



Shire of Northam

*Heritage, Commerce and Lifestyle*

## **SHIRE OF NORTHAM**

**MINUTES  
OF THE  
ORDINARY COUNCIL MEETING  
HELD ON  
WEDNESDAY  
16 JANUARY 2013**

# SHIRE OF NORTHAM

## MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 16 JANUARY 2013 AT 5:30 PM

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# SHIRE OF NORTHAM

## Minutes of the Ordinary Council Meeting held in the Council Chambers on WEDNESDAY, 16 January 2013 at 5:30 pm

### **DISCLAIMER**

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

### **1. OPENING AND WELCOME**

Cr T M Little declared the meeting open at 5.30 pm.

**2. DECLARATION OF INTEREST**

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

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

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

Cr J E Williams has declared an 'Impartiality' interest in item 13.1.4- Process for Recruitment of a Chief Executive Officer- as her daughter-in-law is currently the acting Executive Assistant to the CEO

Cr T M Little has declared an 'Impartiality' interest in item 13.2.2- Temporary Approval for a use not listed namely a storage compound for heavy haulage vehicles- lot 3 (363) Golflinks Road, Wundowie- as he has known Mr Court for many years- Sport & Community

**3. ATTENDANCE**

**COUNCIL**

Deputy President  
Councillors

T M Little  
U Rumjantsev  
K D Saunders (5.31 pm)  
R M Head  
A W Llewellyn  
D A Hughes  
J E Williams  
D G Beresford

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

N A Hale  
P B Steven  
D R Gobbart  
S Lee  
J McGready  
C B Hunt

**GALLERY**

**4. APOLOGIES**

Councillor

R W Tinetti

**5. LEAVE OF ABSENCE PREVIOUSLY APPROVED**

**5.1 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Cr S Pollard has applied for a leave of absence from all Council duties for the period below:

01 January 2013 to 31 January 2013 inclusive

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**8. PUBLIC QUESTION TIME**

Ms Belle Moore questioned whether the Minutes of the 2012 Annual Electors Meeting could be changed to reflect her attendance

**9. PUBLIC STATEMENT TIME**

Nil

**10. PETITIONS/DEPUTATIONS/PRESENTATIONS**

Nil

**11. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**11.1 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**RECOMMENDATION/COUNCIL DECISION**

**Minute No C.1930**

**Moved: Cr D Hughes**

**Seconded: Cr U Rumjantsev**

**That the Minutes of the Ordinary Meeting of Council held on Wednesday, 19 December 2012 be confirmed as a true and accurate record of that Meeting.**

**CARRIED 8/0**

**12. ANNOUNCEMENTS BY THE PRESIDING OFFICER WITHOUT DISCUSSION**

**12.1 PRESIDENTS REPORT – WEDNESDAY 16th January, 2013**

<b><u>Visitations and Consultations</u></b>	
<b>21/12/12</b>	<b>Shire Christmas Party</b>
<b><u>Upcoming Events</u></b>	
<b>23/1/13</b>	<b>Supertown working party meeting</b>
<b>26/1/13</b>	<b>Australia Day including Premiers Community Awards</b>
<b>4/2/13</b>	<b>AROC meeting</b>
<b>7/2/13</b>	<b>Yongah Hill IDC Community Reference Group meeting</b>
<b>7/2/13</b>	<b>West Coast Eagles Sportsmans Dinner/Community Camp</b>
<b>8/2/13</b>	<b>AFL Business Leaders Forum breakfast</b>
<b>8/2/13</b>	<b>Citizenship ceremony</b>
<b>9/3/13</b>	<b>State Election Day</b>
<b>9/3/13</b>	<b>AFL NAB Cup match Fremantle Dockers vs. Western Bulldogs</b>

**Operational Aspects**

CEO resignation

Our CEO Mr. Hale has given written notice that he will not be seeking to renew his contract when it expires on 31<sup>st</sup> August, 2013. He will be working until the 28<sup>th</sup> March, 2013 and then be taking leave until his contract finishes. An acting CEO will be needed to cover the period from 29<sup>th</sup> March to 31<sup>st</sup> August.

Law and Order Working Party

I undertook to form a working party to continue the work identified in the Safer Northam Committee’s action agenda and I have asked the CEO to action this commitment.

West Coast Eagles AFL Football Club Camp days

The Shire is hosting this event on 7<sup>th</sup> and 8<sup>th</sup> February, 2013. There are football events on the Thursday and a business breakfast on the Friday. These events are a credit to Colin Hassell and his team.

## **STRATEGIC ASPECTS**

### Regional Centres Development Plan (Supertowns)

In this holiday period, I have visited Collie, Margaret River, Jurien Bay and Boddington which are 4 of the other 8 super towns. Collie is very similar in layout to the townsite of Northam, being in a river valley, with a population of around 7000 and close to a major city in Bunbury. Boddington seems much smaller but has a mining industry to service. I will be revisiting Esperance and Katanning later this month with Morawa and Manjimup the other 2 super towns I am hoping to get to. To state the obvious, there is a lot of country out there and it is hoped the network of supertowns can work effectively to accommodate increased population and grow economically.

## 13. REPORTS OF OFFICERS

### 13.1. ADMINISTRATION

#### 13.1.1 METROPOLITAN LOCAL GOVERNMENT REVIEW

Name of Applicant:	WA Local Government Association (WALGA)
Name of Owner:	N/A
File Ref:	1.2.1.1
Officer:	Neville Hale
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple
Date:	02 January 2013

#### PURPOSE

For Council to provide comment on the Metropolitan Local Government Review.

#### BACKGROUND

WALGA's State Council Agenda for December 2012 included a report on the Local Government Review (see attached) and a recommendation that:

*"The Association's Draft Submission to the Metropolitan Local Government Review Panel's Final Report be considered by Zones and State Council during the March 2013 State Council meeting process"*

The matter of the Final Report was considered by the Avon Midland Country Zone at its 23 November 2012 WALGA Zone Meeting, the following resolution was endorsed:

#### RESOLUTION

*"Cr J Court moved and Cr R Hawes seconded –*

*That the Zone recommends that the recommendation to State Council be amended by adding at the end the words "and that all individual local governments be encouraged to make submissions to the State Government.*

*CARRIED"*

The meeting requested input from member Councils on the Report's recommendations for consideration at the next Zone meeting with a view to developing a Zone position.

In response to this and similar requests from other Zones, WALGA is seeking feedback in preparing a response to the Final Report of the Review Panel and has provided the attached *Submission Structure and Indicative Response for Consultation* document to assist local governments in making comment.

## **STATUTORY REQUIREMENTS**

N/A

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area: Planning ahead for Social Cultural & Community Development

Goal: To develop strategic and asset management plans that reflect community aspirations.

Outcomes: To operate in a financially sustainable manner

Strategies: Opportunities for additional structural reform and regional collaborations continue to be examined and actioned when cost effective.

## **BUDGET IMPLICATIONS**

N/A

## **OFFICER'S COMMENT**

Councillors are requested to review the *Submission Structure and Indicative Response for Consultation document* noting the adopted positions as stated and the reasons given and consider whether these reflect the views and desired outcomes of this Shire.

Should Council wish to provide additional or alternative comment these can be discussed at the Forum and subsequently adopted to formalise its response.

## **RECOMMENDATION**

That in regard to WALGA's Metropolitan Local Government Review Submission Structure & Indicative Response for Consultation document, Council:

- 1 supports Indicative Responses 1-10, 12-17 and 19-30;
- 2 Indicative Response 11: notes that greater clarity is required in regard to the impact of amalgamation boundary changes on existing Regional Council Structures and whether an existing Regional Council established for the sole purpose of waste management would become an unnecessary duplication should a single Metro Regional Council be established for the purpose of waste management
- 3 Indicative Response 18: Council supports the status quo, where under s2.11, s2.12 & s2.12A, Council and electors determine the districts preferred method for election of the Mayor & President

## **ALTERNATIVE MOTION /COUNCIL DECISION**

**Minute No C.1932**

**Moved: Cr R Head**  
**Seconded: Cr U Rumjantsev**

**That in regard to WALGA's Metropolitan Local Government Review Submission Structure & Indicative Response for Consultation document, Council:**

- 1 supports Indicative Responses 1-10, 12-17 and 19-30;**
- 2 Indicative Response 11: notes that greater clarity is required in regard to the impact of amalgamation boundary changes on existing Regional Council Structures and whether an existing Regional Council established for the sole purpose of waste management would become an unnecessary duplication should a single Metro Regional Council be established for the purpose of waste management**
- 3 Indicative Response 18: Council supports the status quo, where under s2.11, s2.12 & s2.12A, Council and electors determine the districts preferred method for election of the Mayor & President**
- 4 Submissions from Councillors Head and Beresford be submitted as an addendum to the Council's submission**

**CARRIED 6/2**

**Note: Additional point added to ensure all views of Councillors are conveyed to WALGA**

**13.1.2 FINANCIAL ASSISTANCE GRANTS (FAG'S)- REVIEW**

Name of Applicant:	WA Local Government Association (WALGA)
Name of Owner:	Shire of Northam
File Ref:	1.6.5.2
Officer:	Neville Hale
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple
Date:	03 January 2013

**PURPOSE**

For Council to provide comment to WALGA on the impact Financial Assistance Grants have on local government sustainability.

**BACKGROUND**

WALGA is requesting Council’s collective view in regard to a number of questions it has prepared in the attached WALGA Financial Assistance Grants Survey. A copy of the document titled “*Review into Improving the Impact of Financial Assistance Grants on Local Government Financial Sustainability*” is attached for Councillors reference.

Furthermore, a FAG’s Review Summary Document details the Review’s terms of reference and provides background information on FAG’s and explains some of the key concepts the review is focusing on.

**STATUTORY REQUIREMENTS**

N/A

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

KEY RESULT AREA      Planning ahead for social cultural & community development

GOAL                      To develop strategic and asset management plans that reflect community aspirations

OUTCOMES              To operate in a financially sustainable manner

STRATEGIES            A sustainable balance is achieved through use of reserve funds, loan funds, grants and rate increases.  
 Grants are continuously sourced  
 Funds are spent equitably across the Shire on a needs basis  
 Opportunities for additional structural reform and regional collaborations continue to be examined and actioned when cost effective.

**BUDGET IMPLICATIONS**

Financial Assistance Grants (FAG's) make a significant contribution to the operating capacity of this Shire, being \$2,986,141 attributed to the 2012/13 financial year.

**OFFICER'S COMMENT**

The issue of minimum grants has been contentious for a number of years and reflects the view that those local authorities receiving minimum grants generally have considerable capacity to generate own source income. The removal of the minimum grant allocation would increase the funding pool available to those local authorities without own source revenue capacity.

However, any change to minimum grants would require a transition period as each local authority would have prepared forward capital works programs based on anticipated funding allocations.

The use of tied funding, based on an appropriate formula, e.g. Roads to Recovery, has proven to be very successful and has targeted specific high priority infrastructure. Similar allocations for other key infrastructure or social needs should be considered.

The level of funding is never enough as there are always areas of need and a growing expectation by the community as to the level and breadth of services required.

The distribution of FAG's to each State and Territory based on an equal per capita basis is not consistent the model used to allocate the pool funding to respective local governments in this State as provision is made for certain "disability allowances" that reflect specific needs. A similar approach could be considered by the Commonwealth.

**RECOMMENDATION/COUNCIL DECISION****Minute No c.1933**

**Moved: Cr A Llewellyn**

**Seconded: Cr D Hughes**

**That Council, in response to the WALGA Financial Assistance Grants Survey, provide the following comment:**

**Part 1- The Minimum General Purpose Grant**

**2. remove over time**

**3. yes**

**6. three years**

**Part 2- Financial Assistance Grants in general**

**8. yes**

**9. not adequate**

**10. increasing population density within rural subdivisions with attendant increased expectation of service levels, particularly provision of drainage, sealed roads and social infrastructure**  
**Furthermore, the recent establishment of the Yongah Hill Detention Centre adjacent to the townsite of Northam has increased the number of DIDO staff and 'clients' (up to 600 at a time) that use the local infrastructure and services**

**11. no**

**12. 70% population, 30% infrastructure 'disability'**

**CARRIED 8/0**

### 13.1.3 MINUTES OF THE ANNUAL ELECTORS MEETING FOR THE YEAR ENDED 30 JUNE 2012

Name of Applicant:	Electors of the Shire of Northam
Name of Owner:	N/A
File Ref:	2.1.2.2
Officer:	Neville Hale
Officer Interest:	Nil
Policy:	N/A
Voting:	Simple
Date:	04 January 2013

#### PURPOSE

For Council to receive the minutes of the Annual Electors meeting for the year ended 30 June 2012.

#### BACKGROUND

In accordance with the provisions of the Local Government Act, 1995 the minutes of the Electors Meeting and decisions made are to be considered by Council.

#### STATUTORY REQUIREMENTS

Local Government Act, 1995 – 65.33 Decisions made at electors' meetings  
All decisions made at an electors' meeting are to be considered at the next ordinary Council meeting.

#### CONFORMITY WITH THE PLAN FOR THE FUTURE

OBJECTIVE 5: Shire organisation  
Section (1): Good Governance – timely consideration of issues and compliance with legislative requirements.

#### BUDGET IMPLICATIONS

N/A

#### OFFICER'S COMMENT

The Minutes of the Electors Meeting for the year ended 30 June 2012, identify decisions made I respect to the adoption of the minutes for the previous Electors Meeting, receipt and adoption of the 2011/2012 Financial Statements and the Auditors Report for the year ended 30 June 2012 together with the President's and Officers Reports.

Council has previously received the Financial Statements and Auditors Report for the year ended 30 June 2012.

It is noted that no decisions were made at the Electors Meeting that required action by Council.

**RECOMMENDATION/COUNCIL DECISION**

**Minute No C.1934**

**Moved: Cr K Saunders**

**Seconded: Cr U Rumjantsev**

**That the minutes of the Electors Meeting (as amended) for the year ended 30 June 2012 be received and decisions made therein noted.**

**CARRIED 8/0**

Cr J E Williams has declared an 'Impartiality' interest in item 13.1.4- her daughter-in-law is currently the acting Executive Assistant to the CEO

**13.1.4 PROCESS FOR RECRUITMENT OF A CHIEF EXECUTIVE OFFICER**

Name of Applicant:	Council
Name of Owner:	Shire of Northam
File Ref:	1.1.1.1
Officer:	Neville Hale
Officer Interest:	N/A
Policy:	N/A
Voting:	Simple
Date:	10 January 2012

**PURPOSE**

**For Council to adopt a process for the recruitment of a new Chief Executive Officer.**

**BACKGROUND**

Council, at its 19 December 2012 Ordinary meeting accepted the resignation of the current CEO, Neville Hale who will not be renewing his contract on its expiry as of 31 August 2013. Mr Hale will be taking leave as of 28 March 2013 and has agreed to a formal resignation date of 5 July 2013 to assist Council in appointing a replacement CEO.

Council is required under the Local Government Act 1995 and associated Local Government (Administration) Regulations 1996 to firstly adopt a process of recruitment before advertising the position and is to meet a number of specific requirements in both process and qualification of applicants.

**STATUTORY REQUIREMENTS**

1.1.1. LOCAL GOVERNMENT ACT 1995

1.1.2. DIVISION 4 — LOCAL GOVERNMENT EMPLOYEES

1.1.2.1.1.5.36. Local government employees

- (1) A local government is to employ —
  - (a) a person to be the CEO of the local government; and
  - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
- (2) A person is not to be employed in the position of CEO unless the council —

- (a) believes that the person is suitably qualified for the position; and
- (b) is satisfied\* with the provisions of the proposed employment contract.

*\* Absolute majority required.*

- (3) A person is not to be employed by a local government in any other position unless the CEO —
  - (a) believes that the person is suitably qualified for the position; and
  - (b) is satisfied with the proposed arrangements relating to the person’s employment.
- (4) Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- (5A) Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (5) For the avoidance of doubt, subsection (4) does not impose a requirement to advertise a position before the renewal of a contract referred to in section 5.39.

*[Section 5.36 amended by No. 49 of 2004 s. 44; No. 17 of 2009 s. 21.]*

## **Local Government (Administration) Regulations 1996**

### **Part 4 — Local government employees**

*[Heading inserted in Gazette 26 Aug 2011 p. 3482.]*

1.1.2.1.2.18A. Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))

- (1) If a position of CEO, or of a senior employee, of a local government becomes vacant, the local government is to advertise the position in a newspaper circulating generally throughout the State unless it is proposed that the position be filled by —
  - (a) a person who is, and will continue to be, employed by another local government and who will fill the position on a contract or contracts for a total period not exceeding 5 years; or
  - (b) a person who will be acting in the position for a term not exceeding one year.
- (2) An advertisement referred to in subregulation (1) is to contain —
  - (a) the details of the remuneration and benefits offered; and
  - (b) details of the place where applications for the position are to be submitted; and
  - (c) the date and time for the closing of applications for the position; and
  - (d) the duration of the proposed contract; and
  - (e) contact details for a person who can provide further information about the position; and

(f) any other information that the local government considers is relevant.

*[Regulation 18A inserted in Gazette 31 Mar 2005 p. 1037-8; amended in Gazette 19 Aug 2005 p. 3872; 3 May 2011 p. 1594.]*

1.1.2.1.3.18B. Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))

For the purposes of section 5.39(3)(c), a contract governing the employment of a person who is a CEO, or a senior employee, of a local government is to provide for a maximum amount of money (or a method of calculating such an amount) to which the person is to be entitled if the contract is terminated before the expiry date, which amount is not to exceed whichever is the lesser of —

- (a) the value of one year’s remuneration under the contract; or
- (b) the value of the remuneration that the person would have been entitled to had the contract not been terminated.

*[Regulation 18B inserted in Gazette 13 May 2005 p. 2086.]*

1.1.2.1.4.18C. Selection and appointment process for CEOs

The local government is to approve a process to be used for the selection and appointment of a CEO for the local government before the position of CEO of the local government is advertised.

