FORTNIGHTLY DOMESTIC RUBBISH & RECYCLING-SERVICES, COMMERCIAL RUBBISH, BULK COLLECTION & LANDFILL SERVICES FOR JANUARY 2015, HIRE OF X10 EVENT BINS FOR WUNDOWIE MOVIE NIGHT ON 09/01/2015, X10 EVENT BINS FOR BERNARD PARK MOVIE NIGHTS ON 23/01/2015 & 16/01/2015, X10 EVENT BINS FOR AUSTRALIA DAY EVENT & X12 240LTR MGB TO BERNARD PARK FOR THE PERIOD 28/03/2014 TO 01/04/2014 FOR CONCERT SUMMER SERIES.	79,641.21
EFT19149	25/02/2015	BEAUREPAIRES	SUPPLY & FIT X4 NEW TYRES TO TWO WAY PIG-TRAILER N5477.	1,395.84
EFT19150	25/02/2015	BLACKWELL PLUMBING PTY LTD	PURCHASE OF X2 COMPRESSION COUPLINGS &-X1 90D ELBOW FOR BERNARD PARK.	169.00
EFT19151	25/02/2015	BLOOMY'S FLORIST	BOXED FLOWER ARRANGEMENT SENT TO-LEONIE WHEELER & DES HUGHES.	145.00
EFT19152	25/02/2015	CENTRAL DISTRICTS AIRCONDITIONING PLUMBING & ELECTRICAL	SERVICE & REPAIR TO AIRCONDITIONING UNIT AT-FLUFFY DUCKLINGS DAYCARE CENTRE WUNDOWIE.	302.75
EFT19153	25/02/2015	CHRISTIE PARKSAFE	PURCHASE OF X2 1000PK OF BAGS FOR USE- WITH BBQ FAT TRAY IN BROOME TCE.	264.00
EFT19154	25/02/2015	CJD EQUIPMENT PTY LTD	PURCHASE OF X1 GAS SPRING & X1 TIP-SCARIFIER FOR VOLVO GRADER N.001 & X1 HOSE & X1 TUBE FOR VOLVO BACKHOE N.004.	1,210.98
EFT19155	25/02/2015	CLACKLINE FENCING CONTRACTORS	EMERGENCY REPAIRS TO VEHICLE IMPOUND- FENCING.	250.00
EFT19156	25/02/2015	COCA-COLA AMATIL (AUST) PTY LTD	PURCHASE OF ASSORTED DRINKS FOR- WUNDOWIE SWIMMING POOL.	333.39
EFT19157	25/02/2015	COUNTRY COPIERS NORTHAM	COLOUR COPIER SERVICE/METER READING FOR- ADMIN COPIER.	1,667.72
EFT19158	25/02/2015	COVS PARTS PTY LTD	PURCHASE OF X1 BOX 20 WIPER BLADES FOR- FUSO TIP TRUCK N.3885 & X2 1/4 GAS MALE ADAPTOR, X1 TYRE INFLATOR & X1 15KG BAG OF RAGS FOR ENGINEERING SERVICES.	146.99
EFT19159	25/02/2015	DALE PATRICIA SERMON	REIMBURSEMENT OF POLICE CLEARANCE &- WORKING WITH CHILDREN CHECK.	142.40
EFT19160	25/02/2015	DAMON GEARY	REIMBURSEMENT OF POLICE CLEARANCE.	62.40
EFT19161	25/02/2015	DEBBIE HUGHES - PERTH	FACE PAINTER FOR CONCERT IN THE PARK ON-	264.00

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		FACE PAINTING COMPANY	13/02/2015.	
EFT19162	25/02/2015	DUN & BRADSTREET AUSTRALIA	SOLICITORS & DISBURSEMENTS FEES FOR A10775, A6, A12463, A14534, A15195, A13174, A10840, A15310 & A1446..	7,277.70
EFT19163	25/02/2015	E FIRE & SAFETY	PURCHASE OF X1 4.5KG FIRE EXTINGUISHER FOR SOUND SHELL & X2 1.5KG FIRE EXTINGUISHER FOR DEPOT.	258.50
EFT19164	25/02/2015	ECOMIST SWAN	PURCHASE OF X2 250PK 72LTR BIN BAGS, X2 5L LAUNDRY LIQUID, X2 5L SUDS UP DETERGENT, X1 5LTR MACHINE DISHWIZZ LIQUID & X1 SERVICED NATURAL INSECT CONTROL DISPENSER 250ML FOR KILLARA.	350.24
EFT19165	25/02/2015	EVOLUTION TRAFFIC CONTROL PTY LTD	SUPPLY OF TRAFFIC MANAGEMENT SERVICE AT JENNAPULLIN ROAD & GOOMALLING ROAD ON 09,10,11,12/12/2014 & SOUTHERN BROOK RD NORTHAM ON 17,19,23/12/2014.	5,999.38
EFT19166	25/02/2015	FLAT OUT FREIGHT	CARTAGE OF FLAG POLES FROM MARINDUST TO VISITORS CENTRE.	49.75
EFT19167	25/02/2015	FRANCES ESTHER IRWIN	PURCHASE OF ASSORTED BROOCHES, EARRINGS & NECKLACES FOR NORTHAM VISITORS CENTRE.	194.00
EFT19168	25/02/2015	FULTON HOGAN INDUSTRIES PTY LTD	PURCHASE OF 25.98TN COLD MIX FOR ENGINEERING SERVICES.	5,607.01
EFT19169	25/02/2015	GARRY SHEPHERDSON	TELEPHONE ALLOWANCE FOR 2014/2015 FOR CHIEF BUSH FIRE CONTROL OFFICER.	500.00
EFT19170	25/02/2015	GO GO ON HOLD PTY LTD	ON HOLD MESSAGES SERVICE 6 MONTHLY FOR NORTHAM REC CENTRE.	414.00
EFT19171	25/02/2015	GRAFTON ELECTRICS	REPAIR LIGHTS AT NORTHAM REC CENTRE, TEST & TAG APPLIANCES AT ASSORTED SHIRE BUILDINGS.	1,024.43
EFT19172	25/02/2015	GROVE WESLEY DESIGN ART	PURCHASE OF X5 TEE SHIRTS & X3 POLO SHIRTS WITH HEAT PRESSED REFLECTIVE TAPE ON FRONT & REAR FOR BRIGADES.	255.32
EFT19173	25/02/2015	HOST AUTO REPAIRS	CALL OUT TO BAKERS HILL TO REPAIR DAMAGED TYRE & REPLACE BATTERY MASTER SWITCH ON BAKERS HILL 2.4 ISUZU 1BNP584, REPAIR PUNCTURE ON TOYOTA LANDCRUISER 1DAB318 & REPLACE TYRE ON GRASS VALLEY 3.4 ISUZU N1562.	1,735.55
EFT19174	25/02/2015	INVISION SIGNS AND DESIGNS	PURCHASE OF X200 PRINTED BALLOONS & UPDATE & RESKIN CUSTOMER SUPPLIED ROSTER SIGNS FOR CONCERTS IN THE PARK 2015.	369.60
EFT19175	25/02/2015	IT VISION	COMMUNITY & INFORMATION BOOKINGS- TRAINING, PREPARATION & TRAVEL.	3,164.70
EFT19176	25/02/2015	JEF SALES & SERVICE	SERVICE & REPLACE CHAIN TO HUSKY 455 CHAINSAW FOR ENGINEERING SERVICES.	178.80
EFT19177	25/02/2015	JOHN HANSEN	REIMBURSEMENT OF DRINKS PURCHASED FOR BRIGADES AFTER FIRE.	116.64
EFT19178	25/02/2015	KATE LESTER	REIMBURSEMENT FOR WHITE CARD TRAINING.	65.00
EFT19179	25/02/2015	KERBTECH P/L T/A GDR CIVIL CONTRACTING	PROGRESS CLAIM OF CONTRACT 8 OF 2014 FOR TOWN DRAINAGE IMPROVEMENTS.	59,867.50

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EFT19180	25/02/2015	LANDGATE	GROSS RENTAL VALUATIONS CHARGEABLE SCHEDULE NO. G2014/13 DATED 22/11/2014 TO 19/12/2014 & SCHEDULE NO. G2015/1 DATED 20/12/2014 TO 16/01/2015 & RURAL UV'S CHARGEABLE SCHEDULE:R2015/1 DATED 13/12/2014 TO 09/01/2015.	503.36
EFT19181	25/02/2015	LLOYDS EARTHMOVING	PURCHASE OF X5 NATIVE PLANTS FOR CITIZENSHIP CEREMONY ON 26/01/2015.	45.00
EFT19182	25/02/2015	LO-GO APPOINTMENTS	FINANCE OFFICER SERVICES PROVIDED BY DOMINIC BONO FOR THE WEEK ENDING 24/01/15.	2,211.22
EFT19183	25/02/2015	MATHEW MACQUEEN	INSPECTION & REPORTING OF FIRE BRAKS WITHIN THE SHIRE OF NORTHAM, REIMBURSEMENT OF X1 COOPER TYRE FITTED & BALANCED & FABRICATE X2 LOCKING COVERS TO GO OVER THE OUTLET VALVES ON THE WARGIN & INKPEN ROAD EMERGENCY WATER TANKS.	2,364.00
EFT19184	25/02/2015	MAYBERRY HAMMOND & CO	PREPARATION OF LEASE AGREEMENT - AVON VALLEY VINTAGE VEHICLE ASSOC INC.	737.00
EFT19185	25/02/2015	MCBRIDE CONTRACTING	CONSTRUCTION OF FIRE LINE WITH L90 VOLVO LOADER FERNIE RD ON 29/01/2015.	495.00
EFT19186	25/02/2015	MCLEODS BARRISTERS & SOLICITORS	LEGAL FEES IN RELATION TO HEALTH ACT PROSECTUTION J.D. MOSIEJCYK.	479.40
EFT19187	25/02/2015	METROCOUNT	PURCHASE OF X4 10PK FIGURE 8 ROAD CLEAT LARGE, X3 10PK CENTRELINE FLAP & FREIGHT CHARGES FOR ENGINEERING SERVICES.	1,089.00
EFT19188	25/02/2015	NORTHAM COURIER SERVICE	COURIER CHARGES FOR NORTHAM WORKS DEPOT FOR JANUARY 2015.	78.10
EFT19189	25/02/2015	NORTHAM MAZDA	SERVICE TO MAZDA BT50 N10938.	338.49
EFT19190	25/02/2015	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X1 40MM PADLOCK FOR DOG POUND, X2 KEY CUTTING & X2 WALL THERMOMETERS FOR NORTHAM REC CENTRE, X5 ROLLS DUCT TAPE, X2 GALVANISED WATERING CANS, X10 CUTTING DISKS, X6 ELBOW THREAD, X1 POLYTUBE 19MM X 25M FOR ENGINEERING SERVICES & X1 PROTECTOR SURGE TWIN OUTLET FOR DEVELOPMENT SERVICES.	221.38
EFT19191	25/02/2015	NORTHAM SCOUT GROUP	KIDSPORT FUNDING.	200.00
EFT19192	25/02/2015	NORTHAM TOWING SERVICE	TOWING OF ABANDONED VEHICLE SUZUKI SWIFT 1AOL556 FROM HAWKE AVE WUNDOWIE TO SHIRE IMPOUND YARD ON 29/01/2015.	193.60
EFT19193	25/02/2015	NORTHAM VETERINARY CENTRE	EUTHANASIA OF X1 DISEASED CAT & X2 DOG ATTACK DOGS & VET COSTS FOR INJURED DOG.	1,277.13
EFT19194	25/02/2015	OFFICEWORKS SUPERSTORES PTY LTD	PURCHASE OF ASSORTED STATIONARY FOR KILLARA.	306.07
EFT19195	25/02/2015	ORICA AUSTRALIA PTY LTD	X2 920KG CHLORINE GAS FOR TREATED WASTE WATER RETICULATION & NORTHAM SWIMMING POOL & SERVICE FEE FOR THE PERIOD 01/01/2015 TO 31/01/2015.	5,699.60

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EFT19196	25/02/2015	OXTERS CEMETERY SERVICES	CEMETERY INVOICING FOR FORTNIGHT ENDING 13/02/15, NEW GRAVE FOR WOODS & SIEKIERKA, RE-OPENING FOR HUGHES & SIDDONS & GRAVE CERTIFICATION FOR WOODS, SIEKIERKA HUGHES & SIDDONS.	3,993.17
EFT19197	25/02/2015	PERTH HILLS AND WHEATBELT BAND	GRANT MONEY FOR NORTHAM ANSWERS THE CALL CONCERT ON 19TH OCTOBER 2014.	2,500.00
EFT19198	25/02/2015	PRITCHARD FRANCIS	BERNARD PARK DRAINAGE IMPROVEMENT-DESIGN, PROFESSIONAL SERVICES RENDERED THROUGH JANUARY 2015.	7,100.50
EFT19199	25/02/2015	RADIOWEST BROADCASTERS PTY LTD	RADIO ADVERTISEMENTS FOR MOVIES IN THE PARK SERIES, WHATS ON & AUSTRALIA DAY FOR JANUARY 2015.	539.00
EFT19200	25/02/2015	ROCLA PIPELINE PRODUCTS	PURCHASE OF X1 HEADWALL 300MM & FREIGHT-CHARGES FOR DELIVERY OF PIPES FOR SOUTHERN BROOK ROAD.	1,925.00
EFT19201	25/02/2015	SAFETYQUIP	PURCHASE OF X3 ELECTROLYTE POWDER IN-ORANGE, LEMON LIME & WILD BERRY, X3 LENS CLEANING WIPES & X2 EAR PLUGS FOR ENGINEERING SERVICES.	427.34
EFT19202	25/02/2015	SIMPSON FAMILY TRUST	COMPULSORY FIRE BREAKS COMPLETED IN THE-SHIRE OF NORTHAM.	4,675.00
EFT19203	25/02/2015	SIMPSON FIONA LESLEY	CLEANING OF PUBLIC TOILETS IN WUNDOWIE-FOR THE PERIOD 01/01/2015 TO 30/01/2015.	770.00
EFT19204	25/02/2015	SLAV'S CLEANING SERVICE	CLEANING OF SHIRE ADMIN BUILDING, DEPOT-AMENITIES ABLUTIONS & OFFICES, APEX TOILETS, BERNARD TOILETS, VISITORS CENTRE TOILET & COMMON AREAS, VISITORS CENTRE TOURIST BUREAU & MEETING ROOM, LIBRARY, REPLACE TOILET SEAT IN BERNARD PARK, INSTALL HANDSOAP DISPENSER AT VISITORS CENTRE, SCRUBBING TOILET FLOOR IN SHIRE OFFICE FOR JANUARY 2015.	8,785.01
EFT19205	25/02/2015	SPECIALISED TREE SERVICE	TREE PRUNING AS PER SUPPLIED WESTERN-POWER LIST & EXTRAS AS DIRECTED BY SUPERVISOR.	4,900.00
EFT19206	25/02/2015	SPORTS TURF TECHNOLOGY PTY LTD	SITE VISIT, SITE INVESTIGATION, SOIL TESTING &-REPORT FOR HENRY STREET OVAL.	1,320.00
EFT19207	25/02/2015	STAPLES AUSTRALIA PTY LIMITED	PURCHASE OF ASSORTED STATIONARY ITEMS-FOR ADMIN BUILDING.	1,373.59
EFT19208	25/02/2015	STERIHEALTH SERVICES PTY LTD	SERVICING OF STEEL WALL SHARPS SAFES AT-APEX PARK & BERNARD PARK TOILETS IN JANUARY 2015.	714.57
EFT19209	25/02/2015	THE LIONS CLUB OF NORTHAM	SALE OF LIONS CHRISTMAS CAKES AT NORTHAM-VISITOR CENTRE.	160.00
EFT19210	25/02/2015	THE WATERSHED	PURCHASE OF X20 THREAD TAPE, X50 3X1MM-WIRE CONNECTOR & X100 3X0.5MM WIRE CONNECTOR FOR TREATED WASTE WATER RETICULATION.	353.20
EFT19211	25/02/2015	TYRECYCLE PTY LTD	RECYCLING OF TYRES AT OLD QUARRY RD-LANDFILL SITE X28 PASSENGER W/RIM, X16 TRUCK, X24 LIGHT TRUCK & X68 PASSENGER.	645.56