*[Regulation 18C inserted in Gazette 31 Mar 2005 p. 1038.]*

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

KEY RESULT AREA:	DEVELOPING OUR ORGANISATION
GOAL;	To ensure the residents of the Shire are informed, represented, engaged with and provided with services and facilities expected of a contemporary sub regional centre.
OUTCOMES	Provide good governance

**BUDGET IMPLICATIONS**

Should Council decide to engage a consultant to oversee the recruitment process, there is likely to be in the order of \$10,000, for which funding is available within Council 2012/13 budget.

Furthermore the cost of statutory advertising requirements is likely to be approx \$5,000.

**OFFICER’S COMMENT**

In accordance with Local Government (Administration) Regulation 18C above, Council is to approve a process to be used for the selection and appointment of its CEO before the position of CEO is advertised.

In determining the process, Council will need to consider the following:

- Will a recruitment consultant be used to assist in the selection process;

- Review the position description, selection criteria (with reference to suitable qualification, and principles of equity and merit) and performance indicators;
- Determine an appropriate salary package and contract of employment;
- Establish a Selection Committee (by absolute majority);
- Determine the process and timeline; and,
- Consider the appointment of an Acting Chief Executive Officer for the interim period.

It is suggested that a small working group work through the issues outlined above and report back to Council.

The Department of Local Government, in August 2012, revised its Local Government Operational Guidelines – Number 10 Appointing a CEO and it is suggested that these would assist the working group in its deliberations.

*Confidentiality:* From the beginning to the conclusion of the process, absolute confidentiality must be maintained by every person involved in the selection process. This cannot be emphasised enough, as any information which finds its way into the public domain before a recommendation is made to Council may well compromise the selection process.

Council should consider the use of a confidentiality agreement, which requires all persons involved in the selection process to agree to appropriate levels of confidentiality.

*Selection and Appointment Process:* Elected members should declare any previous association with a potential applicant at the time of short-listing if they are part of the interview panel/selection committee established for the purpose. Similarly, if the interviews involve the full council, the elected member should make an appropriate declaration before the interviews commence. If a member's relationship with an applicant is significant and may result in claims of nepotism, patronage or bias the member should exclude themselves from the selection process.

## RECOMMENDATION

That Council:

- Form a working group, comprising of the President, Deputy President, two councillors. (\_\_\_\_\_ & \_\_\_\_\_) and the Shire's Human Resources Officer, Bev Jones;
- That the first meeting of the Working Group be held on \_\_\_\_\_, commencing\_\_\_\_\_;

That the working Group be charged to:

- Develop a profile of the preferred applicant (desired & essential skills, knowledge and qualification);
- Determine a recommended salary package (refer to Salaries and Allowances Tribunal Determination under section 7a of the Salaries and Allowances Act 1975 -Local Government CEO Band requirements);
- Review necessary documentation (i.e. contract of employment, position description and KPI's) in accordance with legislative requirements;
- Identify a suitable and qualified Acting CEO for the duration of the recruitment process; and,
- Present set of recommendations to Council at the February 2013 Ordinary Meeting .

That Council adopt the recommendations of the Working Group, then over the period February 2013 to May 2013:

- Determine whether to engage a Recruitment agency/consultant to assist in the recruitment;
- Appoint an Acting CEO for the duration of the recruitment process
- Advertise the vacant CEO position in accordance with the requirements of Local Government (Administration) Regulations 1996 - reg. 18A;
- Appoint a CEO selection Committee, including the consultant if one is engaged;
- The Selection Committee is to prepare a short list of preferred applicants;
- Council is to then conduct interviews of the short listed applicants; and,
- Select preferred applicant/s and make recommendation to Council for approval and final formal appointment

(It is noted that should the successful applicant be required to give three months notice they may not take up the position until July /August 2013)

**MOTION**

**Minute No C.1935**

**Moved: Cr R Head**  
**Seconded: Cr D Hughes**

**That Council, in accordance with Section 5:23 of the Local Government Act 1995, meets behind closed doors to discuss a matter of confidentiality.**

**CARRIED 8/0**

Members of Staff and the Gallery departed the Chambers at 5.54 pm

**MOTION**

**Minute No C.1936**

**Moved: Cr R Head**  
**Seconded: Cr D Hughes**

**That Council move out of camera**

**CARRIED 8/0**

Members of Staff and the Gallery returned to the chambers at 6.35 pm

The following motions were noted for public information

**ALTERNATIVE MOTION**

**Minute No C.1937**

**Moved: Cr R Head**  
**Seconded: Cr D Hughes**

**That written legal advice be obtained regarding Council's obligations to address Mr Hale's intentions as outlined in his letter of resignation and in the background information relevant to this agenda item**

**LOST 0/8**

## ALTERNATIVE MOTION

### Minute No C.1938

**Moved: Cr D Beresford**

**Seconded: Cr D Hughes**

**That Council:**

- **Form a working group, comprising of the President, Deputy President, two councillors. ( \_\_\_\_\_ & \_\_\_\_\_ ) and the Shire's Human Resources Officer, Bev Jones;**
- **That the first meeting of the Working Group be held on \_\_\_\_\_, commencing\_\_\_\_\_;**
- **Seek advice (legal/industrial) to clarify the letter of resignation and request by the CEO to take leave between 28 March 2013 and 5 July 2013**

**That the working Group be charged to:**

- **Develop a profile of the preferred applicant (desired & essential skills, knowledge and qualification);**
- **Determine a recommended salary package (refer to Salaries and Allowances Tribunal Determination under section 7a of the Salaries and Allowances Act 1975 -Local Government CEO Band requirements);**
- **Review necessary documentation (i.e. contract of employment, position description and KPI's) in accordance with legislative requirements;**
- **Identify a suitable and qualified Acting CEO for the duration of the recruitment process; and,**
- **Present set of recommendations to Council at the February 2013 Ordinary Meeting .**

**That Council adopt the recommendations of the Working Group, then over the period February 2013 to May 2013:**

- **Determine whether to engage a Recruitment agency/consultant to assist in the recruitment;**
- **Appoint an Acting CEO for the duration of the recruitment process**
- **Advertise the vacant CEO position in accordance with the requirements of Local Government (Administration) Regulations 1996 - reg. 18A;**
- **Appoint a CEO selection Committee, including the consultant if one is engaged;**

- **The Selection Committee is to prepare a short list of preferred applicants;**
- **Council is to then conduct interviews of the short listed applicants; and,**
- **Select preferred applicant/s and make recommendation to Council for approval and final formal appointment**

**(It is noted that should the successful applicant be required to give three months notice they may not take up the position until July /August 2013)**

**CARRIED 7/1**

**Note: Reason for the alternative motion is for the purpose of seeking legal clarification regarding Council's obligations**

Note: A Working Party consisting of the following has been established:

Councillors	S B Pollard
	T M Little
	A W Llewellyn
	D A Hughes
	D G Beresford
	U Rumjantsev
Shire of Northam Human Resources Coordinator	B A Jones

The first meeting of the Working Party is to be held on Friday, 1 February 2013 at 9.00 am in the Council Committee Room.

## 13.2. DEVELOPMENT SERVICES

### 13.2.2 INTRODUCTION OF VERGE PERMITS

Name of Applicant:	N/A
Name of Owner:	Shire of Northam
File Ref:	4.3.1.8
Officer:	Phil Steven / Jim McLevie
Officer Interest:	Nil
Policy:	Verge Permit
Voting:	Simple
Date:	14 December 2012

#### PURPOSE

This report seeks approval from Council for the adoption of Verge Permits to contribute to the costs of administering Kerb Bonds.

#### BACKGROUND

Kerb Bonds are required by the Shire of Northam, for property owners or builders to cover costs in the event of damage occurring to Council property, such as footpaths and kerbs during the building or demolition process. The procedures involved in managing these bonds are currently not covered by a charge nor is the payee given documentation outlining their responsibilities, or given formal permission to use the verge during the building works period.

#### STATUTORY REQUIREMENTS

The authority to issue verge permits comes from the Local Government Act 1995, which allows for the making of Local Laws, in this case the Shire of Northam Activities on Thoroughfares and Public Places and Trading Local Law 2008, of which an extract is shown below:

##### *2.2 Activities allowed with a Permit*

- (1) *A person shall not, without a permit –*
- (b) *subject to Division 3 of this Part, throw, place or deposit any thing on a verge except for removal by the local government under a bulk rubbish collection, and then only in accordance with the terms and conditions and during the period of time advertised in connection with that collection by the local government;*
  - (c) *cause any obstruction to a vehicle or a person using a thoroughfare as a thoroughfare;*
  - (f) *damage a thoroughfare;*
  - (j) *provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;*

(l) *place or cause to be placed on a thoroughfare a bulk rubbish container;*

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

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

**OUTCOME:** Maintain and improve Shire infrastructure and other assets.

## **BUDGET IMPLICATIONS**

It is proposed that the fees would be introduced in 2013/2014 Budget, at a cost based on 2 hours of staff time estimated at \$90 per hour resulting in a proposed fee of \$180 for the verge permit.

## **OFFICER'S COMMENT**

A verge permit is proposed in order to assist with the cost of processing of bonds paid by builders and owners on an ongoing basis. Its objective is to be able to refund bonds, in full, in an efficient and timely manner where no damage has been identified and to cover the costs of inspections and administration. It also formalizes permission granted by the Shire for the builder to access the verge for work activities.

Bonds may not be returned in full, if they are required to be expended by the Shire to cover the cost of damage caused by building and/or demolition works to Council property in the road reserve area such as the road pavement, kerbs, footpaths, drains and street trees.

The current Bond process is as follows;

1. Bonds are collected upon application for a Building Permit (\$1,000 bond for residential works, \$1,500 for commercial).
2. Building Staff notify Depot staff via email and enter the Bond details on a central shared spreadsheet.
3. Depot staff conduct a pre-construction inspection of the verge before Building staff issue a building / demolition permit
4. When a building / demolition completion Notice is received, Building Staff notify Depot staff of a completed project via email and enter the Bond details on the shared spreadsheet.
5. Depot staff conducts a post-construction inspection.
6. If no damage is apparent a request for bond release is sent to the Shire's Finance department who process the request and releases the full bond.

The process is necessary but is involved and utilizes the time of staff across three Departments. At present none of the costs of inspection or administration are covered by a fee or charge. The introduction of a verge permit is designed to cover these costs.

The proposed Verge Permit process will also outline the responsibility of a Permit holder when using the verge and will include the conditions of use which is currently not included information within the existing Bond process. It is hoped this will increase the expediency of bond claim requests, by advising of the process at the time of initial payment.

### **RECOMMENDATION/COUNCIL DECISION**

#### **Minute No C.1939**

**Moved: Cr A Llewellyn**

**Seconded: Cr T Little**

#### **That Council:**

- 1. introduce a Verge Permit as an addition to the Kerb Bond process, to give builders and owners formal permission to use the verge for activities associated with building and demolition on their property.**
- 2. consider the Verge Permit fee in its 2013/14 Fees & Charges as part of the 2013/14 Budget process.**

**CARRIED 8/0**

Cr T M Little has declared an 'Impartiality' interest in item 13.2.2- Temporary Approval for a use not listed namely a storage compound for heavy haulage vehicles- lot 3 (363) Golflinks Road, Wundowie- as he has known Mr Court for many years- Sport & Community

**13.2.3 TEMPORARY APPROVAL FOR A USE NOT LISTED NAMELY A STORAGE COMPOUND FOR HEAVY HAULAGE VEHICLES - LOT 3 (363) GOLFLINKS ROAD, WUNDOWIE**

Name of Applicant:	John Court
Name of Owner:	JB Investments PTY LTD
File Ref:	A1265
Officer:	Phil Steven / Brooke Newman
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple
Date:	02 January 2013

**PURPOSE**

The applicant is requesting that Council grant planning approval to permit the temporary storage of heavy haulage vehicles in a 3 hectare compound on Lot 3 (363) Golflinks Road, Wundowie. This application requires Council’s determination as Staff do not have delegated authority to determine uses not listed under the Shire’s Town Planning Scheme No 3 (“TPS 3”).

**BACKGROUND**

Background of Key Dates and Determinations

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

Date	Item / Outcome
5 December 2012	Planning Application received by the Shire.
7 December 2012	Letter in support from adjoining landowner received.
10 December 2012	Email sent to applicant’s representative requesting additional information.
17 December 2012	Additional information received from applicant.
19 December 2012	Application fee paid by the applicant
20 December 2012	Application undergoes internal DCU assessment.
2 January 2013	Report prepared for Council.

The applicant is requesting Council to determine an application for a change of landuse to "Storage" comprising the temporary storage of a number of heavy haulage vehicles within a 3 hectare compound on Lot 3 (363) Golflinks Road, Wundowie.

"Storage" is a use that is defined under TPS 3 but is not listed in the zoning table. As the use is not listed in the zoning table, the application is considered to be a "use not listed" under TPS 3.

The applicant is proposing to temporarily store 20 to 30 heavy haulage vehicles, sea containers and a transportable office building in a 3 hectare compound which is located to the south of existing outbuildings on Lot 3 for a period of up to two years.

Vehicles proposed to be stored include, but are not limited to, front end loaders, dump trucks, graders, rollers and excavators. Sea containers are proposed to house parts and a transportable office building is proposed to be used for staff to monitor and maintain the vehicles.

The vehicles and equipment are proposed to be stored on Lot 3 for financial gain as well as for facilitating the construction phase of the subdivision of Lots 2 and 3 which form part of the Wundowie Northwest Precinct Local Structure Plan area.

The number of vehicle movements in and out of Lot 3 is proposed to be limited to approximately 1 to 2 low loader movements per week. Road movement is proposed to be from Great Eastern Highway via Hawke Avenue and Golflinks Road and Toodyay Road via Bailup Road and Burma Road.

The entry/exit point to Lot 3 will be required to be upgraded and the compound will be required to be graded, rolled and drained to a standard sufficient to support the vehicles and equipment proposed.

Stockpiles of sand, rubble, gravel or roadbase etc are not proposed to be stored within the compound area.

The current status of the subdivision process for Lots 2 and 3 is that the Structure Plan has been approved by the Department of Planning and the landowner is in the final stages of preparing a subdivision application which will then allow the landowner to begin construction of the subdivision when approval is granted.

## **STATUTORY REQUIREMENTS**

The site is zoned "Rural Smallholdings" under the provisions of TPS 3 and is approximately 183.6259 hectares.

The landuse of "storage" is defined under TPS 3 as follows:

*“storage” means premises used for the storage of goods, equipment, plant or materials.”*

"Storage" is a use that is not listed within the zoning table of TPS 3.

Clause 4.4.2 of TPS 3 deals specifically with uses not listed under the zoning table of TPS 3 as follows:

*“4.4.2. If a person proposes to carry out on land any use that is not specifically mentioned in the Zoning Table and cannot reasonably be determined as falling within the type, class or genus of activity of any other use category the local government may:*

- (a) determine that the use is consistent with the objectives of the particular zone and is therefore permitted;*
- (b) determine that the use may be consistent with the objectives of the particular zone and thereafter follow the advertising procedures of clause 9.4 in considering an application for planning approval; or*
- (c) determine that the use is not consistent with the objectives of the particular zone and is therefore not permitted.”*

The objectives of the “Rural Smallholdings” zone are:

*“Rural Smallholding Zone*

*To provide for residential accommodation in association with rural pursuits on smaller land holdings. This zone provides for home businesses, cottage industries, home offices and activities in combination with conservation of remnant vegetation in accordance with the capability of the land.”*

A landuse of “Storage” may be consistent with the objectives of the “Rural Smallholdings” zone. Further, allowing the applicant to store the heavy vehicles on the property will facilitate the construction of the subdivision of Lot 3 which will create smaller landholdings suitable for residential accommodation and rural pursuits which comply with the objectives of the zone and the ultimate intention for Lot 3.

Clause 10.6 of TPS 3 deals specifically with temporary planning approvals as follows:

*“10.6. Temporary planning approval*

*Where the local government grants planning approval, the local government may impose conditions limiting the period of time for which the approval is granted.*

*Note: A temporary planning approval is where the local government grants approval for a limited period, for example, where the land may be required for some other purpose in the future, and is different to the term of the planning approval which is the period within which the development must commence.”*

Under Clause 4.4.2, Council can determine to approve the application if the application is considered to be consistent with the objectives of the zone. It is considered that the landuse may comply with the objectives of the zone in that it is facilitating the creation of smaller landholdings.

Further, Council should take into consideration the ultimate intended subdivision and consequential development of Lot 3 in context with the zoning objectives prior to determining the application.

Council may, at its discretion, determine to approve the application despite it not strictly meeting the objectives of the "Rural Smallholdings" zone if it deems that the proposal is appropriate in the circumstances and in context of the ultimate intention of subdivision for Lot 3.

Public consultation has taken place by the applicant in accordance with Clause 9.4 of TPS 3 with no objections being received from adjoining landowners.

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

**GOAL:** To anticipate the land use needs within the Shire and implement planning decisions that ensures availability of appropriately zoned land that compliments orderly and environmentally sustainable growth and development.

The approval of the temporary storage compound will contribute to the facilitation of the commencement of works of the subdivision of Lots 2 and 3 in accordance with the Wundowie Northwest Precinct Local Structure Plan and therefore establish suitably sized land for the "Rural Smallholdings" zone.

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

Approving the application for temporary storage of heavy vehicles is not anticipated to have a negative impact to the lifestyle of the landowners in the vicinity and will facilitate the subdivision process thereby catering for population growth.

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

The applicant is attempting to partner with a business to create income and also to facilitate the subdivision of Lots 2 and 3 which will, in turn, improve the presentation of the area and attract new residents to Wundowie.

## **BUDGET IMPLICATIONS**

The applicant has paid \$139.00 in planning application fees. No advertising fees were charged as the applicant advertised the proposal to adjoining landowners.

## **OFFICER'S COMMENT**

Lots 2 and 3 are within the area of the Wundowie Northwest Precinct Local Structure Plan which has been approved by the Department of Planning.

The applicant is requesting the temporary storage of 20 - 30 heavy haulage vehicles, sea containers for parts and a transportable office building within a 3 hectare compound

on Lot 3 to generate income and to facilitate the commencement of subdivision works for Lots 2 and 3 as approved under the Local Structure Plan.

The vehicles are proposed to be stored on the property for a period of 2 years and at this stage, the exact number of vehicles and equipment is not known. The applicant is applying for the landuse and a detailed plan and/or equipment list will be required to be submitted prior to equipment arriving on Lot 3 as part of any approval.

Lot 3 has one landowner opposite who has submitted a letter of non-objection to the proposed storage area. The land to the north of Lot 3 is owned by the applicant. The land to the south is Crown land and part of the Woondowing Nature Reserve.

The land to the west of Lot 3 is also owned by the applicant. Any other privately owned land in the vicinity is not considered to be significantly adversely impacted by the development and, in any event, is aware of the Structure Plan area and should be expecting heavy vehicles as part of the construction of the subdivision in the near future.

The nearest privately owned land that could possibly be affected by noise and/or dust is approximately 2.5 kms away and, as such, is not considered to be significantly adversely impacted by noise and/or dust. Similarly, the Wundowie townsite is approximately 3 kms away and not likely to be affected by dust and/or noise.

A Dust Management Plan for the storage compound has not been submitted with the application and will be required to be submitted prior to vehicles and equipment arriving on Lot 3. Similarly, a Drainage Management Plan and a Noise Management Plan will be required to be submitted prior to equipment and vehicles arriving on Lot 3.

It may be worthwhile for an alternative vehicle movement route to be investigated to redirect vehicle movements from the centre of the Wundowie townsite via Hawke Avenue to an alternate route via Werribee Road, McMullen Road and Burma Road. It is recommended that this be conditioned prior to the arrival of vehicles and equipment.

Council should consider that, in allowing the landuse to occur, it will facilitate the construction of the subdivision which will generate new landholdings for future ratepayers and will be in accordance with the ultimate goal for the locality of the Structure Plan area.

Taking all the above into consideration and taking into consideration the fact that this development will not have significant negative impact on the area in general and the fact that during construction of the subdivision, heavy vehicles will be utilised in any event, it is recommended that the application be approved subject to the conditions contained in the Officer's recommendation.

## **RECOMMENDATION/COUNCIL DECISION**

**Minute No C.1940**

**Moved: Cr R Head**

**Seconded: Cr D Hughes**

**That Council issue temporary planning approval for a storage compound for the storage of a heavy vehicles, sea containers and a transportable office building on Lot 3 (363) Golflinks Road, Wundowie subject to the following conditions:**

- 1. Prior to the arrival of any equipment, vehicles, sea containers and/or office buildings on Lot 3, the following shall be submitted to the local government and given approval:**
  - (a) A list of equipment, vehicles, sea containers and office building (including size) and a detailed site plan showing their locations;**
  - (b) A Dust Management Plan;**
  - (c) A Noise Management Plan;**
  - (d) A Fire Management Plan (including compound fire management);**
  - (e) A Drainage Management Plan;**
  - (f) An Environmental Management Plan detailing control and management of fuels and oils from machinery and any storage of fuels, oils and any other substance which has potential to cause detriment to the land and/or environment;**
  - (g) A Lighting Plan (should lighting be proposed);**
  - (h) A detailed vehicle movement plan which demonstrates that heavy vehicles will not enter the townsite of Wundowie; and**
  - (i) A detailed plan for the entry/exit point at the intersection of Lot 3 and Golflinks Road.**
- 2. The period of approval shall be limited to two (2) years from the date of determination. All equipment, vehicles, sea containers and/or office buildings must be removed after this expiry unless prior approval for the retention of the items has been issued by the local government.**
- 3. The compound area shall be no larger than 3 hectares without prior approval being issued by the local government.**
- 4. No human habitation is permitted within the storage compound at any time.**
- 5. The number of sea containers within the compound area is limited to no more than 5 at any given time unless prior approval from the local government has been obtained.**
- 6. The number of transportable office buildings within the compound area is limited to one (1) without the prior approval from the local government being issued.**
- 7. Aside from the buildings listed in 5 and 6 above, no buildings are permitted to be constructed within the compound area without prior approval being issued by the local government.**
- 8. All vehicle movements are limited to between the hours of 6.00am and 7.00pm Monday to Friday and 8.00am to 6.00pm on Saturdays, Sundays and Public Holidays.**

- 9. Vehicles are not permitted to be running idle within the compound for periods of time exceeding 30 minutes.**
- 10. No vehicle washdown or servicing being conducted on the property unless approval from the local government is obtained.**

**CARRIED 8/0**

**13.2.4 TENDER 6 OF 2012 FOR CLEANING SERVICES FOR SHIRE OF NORTHAM**

Name of Applicant:	Internal Report
Name of Owner:	Shire of Northam
File Ref:	2.4.2.4
Officer:	Phil Steven / Jim McLevie
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple
Date:	18 December 2012

**PURPOSE**

For Council to consider Tenders for cleaning services for Shire buildings in Northam.

**BACKGROUND**

At Council’s Meeting on 21 November 2012, Council agreed to advertise a Tender for the proposed cleaning of a number of Shire buildings, namely the Shire Administration Office, Visitor Centre, Library, Apex & Bernard Park Toilets and Depot.

Tender 6 of 2012 was advertised in the West Australian on 24 November 2012, and local contractors were advised, with the closing date for receiving tenders being 4pm on Monday 17 December 2012.

Council’s evaluation criteria, as decided at the November 2012 Council Meeting, is to consider price, standard of work, experience, localness, resources and reliability in its determination of the successful Tender, with the weightings shown below:

Selection Criteria	Weighting (%)
Price	60
Standard of work	20
Experience	10
Reliability	10
<b>Total</b>	<b>100</b>

A Regional Price Preference Policy applies, giving 10% variation in price for local input.

**STATUTORY REQUIREMENTS**

Local Government (Functions & General) Regulations

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

OUTCOME Foster community pride and a sense of place

OUTCOME Maintain and improve Shire infrastructure and other assets

## **BUDGET IMPLICATIONS**

The cost of cleaning services is included in Council's Budget.

## **OFFICER'S COMMENT**

Three (3) Tenders were received, from Slav's Cleaning Service, Jas Neat Facility Management Services, and the Plus 8 Group.

Following evaluation of the tenders, weighted scores for each tender are:

Slav's Cleaning	67.8
Plus 8	38.9
Jas Neat	66.3

On the basis of the evaluation process, it is recommended that the Tender be awarded to Slav's Cleaning.

Once the order is issued, it is anticipated that the contract will commence on 1 February 2013.

A full copy of the Tenders and evaluation methodology is in the Councillors folder.

## **RECOMMENDATION/COUNCIL DECISION**

### **Minute No C.1941**

**Moved: Cr D Hughes**  
**Seconded: Cr A Llewellyn**

**That Council award Tender 6 of 2012 to Slav's Cleaning Pty Ltd, for the cleaning of the Shire buildings outlined in the Tender documentation at the tendered price of \$1,834.10 + GST per week commencing 1 February 2013. .**

**CARRIED 8/0**

**13.3. CORPORATE SERVICES**

**13.3.1 ACCOUNTS AND STATEMENTS OF ACCOUNTS**

Name of Applicant:	Internal Report
Name of Owner:	Shire of Northam
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Leasa Osborne
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple
Date:	02 January 2013

**PURPOSE**

The Accounts due and submitted to the Ordinary Council Meeting on Wednesday, 16 January 2013 are attached.

**RECOMMENDATION / COUNCIL DECISION**

<b>Minute No C.1942</b>	
<b>Moved: Cr U Rumjantsev</b>	
<b>Seconded: Cr R Head</b>	
<b>That Council endorse the payments for the period 1 December 2012 to 31 December 2012, as listed, which have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)</b>	
<b>Municipal Fund Bank Vouchers 31964 to 32034</b>	<b>\$ 196,134.27</b>
<b>Trust Bank Vouchers 1690 to 1696</b>	<b>\$ 7,592.70</b>
<b>EFT Trust Bank Vouchers EFT12630 to EFT12631</b>	<b>\$ 1,300.00</b>
<b>Municipal Fund Bank Electronic Fund Transfer EFT12616 to EFT12629 and EFT12632 to EFT12873</b>	<b>\$1,573,059.44</b>
<b>Direct Debit Fund Transfer 5058.1 and 5073.1 and 5085.1</b>	<b>\$ 2,842.81</b>
<b>Municipal Fund Bank Electronic Fund Transfer Payroll 08/11/2012</b>	<b>\$ 173,334.19</b>
<b>Municipal Fund Bank Electronic Fund Transfer Payroll 22/11/2012</b>	<b>\$ 170,757.89</b>
<b>TOTAL</b>	<b>\$2,125,021.30</b>
<b>CARRIED: 8/0</b>	

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	\$
1697	14/12/2012	BUILDER'S REGISTRATION BOARD OF WA	MONTHLY BUILDING FEES FOR NOVEMBER 2012	-	3,782.01
1698	14/12/2012	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	MONTHLY BUILDING FEES FOR NOVEMBER 2012	-	6,676.06
1699	14/12/2012	SHIRE OF NORTHAM	MONTHLY BUILDING COMMISSION (BSL) FOR NOVEMBER	-	189.50
			<b>TOTAL TRUST CHEQUE</b>	-	<b>10,647.57</b>
EFT12874	07/12/2012	DENIS GRAHAM BERESFORD	COUNCILLOR PAYMENT NOVEMBER 2012	-	866.66
EFT12875	07/12/2012	DESMOND ARNOLD HUGHES	COUNCILLOR PAYMENT NOVEMBER 2012	-	866.66
EFT12876	07/12/2012	JULIE ELLEN WILLIAMS	COUNCILLOR PAYMENT NOVEMBER 2012	-	866.66
EFT12877	07/12/2012	LITTLE T M	COUNCILLOR PAYMENT NOVEMBER 2012	-	2,179.51
EFT12878	07/12/2012	LLEWELLYN A W	COUNCILLOR PAYMENT NOVEMBER 2012	-	866.66
EFT12879	07/12/2012	PARAGON SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-	167.60
EFT12880	07/12/2012	POLLARD S B	COUNCILLOR PAYMENT NOVEMBER 2012	-	4,783.32
EFT12881	07/12/2012	RAYMOND MILNE HEAD	COUNCILLOR PAYMENT NOVEMBER 2012	-	866.66
EFT12882	07/12/2012	ROBERT WAYNE TINETTI	COUNCILLOR PAYMENT NOVEMBER 2012	-	866.66
EFT12883	07/12/2012	SAUNDERS K D	COUNCILLOR PAYMENT NOVEMBER 2012	-	866.66
EFT12884	07/12/2012	ULO RUMJANTSEV	COUNCILLOR PAYMENT NOVEMBER 2012	-	1,159.70
EFT12885	10/12/2012	PROJEX MANAGEMENT & CONSTRUCTION PTY LTD	KILLARA NORTHAM RESPITE - GARY BATT ARCHITECTS PROGRESS CERT NO. 5	-	327,443.61
EFT12886	10/12/2012	RETAIL DECISIONS (COLES)	COLES ACCOUNT FOR NOVEMBER 2012	-	3,264.62
EFT12887	10/12/2012	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 206 INTEREST PAYMENT - NORTHAM COUNTRY CLUB	-	40,562.30
EFT12888	14/12/2012	SHELLY UREN	REFUND OF BOND FOR HOSPITALITY ROOM HIRE AT REC CENTRE 24/11/2012	-	650.00
EFT12889	14/12/2012	NORTHAM INDOOR HOCKEY ASSOCIATION	REFUND OF BOND - HOSPITALITY ROOM AT REC CENTRE 04/04/2012	-	650.00
EFT12890	14/12/2012	AVON VALLEY CONTRACTORS	<b>TOTAL TRUST EFT</b> HIRE OF X2 LOWLOADER TO SHIFT ROLLER WITH FLAT BATTERY.	-	<b>1,300.00</b>
EFT12891	14/12/2012	AVON WASTE	RUBBISH SERVICES FOR NOVEMBER 2012	-	85,932.60
EFT12892	14/12/2012	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	CAPITAL GRANT - 1DWZ ISUZU PATROL NPS300	-	112,168.25
EFT12893	14/12/2012	KERBTECH P/L T/A GDR CIVIL CONTRACTING	NORTHAM AIRPORT - CONCRETE WINDSOCK - BUILD TAXIWAY AND AIRCRAFT PARKING	-	173,277.50
EFT12894	14/12/2012	B&D AUSTRALIA	PURCHASE OF X1 INDUSTRIAL CHAIN, DRIVE ROLLER DOOR FOR THE OLD FIRE STATION WUNDOWIE	-	1,127.44
EFT12895	14/12/2012	ICON-SEPTTECH	DRAINCOIL SLOTTED CLASS 200 X 12 - 150MM PVC DWV SN4 PIPE SWJ 6M	-	10,520.31
EFT12896	14/12/2012	MAURICE LINEHAN DESIGN	PURCHASE OF MAD COWS DISEASE BOOKS FOR NORTHAM VISITOR CENTRE	-	92.00
EFT12897	14/12/2012	MIDALIA STEEL	PURCHASE OF X1 WELDMESH WIRE & X3 ELGATE GATE HINGES FOR SECURITY CAGE AT WUNDOWIE DEPOT.	-	134.00
EFT12898	14/12/2012	VALLEY FORD	PURCHASE OF X1 NEW FORD FALCON UTE C/CAB	-	58,775.19

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	\$
EFT12899	14/12/2012	360 ENVIRONMENTAL	GROUNDWATER REPORT FOR OCTOBER 2012	-	1,843.60
EFT12900	14/12/2012	A-DEC AVON DISTRICTS ELECTRICAL CONTRACTING	CALL OUT AFTER HOURS TO MAKE LIGHT FITTING SAFE. REPAIR FLOODLIGHT & PUT BACK INTO SERVICE. INVESTIGATE SUPPLY SOURCE & TEST OPERATION OF LIGHTS. FAULT FINDING & FAULT FOUND ON RED PHASE REPLACE BBQ AREA LIGHT FITTING. REPAIR CONDUIT AT METERING POLE. RETEST INSTALLATION AT BERNARD PARK.	-	1,925.00
EFT12901	14/12/2012	ACCREDIT BUILDING SURVEYING & CONSTRUCTION SERVICES PTY LTD	NORTHAM RESPIRE CENTRE - INSPECTION CONDUCTED THURSDAY 29TH NOVEMBER 2012	-	990.00
EFT12902	14/12/2012	CANCELLED PAYMENT		-	
EFT12903	14/12/2012	ALAN'S AUTO ELECTRICS	CHECK AIRCON SYSTEM ON N.010, PULL DASH APART & REPAIR LOUVERE MECHANISM.	-	450.00
EFT12904	14/12/2012	ANDY'S PLUMBING SERVICE	SUPPLY & INSTALL PLUMBING TO SOUTHERN BROOK FIRE SHED.	-	10,343.85
EFT12905	14/12/2012	ANTHONY ROSKELL	CLEANING OF WUNDOWIE LIBRARY AND HALL	-	500.00
EFT12906	14/12/2012	AQUARIS FREIGHT	X3 LOADS OF WATER TO INKPEN & GREAT EASTERN HWY.	-	1,000.00
EFT12907	14/12/2012	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	LEGAL CHARGES	-	563.31
EFT12908	14/12/2012	AUSTRALIA POST	AUSTRALIA POST ACCOUNT FOR ADMIN, LIBRARY, KILLARA & SUPER TOWNS	-	1,205.88
EFT12909	14/12/2012	AUTOPRO NORTHAM	PURCHASE OF PUTTY - QUIKSTEEL	-	20.70
EFT12910	14/12/2012	AV-SEC SECURITY SERVICES	CALL OUT CHECKS TO VISITORS CENTRE, SHIRE OF NORTHAM & OLD RAILWAY STATION	-	220.00
EFT12911	14/12/2012	AVON COMPUTECH	PURCHASE OF HP 85A BLACK TONER CE285A	-	78.95
EFT12912	14/12/2012	AVON DEMOLITION & EARTHMOVING	INKPEN ROAD WASTE - SITE MANAGEMENT AND LOADER FUEL CARTAGE	-	1,568.00
EFT12913	14/12/2012	AVON HOME IMPROVEMENT CENTRE	WUNDOWIE HALL - SUPPLY AND FIT COFFERED CEILING AND WALLS IN ENTRY OF HALL	-	5,885.04
EFT12914	14/12/2012	AVON PAPER SHRED	REMOVAL & SUPPLY OF PAPER WASTE BINS AT KILLARA (6-11-21/10/2012)	-	55.00
EFT12915	14/12/2012	AVON SERVICE SPECIALISTS	REMOVE HIAB AND ASSOCIATED COMPONENTS	-	485.15
EFT12916	14/12/2012	AVON TELECOMS PTY LTD	NORTHAM SES SECURITY MONITORING TO 12/01/13	-	146.29
EFT12917	14/12/2012	AVON TOURISM INCORPORATED	SHIRE OF NORTHAM SUPPORT 2012/2013 FINANCIAL YEAR SUPPLY & DELIVER LOCAL YELLOW SAND FOR THE NEW JUBILEE OVAL 10/11/12 TO 14/11/12.	-	7,150.00
EFT12918	14/12/2012	AVON VALLEY CONTRACTORS		-	41,263.20
EFT12919	14/12/2012	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF X32 20LT LIQUID CHLORINE FOR WUNDOWIE SWIMMING POOL.	-	1,817.34
EFT12920	14/12/2012	AVON VALLEY TRANSFERS	HIRE OF BUS AND DRIVER FOR THE 01/12/12 FOR SHIRE OF NORTHAMS ON SITE DEMONSTRATION AT BAKERS HILL	-	150.00
EFT12921	14/12/2012	AVON WASTE	SKIP BINS FOR THE NORTHAM REC CENTRE	-	475.00
EFT12922	14/12/2012	BARBARA MOTTERS HAW	REIMBURSEMENT FOR PURCHASE OF GAMES AND PUZZLES - FOR KILLARA	-	220.50