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EFT19212	25/02/2015	WA CONTRACT RANGER SERVICES	CONTRACT RANGER SERVICES PERFORMED FOR THE PERIOD 05/01/2015 TO 30/01/2015.	- 6,572.50
EFT19213	25/02/2015	WAY OUT WEST CINEMA	MOVIE IN THE PARK SCREENING INCL FILM ROYALTIES AT WUNDOWIE ON 09/01/2015, BAKERS HILL 23/01/2015 & NORTHAM 16/01/2015 & 06/02/2015.	- 6,160.00
EFT19214	25/02/2015	WEATHERWORKS AUSTRALIA	PURCHASE OF X2 WHITE WINDSOCKS FOR AERO MAINTENANCE STAFF.	- 825.00
EFT19215	25/02/2015	WESTWIDE AUTO ELECTRICS AND AIR CONDITIONING	CHANGE COMPRESSOR ON IRISHTOWN LIGHT TANKER LANDCRUISER UTE 1DAB318.	- 951.50
EFT19216	25/02/2015	WG & RJ ASHMAN	ENFORCED FIRE BREAKS AT ASSORTED PROPERTIES IN NORTHAM.	- 1,562.00
EFT19217	25/02/2015	WHEATBELT GENERAL PRACTICE NORTHAM	PRE-EMPLOYMENT MEDICAL FOR JUDITH HAY.	- 247.50
EFT19218	25/02/2015	WORMALD FIRE (WA)	ROUTINE INSPECTION & MAINTENANCE OF NORTHAM TOWN HALL FOR THE PERIOD 01/12/2014 TO 31/12/2014.	- 143.89
EFT19219	25/02/2015	WRIGHT EXPRESS AUSTRALIA PTY LTD (PUMA ENERGY)	FUEL & DIESEL FOR B/HILL BFB 1, JOHN HANSEN, INKPEN BFB CARD 2, B/HILL BFB 1 FOR JANUARY 2015.	- 872.84
EFT19220	25/02/2015	WUNDOWIE AFFILIATED SPORT AND RECREATION COUNCIL INC	CLEANING OF WUNDOWIE TOILETS FOR MOVIES AT WUNDOWIE OVAL ON 09/01/2015.	- 200.00
			SUB TOTAL EFT MUNICIPAL	- 669,363.42
EFT19221	25/02/2015	ROBERT LESLIE HITCHCOCK	REFUND OF REHABILITATION BOND CESSATION OF AN EXTRACTIVE INDUSTRY AT LOT 50 SOUTHERN BROOK ROAD.	- 6,046.52
			SUB TOTAL EFT TRUST	- 6,046.52
EFT19222	27/02/2015	AMG UNIVERSAL SUPER	SUPERANNUATION CONTRIBUTIONS.	- 335.27
EFT19223	27/02/2015	AUSTRALIAN TAXATION OFFICE - PAYG	DARYL STEPHEN PAY 13/02/2015 \$668.00, GLORIA SMITH PAY 16/02/2015 \$7609.00 & PAYG 11/02/2015 TO 24/02/2015 \$49,416.00.	- 57,693.00
EFT19224	27/02/2015	BOUNCY FUN CASTLES	HIRE OF X2 INFLATABLE BOUNCERS WITH OPERATORS FOR CONCERT IN THE PARK ON 13/02/2015.	- 550.00
EFT19225	27/02/2015	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS.	- 521.95
EFT19226	27/02/2015	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS.	- 312.38
EFT19227	27/02/2015	CONCEPT ONE THE INDUSTRY SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS.	- 234.91
EFT19228	27/02/2015	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS.	- 159.25
			SUB TOTAL EFT MUNICIPAL	- 59,806.76
33923	05/02/2015	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	- 21.04
33924	05/02/2015	WESTSCHEME - DO NOT USE	SUPERANNUATION CONTRIBUTIONS.	- 1,392.06
33925	13/02/2015	SHIRE OF NORTHAM	DARYL STEPHEN PAY 13/02/2015.	- 3,104.80
33926	13/02/2015	ELDERS LIMITED	PURCHASE OF X5 GLADIATOR 20L CROPCARE FOR ENGINEERING SERVICES.	- 654.50

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33927	13/02/2015	PFD FOOD SERVICES PTY LTD	PURCHASE OF ASSORTED ICE CREAMS, PIES & SAUSAGE ROLLS FOR NORTHAM SWIMMING POOL.	-	1,856.80
33928	13/02/2015	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	-	255.77
33929	13/02/2015	A COUNTRY PRACTICE	CAT STERILISATION SON CAT FEE PLUS \$50 X2 & CAT STERILISATION SON CAT FEES X5.	-	800.00
33930	13/02/2015	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	-	255.77
33931	13/02/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	-	50.20
33932	13/02/2015	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	-	1,493.32
33933	13/02/2015	BAUER MEDIA LTD	SUBSCRIPTION 12 EDITIONS OF REAL LIVING-MAGAZINE FOR THE LIBRARY.	-	54.95
33934	13/02/2015	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	-	310.58
33935	13/02/2015	EMU ESSENCE	PURCHASE OF X11 ARTHRITIS RUBS FOR NORTHAM VISITOR CENTRE.	-	192.50
33936	13/02/2015	EWRAPI SUPER	SUPERANNUATION CONTRIBUTIONS.	-	121.12
33937	13/02/2015	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	-	58.20
33938	13/02/2015	LUCY'S TEAROOMS	CATERING FOR NORTHAM ART LAUNCH ON 08/12/2014.	-	650.00
33939	13/02/2015	NORTHAM BETTA ELECTRICAL	PURCHASE OF X1 NILFISK BACKPACK VACUUM-CLEANER FOR NORTHAM REC CENTRE & X1 XP60 STILL CAMERA FOR RANGER SERVICES.	-	628.00
33940	13/02/2015	ONEPATH	SUPERANNUATION CONTRIBUTIONS.	-	255.46
33941	13/02/2015	PERFECT COMPUTER SOLUTIONS PTY LTD	PURCHASE OF X1 TOSHIBA 1TB PORTABLE HDD FOR THE DEPOT & TRAVEL CHARGES TO WUNDOWIE LIBRARY.	-	510.00
33942	13/02/2015	PETTY CASH	PETTY CASH RECOUP FOR NORTHAM LIBRARY & ADMIN FOR JANUARY 2015.	-	143.35
33943	13/02/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	-	235.54
33944	13/02/2015	CANCELLED PAYMENT			
33945	13/02/2015	SHIRE OF KALAMUNDA	CHARGES FOR MISSING BOOK ONE DOOR AWAY FROM HEAVEN.	-	17.60
33946	13/02/2015	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	-	1,355.00
33947	13/02/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS.	-	202.18
33948	13/02/2015	SYNERGY	ELECTRICITY USE & SERVICE CHARGES FOR ASSORTED PROPERTIES FOR THE PERIOD 14/11/2014 TO 19/01/2015.	-	6,219.45
33949	13/02/2015	TELSTRA CORPORATION	MOBILE PHONE CHARGES FOR THE PERIOD 25/01/2015 TO 24/02/2015.	-	1,383.17
33950	13/02/2015	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	-	27,873.28
33951	13/02/2015	WATER CORPORATION	WATER USE & SERVICE CHARGES FOR ASSORTED SHIRE PROPERTIES FOR PERIOD 11/11/2014 TO 27/01/2015.	-	19,066.12

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33952	13/02/2015	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 192.44
33953	24/02/2015	PFD FOOD SERVICES PTY LTD	PURCHASE OF ASSORTED ICE CREAMS, PIES, SAUSAGE ROLLS & DRINKS FOR NORTHAM SWIMMING POOL.	- 1,508.60
33954	24/02/2015	ASLAB PTY LTD	BASECOURSE TESTING AT JENNAPULLIN ROAD WIDENING, NORTHAM & PAVEMENT INVESTIGATION PROFILE HOLES AT 395 FITZGERALD STREET NORTHAM.	- 1,651.21
33955	24/02/2015	CITY OF STIRLING	CHARGES FOR LOST BOOK A YEAR ON THE FARM.	- 7.70
33956	24/02/2015	ELIOT MCCANN	SUPPORT BAND "MAGNOLIA JONES" FOR CONCERTS IN THE PARK ON 13/02/2015.	- 600.00
33957	24/02/2015	KIM GARDEN PTY LTD	REFUND FOR BUSHFIRE INFRINGEMENT ISSUED AGAINST WRONG PROPERTY BUT PAID ON 12/01/2015 RECEIPT# 78490.	- 250.00
33958	24/02/2015	LUCY'S TEAROOMS	CATERING OF X10 LUNCHES FOR BRIGADES AT EADINE PICNIC AREA FIRE, ASSORTED SANDWICHES FOR POOL MEETING STOCK, BEEF & GRAVY ROLLS FOR EMERGENCY SERVICES MEETING ON 03/02/2015 & MORNING TEA & LUNCH FOR SUPERTOWNS FORUM ON 09/02/2015.	- 922.50
33959	24/02/2015	NORTHAM BETTA ELECTRICAL	PURCHASE OF X3 VOLTA 1600 WATT BAGLESS VAC FOR KILLARA & X1 KAMBROOK KETTLE FOR NORTHAM REC CENTRE.	- 313.95
33960	24/02/2015	NORTHAM SWIMMING CLUB	KIDSPORT FUNDING.	- 200.00
33961	24/02/2015	PETTY CASH	PETTY CASH REIMBURSEMENT FOR SHIRE DEPOT FOR FEBRUARY 2015.	- 91.65
33962	24/02/2015	RIVERGUM VALLEY	PURCAHSE OF X4 BUBBLE BATH, X4 DOG SHAMPOO, X4 FURNITURE POLISH, X4 PILLOW SPRAY, X4 POT POURRI BAGS, X4 SLEEP BALM & X4 SOAPS FOR NORTHAM VISITOR CENTRE.	- 187.88
33963	24/02/2015	SLATER-GARTRELL SPORTS	PURCHASE OF X1 STARTING GUN & X2 PACKS OF CAPS FOR BERT HAWKE OVAL.	- 67.10
33964	24/02/2015	SYNERGY	ELECTRICITY ACCOUNT FOR GREAT EASTERN HWY (BAKERS HILL FIRE SHED) BAKERS HILL FOR PERIOD 09/12/2014 TO 10/02/2015 & 736 IRISHTOWN ROAD IRISHTOWN (IRISHTOWN HALL) FOR THE PERIOD 06/11/2014 TO 07/01/2015.	- 212.40
33965	24/02/2015	TELSTRA CORPORATION	ADSL SERVICES FOR NORTHAM REC CENTRE & BAKERS HILL BFB & TELSTRA LANDLINE CHARGES FOR JANUARY 2015.	- 5,081.35
33966	24/02/2015	VODAFONE	MESSAGING SERVICE FEES FOR BRIGADES & SES FOR PERIOD 05/1/2015 TO 28/02/2015.	- 1,252.83
33967	24/02/2015	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	- 10,469.53
33968	24/02/2015	WATER CORPORATION	WATER USE & SERVICE CHARGE ACCOUNT FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 18/11/2014 TO 10/02/2015.	- 5,577.81
33969	27/02/2015	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS.	- 58.59

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33970	27/02/2015	(THE QUEENSLAND LOCAL GOVERNMENT SUPERANNUATION BOARD) LG SUPER	SUPERANNUATION CONTRIBUTIONS.	- 255.77
33971	27/02/2015	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 255.77
33972	27/02/2015	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS.	- 25.10
33973	27/02/2015	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS.	- 1,788.20
33974	27/02/2015	COMMONWEALTH SUPERSELECT	SUPERANNUATION CONTRIBUTIONS.	- 310.58
33975	27/02/2015	EWRAF SUPER	SUPERANNUATION CONTRIBUTIONS.	- 178.72
33976	27/02/2015	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS.	- 58.20
33977	27/02/2015	ONEPATH	SUPERANNUATION CONTRIBUTIONS.	- 46.56
33978	27/02/2015	REST INDUSTRY SUPER	SUPERANNUATION CONTRIBUTIONS.	- 349.29
33979	27/02/2015	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS.	- 1,310.00
33980	27/02/2015	SUNSUPER	SUPERANNUATION CONTRIBUTIONS.	- 202.18
33981	27/02/2015	WA SUPER	SUPERANNUATION CONTRIBUTIONS.	- 27,040.73
33982	27/02/2015	ZURICH AUSTRALIA LIMITED	SUPERANNUATION CONTRIBUTIONS.	- 192.44
			TOTAL MUNICIPAL CHEQUES	- 129,819.84
DD8136.1	03/02/2015	TENNANT AUSTRALIA	LEASE FEE FEBRUARY 2015 RECREATION CLEANING EQUIPMENT	- 1,067.00
DD8153.1	09/02/2015	BANKWEST	CLINTON KLEYNHANS MASTERCARD 23/12/14 TO 21/1/15, HEALTH PHARMACY -DRUG ALERT SALIVA KIT, ALLIED FORKLIFTS - TRANSPORT FOR NEW FORKLIFT, GULL/PEAK SAWYERS VALLEY, GST	- 771.65
DD8153.1	09/02/2015	BANKWEST	P STEVEN MASTERCARD 23/12/14 TO 21/1/15, WEBJET - MARK LOLLBACK, DUKES INN - ACCOMMODATION MARK LOLLBACK, GST	- 1,219.12
DD8153.1	09/02/2015	BANKWEST	DENISE GOBBART MASTERCARD 23/12/14 TO 21/1/15, WOOLWORTHS KILLARA GIFT VOUCHERS	- 500.00
			TOTAL DIRECT DEBIT	- 3,557.77
PAYROLL	12/02/2015	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	- 184,370.58
PAYROLL	13/02/2015	SHIRE OF NORTHAM ONE OFF PAY RUN	SHIRE OF NORTHAM ONE OFF EMPLOYEE PAYROLL	- 3,104.80
PAYROLL	17/02/2015	SHIRE OF NORTHAM ONE OFF PAY RUN	SHIRE OF NORTHAM ONE OFF EMPLOYEE PAYROLL	- 14,263.86
PAYROLL	26/02/2015	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL.	- 190,063.96
			TOTAL PAYROLL	- 391,803.20

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			TOTAL EFT MUNICIPAL	-\$ 826,646.94
			TOTAL EFT TRUST	-\$ 7,046.52
			TOTAL CHEQUE MUNICIPAL	-\$ 129,819.84
			TOTAL CHEQUE TRUST	-\$ 14,721.49
			TOTAL DIRECT DEBIT	-\$ 3,557.77
			TOTAL PAYROLL	-\$ 391,803.20
			TOTAL	-\$1,373,595.76

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The payment of cheque numbers 33923 to 33982 from Municipal Fund (dated 1st February 2015 to 28th February 2015), the payment of trust cheque numbers 1879 to 1883 from the Trust Fund and the payment of Electronic Funds Transfer numbers EFT18994 to EFT19006 and EFT19009 to EFT19220 and EFT19222 to EFT19228 (dated 1st February 2015 to 28th February 2015). EFT Trust Fund EFT19007 to EFT19008 and EFT19221 to EFT19221. Direct Debits 8136.1 and 8153.1 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Bank Vouchers 33923 to 33982	\$ 129,819.84
Trust Bank Vouchers 1879 to 1883	\$ 14,721.49
Municipal Bank Electronic Fund Transfer EFT18994 to EFT19006 and EFT19009 to EFT19220 and EFT19222 to EFT19228	\$ 826,646.94
Trust Bank Electronic Fund Transfer EFT19007 to EFT19008 and EFT19221 to EFT19221	\$ 7,046.52
Direct Debit Fund Transfer 8136.1 and 8153.1	\$ 3,557.77
Municipal Bank Electronic Fund Transfer Payroll 12/02/2015	\$ 184,370.58
Municipal Bank Electronic Fund Transfer Payroll 13/02/2015	\$ 3,104.80
Municipal Bank Electronic Fund Transfer Payroll 17/02/2015	\$ 14,263.86
Municipal Bank Electronic Fund Transfer Payroll 26/02/2015	\$ 190,063.96
 TOTAL	 \$1,373,595.76

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$1,373,595.76 was submitted to the Ordinary Meeting of Council on Wednesday, 18 March 2015.

CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$1,373,595.76 was submitted to each member of the Council on Wednesday, 18 March 2015, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.

CHIEF EXECUTIVE OFFICER

SHIRE OF NORTHAM

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APPENDIX 6 - FINANCIAL STATEMENTS TO 31 JANUARY 2015

SHIRE OF NORTHAM
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

	NOTE	January 2015 Actual \$	January 2015 Y-T-D Budget \$	Projected 2014/15 Budget \$	Variations Actuals to Budget \$	Variations Actual Budget to Y-T-D %
<u>Operating</u>						
Revenues/Sources	8					
Governance		75,366	11,172	19,200	64,194	574.60%
General Purpose Funding		2,773,812	2,766,819	4,640,287	6,993	0.25%
Law, Order, Public Safety		186,676	433,468	743,221	(246,792)	(56.93%)
Health		35,033	26,243	45,000	8,790	33.49%
Education and Welfare		837,645	818,350	1,233,006	19,295	2.36%
Housing		26,678	28,238	48,431	(1,560)	(5.52%)
Community Amenities		2,011,767	1,991,601	2,440,982	20,166	1.01%
Recreation and Culture		353,026	643,503	1,103,360	(290,477)	(45.14%)
Transport		397,370	563,595	1,503,379	(166,225)	(29.49%)
Economic Services		711,405	929,306	1,593,270	(217,901)	(23.45%)
Other Property and Services		55,527	40,318	69,000	15,209	37.72%
		<u>7,464,305</u>	<u>8,252,613</u>	<u>13,439,136</u>	<u>(788,308)</u>	<u>(9.55%)</u>
(Expenses)/(Applications)	8					
Governance		(711,636)	(850,007)	(1,384,599)	138,371	16.28%
General Purpose Funding		(124,076)	(149,745)	(257,850)	25,669	17.14%
Law, Order, Public Safety		(605,236)	(686,134)	(1,141,830)	80,898	11.79%
Health		(197,762)	(211,129)	(361,960)	13,367	6.33%
Education and Welfare		(788,360)	(804,055)	(1,375,344)	15,695	1.95%
Housing		(54,981)	(57,108)	(94,569)	2,127	3.72%
Community Amenities		(1,530,645)	(2,113,532)	(3,556,283)	582,887	27.58%
Recreation & Culture		(2,079,960)	(2,525,130)	(4,213,710)	445,170	17.63%
Transport		(2,748,557)	(2,937,735)	(4,950,301)	189,178	6.44%
Economic Services		(1,062,357)	(1,233,849)	(2,018,800)	171,492	13.90%
Other Property and Services		(177,936)	(87,145)	(66,373)	(90,791)	(104.18%)
		<u>(10,081,506)</u>	<u>(11,655,569)</u>	<u>(19,421,619)</u>	<u>1,574,063</u>	<u>(13.50%)</u>
<u>Adjustments for Non-Cash</u>						
<u>(Revenue) and Expenditure</u>						
(Profit)/Loss on Asset Disposals	2	6,501	(11,147)	(133,767)	17,648	158.32%
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		(174,877)	0	0	(174,877)	0.00%
Depreciation on Assets		1,928,829	2,027,284	3,475,533	(98,455)	4.86%
<u>Capital Revenue and (Expenditure)</u>						
Purchase Land Held for Resale	1	0	0	0	0	0.00%
Purchase Land and Buildings	1	(153,225)	(732,115)	(732,115)	578,890	79.07%
Purchase Plant and Equipment	1	(178,328)	(834,592)	(834,592)	656,264	78.63%
Purchase Furniture and Equipment	1	(22,587)	(28,300)	(28,300)	5,713	20.19%
Purchase Bush Fire Equipment	1	0	(460,000)	(460,000)	460,000	100.00%
Purchase Playground Equipment	1	(500)	(195,246)	(195,246)	194,746	0.00%
Purchase Infrastructure Assets - Roads	1	(598,688)	(1,978,433)	(2,184,572)	1,379,745	69.74%
Purchase Infrastructure Assets - Bridges	1	0	0	(108,000)	0	
Purchase Infrastructure Assets - Footpaths	1	(91,008)	(268,599)	(537,196)	177,591	66.12%
Purchase Infrastructure Assets - Drainage	1	(454,682)	(1,950,738)	(1,950,738)	1,496,056	0.00%
Purchase Infrastructure Assets - Parks & Ovals	1	(105,679)	(530,634)	(530,634)	424,955	80.08%
Purchase Infrastructure Assets - Airfields	1	0	0	0	0	#DIV/0!
Purchase Infrastructure Assets - Streetscape	1	(1,632)	(115,822)	(198,566)	114,190	98.59%
Purchase Infrastructure Assets - Other	1	(60,441)	(418,593)	(418,593)	358,152	85.56%
Proceeds from Disposal of Assets	2	50,355	252,842	433,443	(202,487)	80.08%
Repayment of Debentures	3	(1,527,368)	(1,493,489)	(1,575,878)	(33,879)	(2.27%)
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	125,165	214,568	6,318	0.00%
Transfers to Restricted Assets (Reserves)	4	(118,217)	(1,625,222)	(1,625,222)	1,507,005	92.73%
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!
						#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>8,234,848</u>	<u>15,992</u>	<u>15,992</u>	<u>8,218,856</u>	<u>51393.55%</u>
Amount Raised from Rates	6	<u>(8,495,099)</u>	<u>(6,602,881)</u>	<u>(8,323,234)</u>	<u>(1,892,218)</u>	<u>28.66%</u>

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

SHIRE OF NORTHAM
MINUTES
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

1. ACQUISITION OF ASSETS	January 2015 Actual \$	2014/15 Budget \$
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	36,718.18	40,000
EHO Vehicle	26,015.91	25,675
Education & Welfare		
Land & Buildings - Respite Centre Construction	106,059.17	142,485
Replacement Air Conditioners	0.00	12,000
Community Amenities		
Cemetery Niche Wall, Surrounds & Roof	23,560.71	40,368
Drainage - Town Centre Supertowns	73,892.08	97,381
Drainage - Bernard Park Supertowns	151,512.04	527,100
Cemetery Drainage	0.00	10,080
Cemetery Lot Development	0.00	20,000
Aerators - Supertowns	1,470.00	242,593
Avon Mall Streetscaping	881.82	50,000

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

	January 2015 Actual \$	2014/15 Budget \$
1. ACQUISITION OF ASSETS (Continued)		
<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 Wundowie	0.00	25,000
Recreation Manager Vehicle	0.00	25,000
Recreation Replacement Chairs	11,800.00	12,980
Recreation Portable Light Weight Stage	3,089.00	2,750
Recreation Automatic Hand Dryer	0.00	5,280
George Nuich park Playground/ Shade	500.00	125,000
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	23,002.09	33,725
Free Standing Stackable Seating	0.00	3,580
Skate park Clarke Street Lighting Change to BMX	0.00	20,000
Bert Hawke Drainage	0.00	40,000
Bert Hawke Lighting	0.00	20,000
Wundowie Skate park	0.00	181,700
CSRFF Bakers Hill - Resurface 2 Hardcourts	4,180.71	32,732
Henry Street Oval Drainage	68,220.00	50,000
Playground POS Improvements	0.00	30,675
Parks Seating & Play Equipment	0.00	40,000
Retic Wundowie Oval	9,476.14	23,000
Bakers Hill Oval	800.00	55,222
Library Energy Efficiency	22,495.27	25,990
Railway Precinct Upgrade	0.00	150,000
Carpark/ Drop Zone Old Railway Station	750.00	100,716

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FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

	January 2015 Actual \$	2014/15 Budget \$
1. ACQUISITION OF ASSETS (Continued)		
<u>By Program (Continued)</u>		
Transport		
Footpath Construction	91,007.55	537,196
Rural Stormwater Drainage	0.00	40,000
Laneway Construction Northam	0.00	82,000
Southern Brook Road RRG 14/15	68,735.58	160,772
Jennapullin Road RRG 14/15	104,838.64	139,854
- Roadworks - General Construction	3,702.60	505,564
- Roadworks - Bridge Construction	0.00	108,000
- Roadworks - Roads to Recovery	0.00	376,728
- Roadworks - Blackspot Funding	15,659.00	488,807
- Roadworks - Gravel Sheeting	389,374.31	368,347
Laneway Land Acquisition	0.00	28,500
Infra Development- Super Towns	16,378.23	34,000
Plant & Equipment - Road Plant Purchases	115,594.11	743,917
Economic Services		
Six Burner Stove/ Oven Installed	7,698.00	7,290
Christmas Decorations	0.00	30,000
Information Bays	0.00	37,850
Signs Tower - GEH	0.00	10,000
Bakers Hill Water Project	60,724.05	236,353
Wundowie Stormwater Harvest	168,554.13	1,039,824
Old Fire Station - Re Roof Double Storey Section	0.00	127,962
Car Park Medical Centre	58,971.00	126,000
	1,666,770.32	8,178,552

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ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

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NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

1. ACQUISITION OF ASSETS (Continued)	January 2015 Actual \$	2014/15 Budget \$
<u>By Class</u>		
Land Held for Resale	0.00	0
Land and Buildings	153,225.15	732,115
Plant and Equipment	178,328.20	834,592
Furniture and Equipment	22,587.00	28,300
Bush Fire Equipment	0.00	460,000
Playground Equipment	500.00	195,246
Infrastructure Assets - Roads	598,688.36	2,184,572
Infrastructure Assets - Footpaths	91,007.55	537,196
Infrastructure Assets - Bridges & Culverts	0.00	108,000
Infrastructure Assets - Drainage	454,682.30	1,950,738
Infrastructure Assets - Parks & Ovals	105,678.94	530,634
Infrastructure Assets - Airfields	0.00	0
Infrastructure Assets - Streetscape	1,631.82	198,566
Infrastructure Assets - Other	60,441.00	418,593
	<u>1,666,770.32</u>	<u>8,178,552</u>

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

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)	
	January 2015 Actual \$	2014/15 Budget \$	January 2015 Actual \$	2014/15 Budget \$	January 2015 Actual \$	2014/15 Budget \$
Health						
EMDS Vehicle - PN1217 - Asset MV1221	15,817.48	16,163	13,081.82	15,000	(2,735.66)	(1,163)
EHO Vehicle -PN1206-Asset MV1207	13,316.76	13,317	10,000.00	10,000	(3,316.76)	(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	25,661.66	26,500	18,181.82	19,000	(7,479.84)	(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	2,060.00	2,060	9,090.91	10,000	7,030.91	7,940
Other Economic Services						
Lot 160 Sims Road						
	56,855.90	299,676	50,354.55	433,443	(6,501.35)	133,767

SHIRE OF NORTHAM
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

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)	
	January 2015 Actual \$	2014/15 Budget \$	January 2015 Actual \$	2014/15 Budget \$	January 2015 Actual \$	2014/15 Budget \$
Land & Buildings						
Wundowie Yak Lot 311 - Asset S222	0.00	24,070	0.00	200,000	0.00	175,930
Lot 160 Sims Road						
Plant & Equipment						
EMDS Vehicle - PN1217 - Asset MV1221	15,817.48	16,163	13,081.82	15,000	(2,735.66)	(1,163)
EHO Vehicle -PN1206-Asset MV1207	13,316.76	13,317	10,000.00	10,000	(3,316.76)	(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	25,661.66	26,500	18,181.82	19,000	(7,479.84)	(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	2,060.00	2,060	9,090.91	10,000	7,030.91	7,940
	56,855.90	299,676	50,354.55	433,443	(6,501.35)	133,767

Summary

Profit on Asset Disposals
 Loss on Asset Disposals

January 2015 Actual \$	2014/15 Budget \$
7,030.91	189,915
(13,532.26)	(56,148)
<u>(6,501.35)</u>	<u>133,767</u>

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

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	89,196	0	0	6,758	6,573
Community Amenities									
Loan 210 - River Dredging	12,047	0	0	9,170	12,047	2,877	0	346	409
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	2,244	25,270	27,597	2,142	626
Loan 219 - Northam Bowling Club **	118,680	0	0	23,757	11,706	94,923	106,974	6,657	2,085
Loan 223 - Recreation Facilities	675,610	0	0	96,488	96,488	579,122	579,122	40,096	22,846
Loan 224 - Recreation Facilities	1,010,291	0	0	33,997	16,727	976,294	993,564	65,603	22,229
Loan 226 - Recreation Facilities	375,863	0	0	375,863	375,863	0	0	35,773	34,575
Transport									
Loan 221 - Airstrip Upgrade	48,570	0	0	11,051	5,441	37,519	43,129	2,925	1,293
Economic Services									
Loan 217 - CBD Streetscape	638,478	0	0	638,478	638,478	0	0	46,276	42,695
Loan 218 - CBD Streetscape	79,251	0	0	79,251	79,251	0	0	7,199	5,402
Loan 225 - Victoria Oval Purchase	826,601	0	0	27,816	13,686	798,785	812,915	53,675	18,187
	4,090,668	0	0	1,575,878	1,527,368	2,514,790	2,563,300	279,681	170,610

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.

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

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
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

	January 2015 Actual \$	2014/15 Budget \$
4. RESERVES - CASH BACKED		
(a) Aged Accomodation Reserve		
Opening Balance	249,145	249,145
Interest	6,075	9,460
Amount Set Aside / Transfer to Reserve	0	15,900
Amount Used / Transfer from Reserve	0	(22,660)
	255,220	251,845
(b) Employee Liability Reserve		
Opening Balance	512,931	512,932
Interest	12,507	22,221
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	525,438	535,153
(c) Housing Reserve		
Opening Balance	234,208	234,208
Interest	5,711	9,182
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	239,919	243,390
(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
	0	40,000
(e) Office Equipment Reserve		
Opening Balance	118,133	118,133
Interest	2,881	5,015
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	121,013	123,148
(f) Plant & Equipment Reserve		
Opening Balance	487,733	487,732
Interest	11,893	23,745
Amount Set Aside / Transfer to Reserve	0	210,000
Amount Used / Transfer from Reserve	0	(520,474)
	499,626	201,003
(g) Recreation Reserve		
Opening Balance	30,226	30,226
Interest	737	1,969
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(32,195)
	30,963	0
(h) Road & Bridgeworks Reserve		
Opening Balance	623,888	623,888
Interest	15,213	25,889
Amount Set Aside / Transfer to Reserve	0	20,000
Amount Used / Transfer from Reserve	0	0
	639,101	669,777

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

	January 2015 Actual \$	2014/15 Budget \$
4. RESERVES - CASH BACKED (Continued)		
(i) Refuse Site Reserve		
Opening Balance	182,085	182,085
Interest	4,440	6,354
Amount Set Aside / Transfer to Reserve	0	60,000
Amount Used / Transfer from Reserve	0	(20,000)
	<u>186,525</u>	<u>228,439</u>
(j) Regional Development Reserve		
Opening Balance	114,375	114,374
Interest	2,789	5,270
Amount Set Aside / Transfer to Reserve	0	755,000
Amount Used / Transfer from Reserve	0	0
	<u>117,164</u>	<u>874,644</u>
(k) Speedway Reserve		
Opening Balance	130,201	130,200
Interest	3,175	5,104
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>133,376</u>	<u>135,304</u>
(l) Community Bus Replacement Reserve		
Opening Balance	30,039	30,039
Interest	732	393
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>30,771</u>	<u>30,432</u>
(m) Septage Pond Reserve		
Opening Balance	245,028	245,028
Interest	5,975	8,002
Amount Set Aside / Transfer to Reserve	0	70,000
Amount Used / Transfer from Reserve	0	(27,200)
	<u>251,003</u>	<u>295,830</u>
(n) Killara Reserve		
Opening Balance	148,921	143,212
Interest	3,631	7,000
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>152,552</u>	<u>150,212</u>
(o) Stormwater Drainage Projects Reserve		
Opening Balance	46,521	46,521
Interest	1,134	257
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(40,000)
	<u>47,655</u>	<u>6,778</u>

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

	January 2015 Actual \$	2014/15 Budget \$
4. RESERVES - CASH BACKED (Continued)		
		(1)
(p) Recreation and Community Facilities Reserve		
Opening Balance	625,572	625,572
Interest	15,254	16,859
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(148,815)
	<u>640,825</u>	<u>493,616</u>
(q) Administration Office Reserve		
Opening Balance	470,224	470,224
Interest	11,466	18,434
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>481,690</u>	<u>488,658</u>
(r) Council Buildings & Amenities Reserve		
Opening Balance	147,308	147,308
Interest	3,592	3,815
Amount Set Aside / Transfer to Reserve	0	200,000
Amount Used / Transfer from Reserve	0	(25,990)
	<u>150,900</u>	<u>325,133</u>
(s) River Town Pool Dredging Reserve		
Opening Balance	273,667	273,667
Interest	6,673	8,768
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(223,600)
	<u>280,340</u>	<u>58,835</u>
(t) Parking Facilities Construction Reserve		
Opening Balance	162,328	162,329
Interest	3,958	6,168
Amount Set Aside / Transfer to Reserve	0	65,000
Amount Used / Transfer from Reserve	0	(126,000)
	<u>166,287</u>	<u>107,497</u>
(u) Art Collection Reserve		
Opening Balance	15,646	15,645
Interest	382	417
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	0
	<u>16,027</u>	<u>21,062</u>
Total Cash Backed Reserves	<u>4,966,394</u>	<u>5,280,756</u>
Total Interest	118,217	184,322

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

SHIRE OF NORTHAM
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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

	January 2015 Actual \$	2014/15 Budget \$
4. RESERVES - CASH BACKED (Continued)		
Summary of Transfers to Cash Backed Reserves		
Transfers to Reserves		
Aged Accommodation Reserve	6,075	25,360
Employee Liability Reserve	12,507	22,221
Housing Reserve	5,711	9,182
Reticulation Scheme Reserve	0	40,000
Office Equipment Reserve	2,881	5,015
Plant & Equipment Reserve	11,893	233,745
Recreation Reserve	737	1,969
Road & Bridgeworks Reserve	15,213	45,889
Refuse Site Reserve	4,440	66,354
Regional Development Reserve	2,789	760,270
Speedway Reserve	3,175	5,104
Community Bus Replacement Reserve	732	393
Septage Pond Reserve	5,975	78,002
Killara Reserve	3,631	7,000
Stormwater Drainage Projects Reserve	1,134	257
Recreation and Community Facilities Reserve	15,254	16,859
Administration Office Reserve	11,466	18,434
Council Buildings & Amenities Reserve	3,592	203,815
River Town Pool Dredging Reserve	6,673	8,768
Parking Facilities Construction Reserve	3,958	71,168
Art Collection Reserve	382	5,417
	<u>118,217</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>118,217</u>	<u>438,288</u>

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

4. RESERVES (Continued)

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

Aged Accommodation Reserve

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

Employee Liability Reserve

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

Housing Reserve

Reserve established for future construction of Community Housing in Wundowie.

Reticulation Scheme Reserve

Provision for future replacement/upgrading of water reuse and reticulation infrastructure. Funds not expected to be used in a set period as further transfer to the reserve account are expected as funds are utilised.

Office Equipment Reserve

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

Plant & Equipment Reserve

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

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.

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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.

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FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

	January 2015 Actual \$	2013/14 Financial Report \$	2014/15 Budget \$
5. NET CURRENT ASSETS			
Composition of Estimated Net Current Asset Position			
CURRENT ASSETS			
Cash - Unrestricted	5,781,070	2,267,969	200,000
Cash - Restricted Unspent Grants	600,877	2,107,310	0
Cash - Restricted Unspent Loans	0	0	0
Cash - Restricted Reserves	4,966,394	4,848,177	5,356,746
Sundry Debtors	180,992	795,312	1,231,884
Rates - Current	2,542,723	964,704	0
Pensioners Rates Rebate	29,986	14,700	0
Provision for Doubtful Debts	(36,336)	(37,650)	0
GST Receivable	45,116	0	0
Accrued Income/Prepayments	0	34,017	0
Inventories	0	60,459	30,000
	<u>14,110,822</u>	<u>11,054,997</u>	<u>6,818,630</u>
LESS: CURRENT LIABILITIES			
Sundry Creditors	(690,526)	(1,901,308)	(2,191,198)
Rates Income in Advance	(57,802)	0	0
GST Payable	(116,728)	0	0
Accrued Salaries & Wages	0	(149,557)	0
Accrued Interest on Debentures	0	(50,643)	0
Payroll Creditors	(2,274)	0	0
Accrued Expenditure	0	0	0
Withholding Tax Payable	0	0	0
Payg Payable	(716)	(9,621)	0
Loan Liability	(51,388)	(592,668)	0
Provision for Annual Leave	(339,687)	(490,281)	0
Provision for Long Service Leave	(227,285)	(251,568)	0
Other Payables	0	0	0
	<u>(1,486,406)</u>	<u>(3,445,646)</u>	<u>(2,191,198)</u>
NET CURRENT ASSET POSITION	12,624,416	7,609,351	4,627,432
Less: Cash - Reserves - Restricted	(4,966,394)	(4,848,177)	(5,356,746)
Less: Cash - Unspent Grants - Restricted	0	0	0
Add: Current Loan Liability	51,388	592,668	210,153
Add: Leave Liability Reserve	525,438	512,931	535,153
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u>8,234,848</u>	<u>3,866,773</u>	<u>15,992</u>

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

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	7,057	0	3,773,173	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	(1,171)	0	872,206	879,477
06 Agricultural Regional	0.4548	209	111,808,000	508,503	931	0	509,434	514,603
07 Rural Small Holdings	0.6256	550	96,536,000	603,929	778	0	604,707	608,029
Sub-Totals		5,172	417,264,686	7,036,546	6,764	0	7,043,310	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
							8,229,380	8,255,409
Ex-Gratia Rates							12,824	12,824
Excess Rate Receipts							(142,957)	0
Totals							8,099,247	8,268,233

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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.