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	\$
EFT12923	14/12/2012	BEAUREPARES	REPAIR PUNCTURE ON MOWER TROLLEY W/BARROW	-	25.83
EFT12924	14/12/2012	BLACKWELL PLUMBING PTY LTD	REPAIRS TO WATER METER AT STAND PIPE	-	93.50
EFT12925	14/12/2012	BOC LIMITED	SUPPLY OF X1 BALLOON GAS FROM 27/2/12 TO 13/3/12	-	8.47
EFT12926	14/12/2012	BODDINGTON MEDICAL CENTRE	MEDICAL FOR NEW CASUAL POOL MANAGER ON 22/11/2012	-	220.00
EFT12927	14/12/2012	BOEKEMAN MACHINERY	PURCHASE OF X1 JOHN DEERE TRACTOR FOR ENGINEERING SERVICES	-	42,760.00
EFT12928	14/12/2012	BULLIVANTS PTY LTD	PURCHASE OF X20 GRIP WITH ROPE 5MM & X22 SHACKLE 10MM FOR THE HANGING OF THE CHRISTMAS DECORATIONS.	-	32.19
EFT12929	14/12/2012	C & D PLANKE & SONS PTY LTD	HIRE OF BOBCAT, TRUCK & EXCAVATOR FOR 50 HOURS. GREENGAGE DRAINAGE FROM 19/1/12 TO 23/1/12	-	14,850.00
EFT12930	14/12/2012	C.Y.O'CONNOR INSTITUTE	COURSE FEES FOR LOCAL GOVERNMENT FOR KAREN ANN BLURTON.	-	476.44
EFT12931	14/12/2012	CASEY'S CARTAGE CONTRACTORS	DELIVERY OF X12 COILS OF PIPE	-	479.60
EFT12932	14/12/2012	CLOCKWORK	PURCHASE OF X1 167PP DOCUMENT PRINTED IN COLOUR, DOUBLE SIDED, 100GSM, SILVER WIRE BOUND WITH ACETATE COVER & BLACK BACK, 4XA4 COPIES, 6XA3 COPIES FOR NORTHAM GROWTH PLAN. WINDOW & GENERAL CLEANING AT UNIT 6 KURINGAL VILLAGE WUNDOWIE ON 22/11/12	-	1,474.00
EFT12933	14/12/2012	COLIN DUNCAN GRANT	SHIRE OF NORTHAM NEWSLETTER IN AVON GAZETTE 23/11/12	-	300.00
EFT12934	14/12/2012	COMMUNITY NEWSPAPER GROUP LTD	MODIFY GROWTH PLAN FOR MINISTERS GRYLLS LAUNCH SERVICE ON THE PHOTOCOPIER AT KILLARA	-	1,438.33
EFT12935	14/12/2012	CONSTRUCTIVE MEDIA PTY LTD	COURIER AUSTRALIA CHARGES	-	660.00
EFT12936	14/12/2012	COUNTRY COPIERS NORTHAM	PURCHASE OF X2 ADBLUE AREA SOLUTION 20L FOR KILLARA BUS.	-	1,268.34
EFT12937	14/12/2012	COURIER AUSTRALIA	PURCHASE OF X5 BARRICADE RGB 15L FOR KATRINE TOILETS.	-	657.95
EFT12938	14/12/2012	COVS PARTS PTY LTD	SUPPLY OF X6 NAME BADGES FOR KILLARA STAFF.	-	269.49
EFT12939	14/12/2012	CROMMELIN	EXTENSION OF SHIRE OF NORTHAM LOCAL BICYCLE PLAN 2012. ADDENDUM TO THE LOCAL BIKE PLAN REPORT COVERING A PLAN & SUPPORTING TEXT FOR BAKERS HILL & WUNDOWIE	-	1,171.06
EFT12940	14/12/2012	CUTLINE ENGRAVING	AFTER HOURS CALLOUT FEE TO NORTHAM LIBRARY.	-	198.00
EFT12941	14/12/2012	DONALD VEAL CONSULTANTS PTY LTD	LOCATE TELSTRA CABLE - AT SHINGLE HILL ROAD - BAKERS HILL	-	4,840.00
EFT12942	14/12/2012	DORMA AUTOMATICS PTY LTD	FUEL ACCOUNT FOR NOVEMBER 2012	-	528.00
EFT12943	14/12/2012	DUNLOP G D	PURCHASE OF X2 PIZZAS FOR COUNCIL MEETING 12/12/2012.	-	266.20
EFT12944	14/12/2012	DUNNING INVESTMENTS PTY LTD		-	25,717.99
EFT12945	14/12/2012	EAGLE BOYS PIZZA		-	30.90

**LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013**

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	\$
EFT12946	14/12/2012	EQUAL ENTERPRISES	CLEANING OF APEX PARK BBQ, BROOME TCE BBQ, BERNARD PARK BBQ ON 2,9,16,23,30/11/12 & FITZGERALD ST CLEANING ON 2,16,30/11/12	-	1,025.20
EFT12947	14/12/2012	EVERSAFE FIRE PROTECTION	SERVICE OF FIRE EQUIPMENT AT SHIRE OF NORTHAM	-	3,773.00
EFT12948	14/12/2012	EXTREME MAKEOVER CLEANING SERVICES	X3 HOURS OF CLEANING AT THE NORTHAM SHIRE SES BUILDING	-	187.95
EFT12949	14/12/2012	FIRE AND SAFETY WA	PURCHASE OF X1 POK TURBOLITE 150 PISTOL GRIP NOZZLE. PURCHASED BY COMMUNITY SERVICES.	-	1,087.58
EFT12950	14/12/2012	FLAT OUT FREIGHT	COLLECT PIPE FITTINGS AND GEOTEXTILE FROM MADDINGTON - KING CREEK SITE	-	875.00
EFT12951	14/12/2012	FRAMESWEST	SUPPLY & INSTALL X2 SEATS & DATA CABLING BOXES AT REAR OF SOUND SHELL & X1 SOUND SHELL DATA CONTROL BOX.	-	3,982.00
EFT12952	14/12/2012	FRANCES ESTHER IRWIN	PURCHASE OF ASSORTED JEWELLERY ITEMS FOR VISITOR CENTRE	-	154.00
EFT12953	14/12/2012	GALAXY MERLIN	PURCHASE OF ASSORTED STOCK FOR NORTHAM VISITORS CENTRE	-	365.26
EFT12954	14/12/2012	GEOFF NINNES FONG & PARTNERS PTY LTD	KILLARA RESPITE CARE - ADDITIONAL FEE FOR REDOCUMENTATION OF CROSS-OVER	-	990.00
EFT12955	14/12/2012	GEOFF'S TREE SERVICE PTY LTD	SURVEY BUS ROUTES FOR TREE PRUNING	-	2,420.00
EFT12956	14/12/2012	GLENN STUART BEVERIDGE	REPLACE GYROCK SHEET REMOVED FOR CABLE, SUPPLY VENT & REPAIR WALL AT NORTHAM REC CENTRE.	-	2,101.00
EFT12957	14/12/2012	GLOBAL MACHINERY & RACKING SYSTEMS	X24 FTB SUPPRT FOR STORAGE SYSTEM FOR NORTHAM SES BUIDLING	-	66.00
EFT12958	14/12/2012	GLOBAL SYNTHETICS	PURCHASE OF X20 PROFAB NON WOVEN GEOTEXTILE FOR	-	2,750.00
EFT12959	14/12/2012	GRACE EXPEDITION	PURCHASE OF X2 BOOKS ENTITLED OUT THERE AND BACK FOR VISITOR CENTRE	-	70.00
EFT12960	14/12/2012	GRAFTON ELECTRICS	FEES TO DISCONNECT POWER AT PLAYGROUP	-	1,143.22
EFT12961	14/12/2012	GROVE WESLEY DESIGN ART	PURCHASE OF TOWN ENTRY SIGN STRUCTURE FOR SUPERTOWNS.	-	910.80
EFT12962	14/12/2012	HALLMARK EDITIONS	RENEWAL OF SUBSCRIPTION TO COUNCIL MANAGER MAGAZINE	-	345.00
EFT12963	14/12/2012	HOST AUTO REPAIRS	CHECK & REPAIR HYDRAULIC LEAK ON MASSEY FERGUSON MOWER 4WD N3701	-	1,720.30
EFT12964	14/12/2012	INCREDIBLE CREATURES MOBILE FARM	SUPPLY OF X1 MOBILE ANIMAL FARM FOR THE CHRISTMAS CARNIVAL 8/12/2012 FROM 3:30PM TO 7:30PM.	-	750.00
EFT12965	14/12/2012	INNOVA GROUP PTY LTD	X1 UNIVERSAL CHAIR CART FOR WUNDOWIE HALL ORDERED BY DEVELOPMENT SERVICES	-	547.62
EFT12966	14/12/2012	INTERCON MILLAR LOGISTICS (IML)	PURCHASE & TRANSPORT OF X1 920KG CHLORINE CYLINDER FOR THE TREATMENT TO PONDS.	-	824.29
EFT12967	14/12/2012	INVISION SIGNS AND DESIGNS	PURCHASE OF X4 SIGNS FOR KING CREEK REALIGNMENT PROJECT.	-	5,316.30

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT12968	14/12/2012	JAMES ALAN MCLEVIE	REIMBURSEMENT FOR INTERNATIONAL FIRE ENGINEERING GUIDELINES	175.00
EFT12969	14/12/2012	JAYNE MCINNES	CLEANING OF MEMORIAL RSL HALL - 05/11/12	940.00
EFT12970	14/12/2012	JE & GE LADYMAN	PURCHASE OF 5KG OF SEAFOOD FOR KILLARA & WUNDOWIE	117.00
EFT12971	14/12/2012	JENNIFER ANN BECKER	REIMBURSEMENT OF POLICE CLEARANCE APPLICATION FOR ACCOUNTANT POSITION.	62.75
EFT12972	14/12/2012	JOANNA KAY LARDNER	SPONSOR SHIP NATIONAL CALISTHENICS STATE TEAM REPRESENTATIVES: KIMBERLY & CASSANDRA LARDNER.	200.00
EFT12973	14/12/2012	K & N TRADITIONAL LANDSCAPES	STONE REPOINTING AND STABILIZATION CARRIED OUT ON QUELLINGTON HALL	12,000.00
EFT12974	14/12/2012	KEEP AUSTRALIA BEAUTIFUL COUNCIL	TICKET TO THE TIDY TOWNS - SUSTAINABLE COMMUNITIES STATE AWARD CEREMONY	140.00
EFT12975	14/12/2012	LANDGATE	GROSS RENTAL VALUE CHARGEABLE SCHEDULE# G2012/11 DATED 29/9/2012 TO 26/10/2012	511.79
EFT12976	14/12/2012	LANDMARK	PURCHASE OF X3 15L SILV CHAPIN KNAPSACKS FOR ENGINEERING SERVICES.	679.23
EFT12977	14/12/2012	LEWIS MOTORS	30,000KM SERVICE OF HOLDEN COMMODORE, REGO N3907	516.75
EFT12978	14/12/2012	LO-GO APPOINTMENTS	WAGES FOR S. HOPWOOD (RANGER) FOR THE WEEK ENDING 24/11/12	7,077.02
EFT12979	14/12/2012	LYALL BAY PTY LTD	PROGRESS CLAIM NO. 2 FOR CONSTRUCTION OF KING CREEK DRAINAGE	87,660.54
EFT12980	14/12/2012	MARGARET AGNES HEWITT	REIMBURSEMENT FOR POLICE CLEARANCE. PAYROLL AS PER EMCS	62.75
EFT12981	14/12/2012	MAYBERRY HAMMOND & CO	PREPARE LEASE AGREEMENT FOR HISTORICAL SOCIETY - MORBY COTTAGE	587.40
EFT12982	14/12/2012	MEGAN GAINÉ	REIMBURSEMENT FOR WORKING WITH CHILDREN CHECK	53.00
EFT12983	14/12/2012	NO 90 GALLERY AND MUSIC	PROVISION OF SOUND & LIGHTING FOR CAROLS IN THE PARK 8/12/12.	3,000.00
EFT12984	14/12/2012	NORTHAM & DISTRICTS GLASS SERVICE	MEASURE & REGLAZE ALUMINIUM WINDOWS AT BERT HAWKE LADIES CHANGEROOMS.	335.50
EFT12985	14/12/2012	NORTHAM AGRICULTURAL SOCIETY	GROUND HIRE FEE FOR NORTHAM SHOW 2012	60.00
EFT12986	14/12/2012	NORTHAM BEARING SALES	PURCHASE OF GALV WELDED CHAIN & D SHACKLES TO FIT THE CHAIN, DELIVERED TO NORTHAM AIRFIELD	5,010.81
EFT12987	14/12/2012	NORTHAM CARPETS	SUPPLY & INSTALL X2 HOLLAND BLINDS IN IBIS STARFISH WITH SIDE CONTROLS AT THE NORTHAM DEPOT.	450.00
EFT12988	14/12/2012	NORTHAM CENTRAL NEWSAGENCY	AVON ADVOCATE & THE WEST AUSTRALIAN MONDAY TO SATURDAY FOR THE LIBRARY FOR THE PERIOD 01/11/2012 TO 30/11/2012	149.80
EFT12989	14/12/2012	NORTHAM ENGINEERING	X1 REPAIR OF ENGINEERING SERVICES ROLLER GEAR STICK ON SITE.	123.75
EFT12990	14/12/2012	NORTHAM FEED & HIRE	SUPPLY OF X3 20KG CHUM DOG FOOD FOR RANGER SERVICES.	143.50

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT12991	14/12/2012	NORTHAM GARDEN CENTRE	SUPPLY OF PLANTS FOR CITIZENSHIP CEREMONY 9/11/2012	93.50
EFT12992	14/12/2012	NORTHAM HYUNDAI	PURCHASE OF X1 NEW SANTA FE HIGHLANDER AUTO WAGON	47,274.00
EFT12993	14/12/2012	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF PAINT, BRUSHES AND ROLLERS FOR WUNDOWIE FIRE STATION	1,632.28
EFT12994	14/12/2012	NORTHAM PHARMACY	PURCHASE OF X1 MEDISWAB PRE INJECTION 2PLY SWAB X200 FOR KILLARA	8.95
EFT12995	14/12/2012	NORTHAM SPRINGFIELD FOOTBALL CLUB	KIDSPORT FUNDING	280.00
EFT12996	14/12/2012	NORTHAM TOYOTA	SERVICE ON THE RECREATION CENTRES COMMUNITY BUS N.009	560.75
EFT12997	14/12/2012	OCLC (UK) LTD	SUPPLY OF X1 AMLIB ITEM PROCESSING TRAINING 16/11/2012 FOR GLORIA SMITH.	137.50
EFT12998	14/12/2012	OLLY'S CAR & FURNITURE UPHOLSTERY'S	REPAIR TO BLOW VAC BAG ZIP	55.00
EFT12999	14/12/2012	OPUS INTERNATIONAL CONSULTANTS (PCA) LTD	DEVELOP 15YEAR PROGRAMME (DTIMS)-TECHNICAL REVIEW-PROJECT MANAGEMENT AND ADMIN	4,484.48
EFT13000	14/12/2012	ORICA AUSTRALIA PTY LTD	CHLORINE GAS (920kg DRUM)	2,784.27
EFT13001	14/12/2012	OXTER SERVICES	CEMETERY INVOICING FOR THE FORTNIGHT ENDING 30/11/12 & GRAVE CERTIFICATION FOR RYDER, CWIEK, LAWRENCE & PIDWY SOCKI	6,661.96
EFT13002	14/12/2012	PHONOGRAPHIC PERFORMANCE COMPANY OF AUSTRALIA LTD	FITNESS CLASSES FROM 1/1/2013 TO 31/12/2013 FOR NORTHAM RECREATION CENTRE.	90.00
EFT13003	14/12/2012	PLANNING INSTITUTE AUSTRALIA	PROFESSIONAL MEMBERSHIP FOR WILLIAM BASTON TO PLANNING INSTITUTE OF AUSTRALIA.	946.85
EFT13004	14/12/2012	PORTER CONSULTING ENGINEERS	CLAIM FOR WORK COMPLETED TO 19/11/12 FOR ONGOING DESIGN WORK OF PROPOSED ROAD, ROUNDABOUTS & SERVICE EXTENSION FOR AVON YOUTH & COMMUNITY SERVICES PRECINCT DEVELOPMENT.	16,684.25
EFT13005	14/12/2012	PRESENTATIONS EAST	PREPARING FOR & FACILITATING NORTHAM SOCIAL HARMONY WORKSHOP ON 3/12/12 & 96KM MILEAGE & ACCOMMODATION.	2,264.80
EFT13006	14/12/2012	PROFESSIONAL LOCKSERVICE	REPAIR TO FRONT ENTRY DOOR HINGES & REPLACE DOOR CLOSER AT REC CENTRE. SUPPLY SAMPLE LOCKSETS & ADVISED FITTING ON SOUND SHELL CABINETS AT SOUND SHELL.	1,505.91
EFT13007	14/12/2012	R & JT CONTRACTORS PTY LTD	REPLACEMENT OF WATER METER AT BAKERS HILL STANDPIPE & SERVICE PLC AT GRASS VALLEY STANDPIPE.	2,396.38
EFT13008	14/12/2012	RADIOWEST BROADCASTERS PTY LTD	ADVERTISING FOR MARKETS 2012.	539.00
EFT13009	14/12/2012	RAK ELECTRICS	REPLACE DAMAGED UNI PILLAR NEAR RUNWAY AT NORTHAM AIR FIELD.	671.00
EFT13010	14/12/2012	RED DOT STORES	PURCHASE OF ASSORTED CHRISTMAS DECORATIONS & PRESENTS FOR KILLARA.	233.00
EFT13011	14/12/2012	RM SURVEYS	PROVIDE A CONTOUR SURVEY FOR PARKING BAY AREA ON MITCHELL AVENUE, INCLUDING PLAN PREPARATION.	2,145.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT13012	14/12/2012	ROCLA PIPELINE PRODUCTS	PURCHASE OF X96 PLF218006 1800 PLASTREAM X 6M FOR KING CREEK DRAINAGE	94,160.00
EFT13013	14/12/2012	ROYAL LIFE SAVING SOCIETY WA	X1 TRAINING CLASS FOR JANNETTE SEADGRIM. NORTHAM POOL STAFF.	240.00
EFT13014	14/12/2012	SAFETCARD MARKETING PTY LTD	SAFETCARD MONITORING, RENTAL SAFETCARD & TELSTRA SIM CARD FEES	396.00
EFT13015	14/12/2012	SAI GLOBAL LIMITED	ONLINE RENEWAL BCA + STANDARDS FOR THE NEXT 12 MONTHS	1,895.38
EFT13016	14/12/2012	SGS AUSTRALIA PTY LTD	ASBESTOS ID BUIDING MATERIALS	176.00
EFT13017	14/12/2012	SHANE T SMITH CONTRACTING	HIRE OF EXCAVATOR TO FIND LEAKING PIPE AT WUNDOWIE OVAL ON 14/11/2012	302.50
EFT13018	14/12/2012	SIMPSON, RODNEY JAMES	RATES REFUND FOR ASSESSMENT A1898 227 HYDE DRIVE WUNDOWIE 6560	674.49
EFT13019	14/12/2012	SPECIALISED TREE SERVICE	CUT TO GROUND X1 VERY LARGE SUGAR GUM TREE THAT HAD FALLEN OVER FOOTPATH DURING STRONG WINDS.	1,260.00
EFT13020	14/12/2012	SPIRIT EVENTS & ENTERTAINMENT	YILGARN AVE NORTHAM NEAR THE CARAVAN PARK. PROVISION OF PERFORMERS FOR SHIRE OF NORTHAM	1,265.00
EFT13021	14/12/2012	STATE LIBRARY OF WESTERN AUSTRALIA	CHRISTMAS CAROLS 8/12/2012 (ACCAPELLA PRAISE-CHRISTMAS CARROLL CONCERT)	836.00
EFT13022	14/12/2012	STUART HOPWOOD	PURCHASE OF 152 GIFT BOOKS FOR NORTHAM LIBRARY	62.75
EFT13023	14/12/2012	SWAN CONCRETE PRODUCTS PTY. LTD.	REIMBURSEMENT FOR POLICE CLEARANCE DONE 7/12/2012. PURCHASE OF X1 PICNIC TABLE & DELIVERY FEE FOR MITCHELL AVE INFORMATION BAY	2,090.00
EFT13024	14/12/2012	SWS PAINTING CONTRACTORS	WUNDOWIE HALL - PAINTING OF FRONT FOYER WALLS, CEILING AND DOORS	2,183.00
EFT13025	14/12/2012	THE DOCTOR SHOP	MEDICAL CHARGES FOR RANGER STUART HOPWOOD ON 10/12/2012.	189.20
EFT13026	14/12/2012	THE FARM SHOP	PURCHASE OF X1 2 PART C COUPLER & X1 2" PART F ADAPTOR."	26.07
EFT13027	14/12/2012	TOTAL GREEN RECYCLING	TRANSPORT AND EWASTE RECYCLING FROM OLD QUARRY ROAD LANDFILL SITE	5,421.92
EFT13028	14/12/2012	UHY HAINES NORTON CHARTERED ACCOUNTANTS	AUDIT CERTIFICATION IN RESPECT OF THE STATEMENT OF RECEIPTS & EXPENDITURE PROGRAM FUNDING OF THE RLCIP-SP-NRF & THE STATEMENT OF RECEIPTS & EXPENDITURE OTHER CONTRIBUTIONS FROM 22/6/2009 TO 31/5/2012	4,666.29
EFT13029	14/12/2012	UMBRELLA MULTICULTURAL COMMUNITY CARE	MEALS PROVIDED ON 5/9/12, 3/10/12, 7/11/12 FOR PROVISION OF MULTICULTURAL CENTRE-BASED DAY CARE SERVICES IN NORTHAM.	2,586.00
EFT13030	14/12/2012	VERLINDENS ELECTRICAL SERVICE (WA)	CARRY OUT INSTALLATION OF 200LUX LIGHTS TO OVAL AT NORTHAM RECREATION CENTRE.	29,592.20
EFT13031	14/12/2012	WA HINO SALES & SERVICES	3,000KM FIRST SERVICE ON 1DZK930	676.00