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FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

7. TRUST FUNDS

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

Detail		Balance 01-Jul-14 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Town Hall Bond	1	2,500	2,500	(4,000)	1,000
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	5,483	0	309,646
Bonds - Building	7	35,500	0	0	35,500
Crossovers - Bond	9	86,892	0	(500)	86,392
Recreation Centre Bond	11	400	1,200	(1,200)	400
Facilities - Bonds	18	200	0	0	200
Footpath/Kerbing Deposit	22	93,500	19,500	(19,000)	94,000
Retentions	26	179,888	12,022	(40,442)	151,468
Sundry Trust	27	8,310	0	0	8,310
Building & Construction (E	29	0	35,389	(26,240)	9,149
Builders Reg Board Levy	30	0	20,410	(15,888)	4,522
Standpipe Key	31	6,600	400	(150)	6,850
Resited Dwellings	32	7,200	0	0	7,200
Deposits-Extractive Indust	33	257,673	5,873	0	263,546
Other	34	17,983	1,554	(904)	18,633
Other - Rental Bond	35	400	0	(200)	200
Bonds - Animal Traps	36	130	275	(220)	185
Storm Damage Donations	38	175	0	0	175
		<u>1,002,414</u>	<u>104,606</u>	<u>(108,744)</u>	<u>998,276</u>

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SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

8. OPERATING STATEMENT

	January 2015 Actual \$	2014/15 Budget \$	2013/14 Actual \$
OPERATING REVENUES			
Governance	75,366	19,200	40,150
General Purpose Funding	10,873,059	12,908,520	10,081,279
Law, Order, Public Safety	186,676	743,221	597,399
Health	35,033	45,000	36,897
Education and Welfare	837,645	1,233,006	2,203,330
Housing	26,678	48,431	33,537
Community Amenities	2,011,767	2,440,982	2,656,067
Recreation and Culture	353,026	1,103,360	565,774
Transport	397,370	1,503,379	1,061,150
Economic Services	711,405	1,593,270	934,185
Other Property and Services	55,527	69,000	108,321
TOTAL OPERATING REVENUE	15,563,552	21,707,369	18,318,090
OPERATING EXPENSES			
Governance	711,636	1,384,599	832,978
General Purpose Funding	124,076	257,850	238,116
Law, Order, Public Safety	605,236	1,141,830	1,074,223
Health	197,762	361,960	436,018
Education and Welfare	788,360	1,375,344	1,413,584
Housing	54,981	94,569	76,820
Community Amenities	1,530,645	3,556,283	3,135,882
Recreation & Culture	2,079,960	4,213,710	3,564,797
Transport	2,748,557	4,950,301	4,669,090
Economic Services	1,062,357	2,018,800	1,996,232
Other Property and Services	177,936	66,373	79,020
TOTAL OPERATING EXPENSE	10,081,506	19,421,619	17,516,760
CHANGE IN NET ASSETS RESULTING FROM OPERATIONS	5,482,046	2,285,750	801,330

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FOR THE PERIOD 1 JULY 2014 TO 31 JANUARY 2015

9. BALANCE SHEET

	January 2015 Actual \$	2013/14 Actual \$
CURRENT ASSETS		
Cash Assets	11,348,341	9,223,456
Receivables	2,776,860	2,097,184
Inventories	0	60,458
TOTAL CURRENT ASSETS	<u>14,125,201</u>	<u>11,381,098</u>
NON-CURRENT ASSETS		
Receivables	440,865	476,285
Inventories	25,045	25,045
Land	16,883,600	16,883,600
Property, Plant and Equipment	40,233,092	40,609,683
Infrastructure	47,774,717	47,714,085
TOTAL NON-CURRENT ASSETS	<u>105,357,319</u>	<u>105,708,698</u>
TOTAL ASSETS	<u>119,482,520</u>	<u>117,089,796</u>
CURRENT LIABILITIES		
Payables	868,048	2,258,079
Interest-bearing Liabilities	51,388	589,713
Provisions	566,971	741,848
TOTAL CURRENT LIABILITIES	<u>1,486,407</u>	<u>3,589,640</u>
NON-CURRENT LIABILITIES		
Interest-bearing Liabilities	2,511,913	3,498,001
Provisions	127,552	127,552
TOTAL NON-CURRENT LIABILITIES	<u>2,639,465</u>	<u>3,625,553</u>
TOTAL LIABILITIES	<u>4,125,872</u>	<u>7,215,193</u>
NET ASSETS	<u>115,356,648</u>	<u>109,874,603</u>
EQUITY		
Retained Surplus	80,897,522	75,533,694
Reserves - Cash Backed	4,966,394	4,848,177
Reserves - Asset Revaluation	29,492,732	29,492,732
TOTAL EQUITY	<u>115,356,648</u>	<u>109,874,603</u>

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10. FINANCIAL RATIO

	2015 YTD	2014	2013	2012
Current Ratio	8.91	1.45	1.82	1.53

The above rates are calculated as follows:

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

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	NOTE	January 2015 Actual \$	January 2015 Y-T-D Budget \$	Projected 2014/15 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %	
Operating							
Revenues/Sources							
	8						
Governance		75,366	11,172	19,200	64,194	574.60%	Additional Revenue due to Paid Parental Leave, Long Service Leave & Insurance rebates
General Purpose Funding		2,773,812	2,766,819	4,640,287	6,993	0.25%	Timing on budget allocations for Interim rates & CLGF Funding
Law, Order, Public Safety		186,676	433,468	743,221	(246,792)	(56.93%)	Timing on DFES grant funding
Health		35,033	26,243	45,000	8,790	33.49%	Timing on budget allocations for Health Licences
Education and Welfare		837,645	818,350	1,233,006	19,295	2.36%	
Housing		26,678	28,238	48,431	(1,560)	(5.52%)	
Community Amenities		2,011,767	1,991,601	2,440,982	20,166	1.01%	Additional Household refuse & Septage Pond Revenue & Town Planning Fees
Recreation and Culture		353,026	643,503	1,103,360	(290,477)	(45.14%)	Timing on budget allocations for grant funding
Transport		397,370	563,595	1,503,379	(166,225)	(29.49%)	Timing of Road Funding Claims
Economic Services		711,405	929,306	1,593,270	(217,901)	(23.45%)	Timing on budget allocations for grant funding
Other Property and Services		55,527	40,318	69,000	15,209	37.72%	Insurance claim payment received
		<u>7,464,305</u>	<u>8,252,613</u>	<u>13,439,136</u>	<u>(788,308)</u>	<u>(9.55%)</u>	
(Expenses)/(Applications)							
	8						
Governance		(711,636)	(850,007)	(1,384,599)	138,371	16.28%	Timing on budget allocations
General Purpose Funding		(124,076)	(149,745)	(257,850)	25,669	17.14%	Timing on budget allocations
Law, Order, Public Safety		(605,236)	(686,134)	(1,141,830)	80,898	11.79%	Timing on budget allocations
Health		(197,762)	(211,129)	(361,960)	13,367	6.33%	
Education and Welfare		(788,360)	(804,055)	(1,375,344)	15,695	1.95%	
Housing		(54,981)	(57,108)	(94,569)	2,127	3.72%	
Community Amenities		(1,530,645)	(2,113,532)	(3,556,283)	582,887	27.58%	Timing on budget allocations
Recreation & Culture		(2,079,960)	(2,525,130)	(4,213,710)	445,170	17.63%	Timing on budget allocations
Transport		(2,748,557)	(2,937,735)	(4,950,301)	189,178	6.44%	Timing on budget allocations
Economic Services		(1,062,357)	(1,233,849)	(2,018,800)	171,492	13.90%	Timing on budget allocations
Other Property and Services		(177,936)	(87,145)	(66,373)	(90,791)	(104.18%)	Overheads and Plant Cost to be reallocated from 01/01/2015
		<u>(10,081,506)</u>	<u>(11,655,569)</u>	<u>(19,421,619)</u>	<u>1,574,063</u>	<u>(13.50%)</u>	
Adjustments for Non-Cash (Revenue) and Expenditure							
(Profit)/Loss on Asset Disposals	2	6,501	(11,147)	(133,767)	17,648	158.32%	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		(174,877)	0	0	(174,877)	0.00%	
Depreciation on Assets		1,928,829	2,027,284	3,475,533	(98,455)	4.86%	

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	NOTE	January 2015 Actual \$	January 2015 Y-T-D Budget \$	Projected 2014/15 Budget \$	Variences Actuals to Budget \$	Variences 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	(153,225)	(732,115)	(732,115)	578,890	79.07%	Timing on Building works
Purchase Plant and Equipment	1	(178,328)	(834,592)	(834,592)	656,264	78.63%	Timing on Plant purchases
Purchase Furniture and Equipment	1	(22,587)	(28,300)	(28,300)	5,713	20.19%	
Purchase Bush Fire Equipment	1	0	(460,000)	(460,000)	460,000	100.00%	Timing unknown for supply by DFES
Purchase Playground Equipment	1	(500)	(195,246)	(195,246)	194,746	99.74%	Timing on Equipment purchases
Purchase Infrastructure Assets - Roads	1	(598,688)	(1,978,433)	(2,184,572)	1,379,745	69.74%	Timing on budget allocations
Purchase Infrastructure Assets - Bridges	1	0	0	(108,000)	0	#DIV/0!	
Purchase Infrastructure Assets - Footpaths	1	(91,008)	(268,599)	(537,196)	177,591	66.12%	Timing on budget allocations
Purchase Infrastructure Assets - Drainage	1	(454,682)	(1,950,738)	(1,950,738)	1,496,056	76.69%	Timing on budget allocations
Purchase Infrastructure Assets - Parks & Ovals	1	(105,679)	(530,634)	(530,634)	424,955	80.08%	Timing on budget allocations
Purchase Infrastructure Assets - Airfields	1	0	0	0	0	0.00%	
Purchase Infrastructure Assets - Streetscape	1	(1,632)	(115,822)	(198,566)	114,190	98.59%	Timing on budget allocations
Purchase Infrastructure Assets - Other	1	(60,441)	(418,593)	(418,593)	358,152	85.56%	Timing on budget allocations
Proceeds from Disposal of Assets	2	50,355	252,842	433,443	(202,487)	80.08%	Timing on budget allocations
Repayment of Debentures	3	(1,527,368)	(1,493,489)	(1,575,878)	(33,879)	(2.27%)	
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	125,165	214,568	6,318	(5.05%)	
Transfers to Restricted Assets (Reserves)	4	(118,217)	(1,625,222)	(1,625,222)	1,507,005	92.73%	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	8,234,848	15,992	15,992	8,218,856	51393.55%	
Amount Raised from Rates	6	<u>(8,495,099)</u>	<u>(6,602,881)</u>	<u>(8,323,234)</u>	<u>(1,892,218)</u>	<u>28.66%</u>	

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

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APPENDIX 7 - TENDER 6 OF 2015 - PROVISION OF SPRAY SEALING WORKS

		APPENDIX A - Evaluation Matrix															
		COMPLIANCE CRITERIA						PRICING		QUALITY		TIMELINESS					
		NON-WEIGHTED						75%		15%		10%					
		ITEM 1	ITEM 2	ITEM 3	ITEM 4	ITEM 5	ITEM 6										
General - Compliance with the Conditions of Tendering this Request. Evidence of compliance / ability to provide the service contained in the request.	Quality - Compliance with the Quality Assurance requirement for this request.	Risk Assessment - Tendered must address the questions and information contained in this request.	Occupational Health & Safety - Compliance with the OHS management system requirements contained in this request.	Tenderer's Registration - The Tenderer shall enter name and registration license details relevant to the Tender (eg Industry Specific Licenses, Business Name Registration etc) as per Clause 20 of the General Conditions of Tendering or submit as not applicable.	Sub Contractors - Intent to subcontract any part of the works	Tenderers must complete the Pricing Schedules as outlined in Part 5. Tenderer to confirm pricing schedules have been completed (Part 5) of the contract document package		Tenderers must address the following information in an attachment and label it "Quality" a) Evidence of Quality Assurance b) Evidence of Implemented quality control processes c) Evidence of conforming product		Tenderer must address the following information in an attachment and label it "Timeliness of Delivery" Tenderer should provide an outline of proposed timeframes for availability, delivery and placement of products. Also addressing emergency type works.							
Tenderer	Provide comment when score 3 or less	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Score 0-10	Weighted Score	Score 0-10	Weighted Score	Score 0-10	Weighted Score	TOTAL weighted score	RANKING	COMMENTS	
Malatesta Investments Pty Ltd								8	56.3	8	12.0	5	6.0	74.3	2		
Fulton Hogan Industries Pty Ltd								5	37.5	9	13.5	7	7.0	58.0	3		
Boral Resources WA Pty Ltd								8	60.0	8	12.0	7	7.0	79.0	1		

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015



Shire of Northam

EVALUATION REPORT

RFT 6 of 2015 The Provision of Spray Sealing Works for a period of up to three (3) years.

Prepared by Anne McDonald
9 March 2015

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Tender 6 of 2015
Spray Sealing Works



BACKGROUND

Title

The Shire of Northam issued a Request for Tender for the Provision of Spray Sealing Works for a period of up to three (3) years.

Scope

This specification covers the construction of spray sealing works within the Shire of Northam's Townsite, Wundowie and Bakers Hill.

Refer to Tender Document for details Scope of Works.

Contract Period

The contract is for a period of up to three (3) years.

Tendering Budget

The works to be performed under the contract(s) include both capital and maintenance works identified in the 2014/15 budget and future annual budgeted works for a three (3) year period.

RFT PROCESS

Council Approval

Tenderers were invited to provide an annualised cost (i.e. Year 1, Year 2 and Year 3) which was assessed on a year by year basis.

Works and services to be completed under contract(s) will be for the provision of

Spray Sealing Works

Advertising Details

The RFT was advertised in The West Australian on 18 February 2015.

RFT Closing Date

The RFT closing date was 4 March 2015.

Tenders Received

Tender submissions were received from the following organisations:

- (a) Malatesta Pty Ltd
- (b) Fulton Hogan Industries Pty Ltd
- (c) Boral Resources WA Pty Ltd

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Tender 6 of 2015
Spray Sealing Works



D. Short-listing

The assessment determined the following to be the preferred panel of tenderer(s) to perform the works.

1. Malatesta Pty Ltd
2. Fulton Hogan Industries Pty Ltd
3. Boral Resources WA Pty Ltd

Referee Reports

As part of the evaluation process, a number of referees were contacted. The following table provides a summary of the referees contacted and their comments in relation to the recommended Tenderer.

Referee Contact	Comments
Malatesta Pty Ltd	
Malatesta Pty Ltd	
Fulton Hogan Industries Pty Ltd	
Fulton Hogan Industries Pty Ltd	
Boral Resources WA Pty Ltd	
Boral Resources WA Pty Ltd	

RECOMMENDATION FOR AWARD

Recommended Panel of Tenderers

1. Malatesta Pty Ltd
2. Fulton Hogan Industries Pty Ltd
3. Boral Resources WA Pty Ltd

Contract Price

The works to be performed under the contract(s) include both capital and maintenance works identified in the 2014/15 budget and future annual budgeted works for a three (3) year period.

Contract Commencement Date

It is anticipated that the contract will commence in March 2015.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Tender 6 of 2015
Spray Sealing Works



Recommended by Evaluation Panel Assessors

Name	Clinton Kleynhans				
Sign	_____	Date	/	/	/
Name	Kevin Kane				
Sign	_____	Date	/	/	/

Approved by CEO

Name	Jason Whiteaker				
Sign	_____	Date	/	/	/

Endorsed by Council


Date / / /

SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

APPENDIX 8 – TENDER 7 OF 2015 - PROVISION OF EXTRUDED CONCRETE KERBING

APPENDIX A - Evaluation Matrix																
		COMPLIANCE CRITERIA						PRICING		QUALITY		TIMELINESS				
		NON-WEIGHTED						75%		15%		10%				
		ITEM 1	ITEM 2	ITEM 3	ITEM 4	ITEM 5	ITEM 6									
		General - Compliance with the Conditions of Tendering this Request. Evidence of compliance /ability to provide the service contained in the request.	Quality - Compliance with the Quality Assurance requirement for this request.	Risk Assessment - Tendered must address the questions and information contained in this request.	Occupational Health & Safety - Compliance with the OHS management system requirements contained in this request.	Tenderer's Registration - The Tenderer shall enter name and registration license details relevant to the Tender (eg Industry Specific Licenses, Business Name Registration etc) as per Clause 20 of the General Conditions of Tendering or submit as not applicable.	Sub Contractors Intent to subcontract any part of the works	Tenderers must complete the Pricing Schedules as outlined in Part 5. Tenderer to confirm pricing schedules have been completed (Part 5) of the contract document package		Tenderers must address the following information in an attachment and label it "Quality" a) Evidence of Quality Assurance b) Evidence of Implemented quality control processes c) Evidence of conforming product		Tenderers must address the following information in an attachment and label it "Timeliness of Delivery" Tenderer should provide an outline of proposed timeframes for availability, delivery and placement of products. Also addressing emergency type works.				
Tenderer	Provide comment when score 3 or less	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Score 0-10	Weighted Score	Score 0-10	Weighted Score	Score 0-10	Weighted Score	TOTAL weighted score	RANKING	COMMENTS
1	KERB DIRECT KERBING		Y	Y	Y	Y	Y	6	47.5	6	8.5	6	6.0	62.0	2	
2	SUPERCIVIL PTY LTD		Y	Y	Y	Y	Y	7	52.5	7	10.5	7.66	7.7	70.7	1	

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015



Shire of Northam

EVALUATION REPORT

RFT 7 of 2015 - The Provision of Extruded Concrete Kerbing for a period of up to three (3) years.