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EFT13032	14/12/2012	WA LIBRARY SUPPLIES	BOOK COVERINGS - WIRE BOOK EASELS - BOOKMADE ADHESIVE	644.00
EFT13033	14/12/2012	WATER DYNAMICS WELSHPOOL	SILICON WIRE JOINERS (ELEC 3M CONN 5-16MM DBR/Y)	194.04
EFT13034	14/12/2012	WEST COAST SYNTHETIC SURFACES	SUPPLY & APPLICATION OF LAYKOLD ACRYLIC TO SURROUNDS AT NORTHAM OUTDOOR COURTS.	6,270.00
EFT13035	14/12/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	ROMAN 11 TRAINING OCTOBER 2012 - SIMON LEE	979.00
EFT13036	14/12/2012	WESTERN LOCKSERVICE	X3 ABLOY CLASSIC PADLOCK & ABLOY REGISTERED KEY FOR BAKERS HILL HALL ORDERED BY DEVELOPMENT SERVICES	582.35
EFT13037	14/12/2012	WESTSIDE FIRE SERVICES	SCHEDULED FEES FOR THE TESTING & INSPECTION OF THE FIRE EQUIPMENT FROM 1/12/12 TO 28/2/13 AT THE NORTHAM RECREATION CENTRE.	214.50
EFT13038	14/12/2012	WHEATBELT SAFETYWEAR	PURCHASE OF WORK PANTS, HI VIS BOMBER JACKET & HI VIS SHIRTS FOR MARK FERNIHOUGH	289.00
EFT13039	14/12/2012	WILD-CARD.ORG	PURCHASE OF ASSORTED CARDS FOR NORTHAM VISITORS CENTRE.	106.70
EFT13040	14/12/2012	WOODLANDS DISTRIBUTORS & AGENCIES	PURCHASE OF X30 WOODLANDS BOLLARD STANDARD TOP 150MMX1200M 3.5KG FOR RUSHTON PARK. X10 RED. X10 BLACK. X10 YELLOW.	2,247.88
EFT13041	14/12/2012	WREN OIL	RECYCLING OF X1 2000L OF WASTE OIL. INKPEN RD WUNDOWIE	490.05
EFT13042	14/12/2012	WUNDOWIE PROGRESS ASSOCIATION	GRANT FOR 2013 WUNDOWIE IRON FESTIVAL 19/5/2013	14,300.00
EFT13043	14/12/2012	YORK BASKETBALL ASSOCIATION INC	KIDSPORT FUNDING FOR BROOKE PICKETT	80.00
EFT13044	20/12/2012	MIDALIA STEEL	PURCHASE OF X14 CORRO ZINCALUME FOR WUNDOWIES OLD FIRE STATION.	775.17
EFT13045	20/12/2012	A&M MEDICAL SERVICES PTY LTD	PURCHASE OF ASSORTED MEDICAL SUPPLIES FOR THE NORTHAM SWIMMING POOL.	179.12
EFT13046	20/12/2012	ADT SECURITY	MONITORING OF BERT HAWKE PAVILION, KILLARA DAY CARE. MORBY COTTAGE, NORTHAM LIBRARY & NORTHAM SWIMMING POOL.	820.88
EFT13047	20/12/2012	ALL-WAYS FOODS	PURCHASE OF ASSORTED CONFECTIONERY & DRINKS FOR NORTHAM SWIMMING POOL.	1,775.20
EFT13048	20/12/2012	ANDY'S PLUMBING SERVICE	REPAIR & REPLACE LEAKING TOILET CISTERN, DIG UP SEWER LINE WITH EXCAVATOR CUT & SEAL LINE AS TO SITE PLAN AT THE WUNDOWIE TOWN HALL.	979.00
EFT13049	20/12/2012	ANTHONY ROSKELL	CLEANING OF LIBRARY & HALL FROM 5/12/12 TO 18/12/12.	250.00
EFT13050	20/12/2012	ATLAS COPCO CONSTRUCTION EQUIPMENT AUSTRALIA	PURCHASE OF X2 V BELTS FOR ENGINEERING SERVICES CC900 DYNAPAC ROLLER	683.17
EFT13051	20/12/2012	AV ENGINEERING PTY LTD	WELD CRACK IN PIVOT ON SHIRE ROAD SWEEPER.	60.50
EFT13052	20/12/2012	AV-SEC SECURITY SERVICES	CALL OUT FEES FOR VISITORS CENTRE 6/11/12, 5/11/12, 7/11/12, 2/11/12.	660.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT13053	20/12/2012	AVON A PARTY	SUPPLY RIDES FOR THE 2012 NORTHAM CHRISTMAS CARNIVAL	2,653.00
EFT13054	20/12/2012	AVON CONCRETE	REPLACE CULVERT TO MULICKINE RD.	12,771.00
EFT13055	20/12/2012	AVON REGION PEST CONTROL	INSPECT & REBAIT RODENT BAIT BOXES AROUND THE TOWN OF SHIRE OF NORTHAM	6,930.00
EFT13056	20/12/2012	AVON VALLEY CONTRACTORS	SUPPLY & DELIVER LOCAL YELLOW SAND TO SOUTHERN BROOK GOLF CLUB.	897.60
EFT13057	20/12/2012	AVON VALLEY MOWER & CHAINSAW CENTRE	PURCHASE OF X20 12 EDGER BLADE MS COMMERCIAL."	370.57
EFT13058	20/12/2012	AVON VALLEY STOCK FEED & GARDEN SUPPLIES	PURCHASE OF X3 20KG AVIARY MIX FOR THE UPKEEP OF WHITE SWANS COLONY.	104.85
EFT13059	20/12/2012	AVON WASTE	SUPPLY OF BULK COMMERCIAL SERVICES, STREET BINS, BULK RECYCLING TOWN BINS, BULK RECYCLING SHIRE BINS, NORTHAM SWIMMING POOL BINS. X1 NEW COMMERCIAL TOWN SERVICE.	21,815.73
EFT13060	20/12/2012	BLACKWELL PLUMBING PTY LTD	UNBLOCK LADIES TOILET SERVICE HOT & COLD IN SHOWER, CHECK URINAL NOT FLUSHING, UNBLOCK DRAIN PIPE VANITY BASIN IN FEMALE TOILET.	452.46
EFT13061	20/12/2012	BLOOMY'S FLORIST	SUPPLY OF FLOWERS FOR M. PLEWS & D. GOBBART.	120.00
EFT13062	20/12/2012	CANCELLED PAYMENT		
EFT13063	20/12/2012	BRONWYN DUNN		
EFT13064	20/12/2012	BURGESS RAWSON (WA) PTY LTD	PURCHASE OF X6 TOURISM HANDTOWELS FOR NORTHAM VISITORS CENTRE.	60.00
EFT13065	20/12/2012	C & D PLANKE & SONS PTY LTD	WATER USAGE FROM 25/7/12 TO 23/1/12 FOR NORTHAM CARAVAN SEWER DUMP.	9.63
EFT13066	20/12/2012	CARLVILLE	HIRE OF BOBCAT, TRUCK & EXCAVATOR FOR 50HRS ON 3&7/12/12 FOR ALMOND AVE DRAINAGE	7,425.00
EFT13067	20/12/2012	CASEY'S CARTAGE CONTRACTORS	RE-INSTATING A DRAIN FOLLOWING STORM DAMAGE TO ALMOND AVENUE FOR THE PERIOD 10/12/2012 TO 14/12/2012	7,425.00
EFT13068	20/12/2012	CONPLANT AUSTRALIA	DELIVERY OF PARTS FOR ENGINEERING SERVICES VOLVO G930 GRADER N.001	71.94
EFT13069	20/12/2012	COURIER AUSTRALIA	HIRE FOR 22 DAYS OF MULTI TYRED ROLLER FROM 1/11/12 TO 30/11/12.	3,993.00
EFT13070	20/12/2012	COVENTRY'S	COURIER AUSTRALIA FEE.	1,113.95
EFT13071	20/12/2012	DEPARTMENT OF FIRE AND EMERGENCY SERVICES	PURCHASE OF X2 JUMPER CLAMPS. X1 CABLE TIES. X1 BOOSTER CABLES FOR ENGINEERING SERVICES.	136.21
EFT13072	20/12/2012	DLR CABINETS	ANNUAL MONITORING FEE FOR WELLINGTON STREET NORTHAM.	1,613.14
EFT13073	20/12/2012	EQUAL ENTERPRISES	ASSORTED REPAIRS ON THE WUNDOWIE KURINGAL UNITS 2,3,6,7 & 8.	11,907.50
EFT13074	20/12/2012	FIRE AND SAFETY WA	GARDEN MAINTENANCE ON 11/12/12 AT NORTHAM VISITORS CENTRE.	221.10
			PURCHASE OF X1 POK TURBOLITE 150 PISTOL GRIP NOZZLE.	1,013.10

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT13075	20/12/2012	FM SURVEYS	AVON HEALTH & EMERGENCY SERVICES PRECINCT SUBDIVISION SURVEY SEARCH, SURROUND SURVEY & MARKING LOTS.	16,419.65
EFT13076	20/12/2012	GALAXY EMBROIDERERY & PRINTING	PURCHASE OF ASSORTED STOCK FOR VISITORS CENTRE.	243.05
EFT13077	20/12/2012	GARY BATT & ASSOCIATES	ARCHITECTURAL SERVICES FOR KILLARA RESPIRE CENTRE.	12,375.00
EFT13078	20/12/2012	GLENN STUART BEVERIDGE	ASBESTOS REMOVAL & PICK UP FROM THE SIDE OF THE ROAD ON THE WAY TO THE TIP.	528.00
EFT13079	20/12/2012	GRAFTON ELECTRICS	CALLOUT FOR POWER CHECK AT CLARKE STREET DAM & CHECK RETIC PUMP AT BERNARD PARK.	1,233.77
EFT13080	20/12/2012	GROVE WESLEY DESIGN ART	PURCHASE OF X1 PRINT 2000 NON LAMINATED STICKERS FOR NORTHAM VISITORS CENTRE	396.00
EFT13081	20/12/2012	HALCYON PROPERTY	SUPPLY OF MARKET RESEARCH FROM 1/11/12 TO 30/11/12 FOR DEVELOPMENT IN NORTHAM TOWN CENTRE.	7,025.77
EFT13082	20/12/2012	HEMA MAPS PTY LTD	PURCHASE OF ASSORTED WESTERN AUSTRALIAN MAPS FOR THE VISITORS CENTRE.	305.74
EFT13083	20/12/2012	HILLS CONCRETE PRODUCTS	PURCHASE OF X1 THICK SLAB FOR AREA DRAINAGE.	2,530.00
EFT13084	20/12/2012	HISLOP AUTO ELECTRICS	REPAIRS TO LIGHTING TOWER IGNITION SWITCH	130.50
EFT13085	20/12/2012	HOST AUTO REPAIRS	SEASONAL SERVICE ON ISUZU, REGO# 1BMR091.	8,225.65
EFT13086	20/12/2012	IMMACU SWEEP	FOOTPATHS SWEEPING IN THE TOWN CBD FROM 2/12/12 TO 8/12/12 & X21 SWEEPING SERVICES IN THE SHIRE OF NORTHAM.	10,692.00
EFT13087	20/12/2012	JE & GE LADYMAN	PURCHASE OF 2KG OF SEAFOOD FOR KILLARA.	26.00
EFT13088	20/12/2012	LEWIS MOTORS	45,000KM SERVICE ON HOLDEN CRUZE	1,004.00
EFT13089	20/12/2012	LO-GO APPOINTMENTS	PERMANENT PLACEMENT FOR STUART HOPWOOD	14,416.22
EFT13090	20/12/2012	LYALL BAY PTY LTD	CONSTRUCTION OF KING CREEK DRAINAGE BASIN & THROSSELL ST TO WELLINGTON ST DRAINAGE NORTHAM	21,341.43
EFT13091	20/12/2012	MACLEAN AND LAWRENCE PTY LTD	CONSULTING ENGINEERING SERVICES FOR HYDRAULIC	5,197.50
EFT13092	20/12/2012	MICHAEL COSTARELLA	ACCOMMODATION FOR ACTING EXECUTIVE MANAGER OF	6,590.00
EFT13093	20/12/2012	NORRISH SERVICE GROUP	SUPPLY OF X6 LABOUR CHARGE WELDING, X2 LABOUR FOR REPAIRS TO ROAD SWEEPER.	693.00
EFT13094	20/12/2012	NORTHAM COURIER SERVICE	SUPPLY OF X3 PALLET DELIVERY TO KILLARA 4/10/12 & 9/10/12.	214.50
EFT13095	20/12/2012	NORTHAM ENGINEERING	REPAIR OF X1 MOWER GUARD N9620	203.50
EFT13096	20/12/2012	NORTHAM HARDWARE	PURCHASE OF X2 SETS OF BUD LIGHTS FOR NORTHAMS CHRISTMAS DECORATIONS.	41.00
EFT13097	20/12/2012	NORTHAM MITRE 10 SOLUTIONS	PURCHASE OF X3 HANDLE BROOM WOODEN, X1 BUCKET MOP ROLL, X3 WINDOW CLEANER, X1 DUST MOP FOR TOWN/LESSER HALL.	347.41
EFT13098	20/12/2012	NORTHAM RAILWAY CAFE	SUPPLY OF X40 ASSORTED SANDWICHES FOR KILLARA STAFF TRAINING DAY.	132.00
EFT13099	20/12/2012	NORTHAM TREE SERVICES	REMOVAL OF X1 LARGE JARRAH TREE AT INKPEN LANDFILL SITE.	198.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
				\$
EFT13100	20/12/2012	OXTER SERVICES	SUPPLY OF X1 HANDTOWELS FOR NORTHAM TOWN HALL.	83.19
EFT13101	20/12/2012	P GILSENAN	WUNDOWIE GARDENING FROM 17/9/2012 TO 31/12/2012.	1,003.00
EFT13102	20/12/2012	PHILLIP BRUCE STEVEN	COURSE FEES FOR EMDs.	2,515.00
EFT13103	20/12/2012	PHOENIX FOUNDRY	SUPPLY OF X1 BLANK PLAQUE FOR ANTHONY CALLEGARI	347.60
EFT13104	20/12/2012	PRETEC CONSULTANTS	SITE INSPECTION AS REQUESTED TO VIEW WALL BASE CONNECTIONS ON 26/11/2012.	880.00
EFT13105	20/12/2012	ROAD AND TRAFFIC SERVICES	SETOUT & INSTALL LINEMARKING INCLUSIVE OF TRAFFIC MANAGEMENT & MOBILISATION TO COATS RD IN BAKERS HILL.	15,111.36
EFT13106	20/12/2012	ROCLA PIPELINE PRODUCTS	PURCHASE OF X12 PLF218006 1800 PLASTREAM X 6M FJ & X1 CARTPLD CARTAGE CHARGE PLASTREAM D RANGE.	46,860.00
EFT13107	20/12/2012	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD	SUPPLY OF AVON ADVOCATE TO NORTHAM VISITORS	19.48
EFT13108	20/12/2012	SCHWEPPE PTY LTD	PURCHASE OF ASSORTED CARTONS OF DRINKS FOR NORTHAM SWIMMING POOL.	989.08
EFT13109	20/12/2012	SECURUS	MONITORING OF SHIRE BUILDING ON BORONIA VENUE FOR THE PERIOD 01/01/2013 TO 31/03/2013	114.40
EFT13110	20/12/2012	SHILLER IMAGES	PURCHASE OF ASSORTED CARDS & PRODUCTS FOR NORTHAM VISITORS CENTRE.	826.23
EFT13111	20/12/2012	SLAV'S CLEANING SERVICE	CLEANING OF VARIOUS SHIRE BUILDINGS & PARKS FOR NOVEMBER 2012.	7,914.13
EFT13112	20/12/2012	SOUTHWEST TRAILERS - SAM (WA) PTY. LTD.	PURCHASE OF X1 T AXLE FLAT TOP BOB CAT TRAILER.	21,021.00
EFT13113	20/12/2012	SQUIRE SANDERS (AU)	NATIVE TITLE CLAIMS: SNC#1 (WAD6006/2003) & SNC#2 (WAD6012/2003)(LOCAL GOVERNMENTS) FROM 21/12/2011 TO 12/12/2012	176.22
EFT13114	20/12/2012	SWS PAINTING CONTRACTORS	PAINTING OF FRONT DOORS, VARNISH INSIDE OF DOORS & PAINT ENTRY FOYER OF MEMORIAL HALL.	3,970.00
EFT13115	20/12/2012	THE PAPER COMPANY OF AUSTRALIA	PURCHASE OF X150 A4 PAPER COPYMATE TRUTONE	676.50
EFT13116	20/12/2012	VALLEY FORD	PURCHASE OF X1 NEW HYUNDAI VELOSTER COUPE 2012. ENGINE# G4FDCU399694. VIN# KMHTC61DVDU119313 FOR SENIOR ENVIRONMENTAL OFFICER.	27,551.00
EFT13117	20/12/2012	VALLEY GRADING	HIRE OF 6WHEEL WATER TRUCK ON 4,5,6,7,11,12,13/12/12 ON SHINGLE HILL RD.	8,668.00
EFT13118	20/12/2012	VERLINDENS ELECTRICAL SERVICE (WA)	ATTEND & REPLACE FAULTY LIGHT SWITCH AT KILLARA DAY RESPIRE CENTRE.	187.77
EFT13119	20/12/2012	WA PISTACHIOS	PURCHASE OF X10 260G TUBS OF PISTACHIOS FOR NORTHAM VISITORS CENTRE.	69.96
EFT13120	20/12/2012	WEST END CONVENIENCE STORE	SUPPLY OF X42 PEOPLE SAVOURIES FOR SOCIAL HARMONY WORKSHOP 3/12/12	562.00
EFT13121	20/12/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	ADVERTISING FOR CASUAL POOL MANAGER	10,124.76
EFT13122	20/12/2012	WHEATBELT OFFICE & BUSINESS MACHINES	PURCHASE OF COPY COST, BLACK FOR NORTHAM VISITORS CENTRE.	518.24