Prepared by Anne McDonald
27 February 2015

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Tender 7 of 2015
Extruded Concrete Kerbing



BACKGROUND

Title

The Shire of Northam issued a Request for Tender for The Provision of Extruded Concrete Kerbing for a period of up to three (3) years.

Scope

This specification covers the construction of extruded concrete kerbing within the Shire of Northam's Townsite, Wundowie and Bakers Hill.

Refer to Tender Document for details Scope of Works.

Contract Period

The contract is for a period of up to three (3) years.

Tendering Budget

The works to be performed under the contract(s) include both capital and maintenance works identified in the 2014/15 budget and future annual budgeted works for a three (3) year period.

RFT PROCESS

Council Approval

Tenderers were invited to provide an annualised cost (i.e. Year 1, Year 2 and Year 3) which was assessed on a year by year basis.

Works and services to be completed under contract will be for the provision of extruded concrete kerbing as specified by the Principal's Representative(s) from time to time. The Contractor will be requested to deliver to sites nominated by the Principal to either zone 1 or zone 2 areas within the Shire's boundaries:

Zone 1: All areas within the Shire of Northam, except Bakers Hill and Wundowie.
Zone 2: Bakers Hill and Wundowie.

Advertising Details

The RFT was advertised in The West Australian on 11 February 2015 and the Avon Valley Gazette on the 13 February 2015.

RFT Closing Date

The RFT closing date was 25 February 2015.

Tenders Received

Tender submissions were received from the following organisations:

- (a) Kerb Direct Kerbing Pty Ltd
- (b) Supercivil Pty Ltd

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Tender 7 of 2015
Extruded Concrete Kerbing



THE EVALUATION

Participants

An evaluation panel assessed each tender submission. Details on members of the panel are contained within the below table.

Name	Organisation	Title	Basis of Participation
Clinton Kleynhans	Shire of Northam	Executive Manager Engineering Services	Lead Assessor
Tracey Pearce	Shire of Northam	Operations Manager	Assessor
Danny McMahon	Shire of Northam	Works Supervisor	Assessor

Compliance Evaluation

A. Compliance Criteria

The compliance criteria for this RFT were:

- (a) Compliance with the conditions in the request;
- (b) Quality Assurance;
- (c) Risk Assessment;
- (d) Occupational Health & Safety;
- (e) Tenderer's Registration;
- (f) Sub Contractors;

Compliance Criteria were evaluated on a "Yes/No" basis. All submissions were processed through to the qualitative/price evaluation on the basis that all compliance criteria had been met.

B. Qualitative Assessment

The qualitative criteria for this tender were:

- (a) Pricing (75%)
- (b) Experience (15%)
- (c) Timeliness (10%)

The qualitative assessment was completed on 27 February 2015.

C. Qualitative Scores & Pricing

For Scoring and pricing refer to the following appendices:

Appendix A - Evaluation Matrix

Appendix B – Pricing Summary

SHIRE OF NORTHAM
MINUTES
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Tender 7 of 2015
Extruded Concrete Kerbing



D. Short-listing

After the initial evaluation the following Tenderers were shortlisted based on price and experience.

- a) Supercivil Pty Ltd (Rank 1)
- b) Kerb Direct Kerbing Pty Ltd (Rank 2)

The following Tenderers were not shortlisted:

N/A.

Referee Reports

As part of the evaluation process, a number of referees were contacted. The following table provides a summary of the referees contacted and their comments in relation to the recommended Tenderer.

Referee Contact	Comments
Supercivil Pty Ltd Shire of Narrogin John Warburton - 0408 913 894	Work quality consistently good, timeliness was not an issue.
Supercivils Pty Ltd Aherns Group Kieran Glaser - 0408 185 373	Work was consistently at a high quality, supervisors easy to work with, availability was not an issue.

RECOMMENDATION FOR AWARD

Recommended Tenderer

Supercivil Pty Ltd is the recommended Tenderer on the basis of Price and previous experience in performing similar works.

Contract Price

The works to be performed under the contract(s) include both capital and maintenance works identified in the 2014/15 budget and future annual budgeted works for a three (3) year period.

Contract Commencement Date

It is anticipated that the contract will commence in March 2015.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Tender 7 of 2015
Extruded Concrete Kerbing



Recommended by Evaluation Panel Assessors

Name	Clinton Kleynhans			
Sign	_____	Date	/	/
Name	Tracey Pearce			
Sign	_____	Date	/	/
Name	Danny McMahon			
Sign	_____	Date	/	/

Approved by CEO

Name	Jason Whiteaker			
Sign	_____	Date	/	/

Endorsed by Council

Date / / /

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

APPENDIX 9 – PROPOSED TELECOMMUNICATION INFRASTRUCTURE PRESENTATION

National
Broadband
Network

NBN Briefing for the Shire of Northam Proposed Fixed Wireless Facility in Northam

March 2015 **Commercial In Confidence**

This document sets out NBN Co's proposals in respect of certain aspects of the National Broadband Network. The contents of this document represent NBN Co's current position on the subject matter of this document. The contents of this document should not be relied upon by our stakeholders (or any other persons) as representing NBN Co's final position on the subject matter of this document, except where stated otherwise. NBN Co's position on the subject matter of this document may also be impacted by legislative and regulatory developments in respect of the National Broadband Network. All prices shown in this document are exclusive of GST.

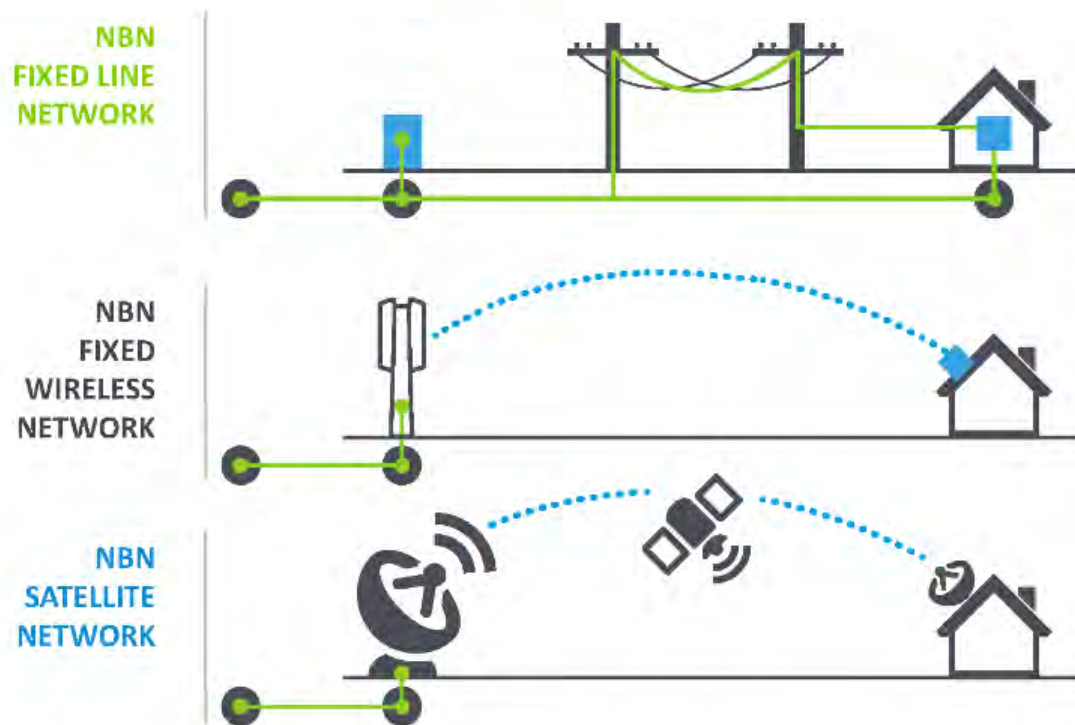
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SHIRE OF NORTHAM
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ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

UNCLASSIFIED

NBN Multi Technology Mix (MTM)



SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

The difference between Fixed Wireless, Mobile and Wi-Fi

National
Broadband
Network



Prescribed contention ratio = higher bandwidth

This document sets out NBN Co's proposals in respect of certain aspects of the National Broadband Network. The contents of this document represent NBN Co's current position on the subject matter of this document. The contents of this document should not be relied upon by our stakeholders (or any other persons) as representing NBN Co's final position on the subject matter of this document, except where stated otherwise. NBN Co's position on the subject matter of this document may also be impacted by legislative and regulatory developments in respect of the National Broadband Network. All prices shown in this document are exclusive of GST.

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Bringing broadband to life

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

NBN Service Objectives in Northam

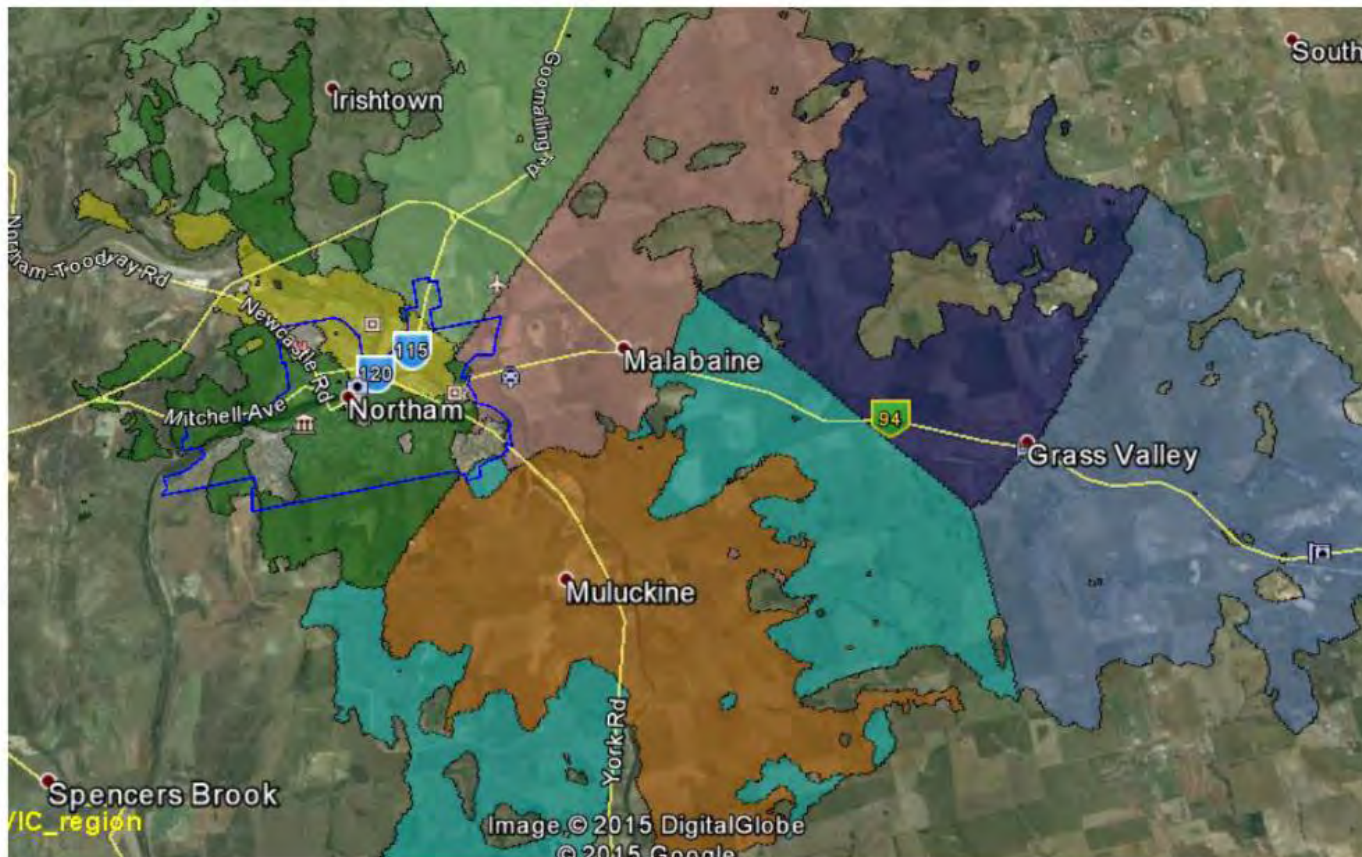
- Direct Coverage: This facility provides NBN Fixed Wireless coverage to in excess of approximately 160 premises (dwellings and businesses etc) on the northern outskirts of Northam.
- A Link to two other towers: A further 180 other premises to be serviced by two other approved towers in the NBN network (one to the south of Northam, and one in Grass Valley). These towers rely on the proposed facility on the Golf Course for transmission back into the wider NBN network.
- Quality: The coverage needs to be of a sufficient quality to offer service providers with wholesale access speeds of up to 25Mbps for downloads and 5Mbps for uploads.
- Improvement: This will be a significant improvement on current speeds and reliability in many parts of the Northam Fixed Wireless coverage area which according to the Federal Government's My Broadband website (www.mybroadband.communications.gov.au), has an "E" rating – the lowest rating available.

SHIRE OF NORTHAM

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Service Objective in the Region

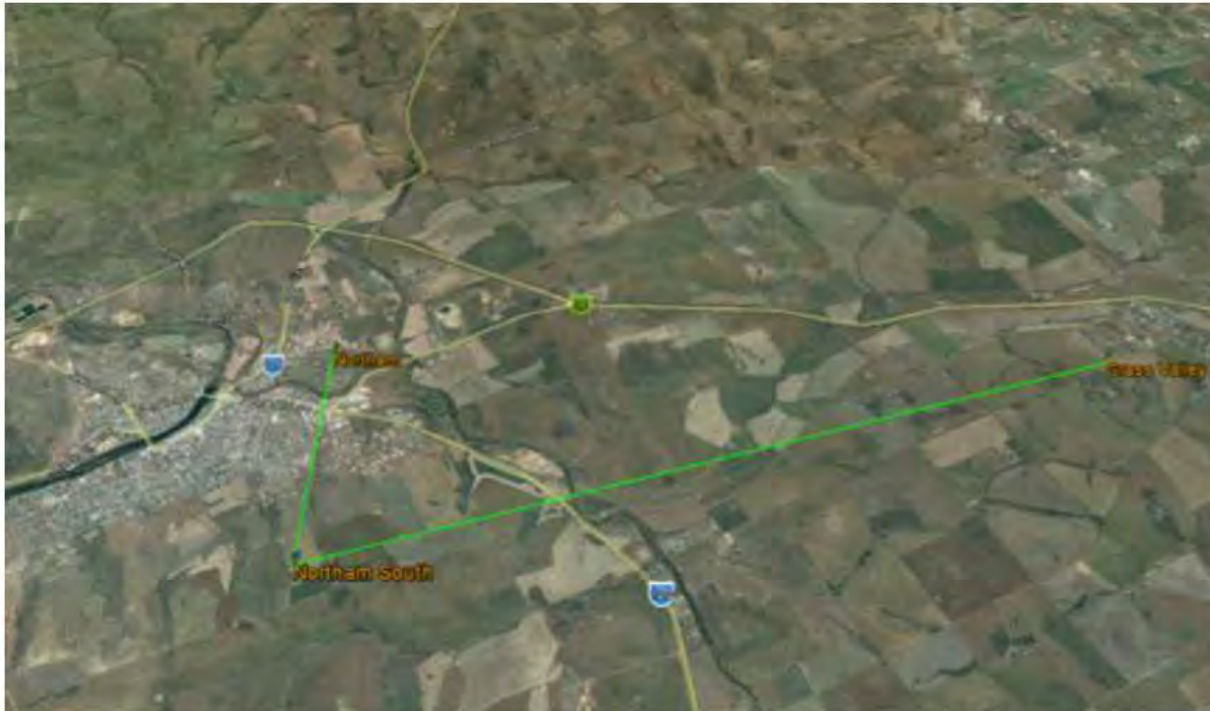


National
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SHIRE OF NORTHAM
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Regional reliance on proposed Northam NBN Facility

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As a "Fibre Hub" facility, the proposed Northam Fixed Wireless Facility is critical to areas to be serviced by two other approved towers in the NBN network (one to the south of Northam, and one in Grass Valley). These towers rely on the proposed facility on the Golf Course for transmission back into the wider NBN network

SHIRE OF NORTHAM

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Site locations considered in the Northam area

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SHIRE OF NORTHAM

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National
Broadband
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Northam Community Information Session & Engagement with the Community

- For nearly 2 years NBN Co and its project partners have been discussing siting options with Council, key stakeholders and the community.
- Community members were invited to attend a Community Information Session on 12 November 2014 to find out more about the proposal, discuss the issues and to ask questions.
- Council has received a number submissions (both for and against), and we acknowledge the genuine concerns of the objectors. However, we found from the Information Session that there is widespread support.
- As the balance of the network in this region is approved and nearing completion, approval of the facility in Northam is becoming time critical.



SHIRE OF NORTHAM
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Location of the proposed NBN facility

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NBN Co has negotiated a site within the golf course that seeks to provide a reasonable setback from northern boundary (125m).

Originally the Club required that we locate much closer to the boundary (approx. 75m).

However, through a process of on-site negotiation we were able to setback the facility, and carefully site it to take advantage of some screening from tall trees.