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT DATE	NAME	DESCRIPTION	AMOUNT \$
EFT13123	20/12/2012 WHEATBELT SAFETYWEAR	PURCHASE OF X1 HI VISIBILITY JACKET, X3 HI VISIBILITY SHIRTS, X3 WORK PANTS AND X1 WORK HAT FOR STEPHEN TANNER	396.00
EFT13124	20/12/2012 WILD-CARD.ORG	PURCHASE OF ASSORTED CARDS FOR NORTHAM VISITORS CENTRE.	185.02
EFT13125	20/12/2012 WOODLANDS DISTRIBUTORS & AGENCIES	PURCHASE OF X3 PREMIUM SOIL TESTS & X1 PREMIUM WATER TEST AT WUNDOWIE OVAL	795.30
EFT13126	21/12/2012 BOC LIMITED	3 X DISSOLVED ACETYLENE E SIZE ANNUAL CHARGE FOR THE PERIOD OF 01/09/2012 TO 31/08/2013	1,015.37
EFT13127	21/12/2012 FLAMELESS FIRE AND SAFETY	FIRE EXTINGUISHERS AND EMERGENCY EVACUATION FLOOR PLAN FOR 298 FITZGERALD STREET NORTHAM (OLD SHIRE BUILDING)	2,350.00
EFT13128	21/12/2012 GLENN STUART BEVERIDGE	INSTALLATION OF CHAIN TO TIE DOWN BOLTS AT NORTHAM AIRPORT	3,047.00
EFT13129	21/12/2012 KERBTECH P/L T/A GDR CIVIL CONTRACTING	LEVELLING OF FIRE BREAKS AT NORTHAM AIRPORT	429.00
EFT13130	21/12/2012 PARAGON SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	167.60
EFT13131	21/12/2012 PERTH SECURITY SERVICES	SECURITY STAFF FOR AVON VALLEY CHRISTMAS CARNIVAL 2012	686.84
32035	07/12/2012 AMP LIFE LIMITED	<b>SUB TOTAL EFT MUNICIPAL</b>	<b>579,682.13</b>
32036	07/12/2012 AUSTRALIAN SERVICES UNION	SUPERANNUATION CONTRIBUTIONS	206.06
32037	07/12/2012 CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	68.70
32038	07/12/2012 COMMONWEALTH LIFE PERSONAL SUPERANNUATION FUND (THE FUND)	PAYROLL DEDUCTIONS	205.83
32039	07/12/2012 HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	175.93
32040	07/12/2012 LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	SUPERANNUATION CONTRIBUTIONS	192.08
32041	07/12/2012 RECRUITMENT SUPER	PAYROLL DEDUCTIONS	19.40
32042	07/12/2012 REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	53.79
32043	07/12/2012 SHIRE OF NORTHAM	SUPERANNUATION CONTRIBUTIONS	282.90
32044	07/12/2012 SUPERWRAP	PAYROLL DEDUCTIONS	915.00
32045	07/12/2012 SYNERGY	SUPERANNUATION CONTRIBUTIONS	242.31
32046	07/12/2012 TELSTRA CORPORATION	ELECTRICITY CHARGES FOR ASSORTED PROPERTIES FOR THE PERIOD 12/09/12 TO 12/11/12	1,946.90
32047	07/12/2012 THE INDUSTRY SUPERANNUATION FUND (TISF)	TELEPHONE CHARGES FOR BAKERS HILL BFB	16.81
32048	07/12/2012 WALGS PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	335.65
32049	07/12/2012 WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	25,090.41
32050	14/12/2012 RETRAVISION	SUPERANNUATION CONTRIBUTIONS	554.14
32051	14/12/2012 YAKKA	PURCHASE OF X1 COMMERCIAL URN 10L DESIGN FOR KILLARA DAY CARE & RESPITE CENTRE.	265.00
32052	14/12/2012 3 AUSTRALIA	PURCHASE OF UNIFORMS FOR SHIRE STAFF	1,240.81
		NOVEMBER 3 PHONE BILL FOR BRIGADES & SES	1,067.04

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	\$
32053	14/12/2012	ABNOTE AUSTRALASIA PTY LTD	PURCHASE OF X3000 ELABELS FOR NORTHAM LIBRARY.	-	272.80
32054	14/12/2012	ARTCRAFT PTY LTD	PURCHASE OF ASSORTED GOODS FOR ENGINEERING SERVICES.	-	2,718.10
32055	14/12/2012	AVON FIBRETECH	PURCHASE & INSTALL X6 140M FLOATING ISLAND WITH PLANTS INCLUDED.	-	30,800.00
32056	14/12/2012	AVON VALLEY TRANSPORT	MOWING AT NORTHAM AIRPORT FOR OCTOBER & NOVEMBER 2012	-	1,100.00
32057	14/12/2012	CORAL DAWN FAIRBURN	RATES REFUND FOR ASSESSMENT A14129 2/53 DUKE STREET NORTHAM	-	646.85
32058	14/12/2012	COUPLERS O'CONNOR	PURCHASE OF X1 3 SS 3PIECE BALL VALVE & X1 3" HEX NIPPLE."	-	418.00
32059	14/12/2012	DEPARTMENT FOR COMMUNITIES	NORTHAM VACATION CARE, SERVICE ANNUAL FEE, SMALL 2013.	-	185.00
32060	14/12/2012	ENVISION MEDICAL IMAGING	CHEST X-RAY FOR RODNEY JAMES SIMPSON	-	100.00
32061	14/12/2012	ESMA NELLIE JONES	RATES REFUND FOR ASSESSMENT A12289 3/5 ORD STREET NORTHAM	-	708.19
32062	14/12/2012	FREINDS GARAGE	PROCEED TO SMITH RD TO REPAIR TURBO OIL LEAK ON ROLLER N.1709	-	2,976.60
32063	14/12/2012	GILLIAN PATRICIA MANSFIELD	REIMBURSEMENT OF PETROL TO ATTEND PRESENTATION PERTH, FUEL CARD WAS MISSING AT THE TIME OF PURCHASE.	-	70.03
32064	14/12/2012	GREY STREET SURGERY	PRE EMPLOYMENT MEDICAL FOR MISS KATHRYN MORGAN ON THE 30/11/2012.	-	165.00
32065	14/12/2012	IAN TAPPER	REFUND OF INVALID APPLICATION, AS THE APPLICANT ISNT THE OWNER OF THE LAND.	-	259.00
32066	14/12/2012	JAMES ROSS HITSERT	SUPPLY OF MINI LOADER WITH OPERATOR FOR INSTALLATION OF SOUTHERN BROOK FIRE SHED.	-	31,033.09
32067	14/12/2012	MECKERING ACTION GROUP	EARTHQUAKE POSTCARDS	-	13.00
32068	14/12/2012	NATIONAL AUSTRALIA BANK	DEED OF EASEMENT FOR LOT 34 ON PLAN 2777 WITH CERTIFICATE OF TITLE VOLUME 2135 FOLIO 840.	-	1,125.00
32069	14/12/2012	NATIONAL TRUST OF AUSTRALIA (WA)	PURCHASE OF ASSORTED BOOKS FOR THE NORTHAM VISITORS CENTRE	-	522.04
32070	14/12/2012	NORTHAM BETTA ELECTRICAL	PURCHASE OF X1 MOBILE PHONE COVER & X1 PATCH LEAD BY COMMUNITY SERVICES.	-	40.00
32071	14/12/2012	NORTHAM VOLUNTEER FIRE & RESCUE	HAZARD REDUCTION TO VACANT LAND (25 TAMPLIN ST)	-	1,000.00
32072	14/12/2012	PANDA CHINESE RESTUARANT	CATERING FOR ORDINARY COUNCIL MEETING ON 21/11/2012	-	408.00
32073	14/12/2012	PATRICIA MARGARET VENNER	RATES REFUND FOR ASSESSMENT A541 4649 GREAT EASTERN HIGHWAY BAKERS HILL 6562	-	428.05
32074	14/12/2012	PETTY CASH	PETTY CASH RECOUP FOR KILLARA.	-	415.60
32075	14/12/2012	RAILWAY CAFE	24X ASSORTED SANDWHICHES @ \$3.30 EACH	-	79.20
32076	14/12/2012	TANIA DAVEY	HIRE OF FACE PAINTING 3.5HOURS ON THE 8/12/2012	-	264.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT	\$
32077	14/12/2012	TARGET COUNTRY	PURCHASE OF ASSORTED CHRISTMAS DECORATIONS & PURCHASES	-	487.00
32078	14/12/2012	TELSTRA CORPORATION	TELSTRA CHARGES FOR ASSORTED SHIRE DEPARTMENTS	-	3,205.36
32079	14/12/2012	WA FARM TREES	SUPPLY OF ASSORTED SEEDLINGS TO A2403, A15791, A15789	-	88.00
32080	14/12/2012	WATER CORPORATION	WATER CHARGES FOR RESERVE AT NEWCASTLE RD NORTHAM LOT 28472 RES 32386 FROM 31/7/12 TO 27/11/12. METER# BC1114839	-	13,359.30
32081	20/12/2012	YAKKA	CODEY REDMOND- 2012 UNIFORM ORDER YAKKA S/S SELF STRIPE SHIRT S/S SELF STRIPE SHIRT S/S SHIRT X2 L/S MICRO CHECK TAILORED L/S MICRO CHECK TAILORED X2 CASUAL ZIP FLEECE CASUAL ZIP JACKET	-	85.92
32082	20/12/2012	CLACKLINE PROGRESS ASSOCIATION	TIDY TOWNS AWARD PRIZE MONEY	-	200.00
32083	20/12/2012	DAVID ROSE & ASSOCIATES	ADDITIONAL SITE VISIT FOR KILLARA RESPIRE CENTRE - ELECTRICAL	-	352.00
32084	20/12/2012	HEATH JARROD TRENORDEN	SHIRES CONTRIBUTION TO THE VEHICLE CROSSOVER CONSTRUCTION	-	500.00
32085	20/12/2012	NORTHAM CARAVAN PARK (BEVAN PTY LTD)	ACCOMMODATION FOR STUART HOPWOOD FROM 19/11/12 TO 15/12/12	-	1,679.86
32086	20/12/2012	PETTY CASH	PETTY CASH RECOUP FOR DEPOT	-	84.95
32087	20/12/2012	SHIRE OF NORTHAM	FOOD BUSINESS REGISTRATION HIGH RISK FOR KILLARA	-	276.00
32088	20/12/2012	SYNERGY	ELECTRICITY CHARGES FOR ASSORTED SHIRE PROPERTIES FOR NOVEMBER & DECEMBER 2012	-	22,056.95
32089	20/12/2012	TELSTRA CORPORATION	TELSTRA CHARGES FOR VARIOUS SHIRE DEPARTMENTS & BUILDINGS	-	4,927.90
32090	20/12/2012	WATER CORPORATION	WATER CHARGES FOR ASSORTED SHIRE PROPERTIES FOR THE PERIOD 20/7/12 TO 4/12/12	-	1,023.75
32091	20/12/2012	WESTERN POWER	INSPECTION OF THE CASE IHJXU85 TRACTOR	-	150.35
32092	21/12/2012	HOWLETT'S CELLARBRATIONS	PURCHASE OF ASSORTED ALCOHOL FOR THE SHIRE CHRISTMAS PARTY	-	787.90
32093	21/12/2012	AMP LIFE LIMITED	SUPERANNUATION CONTRIBUTIONS	-	209.51
32094	21/12/2012	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	-	68.70
32095	21/12/2012	AUSTSAFE SUPER	SUPERANNUATION CONTRIBUTIONS	-	119.12
32096	21/12/2012	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	-	205.83
32097	21/12/2012	COMMONWEALTH LIFE PERSONAL SUPERANNUATION FUND (THE FUND)	SUPERANNUATION CONTRIBUTIONS	-	175.93
32098	21/12/2012	HOSTPLUS SUPER	SUPERANNUATION CONTRIBUTIONS	-	192.08
32099	21/12/2012	LOCAL GOVERNMENT AND RACECOURSE EMPLOYEES UNION	PAYROLL DEDUCTIONS	-	38.80
32100	21/12/2012	RECRUITMENT SUPER	SUPERANNUATION CONTRIBUTIONS	-	233.62
32101	21/12/2012	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	-	465.44

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
32102	21/12/2012	ROSEMARY THOMAS	RATES REFUND FOR ASSESSMENT A2057 LOT 75 LOCKYER ROAD CLACKLINE 6564	418.54
32103	21/12/2012	SHIRE OF NORTHAM	PAYROLL DEDUCTIONS	915.00
32104	21/12/2012	SUPERWRAP	SUPERANNUATION CONTRIBUTIONS	242.31
32105	21/12/2012	TELSTRA CORPORATION	TELSTRA ACCOUNT FOR SES FOR THE PERIOD 05/12/2012 TO 04/01/2013	102.51
32106	21/12/2012	THE INDUSTRY SUPERANNUATION FUND (TISF)	SUPERANNUATION CONTRIBUTIONS	177.51
32107	21/12/2012	WALGS PLAN PTY LTD	SUPERANNUATION CONTRIBUTIONS	26,504.11
32108	21/12/2012	WATER CORPORATION	WATER ACCOUNT FOR STANDPIPE AT 3L KEANE ST GRASS VALLEY LOT STANDPIPE FOR THE PERIOD 21/08/2012 TO 14/12/2012	164.70
32109	21/12/2012	WESTSCHEME	SUPERANNUATION CONTRIBUTIONS	600.33
32110	21/12/2012	WILLIAM JOHN BESWICK	RATES REFUND FOR ASSESSMENT A2656 54 REDCOURTE ROAD BAKERS HILL 6562	408.50
DD5157.1	03/12/2012	TENNANT AUSTRALIA	<b>TOTAL CHEQUES MUNICIPAL</b>	<b>189,134.09</b>
DD5211.1	13/12/2012	BANKWEST	LEASE OF CLEANING EQUIPMENT DECEMBER 2012	1,067.00
DD5211.1	13/12/2012	BANKWEST	N HALE MASTERCARD 25TH OCTOBER TO 23 NOVEMBER 2012, RIVERSEDGE CAFE CEO & COUNCILLOR LUNCH, CITY OF FREMANTLE PARKING TICKET, CITY OF FREMANTLE PARKING TICKET, WINDSOR HOTEL CAFE, WILSON PARKING PERTH, SUBARU OSBORNE PARK -CAR SERVICE, GST	512.70
DD5211.1	13/12/2012	BANKWEST	JEAN MCGREADY MASTERCARD 25TH OCTOBER TO 23 NOVEMBER 2012, AUSTRALIAN POST GIFT CARDS - SUE SMITH, SHIRE OF NORTHAM - LICENCE 1DWZ147, GST	2,616.00
DD5211.1	13/12/2012	BANKWEST	DENISE R GOBBART MASTERCARD 25TH OCTOBER TO 23 NOVEMBER 2012, SHIRE OF NORTHAM, CITY OF VINCENT, PAYPAL KEEVLENTER - WHITE CARD TRAINING, CATERING SUBWAY SPORTING CLUB WORKSHOP, WOOLWORTHS - IPAD ITUNES, LIQUOR BARRONS, LIQUOR BARRONS REFER WOOLWORTHS SEPT/OCT, WOOLWORTHS DRINKS, SHIRE OF NORTHAM, SHIRE OF NORTHAM, SHIRE OF NORTHAM, WOOLWORTHS MILK, RIVERSEDGE - SECTION LEADERS MEETING, GST	1,242.10
PAYROLL	04/12/2012	SHIRE OF NORTHAM MAIN PAY RUN	<b>TOTAL DIRECT DEBIT</b>	<b>5,437.80</b>
PAYROLL	18/12/2012	SHIRE OF NORTHAM MAIN PAY RUN	SHIRE OF NORTHAM EMPLOYEES PAYROLL	173,584.38
			SHIRE OF NORTHAM EMPLOYEES PAYROLL	186,596.37
			<b>TOTAL PAYROLL</b>	<b>360,180.75</b>
			<b>TOTAL CHEQUE TRUST</b>	<b>-</b>
			<b>TOTAL CHEQUE MUNICIPAL</b>	<b>-</b>
				<b>10,647.57</b>
				<b>189,134.09</b>