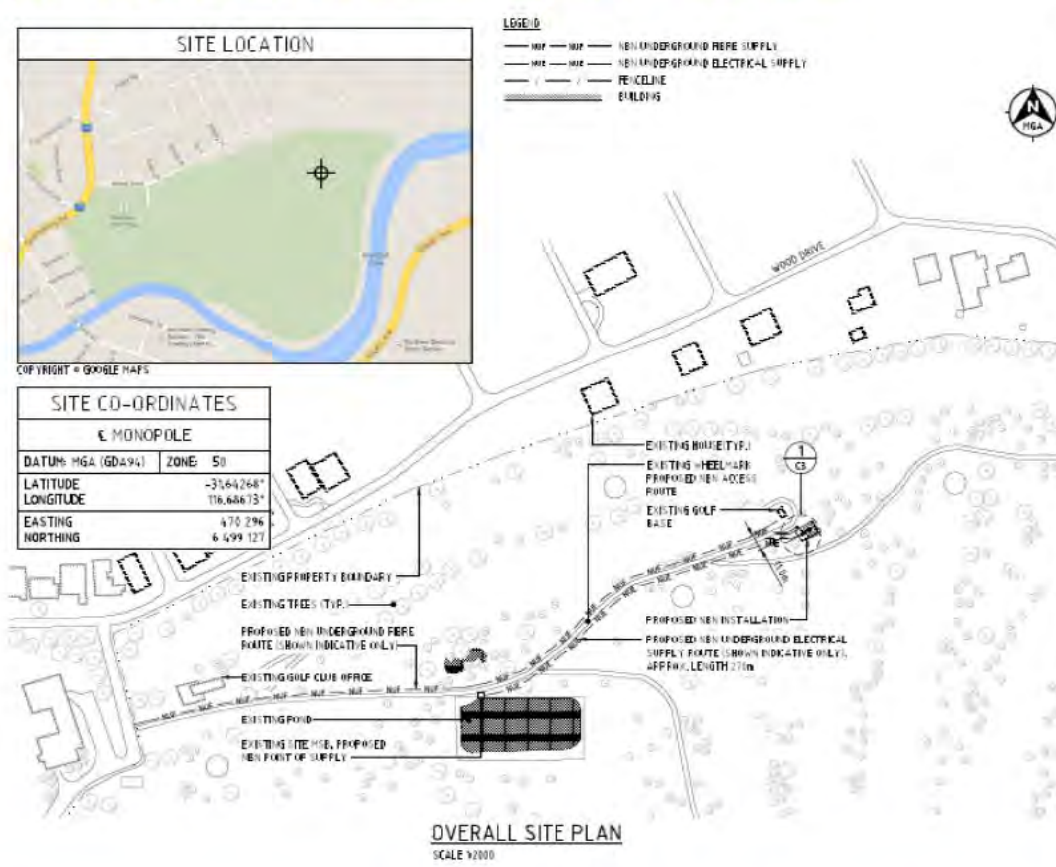
SHIRE OF NORTHAM

MINUTES

ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Proposed Site Location and Layout – Northam

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Network



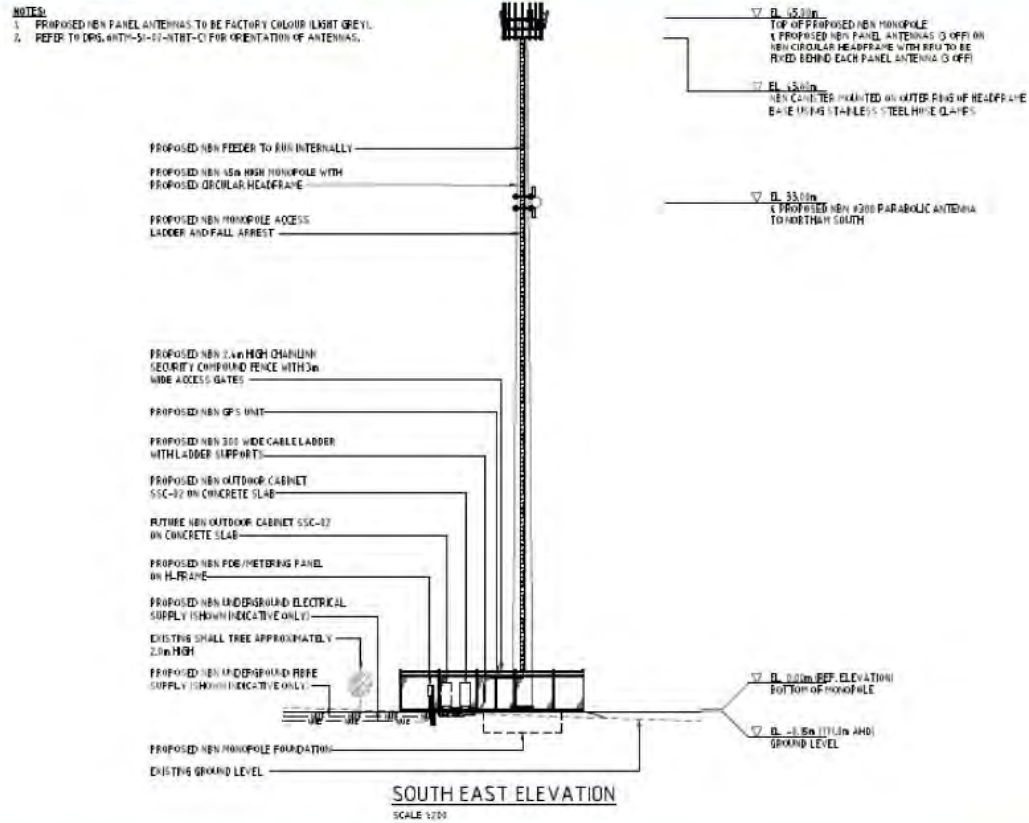
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ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

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Elevation – Proposed 45m Slimline Monopole with Headframe



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Photo-simulation depicting visual impact – Northam

National
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Network



PROPOSED VIEW LOOKING
SOUTH FROM WOOD DRIVE
TOWARDS THE PROPOSED
45m MONOPOLE
INSTALLATION
PHOTO TAKEN
APPROXIMATELY 160
METRES FROM PROPOSED
FACILITY

It is not possible to completely hide the top of the pole. The pole needs to be elevated so that the antennas are clear of the tree canopy.

SHIRE OF NORTHAM
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Health & Safety

National
Broadband
Network

"NBN base stations use electromagnetic radiation to provide high speed broadband services to the community. The base stations use similar technology to 4G mobile phones and produce very low exposures to EMR (or EME) in the surrounding area, even very close to the installation. There are no established health effects from these very low levels of RF EMR."



Australian Government
Australian Radiation Protection
and Nuclear Safety Agency

Fact Sheet 10

**National Broadband Network Fixed
Wireless Base Stations and Health**

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Safety Compliance – Northam

Calculated EME Levels

This table provides calculations of RF EME at different distances from the base station for emissions from existing equipment alone and for emissions from existing equipment and proposed equipment combined.

Distance from the antennas at Northam 15 Wood Drive in 360° circular bands	Maximum Cumulative EME Level – All carriers at this site					
	Existing Equipment			Proposed Equipment		
	Electric Field V/m	Power Density mW/m ²	% ARPANSA exposure limits	Electric Field V/m	Power Density mW/m ²	% ARPANSA exposure limits
0m to 50m				0.31	0.26	0.0026%
50m to 100m				0.38	0.38	0.0038%
100m to 200m				0.32	0.27	0.0027%
200m to 300m				0.75	1.48	0.015%
300m to 400m				0.85	1.93	0.019%
400m to 500m				0.85	1.92	0.019%
Maximum EME level				0.85	1.93	0.019
				378.55 m from the antennas at Northam 15 Wood Drive		

The maximum EME level is 0.019% or over 5200 times below the allowable limits for RF EME. This is less than typical exposure to a Wi-fi router, a broadcast tower, a taxi-two way radio or baby monitor.

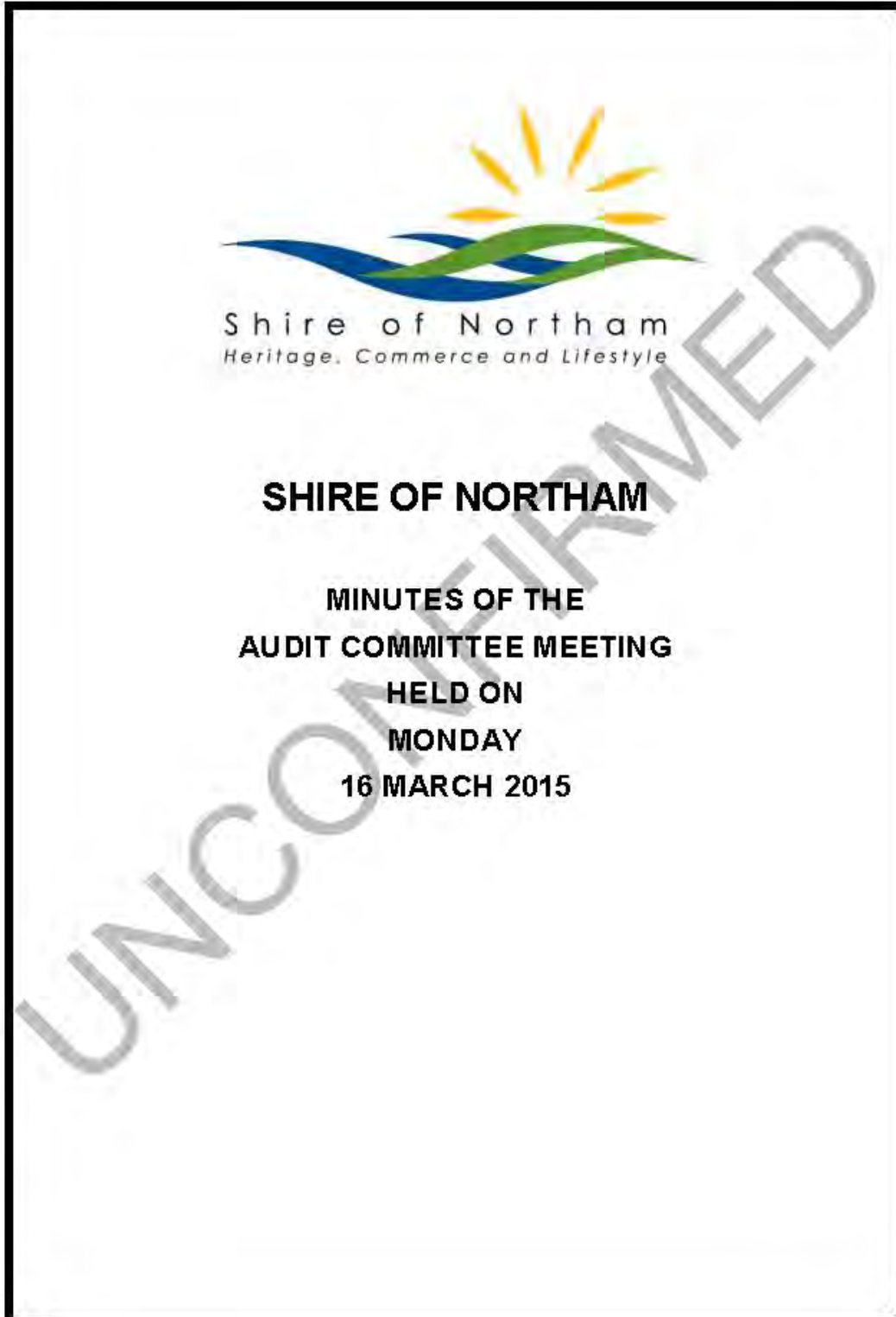
SHIRE OF NORTHAM
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ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

Summary – Key Points

1. Unlike many Development Applications received by Council, this proposal is not for the sole benefit of the proponent. The proposal is a critical part of delivering the NBN across Northam and the region.
2. The site has been carefully selected in order to minimise vegetation removal. The remaining vegetation on site will provide screening to the NBN facility from the surrounding area.
3. The Planning test is not whether the facility is visible or not. The test to be applied by Council under the Town Planning Scheme is whether NBN Co has minimised the visual impact. By any reasonable measure, the impact has been minimised.
4. We consider that when balanced against the visual change resulting from the establishment of the facility, there is a good case for Council to approve the facility when considering the real economic and social benefits to be derived from in excess of approximately 340 premises to be served directly or “downstream” from this facility.

SHIRE OF NORTHAM
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ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

APPENDIX 10 – AUDIT COMMITTEE MINUTES – 16 MARCH 2015



SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 16 MARCH 2015

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SHIRE OF NORTHAM
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ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 16 MARCH 2015

**Minutes of the Audit Committee Meeting held in the Council Chambers on
MONDAY, 16 March 2015 at 6:04pm**

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.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 16 MARCH 2015

1. OPENING AND WELCOME

The Presiding Member, Cr S B Pollard declared the meeting open at 6.04pm.

2. DECLARATION OF INTEREST

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Mid Year Budget Review (Appendix 1)	7.1	Cr Kathy Saunders	Proximity	The nature of her interest is that 'Seldom Seen' property, her place of residence and farming lands is bounded by Minney Rd, on the North side. The extent of her interest is proximity.

3. ATTENDANCE

COUNCIL

Councillors

S B Pollard
T M Little
K D Saunders
U Rumjantsev
A W Llewellyn
D G Beresford
D A Hughes

Chief Executive Officer
Executive Manager Corporate Services
Executive Assistant – CEO

J B Whiteaker
D R Gobbart
A C Maxwell

GALLERY

4. APOLOGIES

Councillor

J E Williams

5. LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr R Tinetti has been granted leave of absence from Wednesday, 11 March 2015 to Wednesday, 18 March 2015 inclusive.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 16 MARCH 2015

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

RECOMMENDATION / COMMITTEE DECISION

Minute No: AU.052

Moved: Cr Llewellyn

Seconded: Cr Hughes

That the minutes of the Audit Committee meeting held Wednesday, 19 November 2014 be confirmed as a true and correct record of that meeting.

CARRIED 7/0

UNCONFIRMED

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 16 MARCH 2015

Cr K D Saunders declared a "proximity" interest in item 7.1 – Mid Year Budget Review as 'Seldom Seen' property, her place of residence and farming lands is bounded by Minney Rd, on the North side. The extent of her interest is proximity.

COMMITTEE DECISION

Minute No: AU.053

Moved: Cr Beresford
Seconded: Cr Little

That Council, under section 5.68 of the Local Government Act 1995 allow Cr K D Saunders to be present during any discussion or decision making procedure relating to item 7.1 – Mid Year Budget Review as the interest is viewed to be insignificant and unlikely to influence the disclosing member's conduct in relation to the matter.

CARRIED 7/0

7. AGENDA ITEMS

7.1 MID YEAR BUDGET REVIEW (APPENDIX 1)

Name of Applicant:	Internal Report
File Ref:	8.2.7.1
Officer:	Denise Gobbart
Officer Interest:	N/A
Policy:	N/A
Voting:	Absolute Majority Vote Required
Date:	9 March 2014

PURPOSE

To consider and adopt the Budget Review as presented in the Statement of Financial Activity for the period 1 July 2014 to 31 January 2015.

BACKGROUND

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2015 for the period ending 31 January 2015 is presented for council to consider. The *Local Government (Financial Management) Regulations 1996*, regulation 33A as amended, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

SHIRE OF NORTHAM
MINUTES
ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM
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AUDIT COMMITTEE MEETING HELD ON 16 MARCH 2015

STATUTORY REQUIREMENTS

Regulation 33A of the Local Government (Financial Management) Regulations 1996 requires:

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
 - (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year, and*
 - (b) *consider the local government's financial position as at the date of the review; and*
 - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*

**Absolute majority required.*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN

Objective: G2 Improve organisational capability and capacity

Strategy: G2.3 Operate in a financially sustainable manner

BUDGET IMPLICATIONS

The subsequent review will incorporate Budget Amendments which will impact in accordance with the schedule provided.

OFFICER'S COMMENT

The budget review has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. Council adopted a 10% and a \$20,000 minimum for the reporting of material variances to be used in the statements of financial activity and the annual budget review.

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The budget has been reviewed to continue to deliver on other strategies adopted by the Council and maintains a high level of service across all programs.

RECOMMENDATION

That Council;

- 1. Receive the Budget Review conducted for the seven (7) months ended 31 January 2015;**
- 2. Authorise the Chief Executive Officer to amend the 2014/15 Budget in accordance with the attached report titled 'Budget Review as at 31 January 2015 - Budget Amendment Recommendations' and dated 09 March 2015.**

COMMITTEE DECISION

Minute No: AU.054

Moved: Cr Rumjantsev

Seconded: Cr Little

That Council;

- 1. Receive the Budget Review conducted for the seven (7) months ended 31 January 2015;**
- 2. Authorise the Chief Executive Officer to amend the 2014/15 Budget in accordance with the attached report titled 'Budget Review as at 31 January 2015 - Budget Amendment Recommendations' and dated 09 March 2015.**
- 3. Authorise an additional transfer of up to \$50,000 from Shire of Northam Road & Bridge Reserve if required to offset additional road construction costs identified within the budget review.**

CARRIED 7/0

Items discussed

Cr Pollard requested clarification in respect to a number items listed on the budget review (appendix 1) these are listed below;

- Line 10 & 11 - Questioned the funds for consultants. It was confirmed that the process mapping was the item which was endorsed at Council at the Ordinary meeting held in October. Council was also advised that consultant funds included that for the business case in respect to the Aboriginal Centre and drainage works.
- Line 19 & 24 - Advised that the proposed increase in budget was due to the CESM having to work more than anticipated hours overtime.
- Line 20 - Advised that this was a budget oversight that the ranger to a ranger administration officer was made full time and not provided for.

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- Line 55 - Ceiling at the Northam Town / Lessor Hall required fixing which was not anticipated or budgeted for.
- Line 58 - Questioned whether it was necessary to have a lifeguard at the Wundowie Pool at all times. Staff confirmed that this is a requirement, we have a duty of care and legal obligations which need to be met.
- Line 59 - Additional funds required to ensure sufficient funds are available to undertake pool structure assessment.
- Line 64 - Questioned whether the decrease in pool entrance fees could be due to the waterpark. Staff advised that they have not undertaken an assessment however it could be possible.
- Line 72 - Staff budgeted to receive \$40,000 for the Club Development Office, however only \$20,000 was received.
- Line 77 - Confirmed that this relates to a reallocation for Royalties for Regions previously endorsed by Council.
- Line 88 - Staff are providing an income / expenditure statement for the Avon Descent which was over budget
- Line 122 - Queries relating to the additional \$50,000 for the Avon Mall. Staff advised this was not only for the Avon Mall but also covered streetscape works along Fitzgerald Street.
- Line 138 - This is for staff wages due to staff working additional hours for activities related to noxious weeds.
- Line 162 to 163 - Cr Saunders commented advising that the road shoulders are not being graded as per previous years and has received a number of queries.
- Line 170 - Advised that staff have had discussions with the Cricket association and it was agreed the cricket pitch would not need to go in until after the 2015 Football season.
- Line 181 to 187 - Was questioned whether the Shire of Toodyay undertake the maintenance of Fernie Road as the majority of the road is in their Shire and they obviously grade it, would make sense if they could continue for the additional 1Km into the Shire of Northam.
- Line 188 - Advised that this is Blackspot related. It was questioned whether these funds come from the reserve. This item was taken on notice.

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7.2 COMPLIANCE AUDIT RETURN 2014 (APPENDIX 2)

Name of Applicant:	Internal Report
File Ref:	1.6.1.6
Officer:	Denise Gobbart
Officer Interest:	N/A
Policy:	Local Government Act 1995
Voting:	Simple Majority
Date:	06/03/2015

PURPOSE

For Council to adopt the Compliance Audit Return (CAR) 2014.

BACKGROUND

Under the Local Government (Audit) Regulations 1996, a Local Government is required to carry out a Compliance Audit for the period 1 January 2014 to 31 December 2014. The certified return needs to be submitted to the Director General, Department of Local Government and Regional Development by 31 March 2015.

The Compliance Audit Return must be:

1. presented to Council at a meeting of the Council;
2. adopted by the Council; and
3. recorded in the minutes of the meeting at which it is adopted.

A copy of the return is submitted for Councillor's perusal, comment and adoption by Council before 31 March 2015. It is necessary for the Shire President and the Chief Executive Officer to sign off the return as a certified copy.

The 2014 Compliance Audit Return has been completed in house, with the CEO reviewing the completed return.

The compliance review process provides both the CEO and the Council with an additional element of accountability through a check on internal management systems, procedures and record keeping and this demonstrates the Shire's emphasis on improving its good governance, compliance, and best practice.

STATUTORY REQUIREMENTS

- Local Government Act 1995;
- Local Government (Functions and General) Regulations 1996;
- Local Government (Administration) Regulations 1996;

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- Local Government (Elections) Regulations 1997;
- Local Government (Audit) Regulations 1996;
- Local Government (Rules of Conduct) Regulations 2007.

CONFORMITY WITH THE COMMUNITY STRATEGIC PLAN

Objective: G1	Provide accountable and transparent leadership
Objective: G2	Improve organisational capability and capacity
Objective: G3	Provide efficient and effective corporate management

BUDGET IMPLICATIONS

N/A

OFFICER'S COMMENT

The standard of compliance in 2014 has improved slightly from the past years achievement of 88.5% to 89.8%. For context purposes, non-compliance or partial non-compliance related to eight of the total 78 items included in the Compliance Return.

The Shire has sound management systems and procedures. The examples of non-compliance noted reflected inconsistent or incomplete compliance and human error, and not any systemic failure.

It is important to note that the actual compliance audit process is a detached, retrospective examination of minute, multifaceted, and ambiguous statutory detail specified by the Local Government Act 1995 and associated regulations. Significantly, the CAR excludes the actual working environment and pressures of the day-by-day operational circumstances, and other community priorities that exist in the pragmatic management of the wide range of functions and issues experienced in a vibrant and growing local government such as the Shire. The overall compliance requirement to observe "all written law" places an onerous responsibility on the CEO of a growing local government.

A number of compliance errors and omissions have been identified in the Shire of Northam Compliance Audit Return 2014, namely:

Delegation:

Page 2, No 5, s5.18 – the review of delegations was presented to Council 16/07/2014 which was outside of the 2013/2014 financial year.

Page 2, No 12, s5.46(2) – the review of delegations was presented to Council 16/07/2014 which was outside of the 2013/2014 financial year.

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Page 2, No 13, s5.46(3), Admin Reg 19 – A central register has been implemented, although there was an issue (unable to access) with this Register in January, which resulted in a number of demolition delegations not being entered into the register at the time. This has been rectified.

Disclosure of Interest:

The standard of management of the Primary and Annual returns and registers, and disclosure of interest at meetings has significantly improved from last year.

Page 2, No 1, s5.67 – The minute's record of disclosures at the Regional Centres Implementation Committee held 1 September 2014 indicated that a member that disclosed an impartiality interest, that stated their nature and extent as receiving financial remittance did not leave the Chambers and voted. The item related to the Prioritisation of Growth Plan Projects.

The minute's record of disclosures at the Regional Centres Implementation Committee held 8 September 2014 indicated that a member that disclosed a financial interest, that stated their nature and extent as receiving financial benefit salary and sitting fees did not leave the Chambers and voted. The item related to the Prioritisation of Growth Plan Projects

With a financial interest disclosure the member was required to leave the room.

Page 2, No 2, s5.68(2) – When the above disclosures were made, there was no record made in the minutes as to the extent the member could participate. At the meeting held 08 September 2014, the minute's record that the presiding member advised the meeting that during the course of the meeting that the said member would be required to leave the meeting when matters pertaining to them were discussed or decisions made.

The above matters have been reviewed directly by the CEO and advice given, is that at the meetings referred to there were no matters discussed in relation to the Avon Industrial Park at these meetings, and hence was not required to leave the meeting. Reflecting on these comments, for clarity the minutes should note participation was allowed as the Avon Industrial Park was not discussed. This was confirmed at the Audit Committee meeting (March 16) by attending Members.

Page 3, No 5, s5.75(1) Admin Reg 23 Form 2 – A Primary Return was not lodged on time by a designated staff member. The employee commenced on the 22 April 2014 and the return was submitted 23 July 2014, one (1) day late.

Page 3, No 11 s5.88(3) – Two returns had not been removed from the register when the people ceased to be a person not required to lodge a return.

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Disposal of Property:

Airport hangar leases appear to be an oversight in past compliance returns, as each lease is not taken to Council individually. A blanket approval to lease hangars was given after the Shire took management of the airport from the Northam Aero Club.

Page 4, No 1 s5.58(3) – Three leases were issued for airport hangars that were not advertised.

Page 4, No 2 s5.58(4) – As the three leases issued for airport hangars were not advertised, the prescribed information was not advertised.

Local Government Employees:

The advert for the Executive Manager Community Services (designated Senior Employee) listed a total salary package, but not the benefits provided in the package. The CEO advised that there were not specific / required benefits included in the package, these were open to negotiation with the officer). It also did not state the duration of the contract as required.

Page 6, No 2 s5.36(4), s5.37(3), Admin Reg 18A – The advert for the Executive Manager Community Services did not comply with the requirements.

RECOMMENDATION / COMMITTEE DECISION

Minute No: AU.055

Moved: Cr Rumjantsev

Seconded: Cr Llewellyn

That the Compliance Audit Return 2014, as attached, be adopted and submitted to the Department of Local Government, inclusive of comments on matters to be addressed.

CARRIED 7/0

Items Discussed

Airport leases not advertised – Council were advised that a process is going to be mapped to ensure that this is not an oversight with future airport leases.

Advert for the Executive Manager Community Services – This was an administrative oversight as this did not occur in previous adverts placed for other Executive Managers.

Delegations Register – In relation to the delegations not being recorded, this was due to an electronic issue when accessing the document.

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8. DECLARATION OF CLOSURE

There being no further business the Presiding Officer declared the meeting closed at 7.15pm.

"I certify that the Minutes of the Audit Committee meeting held on Monday, 16 March 2015 have been confirmed as a true and correct record."

_____ Presiding Officer

_____ Date

UNCONFIRMED

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APPENDIX 1 – MID YEAR BUDGET REVIEW

BUDGET REVIEW 31 JANUARY 2015

Line No:	Account	Name	Job	Name	Increase in Available Cash \$	Decrease in Available Cash \$	Year to Date Running Balance \$	Comment
1		Estimated Surplus					15,992	
2		Difference In Opening Balance				(11,406)	4,586	Audit adjustments
3	03013003	Rates Levied			8,207		12,793	Additional rates due to valuation changes
4	03013022	Rates Written Off				(7,207)	5,586	Bridgeley Community Centre Rate Exemption
5	03023023	Grants Commission - Untied			16,256		21,842	Cash adjustment 2013/2014
6	03023033	Grants Commission - Road Component			5,348		27,190	Cash adjustment 2013/2015
7	03023053	Royalties for Regions			33,124		60,314	Additional CLGF allocation - original budget incorrect
8	03023003	Pension Deferred Subsidy			5,152		65,466	Additional Interest Received from State Revenue
9	04042032	Presidential Allowance			16,168		81,634	Adjustment due to incorrect calculation of Allowance
10	04042132	Consultants				(60,000)	21,634	Process Mapping Project
11	04042132	Consultants				(15,000)	6,634	Additional Funds For Fair Value of Infrastructure Assets
12	04043053	Grants, Contrib & Reimbursements			7,735		14,369	Refund overpayment of Presidential Allowance
13	04052002	Insurance			1,728		16,097	Lower than anticipated premiums
14	04051503	LSL - Contributions			6,934		23,031	LSL Reimbursed by Cambridge & Mundaring due to staff resignations
15	04053023	Reimbursements GST Free			18,500		41,531	Paid Parental Leave & Refund from ATO interest charged
16	04053053	Insurance Rebate			46,346		89,877	Rebates & Premium adjustments higher than anticipated
17	04059045	Transfer from LSL Reserve			37,103		126,980	Transfer of funds due to LSL taken
18	05061002	Salaries				(14,322)	112,658	Overtime CESH & additional ranger admin hours unbudgetted
19	05063023	Reimbursement - DFES (CESC 60%)			12,000		124,658	Reimbursement of CESH overtime
20	05071002	Salaries				(16,966)	107,692	Additional ranger admin hours unbudgetted and increased overtime
21	05073003	Dog Registration Fees			9,000		116,692	Additional Dog Registration Fees
22	05081002	Salaries				(8,000)	108,692	Overtime CESH
23	05083023	Crime Prevention Grant			22,837		131,529	Northam CCTV Project - Fitzgerald St & Peel Tce
24	05083043	Reimbursement - DFES (CESC 40%)			8,000		139,529	Reimbursement of CESH overtime
25	05087104	Plant & Equipment				(25,000)	114,529	Northam CCTV Project - Fitzgerald St & Peel Tce
26	08171142	Consultancy Services				(4,000)	110,529	Higher than anticipated expenses - Killara Audit requirements
27	08173103	Non Client Income			1,000		111,529	Increased revenue
28	08182022	Youth Services			1,000		112,529	Lower than anticipated expenses
29	08182102	Outside School Hours Care - Salaries			4,101		116,630	Outside School Hours Care Program now finished
30	08182112	Outside School Hours Care - Staff Costs			273		116,903	Outside School Hours Care Program now finished
31	08182122	Outside School Hours Care - Consumables			873		117,776	Outside School Hours Care Program now finished
32	08182132	Outside School Hours Care - Equipment				(77)	117,699	Outside School Hours Care Program now finished
33	08182142	Vacation Care - Wages				(1,595)	116,104	Vaction Care Program now finished
34	08182152	Outside School Hours Care - Bus Hire				(491)	115,613	Outside School Hours Care Program now finished
35	08182172	Vacation Care - Staff Costs				(319)	115,294	Vaction Care Program now finished
36	08182182	Vacation Care - Consumables			57		115,351	Vaction Care Program now finished
37	08182212	Vacation Care - Excursions				(2,737)	112,614	Vaction Care Program now finished
38	08183063	Outside School Hours Care - Fees				(1,755)	110,859	Outside School Hours Care Program now finished

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Line No:	Account	Name	Job	Name	Increase in Available Cash \$	Decrease in Available Cash \$	Year to Date Running Balance \$	Comment
39	08183073	Outside School Hours Care - Govt Rebate				(6,099)	104,760	Outside School Hours Care Program now finished
40	08183083	Outside School Hours Care - Grants			8,148		112,908	Outside School Hours Care Program now finished
41	08183093	Vacation Care - Fees			1,142		114,050	Vaction Care Program now finished
42	08183113	Vacation Care - Govt Rebate			654		114,704	Vaction Care Program now finished
43	08183123	Vacation Care - Grants			2,520		117,224	Vaction Care Program now finished
44	10252062	Zero Waste Plan Development			5,000		122,224	Project to be funded by AROC
45	10252092	Mulching Green Waste			20,000		142,224	Works not required in 2014/2015 - Pile not large enough to justify mobilisation costs for large mulcher at this stage. Locals not suitable to undertake the work.
46	10253003	Residential Bin Charges			13,000		155,224	Additional residential bin charges received
47	10253043	Commercial Bin Charges			7,000		162,224	Additional commercial bin charges received
48	10283023	Grants			1,027,386		1,189,610	Royalties 4 Regions Funding - Drainage Project
49	10282004	Infrastructure - Drainage	4313	Town Centre Drainage Stage 2		(1,027,386)	162,224	Drainage Project - Royalties for Regions Funded
50	10292032	Interest on Loan #210				(63)	162,161	Final Payout of Loan #210
51	10299004	Loan 210 Principal Repayments				(2,877)	159,284	Final Payout of Loan #210 - July Payment not accounted for
52	10301002	Town Planning Salaries				(36,030)	123,254	Contractor while Senior Planner on leave & Student Planner
53	10303003	Planning/Development Fees			30,000		153,254	Anticipated increase in planning fees
54	10312002	Public Conveniences	1809	Wundowie Toilets		(2,223)	151,031	Increased vandalism
55	11322002	Northam Town & Lesser Hall	1003	Northam Town & Lesser Hall Mtc		(14,745)	136,286	Replacing Ceiling
56	11323013	Charges - Hall Hire				(1,000)	135,286	Lower than anticipated revenue
57	11331002	Northam Pool - Salaries			10,000		145,286	Lower than anticipated Salaries
58	11331012	Wundowie Pool - Salaries			15,000		160,286	Lower than anticipated Salaries
59	11332002	Northam Pool & Building Mtc				(30,000)	130,286	Additional funds required for Condition Audit
60	11332042	Northam Pool - Sundry			500		130,786	Lower than anticipated expenses
61	11332082	Wundowie - Pool Chemicals			3,000		133,786	Lower than anticipated expenses
62	11332102	Northam - Pool Water				(15,000)	118,786	Increased water consumption
63	11332172	Wundowie Pool Building Mtc	5020	Wundowie Pool Building Mtc		(1,500)	117,286	Increased vandalism
64	11333103	Charges General Admission - Northam				(5,000)	112,286	Lower than anticipated revenue
65	11341002	Recreation Centre Salaries			30,000		142,286	Lower than anticipated Salaries
66	11342032	Recreation Control	5491	Sport 4 All - Kidsport		(55,000)	87,286	New round of funding received
67	11342072	Sporting Community Sponsorship			30,000		117,286	Funds surplus to funding applications
68	11343083	Recreation Centre Hire				(5,000)	112,286	Lower than anticipated revenue
69	11343103	Sale of Snacks & Drinks				(3,000)	109,286	Lower than anticipated revenue
70	11343143	Recreation Programs				(5,000)	104,286	Lower than anticipated revenue
71	11343093	Grants			65,000		169,286	Sport 4 All Kidsport (\$10,000 Admistration Fee)
72	11343093	Grants				(20,000)	149,286	Club Development Officer - Grant funding to be received annually
73	11343093	Grants			766		150,052	CSRFF - Wundowie Skate Park - Additional Funds
74	11343093	Grants			24,766		174,818	Lotterywest - Wundowie Skate Park - Additional Funds