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL JANUARY 2013

CHQ/EFT DATE	NAME	DESCRIPTION	AMOUNT
		TOTAL EFT TRUST	\$ 1,300.00
		TOTAL EFT MUNICIPAL	-\$ 965,309.41
		TOTAL DIRECT DEBIT	-\$ 5,437.80
		TOTAL PAYROLL	-\$ 360,180.75
		TOTAL	-\$ 1,532,009.62

The payment of cheque numbers 32035 to 32110 from Municipal Fund (dated 1<sup>st</sup> December 2012 to 31<sup>st</sup> December 2012), the payment of trust cheque numbers 1697 to 1699 from the Trust Fund and the payment of Electronic Funds Transfer numbers EFT12874 to EFT12887 and EFT12890 to EFT13131 (dated 1<sup>st</sup> December 2012 to 31<sup>st</sup> December 2012). EFT Trust Fund EFT12888 to EFT12889. Direct Debits 5157.1 and 5211.1 have been made in accordance with delegated authority reference number (M/F/F/Regs LGA 1995 S5.42)

Municipal Fund Bank Vouchers 32035 to 32110	\$ 189,134.09
Trust Bank Vouchers 1697 to 1699	\$ 10,647.57
EFT Trust Bank Vouchers EFT12888 to EFT12889	\$ 1,300.00
Municipal Fund Bank Electronic Fund Transfer EFT12874 to EFT12887 and EFT12890 to EFT13131	\$ 965,309.41
Direct Debit Fund Transfer 5157.1 and 5211.1	\$ 5,437.80
Municipal Fund Bank Electronic Fund Transfer Payroll 04/12/2012	\$ 173,584.38
Municipal Fund Bank Electronic Fund Transfer Payroll 18/12/2012	\$ 186,596.37
<b>TOTAL</b>	<b>\$1,532,009.62</b>

CERTIFICATION OF THE PRESIDENT

I hereby certify that this schedule of account covering Vouchers and Electronic Funds Transfer payments as per above and totalling \$1,532,009.62 was submitted to the ordinary Meeting of Council on Wednesday 16<sup>th</sup> January 2013.

\_\_\_\_\_ CERTIFICATION OF THE PRESIDENT

CERTIFICATE OF THE CHIEF EXECUTIVE OFFICER

This schedule of accounts paid covering Vouchers and Electronics Funds Transfer payments as per above and totalling \$1,532,009.62 was submitted to each member of the Council Wednesday 16<sup>th</sup> January 2013, has been checked and is fully supported by vouchers and invoices which are submitted herewith and which have been duly certified as to the receipt of goods and the rendition of services and as to prices, computations and casting and the amounts shown are due for payment.

\_\_\_\_\_ CHIEF EXECUTIVE OFFICER

**13.3.2 FINANCIAL STATEMENTS TO 30 NOVEMBER 2012**

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	2.1.3.4
Officer:	Denise Gobbart / Hitesh Hans
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple
Date:	02 January 2013

**PURPOSE**

The Statement of Financial Activity for the period ending 30 November 2012 is included as a separate attachment to this Agenda and includes the following reports:

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

**RECOMMENDATION/COUNCIL DECISION**

<p><b>Minute No C.1943</b></p> <p><b>Moved: Cr D Hughes</b>  <b>Seconded: Cr R Head</b></p> <p><b>That Council receive the Financial Statements, prepared in accordance with the Local Government (Financial Management) Regulations, for the period ended 30 November 2012.</b></p> <p style="text-align: right;"><b>CARRIED 8/0</b></p>
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**SHIRE OF NORTHAM**  
**MONTHLY STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012**

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**SHIRE OF NORTHAM  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012**

	NOTE	November 2012 Actual \$	November 2012 Y-T-D Budget \$	Projected 2012/13 Budget \$	Variances Actuals to Budget \$	Variances Actual Budget to Y-T-D %
<b>Operating</b>						
<b>Revenues/Sources</b>	8					
Governance		14,185	13,800	33,194	385	2.79%
General Purpose Funding		985,234	941,390	2,967,809	43,844	4.66%
Law, Order, Public Safety		266,132	352,740	846,688	(86,608)	(24.55%)
Health		55,214	84,020	201,668	(28,806)	(34.28%)
Education and Welfare		592,659	1,217,385	2,896,692	(624,726)	(51.32%)
Housing		16,238	19,495	46,811	(3,257)	(16.71%)
Community Amenities		1,264,886	1,280,491	1,825,951	(15,605)	(1.22%)
Recreation and Culture		131,843	398,663	889,083	(266,820)	(66.93%)
Transport		572,475	1,528,161	4,032,592	(955,686)	(62.54%)
Economic Services		488,185	492,220	1,181,513	(4,035)	(0.82%)
Other Property and Services		45,257	28,320	68,000	16,937	59.81%
		<u>4,432,308</u>	<u>6,356,685</u>	<u>14,990,001</u>	<u>(1,924,377)</u>	<u>(30.27%)</u>
<b>(Expenses)/(Applications)</b>	8					
Governance		(355,226)	(405,116)	(856,865)	49,890	12.31%
General Purpose Funding		(80,498)	(102,720)	(296,968)	22,222	21.63%
Law, Order, Public Safety		(430,473)	(507,433)	(1,122,729)	76,960	15.17%
Health		(206,573)	(217,524)	(518,457)	10,951	5.03%
Education and Welfare		(552,490)	(521,643)	(1,249,308)	(30,847)	(5.91%)
Housing		(39,752)	(41,678)	(96,374)	1,926	4.62%
Community Amenities		(1,017,997)	(1,329,530)	(3,186,273)	311,533	23.43%
Recreation & Culture		(1,304,086)	(1,698,609)	(3,951,458)	394,523	23.23%
Transport		(1,903,703)	(1,999,191)	(4,557,277)	95,488	4.78%
Economic Services		(805,574)	(1,097,986)	(2,427,695)	292,412	26.63%
Other Property and Services		(301,234)	(126,183)	(75,993)	(175,051)	(138.73%)
		<u>(6,997,606)</u>	<u>(8,047,613)</u>	<u>(18,339,397)</u>	<u>1,050,007</u>	<u>(13.05%)</u>
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
(Profit)/Loss on Asset Disposals	2	(229,906)	1,187,265	(2,736,495)	(1,417,171)	119.36%
Movement in Accrued Interest		(61,286)	0	0	(61,286)	0.00%
Movement in Accrued Salaries and Wages		(147,156)	0	0	(147,156)	0.00%
Movement in Deferred Pensioner Rates/ESL		0	0	0	0	0.00%
Movement in Employee Benefit Provisions		(144,224)	0	0	(144,224)	0.00%
Depreciation on Assets		1,444,575	1,339,515	3,215,004	105,060	(7.84%)
<b>Capital Revenue and (Expenditure)</b>						
Purchase Land Held for Resale	1	0	0	0	0	0.00%
Purchase Land and Buildings	1	(2,210,892)	(3,512,175)	(8,249,744)	1,301,283	37.05%
Purchase Plant and Equipment	1	(635,138)	(593,500)	(1,444,445)	(41,638)	(7.02%)
Purchase Furniture and Equipment	1	(17,174)	(37,545)	(90,122)	20,371	54.26%
Purchase Bush Fire Equipment	1	(224,322)	(143,150)	(503,139)	(81,172)	(56.70%)
Purchase Playground Equipment	1	0	0	(40,000)	0	0.00%
Purchase Infrastructure Assets - Roads	1	(526,473)	(2,317,855)	(5,629,595)	1,791,382	77.29%
Purchase Infrastructure Assets - Bridges	1	(500,000)	0	(719,000)	(500,000)	0.00%
Purchase Infrastructure Assets - Footpaths	1	0	(111,025)	(266,609)	111,025	100.00%
Purchase Infrastructure Assets - Drainage	1	(405,033)	0	(3,338,943)	(405,033)	0.00%
Purchase Infrastructure Assets - Parks & Ovals	1	(65,061)	(327,475)	(745,996)	262,414	80.13%
Purchase Infrastructure Assets - Airfields	1	(168,241)	(62,915)	(151,000)	(105,326)	(167.41%)
Purchase Infrastructure Assets - Streetscape	1	(335)	(23,835)	(57,206)	23,500	98.59%
Proceeds from Disposal of Assets	2	335,809	1,364,055	3,273,733	(1,028,246)	75.38%
Repayment of Debentures	3	(212,710)	(173,890)	(417,436)	(38,820)	(22.32%)
Proceeds from New Debentures	3	0	0	0	0	0.00%
Self-Supporting Loan Principal Income	3	33,402	33,402	67,798	0	0.00%
Transfers to Restricted Assets (Reserves)	4	(104,844)	(104,844)	(902,198)	0	0.00%
Transfers from Restricted Asset (Reserves)	4	0	0	832,059	0	0.00%
Transfers to Restricted Assets (Other)		0	0	0	0	0.00%
ADD Net Current Assets July 1 B/Fwd	5	13,947,351	13,874,094	13,874,094	73,257	(0.53%)
LESS Net Current Assets Year to Date	5	14,890,114	16,060,384	(17,446)	(1,170,270)	(7.29%)
<b>Amount Raised from Rates</b>	6	<u>(7,347,071)</u>	<u>(7,361,190)</u>	<u>(7,361,190)</u>	<u>14,119</u>	<u>(0.19%)</u>

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

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

	November 2012 Actual \$	2012/13 Budget \$
<b>1. ACQUISITION OF ASSETS</b>		
The following assets have been acquired during the period under review:		
<b><u>By Program</u></b>		
<b>Governance</b>		
Furniture & Office Equipment - Council	7,172.70	15,000
Furniture & Office Equipment - Administration	0.00	48,400
Plant & Equipment - Administration	0.00	51,544
<b>Law, Order &amp; Public Safety</b>		
Cat Impound Area	0.00	20,000
Snr Ranger Vehicle	0.00	28,436
Ranger Vehicle	0.00	28,436
Cattery Equipment	0.00	5,000
Security Camera Bernard Park & Avon Mall	0.00	20,049
Graffiti Removal Trailer	0.00	12,065
Brigade Appliance - Fire Prevention	167,528.43	343,560
Bush Fire Brigade Shed Construction	56,794.05	159,579
<b>Health</b>		
Plant & Equipment - Health Inspection/Admin	24,677.78	87,339
<b>Education &amp; Welfare</b>		
Land & Buildings - Respite Centre Construction	909,221.83	3,429,970
Killara - Bus Replacement	212,876.50	212,625
HNK- Furniture & Equipment	1,998.19	0
HNK- Play Group Building	36,902.50	35,000
<b>Community Amenities</b>		
Generator -Inkpen	0.00	5,000
Senior Planner Vehicle	24,168.91	27,000
Drainage - Yilgarn Avenue Supertowns	0.00	65,936
Drainage - King Creek Supertowns	375,492.99	1,808,331
Drainage - Town Centre Supertowns	0.00	131,872
Drainage - Bernard Park Supertowns	0.00	442,804
Inkpen - Infrastructure Shelter Electricity	160.00	30,000
Cemetery Capital Works	753.71	85,700

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

1. ACQUISITION OF ASSETS (Continued)	November 2012 Actual \$	2012/13 Budget \$
<b><u>By Program (Continued)</u></b>		
<b>Recreation and Culture</b>		
Land & Buildings - Public Halls	1,106.78	114,205
Furniture & Equipment- Public Halls	0.00	10,400
Recreation Centre - Building	0.00	1,364
Recreation Centre - Outdoor Courts	70,970.00	65,281
Recreation Centre - Lighting	167,068.00	154,539
Recreation Centre - Car Parking & Access	17,783.08	50,915
Recreation Centre Manager Utility	26,207.73	28,000
Recreation Centre Generator	0.00	23,000
Furniture & Equipment - Other Recreation	8,002.96	16,322
Skate Park - Lighting	14,744.18	30,000
Outdoor Courts Replace Boundary Fence	229.50	15,000
Seating - Bert Hawke	0.00	4,000
George Nuich Park	42,810.15	45,262
Play Equipment - Jubilee Oval	0.00	20,000
Play Equipment - Wundowie	0.00	20,000
Bakers Hill Oval	2,500.00	298,615
Relocate Scoreboard	0.00	2,000
Jubilee Oval - Install Cricket Pitch	0.00	15,000
Henry Street Oval Fencing	0.00	15,000
Sporting Equipment - Backboards, Nets Etc	0.00	10,000
Outdoor Seating	0.00	3,000
Jubilee Oval Reticulation	4,777.00	30,000
Bernard Park-Water Playground- Supertowns	0.00	278,120
Railway Precinct Upgrade	0.00	306,000

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

1. ACQUISITION OF ASSETS (Continued)	November 2012 Actual \$	2012/13 Budget \$
<b><u>By Program (Continued)</u></b>		
<b>Transport</b>		
Road/Bridge Construction		
- Roadworks - Project Grants	0.00	582,595
- Roadworks - General Construction	127,064.10	948,771
- Roadworks - Special Projects	306,779.77	556,972
- Roadworks - Bridge Construction	500,000.00	719,000
- Roadworks - Blackspot Funding	52,180.99	368,905
Land & Building	7,978.57	2,525,383
Footpath Construction	0.00	266,609
Laneway Construction	0.00	100,000
Infra Development- Super Towns	40,448.30	3,072,352
Plant & Equipment - Road Plant Purchases	323,955.48	689,712
Airport Infrastructure	168,241.18	151,000
<b>Economic Services</b>		
Christmas Decorations	0.00	20,000
Land Building - Visitor Centre	0.00	38,000
Infrastructure - Streetscape	335.11	57,206
Plant & Equipment - Building Control	0.00	53,200
Old Wundowie Fire Station	3,384.63	15,000
Land Purchases - Supertowns	994,041.52	1,255,219
Fees & Charges- Super Town	1,520.91	143,168
Community Bus	0.00	97,956
Project Manager Community Infra Vehicle	23,251.37	35,083
Bakers Hill Water Project	29,540.00	890,000
	<u>4,752,668.90</u>	<u>21,235,800</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

1. ACQUISITION OF ASSETS (Continued)	November 2012 Actual \$	2012/13 Budget \$
<b><u>By Class</u></b>		
Land Held for Resale	0.00	0
Land and Buildings	2,210,891.53	8,249,744
Plant and Equipment	635,137.77	1,444,445
Furniture and Equipment	17,173.85	90,122
Tools	0.00	0
Bush Fire Equipment	224,322.48	503,139
Playground Equipment	0.00	0
Infrastructure Assets - Roads	526,473.16	5,629,595
Infrastructure Assets - Footpaths	0.00	266,609
Infrastructure Assets - Bridges & Culverts	500,000.00	719,000
Infrastructure Assets - Drainage	405,032.99	3,338,943
Infrastructure Assets - Parks & Ovals	65,060.83	785,997
Infrastructure Assets - Airfields	168,241.18	151,000
Infrastructure Assets - Streetscape	335.11	57,206
	4,752,668.90	21,235,800