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75	11349104	Buildings	1903	Rec Centre		(4,000)	170,818	Additional Funds required for Exit Doors
76	11349404	Infrastructure Parks	6422	Wundowie Skate Park		(25,532)	145,286	Expense to off set additional grant funds
77	11349404	Infrastructure Parks	6425	Playground POS Improvements		(170,000)	(24,714)	Transfer of unexpended 2011-12 CLGF Funds
78	11352012	Subscriptions/Periodicals			1,000		(23,714)	Lower than anticipated expenses
79	11357002	Library Equipment Mtc			500		(23,214)	Lower than anticipated expenses
80	11353023	Library Sundry Income			200		(23,014)	Additional revenue
81	11359005	Buildings Libraries			3,495		(19,519)	Lower than anticipated expense for the Solar Panel installation
		Transfer From Council Buildings & Amenities Reserve						
82	11359525	Reserve				(3,495)	(23,014)	Lower than anticipated expense for the Solar Panel installation
83	11362532	Sound Shell - Bernard Park	1028	Sound Shell - Bernard Park		(1,500)	(24,514)	Increased vandalism
84	11367004	Land & Buildings	1025	Railway Precinct Upgrade	100,000		75,486	Project now includes the car parking project at the old Railway Station
85	12382052	Depot Maintenance	1243	Northam Depot Building Mtc		(3,000)	72,486	Replace HWS, additional electrical repairs
86	12401002	Parking - Salaries				(12,322)	60,164	Additional ranger admin hours unbudgetted and overtime
87	13451302	Staff Costs			1,000		61,164	Lower than anticipated expenses
88	13452052	Avon Descent Festival	4675	Avon River Festival		(15,000)	46,164	Higher than anticipated expenses
89	13452092	Christmas Decorations	4510	Christmas Decorations Operating	10,000		56,164	Lower than anticipated expenses
90	13452102	Special Event Sponsorship	4662	Seniors Week	1,000		57,164	Lower than anticipated expenses
91	13452172	Festivals & Events	4680	German Car Day	2,000		59,164	Event not being held
92	13452172	Festivals & Events	4682	Avon Valley Arts - Dance Culture	2,500		61,664	Lower than anticipated expenses
93	13452172	Festivals & Events	4683	Dogs Day Out	1,000		62,664	Lower than anticipated expenses
94	13452172	Festivals & Events	4687	Movies by Twilight		(1,000)	61,664	Higher than anticipated expenses
95	13452172	Festivals & Events	4689	Pink Ribbon Walk	1,000		62,664	Lower than anticipated expenses
96	13452172	Festivals & Events	4690	Country Arts Events	5,000		67,664	Lower than anticipated expenses
97	13452212	Tidy Towns Committee & Promotion			1,000		68,664	Lower than anticipated expenses
98	13452242	Australia Day Celebrations			3,000		71,664	Lower than anticipated expenses
99	13453123	Events Sponsorship				(5,000)	66,664	Lower than anticipated revenue
100	13453133	Concerts in the Park				(10,000)	56,664	Healthway Grant not Received
101	13452112	Visitor Centre Building Maintenance	1019	Visitor Centre Mtc		(5,500)	51,164	Unexpected general repairs & increased vandalism
								Incorrect allocation allowed on budget adoption due to change in method of allocating building salaries
102	13461002	Building Salaries				(66,444)	(15,280)	
103	13499104	Infrastructure - Drainage	1970	Bakers Hill Water Project	170,000		154,720	Surplus funds transferred to Playground POS Improvements
104	13499505	Proceeds on Sale of Asset			249,840		404,560	Sale of 400 Byfield Street
105	13499505	Proceeds on Sale of Asset			309,091		713,651	Sale of 160 Sims Road
106	13499505	Proceeds on Sale of Asset			24,500		738,151	Sale of 21 Northam-York Road Muluckine
		Transfer to Recreation & Community Facilities Reserve						
107	11349024	Reserve				(249,840)	488,311	Sale of 400 Byfield Street funds to be transferred to Recreation Reserve
108	04059064	Transfer to Admin Building Reserve				(159,091)	329,220	Sale of 160 Sims Road funds transferred to reserve
109	12399104	Transfer to Plant Reserve				(150,000)	179,220	Sale of 160 Sims Road funds transferred to reserve

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Line No:	Account	Name	Job	Name	Increase in Available Cash \$	Decrease in Available Cash \$	Year to Date Running Balance \$	Comment
110	04059064	Transfer to Admin Building Reserve				(24,500)	154,720	Sale of 21 Northam-York Road Muluckine transferred to reserve
111	13771002	Salaries & Wages			15,000		169,720	Visitor Centre - lower than anticipated salaries
112	13772112	Bus Tours			500		170,220	Lower than anticipated expenses
113	13772122	Artworks Sold for Commission				(3,500)	166,720	Increased payment due to increased sales
114	13772132	Transwa Ticket Sales for Commission				(4,000)	162,720	New ticketing service offered - payments to Transwa
115	13773073	Tour Charges				(1,000)	161,720	Lower than anticipated revenue
116	13773083	Racking Fees				(1,000)	160,720	Lower than anticipated revenue
117	13773093	Artwork Sales			3,000		163,720	Increased sales
118	13773102	Artworks Commission			1,000		164,720	Increased sales
119	13773113	Internet Usage Charges				(500)	164,220	Lower than anticipated revenue
120	13773123	Transwa Ticket Sales			4,600		168,820	Revenue from new service (we keep 15% Commission)
121	10312032	Cemetery Maintenance	1400	Cemetery Mtc	4,488		173,308	Balancing staff wages and overheads - (need Overhead adjustment 130.5%)
122	10317354	Infrastructure - Avon Mall & Streetscape	1610	Avon Mall & Streetscape		(50,000)	123,308	Additional works and WiFi in public space
123	11332132	Northam Pool Garden Mtc	1085	Northam Pool Garden Mtc		(4,488)	118,820	Balancing staff wages and overheads
124	11342042	Public Parks Gardens & Reserves	5100	Parks & Reserves General	5,384		124,204	Balancing staff wages and overheads
125	11342042	Public Parks Gardens & Reserves	5102	Enright Park		(5,384)	118,820	Balancing staff wages and overheads
126	11342042	Public Parks Gardens & Reserves	5145	Northam Rec Centre Garden Mtc	4,610		123,430	Balancing staff wages and overheads
127	11342042	Public Parks Gardens & Reserves	5335	Viveash Reserve - Kaltrine		(4,610)	118,820	Balancing staff wages and overheads
128	11342042	Public Parks Gardens & Reserves	5255	Riverbank to Broome Terrace	3,458		122,278	Balancing staff wages and overheads
129	11342042	Public Parks Gardens & Reserves	5320	Weir Gardens		(3,458)	118,820	Balancing staff wages and overheads
130	11342082	Bakers Hill Oval	5351	Bakers Hill Oval	4,610		123,430	Balancing staff wages and overheads
131	11342042	Public Parks Gardens & Reserves	5805	Hooper Park - Bakers Hill		(4,610)	118,820	Balancing staff wages and overheads
132	12382032	Verge Maintenance	2120	Verge Mtc Roads	11,525		130,345	Balancing staff wages and overheads
133	12382032	Verge Maintenance	5285	Verge Mtc Parks		(11,525)	118,820	Balancing staff wages and overheads
134	12382102	Streets, Carparks & Paths	2800	Wundowie Road Mtc	16,942		135,762	Balancing staff wages and overheads
135	12382192	Traffic Signage	2100	Traffic Management Signs		(16,942)	118,820	Balancing staff wages and overheads
136	12382102	Streets, Carparks & Paths	2801	Bakers Hill Road Mtc	23,050		141,870	Balancing staff wages and overheads
137	12382162	Roadworks - Maintenance	2050	Shoulder Grading	23,050		164,920	Balancing staff wages and overheads
138	13442002	Noxious Weeds / Pest Plants	2300	Noxious Weeds		(46,100)	118,820	Balancing staff wages and overheads
139	12382102	Streets, Carparks & Paths	4803	Grass Valley Townsite Mtc	2,305		121,125	Balancing staff wages and overheads
140	12382102	Streets, Carparks & Paths	4802	Bakers Hill Townsite Mtc		(2,305)	118,820	Balancing staff wages and overheads
141	12382172	Footpath - Maintenance	2130	Footpath Maintenance	11,525		130,345	Balancing staff wages and overheads
142	12382112	Street Traffic Islands	2005	Traffic Islands		(11,525)	118,820	Balancing staff wages and overheads
143	12382162	Roadworks - Maintenance	2090	Culvert Replacement	11,525		130,345	Balancing staff wages and overheads
144	14531002	Plant Repairs - Wages & O/Heads				(11,525)	118,820	Balancing staff wages and overheads
145	12382092	Bridge Maintenance	2200	Bridge Repair & Mtc	4,000		122,820	Realloctaion of Contractors
146	12382102	Streets, Carparks & Paths	2802	Grass Valley Road Mtc	2,000		124,820	Realloctaion of Contractors

SHIRE OF NORTHAM
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ORDINARY COUNCIL MEETING HELD ON 18 MARCH 2015

SHIRE OF NORTHAM
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BUDGET REVIEW 31 JANUARY 2015

Line No:	Account	Name	Job	Name	Increase in Available Cash \$	Decrease in Available Cash \$	Year to Date Running Balance \$	Comment
147	12382102	Streets, Carparks & Paths	4802	Bakers Townsite Mtc	2,000		126,820	Reallocation of Contractors
148	13492022	Reticulation System	5400	Treated Waste Water Reticulation	2,000		128,820	Reallocation of Contractors to Materials
149	04052212	Admin Office Garden Mtc	1060	Admin Office Garden Mtc		(2,000)	126,820	Reallocation of Contractors to Materials
150	11342042	Public Parks Gardens & Reserves	5103	George Nuich Park	3,000		129,820	Reallocation of Materials
151	11332132	Northam Pool Garden Mtc	1085	Northam Pool Garden Mtc		(3,000)	126,820	Reallocation of Materials
152	11342042	Public Parks Gardens & Reserves	5145	Northam Rec Centre Garden Mtc	1,500		128,320	Reallocation of Materials
153	11342042	Public Parks Gardens & Reserves	5180	Victoria Oval		(1,500)	126,820	Reallocation of Materials
154	11349204	Plant & Equipment				(10,000)	116,820	Additional funds required for Recreation Manager vehicle
155	12382032	Verge Maintenance	2120	Verge Mtc Roads	10,000		126,820	Reallocation of Materials
156	12382032	Verge Maintenance	5285	Verge Mtc Parks		(10,000)	116,820	Reallocation of Materials
157	12382102	Streets, Carparks & Paths	2800	Wundowie Road Mtc	4,000		120,820	Reallocation of Materials
158	12382102	Streets, Carparks & Paths	4802	Bakers Townsite Mtc		(2,000)	118,820	Reallocation of Materials
159	12382092	Bridge Maintenance	2200	Bridge Repair & Mtc		(5,000)	113,820	Reallocation of Materials
160	12382112	Street Traffic Islands	2005	Traffic Islands	3,500		117,320	Reallocation of Materials
161	13442002	Noxious Weeds / Pest Plants	2300	Noxious Weeds		(3,500)	113,820	Reallocation of Materials
162	12382162	Roadworks - Maintenance	2020	Grading Winter, Summer	20,000		133,820	Reallocation of Materials
163	12382162	Roadworks - Maintenance	2010	Road Maintenance		(20,000)	113,820	Reallocation of Materials
164	12382162	Roadworks - Maintenance	2050	Shoulder Grading	10,000		123,820	Reallocation of Materials
165	12382192	Traffic Signage	2100	Traffic Management		(30,000)	93,820	Reallocation of Materials
166	12382162	Roadworks - Maintenance	2090	Culvert Replacement	10,000		103,820	Reallocation of Materials
167	12402002	Maintenance Parking Facilities	2180	Parking Facility Mtc	20,000		123,820	Reallocation of Materials
168	14522042	Protective Clothing			5,000		128,820	Reallocation of Materials
169	12382172	Footpath - Maintenance	2130	Footpath Maintenance		(5,000)	123,820	Decrease in materials required
170	11349404	Infrastructure Parks	6411	Jubilee Oval - Cricket Pitch	15,000		138,820	Project on hold
171	12379024	Drainage - Rural	3450	Rural Stormwater Drainage	10,000		148,820	Reduction in Contractors
172	12379044	RRG - Project Grants	3523	Jennapullin Road		(8,000)	140,820	Additional Contracts & Materials
173	12379054	Roadworks - General Construction	3061	Smith Grove		(11,108)	129,712	Additional Contracts & Materials
174	12379054	Roadworks - General Construction	3062	Fraser St		(8,225)	121,487	Additional Contracts & Materials
175	12379054	Roadworks - General Construction	3029	Fernie St		(29,084)	92,403	Additional Contracts & Materials
176	12379054	Roadworks - General Construction	3068	Beamish Ave		(13,622)	78,781	Additional Contracts & Materials
177	12379074	R2R Projects	3742	Gordon Str		(72,899)	5,882	Additional Contracts & Materials
178	12379074	R2R Projects	3743	Stirling St		(24,458)	(18,576)	Additional Contracts & Materials
179	12379054	Roadworks - General Construction	3073	Selby St		(39,276)	(57,852)	Additional Contracts & Materials
180	12379074	R2R Projects	3744	Perina Way		(39,964)	(97,816)	Additional Contracts & Materials
181	12379114	Gravel Resheeting	7000	Smith Road - Gravel Sheeting		(41,697)	(139,513)	Additional Contracts & Materials
182	12379114	Gravel Resheeting	7001	Beerling Road - Gravel Sheeting		(40,131)	(179,644)	Additional Contracts & Materials
183	12379114	Gravel Resheeting	7002	Richter Road - Gravel Sheeting		(27,000)	(206,644)	Additional Contracts & Materials
184	12379114	Gravel Resheeting	7003	Refactory Lane - Gravel Sheeting		(8,950)	(215,594)	Additional Contracts & Materials

SHIRE OF NORTHAM
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SHIRE OF NORTHAM
MINUTES
AUDIT COMMITTEE MEETING HELD ON 16 MARCH 2015

APPENDIX 2 – COMPLIANCE AUDIT RETURN 2014

Department of Local Government and Communities – Compliance Audit Return



Government of Western Australia
 Department of Local Government and Communities

Northam - Compliance Audit Return 2014

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Communities together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments

No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2014.	N/A		Denise Gobbar
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2014.	N/A		Denise Gobbar
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2014.	N/A		Denise Gobbar
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2014.	N/A		Denise Gobbar
5	s3.59(5)	Did the Council, during 2014, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Denise Gobbar

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SHIRE OF NORTHAM
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Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
 Department of Local Government and Communities

Delegation of Power / Duty

No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	N/A		Denise Gobbart
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Denise Gobbart
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Denise Gobbart
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Denise Gobbart
5	s5.18	Has Council reviewed delegations to its committees in the 2013/2014 financial year.	No	Review undertaken at Council meeting 16/07/2014	Denise Gobbart
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Denise Gobbart
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes	Council meeting 16/07/2014	Denise Gobbart
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes	Council Minutes 16/07/2014	Denise Gobbart
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Denise Gobbart
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Denise Gobbart
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Denise Gobbart
12	s5.46(2)	Were all delegations made under Division 4 or Part 5 of the Act reviewed by the delegator at least once during the 2013/2014 financial year.	No	Review undertaken for Council meeting 16/07/2014	Denise Gobbart
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	No	Not all complete - i.e. tenders	Denise Gobbart

Disclosure of Interest

No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	No	McGready & Head	Denise Gobbart
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Denise Gobbart

SHIRE OF NORTHAM
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SHIRE OF NORTHAM
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Department of Local Government and Communities - Compliance Audit Return



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No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	N/A		Denise Gobbart
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes	CEO & EMDS	Denise Gobbart
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Denise Gobbart
6	s5.76(1) Admin Reg 23 Form 2	Was an annual return lodged by all continuing elected members by 31 August 2014.	Yes		Denise Gobbart
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2014.	Yes		Denise Gobbart
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Denise Gobbart
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Denise Gobbart
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Denise Gobbart
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	No	McGready & Head	Denise Gobbart
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Denise Gobbart
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	N/A		Denise Gobbart
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes	CEO & EMDS	Denise Gobbart

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SHIRE OF NORTHAM
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SHIRE OF NORTHAM
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Department of Local Government and Communities – Compliance Audit – Return



Government of Western Australia
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No	Reference	Question	Response	Comments	Respondent
15	s5.70(2)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Denise Gobbart
16	s5.103(3) Admin Reg 348	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Denise Gobbart

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	No	3 Airport leases	Denise Gobbart
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	No	3 Airport leases	Denise Gobbart

Elections

No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates.	Yes		Denise Gobbart

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes	23/10/2013	Denise Gobbart
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A		Denise Gobbart
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Denise Gobbart
4	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	N/A		Denise Gobbart
5	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes	21/08/2013	Denise Gobbart

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SHIRE OF NORTHAM
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Department of Local Government and Communities – Compliance Audit Return



Government of Western Australia
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No	Reference	Question	Response	Comments	Respondent
6	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2014 received by the local government within 30 days of completion of the audit.	Yes	14/11/2014 by email	Denise Gobbart
7	s7.9(1)	Was the Auditor's report for 2013/2014 received by the local government by 31 December 2014.	Yes	19/11/2014 by post	Denise Gobbart
8	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A		Denise Gobbart
9	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A		Denise Gobbart
10	S7.12A(3), (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A		Denise Gobbart
11	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Denise Gobbart
12	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Denise Gobbart
13	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Denise Gobbart
14	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Denise Gobbart
15	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Denise Gobbart

SHIRE OF NORTHAM
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Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
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Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A		Denise Gobbart
2	s.5.36(4) s.5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	No	Executive Manager Community Services Salary package listed, no benefits listed. No duration of contract stated	Denise Gobbart
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Denise Gobbart
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Denise Gobbart
5	s.5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	Yes	Executive Manager Community Services	Denise Gobbart

SHIRE OF NORTHAM
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SHIRE OF NORTHAM
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Department of Local Government and Communities - Compliance Audit Return



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Official Conduct

No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Denise Gobbart
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Denise Gobbart
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Denise Gobbart
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Denise Gobbart
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Denise Gobbart
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) (c).	Yes		Denise Gobbart

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Denise Gobbart
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	Yes		Denise Gobbart
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Denise Gobbart
4	F&G Reg 14, 15 & 16	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Denise Gobbart

SHIRE OF NORTHAM
MINUTES
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SHIRE OF NORTHAM
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Department of Local Government and Communities - Compliance Audit: Return



Government of Western Australia
 Department of Local Government and Communities

No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Denise Gobbart
6	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	N/A		Denise Gobbart
7	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Denise Gobbart
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Denise Gobbart
9	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Denise Gobbart
10	F&G Reg 21 & 22	Did the local government's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A		Denise Gobbart
11	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Denise Gobbart
12	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Denise Gobbart
13	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Denise Gobbart
14	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Denise Gobbart
15	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$100,000 or less.	Yes		Denise Gobbart

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SHIRE OF NORTHAM
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Department of Local Government and Communities – Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Northam

Signed CEO, Northam

UNCONFIRMED