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

2. DISPOSALS OF ASSETS

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

By Program	Written Down Value		Sale Proceeds		Profit(Loss)	
	November 2012 Actual \$	2012/13 Budget \$	November 2012 Actual \$	2012/13 Budget \$	November 2012 Actual \$	2012/13 Budget \$
<b>Governance</b>						
Councillor Laptop	320.84	0	481.82	0	160.98	0
CEO Vehicle - PN1008-Asset MV1008	0	44,673	0.00	35,000	0.00	(9,673)
EMCS Vehicle-PN0910-Asset 9248	17,854	18,406	22,640.91	23,000	4,786.67	4,594
<b>Law, Order Public Safety</b>						
Snr Ranger Vehicle - PN1010 - Asset MV 1010	0	15,396	0.00	18,000	0.00	2,604
Ranger Vehicle - PN1011-Asset MV 1011	0	15,396	0.00	17,500	0.00	2,104
<b>Health</b>						
EM Dev Vehicle- PN1012-Asset MV1001	0	26,042	0.00	20,000	0.00	(6,042)
SnrEnvironmental Health Vehicle - PN0902 - Asset 9241	0	13,584	0.00	15,000	0.00	1,416
EHO Vehicle- PN1013-Asset MV 1013	16,976	18,658	10,545.45	15,000	(6,430.06)	(3,658)
Lot 310 Wandoo Parade, Wundowie - Asset S404	0	3,848	0.00	35,000	0.00	31,152
<b>Education &amp; Welfare</b>						
Killara - Bus Replacement-P432-Asset 735	0	0	18,000.00	18,000	18,000.00	18,000
<b>Community Amenities</b>						
Senior Planner Vehicle - PN0909- Asset 9245	10,598	12,077	10,909.09	17,000	311.23	4,923
<b>Recreation &amp; Culture</b>						
Recreation Manager Ute - PN0811 - Asset 9211	0	3,008	0.00	12,000	0.00	8,992
Wundowie Yak Lot 311-Asset S222	0	25,253	0.00	200,000	0.00	174,747
<b>Transport</b>						
EM Eng Vehicle-PN0915-Asset 9249	15,520	18,311	18,181.82	21,000	2,661.58	2,689
Isuzu Folcon 2002 - PN008 - Asset S633	4,010	4,754	30,909.09	35,000	26,898.98	30,246
Flocon Body - Asset S450	0	0	0.00	0	0.00	0
Parks & Gardens Supervisor Utility-P5041- Asset 9061	0	0	8,131.36	10,000	8,131.36	10,000
Reticulation Utility - P5043 - Asset 9063	0	0	9,318.18	10,000	9,318.18	10,000
Oval Tractor- P533- Asset 933	0	0	28,045.45	57,000	28,045.45	57,000
PN010 5 Tonne Isuzu Tipper 2007- Asset 9110	0	36,031	0.00	46,000	0.00	9,969
Wundowie Tractor & Loader-PN017 - Asset S590	0	0	0.00	55,000	0.00	55,000
Wudnowie Quad Bike - PN020- Asset S585	0	0	0.00	1,750	0.00	1,750
Construction Supervisor Utility - PN0808 - Asset 9212	1,633	1,633	7,731.82	8,000	6,098.34	6,367
Works Supervisor Utility - PN0817- Asset 9218	5,707	5,707	20,913.64	20,000	15,206.51	14,293
P575 4 tonne Isuzu Tipper 2007 - Asset 9111	0	36,590	0.00	32,000	0.00	(4,590)
P443 John Deere Ride on Mower B9619 2004	0	0	0.00	1,000	0.00	1,000
P450 JD Z Track Ride on Mower 2008- Asset 9109	0	9,020	0.00	3,300	0.00	(5,720)
Shire Depot - Assets 259,260,261,262,266,488	0	98,436	0.00	2,199,183	0.00	2,100,747
<b>Economic Services</b>						
Building Surveyor Vehicle - PN0823 - Asset 9226	0	5,902	0.00	16,000	0.00	10,098
Snr Building Surveyor Vehicle- PN1001- Asset 9254	0	10,867	0.00	15,000	0.00	4,133
PMComInf Vehicle- PN1015- Asset MV1015	0	32,217	0.00	18,000	0.00	(14,217)
Land- Supertowns- Asset 3134	0	81,429	0.00	300,000	0.00	218,571
Land- Supertowns- Asset 3135 Part Asset	33,283	0	150,000.00	0	116,716.79	0
	72,299	537,238	185,326.81	3,273,733	113,028.24	2,736,495

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

2. DISPOSALS OF ASSETS (Continued)

By Class	Written Down Value		Sale Proceeds		Profit(Loss)	
	November 2012 Actual \$	2012/13 Budget \$	November 2012 Actual \$	2012/13 Budget \$	November 2012 Actual \$	2012/13 Budget \$
<b>Land &amp; Buildings</b>						
Lot 310 Wandoo Parade, Wundowie - Asset S404	0.00	3,848	0.00	35,000	0.00	31,152
Wundowie Yak Lot 311- Asset S222	0.00	25,253	0.00	200,000	0.00	174,747
Land- Supertowns- Asset 3134	0.00	81,429	0.00	300,000	0.00	218,571
Land- Supertowns- Asset 3135 Part Asset	33,283.21	0	150,000.00	0	116,716.79	0
Shire Depot - Assets 259,260,261,262,266,488	0.00	98,436	0.00	2,199,183	0.00	2,100,747
<b>Plant &amp; Equipment</b>						
CEO Vehicle - PN1008-Asset MV1008	0.00	44,673	0.00	35,000	0.00	(9,673)
EMCS Vehicle-PN0910-Asset 9248	17,854.24	18,406	22,640.91	23,000	4,786.67	4,594
Snr Ranger Vehicle - PN1010 - Asset MV 1010	0.00	15,396	0.00	18,000	0.00	2,604
Ranger Vehicle - PN1011-Asset MV 1011	0.00	15,396	0.00	17,500	0.00	2,104
EM Dev Vehicle- PN1012-Asset MV1001	0.00	26,042	0.00	20,000	0.00	(6,042)
SnrEnvironmental Health Vehicle - PN0902 - Asset 9241	0.00	13,584	0.00	15,000	0.00	1,416
EHO Vehicle- PN1013-Asset MV 1013	16,975.51	18,658	10,545.45	15,000	(6,430.06)	(3,658)
Killara - Bus Replacement-P432-Asset 735	0.00	0	18,000.00	18,000	18,000.00	18,000
Senior Planner Vehicle - PN0909- Asset 9245	10,597.86	12,077	10,909.09	17,000	311.23	4,923
Recreation Manager Ute - PN0811 - Asset 9211	0.00	3,008	0.00	12,000	0.00	8,992
EM Eng Vehicle-PN0915-Asset 9249	15,520.24	18,311	18,181.82	21,000	2,661.58	2,689
Isuzu Folcon 2002 - PN008 - Asset S633	4,010.11	4,754	30,909.09	35,000	26,898.98	30,246
Flocon Body - Asset S450	0.00	0	0.00	0	0.00	0
Parks & Gardens Supervisor Utility-P5041- Asset 9061	0.00	0	8,131.36	10,000	8,131.36	10,000
Reticulation Utility - P5043 - Asset 9063	0.00	0	9,318.18	10,000	9,318.18	10,000
Oval Tractor- P533- Asset 933	0.00	0	28,045.45	57,000	28,045.45	57,000
PN010 5 Tonne Isuzu Tipper 2007- Asset 9110	0.00	36,031	0.00	46,000	0.00	9,969
Wundowie Tractor & Loader-PN017 - Asset S590	0.00	0	0.00	55,000	0.00	55,000
Wudnowie Quad Bike - PN020- Asset S585	0.00	0	0.00	1,750	0.00	1,750
Construction Supervisor Utility - PN0808 - Asset 9212	1,633.48	1,633	7,731.82	8,000	6,098.34	6,367
Works Supervisor Utility - PN0817- Asset 9218	5,707.13	5,707	20,913.64	20,000	15,206.51	14,293
P575 4 tonne Isuzu Tipper 2007 - Asset 9111	0.00	36,590	0.00	32,000	0.00	(4,590)
P443 John Deere Ride on Mower B9619 2004	0.00	0	0.00	1,000	0.00	1,000
P450 JD Z Track Ride on Mower 2008- Asset 9109	0.00	9,020	0.00	3,300	0.00	(5,720)
Building Surveyor Vehicle - PN0823 - Asset 9226	0.00	5,902	0.00	16,000	0.00	10,098
Snr Building Surveyor Vehicle- PN1001- Asset 9254	0.00	10,867	0.00	15,000	0.00	4,133
PMComInf Vehicle- PN1015- Asset MV1015	0.00	32,217	0.00	18,000	0.00	(14,217)
<b>Furniture &amp; Equipment</b>						
Councillor Laptop	320.84	0	481.82	0	160.98	0
	105,902.62	537,238	335,808.63	3,273,733	229,906.01	2,736,495

**Summary**

Profit on Asset Disposals	229,906.01	2,780,395
Loss on Asset Disposals	0.00	(43,900)
	<u>229,906.01</u>	<u>2,736,495</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

3. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1-Jul-12	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		2012/13 Budget	2012/13 Actual	2012/13 Budget	2012/13 Actual	2012/13 Budget	2012/13 Actual	2012/13 Budget	2012/13 Actual
<b>Governance</b>									
Loan 215 - Admin Office Renovations	139,496	0		24,313	11,954	115,183	127,542	9,039	4,722
<b>Community Amenities</b>									
Loan 210 - River Dredging	22,726	0		5,179	2,550	17,547	20,176	1,313	695
<b>Recreation &amp; Culture</b>									
Loan 206 - Northam Country Club **	254,516	0		33,139	16,327	221,377	238,189	14,633	7,559
Loan 208 - Northam Country Club **	38,038	0		3,949	1,938	34,089	36,100	2,765	1,419
Loan 219 - Northam Bowling Club **	162,244	0		21,149	10,421	141,095	151,823	9,265	4,786
Loan 222 - Northam Trotting Club Building **	79,244	0		9,561	4,716	69,683	74,528	4,199	2,165
Loan 223 - Recreation Facilities	852,134	0		85,628	42,175	766,506	809,959	50,955	26,117
Loan 224 - Recreation Facilities	1,072,113	0		29,926	14,724	1,042,187	1,057,389	69,674	35,075
Loan 226 - Recreation Facilities	400,000	0		11,759	5,804	388,241	394,196	20,888	10,519
<b>Transport</b>									
Loan 221 - Airstrip Upgrade	68,740	0		9,776	4,813	58,964	63,927	4,199	2,174
<b>Economic Services</b>									
Loan 204 - Visitors Centre/Tourist Bureau	5,037	0		5,037	5,037	0	0	225	225
Loan 205 - Visitor Centre Café	8,938	0		8,938	8,938	0	0	292	292
Loan 217 - CBD Streetscape	907,119	0		130,495	64,318	776,624	842,801	50,573	26,216
Loan 218 - CBD Streetscape	108,305	0		14,102	6,948	94,203	101,357	6,227	3,217
Loan 225 - Victoria Oval Purchase	877,183	0		24,485	12,047	852,698	865,136	57,006	28,698
	4,995,833	0		417,436	212,710	4,578,397	4,783,123	301,253	153,879

Note: \*\* indicates self - supporting loans

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

**SHIRE OF NORTHAM**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012**

**3. INFORMATION ON BORROWINGS (Continued)**

(b) New Debentures - 2012/13

The Shire does not propose to raise any new debenture in 2012/13

(c) Unspent Debentures

Council had no unspent debenture funds as at 30 June 2012

(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 2012/13.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

	November 2012 Actual \$	2012/13 Budget \$
<b>4. RESERVES - CASH BACKED</b>		
<b>(a) Aged Accomodation Reserve</b>		
Opening Balance	225,986	225,986
Interest	4,893	10,253
Amount Set Aside / Transfer to Reserve	0	8,399
Amount Used / Transfer from Reserve	0	(12,264)
	<u>230,879</u>	<u>232,374</u>
<b>(b) Employee Liability Reserve</b>		
Opening Balance	520,123	520,123
Interest	11,261	23,599
Amount Set Aside / Transfer to Reserve	0	2,066
Amount Used / Transfer from Reserve	0	0
	<u>531,384</u>	<u>545,788</u>
<b>(c) Housing Reserve</b>		
Opening Balance	215,731	215,731
Interest	4,670	9,788
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>220,401</u>	<u>225,519</u>
<b>(d) Meat Inspection Reserve</b>		
Opening Balance	67,051	67,051
Interest	1,452	3,927
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(22,003)
	<u>68,503</u>	<u>48,975</u>
<b>(e) Office Equipment Reserve</b>		
Opening Balance	117,840	117,840
Interest	2,551	5,347
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>120,391</u>	<u>123,187</u>
<b>(f) Plant &amp; Equipment Reserve</b>		
Opening Balance	736,170	736,170
Interest	15,938	33,401
Amount Set Aside / Transfer to Reserve	0	230,000
Amount Used / Transfer from Reserve	0	(389,662)
	<u>752,108</u>	<u>609,909</u>
<b>(g) Recreation Reserve</b>		
Opening Balance	46,263	46,263
Interest	1,002	2,352
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(48,615)
	<u>47,265</u>	<u>0</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

	November 2012 Actual \$	2012/13 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(h) Road &amp; Bridgeworks Reserve</b>		
Opening Balance	577,577	577,577
Interest	12,505	26,206
Amount Set Aside / Transfer to Reserve	0	20,000
Amount Used / Transfer from Reserve	0	0
	<u>590,082</u>	<u>623,783</u>
<b>(i) Refuse Site Reserve</b>		
Opening Balance	182,887	182,887
Interest	3,960	8,298
Amount Set Aside / Transfer to Reserve	0	20,000
Amount Used / Transfer from Reserve	0	(55,000)
	<u>186,847</u>	<u>156,185</u>
<b>(j) Regional Development Reserve</b>		
Opening Balance	119,017	119,017
Interest	2,577	5,400
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	0
	<u>121,594</u>	<u>129,417</u>
<b>(k) Speedway Reserve</b>		
Opening Balance	119,929	119,929
Interest	2,596	5,441
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>122,525</u>	<u>125,370</u>
<b>(l) Community Bus Replacement Reserve</b>		
Opening Balance	50,493	50,493
Interest	1,093	2,291
Amount Set Aside / Transfer to Reserve	0	10,000
Amount Used / Transfer from Reserve	0	(48,978)
	<u>51,586</u>	<u>13,806</u>
<b>(m) Septage Pond Reserve</b>		
Opening Balance	130,446	130,446
Interest	2,824	5,919
Amount Set Aside / Transfer to Reserve	0	60,000
Amount Used / Transfer from Reserve	0	0
	<u>133,270</u>	<u>196,365</u>
<b>(n) Killara Reserve</b>		
Opening Balance	529,889	487,641
Interest	11,472	9,883
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	(255,537)
	<u>541,361</u>	<u>241,987</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

	November 2012 Actual \$	2012/13 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(o) Stormwater Drainage Projects Reserve</b>		
Opening Balance	6,007	6,007
Interest	130	305
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>6,137</u>	<u>6,312</u>
<b>(p) Recreation and Community Facilities Reserve</b>		
Opening Balance	396,128	396,128
Interest	8,576	17,973
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>404,704</u>	<u>414,101</u>
<b>(q) Administration Office Reserve</b>		
Opening Balance	433,126	433,126
Interest	9,377	19,652
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>442,503</u>	<u>452,778</u>
<b>(r) Council Buildings &amp; Amenities Reserve</b>		
Opening Balance	60,072	60,073
Interest	1,301	2,726
Amount Set Aside / Transfer to Reserve	0	285,000
Amount Used / Transfer from Reserve	0	0
	<u>61,373</u>	<u>347,799</u>
<b>(s) River Town Pool Dredging Reserve</b>		
Opening Balance	158,036	158,036
Interest	3,421	7,170
Amount Set Aside / Transfer to Reserve	0	50,000
Amount Used / Transfer from Reserve	0	0
	<u>161,457</u>	<u>215,206</u>
<b>(t) Parking Facilities Construction Reserve</b>		
Opening Balance	144,916	144,916
Interest	3,137	6,575
Amount Set Aside / Transfer to Reserve	0	0
Amount Used / Transfer from Reserve	0	0
	<u>148,053</u>	<u>151,491</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

	November 2012 Actual \$	2012/13 Budget \$
<b>4. RESERVES - CASH BACKED (Continued)</b>		
<b>(u) Art Collection Reserve</b>		
Opening Balance	5,007	5,007
Interest	108	227
Amount Set Aside / Transfer to Reserve	0	5,000
Amount Used / Transfer from Reserve	0	0
	<u>5,115</u>	<u>10,234</u>
<b>Total Cash Backed Reserves</b>	<u><u>4,947,539</u></u>	<u><u>4,870,586</u></u>
 Total Interest	 104,844	 206,733

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

**Summary of Transfers to Cash Backed Reserves**

<b>Transfers to Reserves</b>		
Aged Accommodation Reserve	4,893	18,652
Employee Liability Reserve	11,261	25,665
Housing Reserve	4,670	9,788
Meat Inspection Reserve	1,452	3,927
Office Equipment Reserve	2,551	5,347
Plant & Equipment Reserve	15,938	263,401
Recreation Reserve	1,002	2,352
Road & Bridgeworks Reserve	12,505	46,206
Refuse Site Reserve	3,960	28,298
Regional Development Reserve	2,577	10,400
Speedway Reserve	2,596	5,441
Community Bus Replacement Reserve	1,093	12,291
Septage Pond Reserve	2,824	65,919
Killara Reserve	11,472	9,883
Stormwater Drainage Projects Reserve	130	305
Recreation and Community Facilities Reserve	8,576	17,973
Administration Office Reserve	9,377	19,652
Council Buildings & Amenities Reserve	1,301	287,726
River Town Pool Dredging Reserve	3,421	57,170
Parking Facilities Construction Reserve	3,137	6,575
Art Collection Reserve	108	5,000
	<u>104,844</u>	<u>901,971</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

	November 2012 Actual \$	2012/13 Budget \$
<b>4. RESERVES (Continued)</b>		
<b>Summary of Transfers to Cash Backed Reserves</b>		
<b>Transfers from Reserves</b>		
Aged Accommodation Reserve	0	(12,264)
Employee Liability Reserve	0	0
Housing Reserve	0	0
Meat Inspection Reserve	0	(22,003)
Office Equipment Reserve	0	0
Plant & Equipment Reserve	0	(389,662)
Recreation Reserve	0	(48,615)
Road & Bridgeworks Reserve	0	0
Refuse Site Reserve	0	(55,000)
Regional Development Reserve	0	0
Speedway Reserve	0	0
Community Bus Replacement Reserve	0	(48,978)
Septage Pond Reserve	0	0
Killara Reserve	0	(255,537)
Stormwater Drainage Projects Reserve	0	0
Recreation and Community Facilities Reserve	0	0
Administration Office Reserve	0	0
Council Buildings & Amenities Reserve	0	0
River Town Pool Dredging Reserve	0	0
Parking Facilities Construction Reserve	0	0
Art Collection Reserve	0	0
	<u>0</u>	<u>(832,059)</u>
<b>Total Transfer to/(from) Reserves</b>	<u>104,844</u>	<u>69,912</u>

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

**Aged Accommodation Reserve**

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

**Employee Liability Reserve**

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

**Housing Reserve**

Reserve established for future construction of Community Housing in Wundowie

**Meat Inspection Reserve**

Provision for possible future losses in meat inspection operations in the event of abattoir closure. Further transfers to and from this reserve account are anticipated to balance the meat inspection operation.

## SHIRE OF NORTHAM

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

## 4. RESERVES (Continued)

**Office Equipment Reserve**

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

**Plant & Equipment Reserve**

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

**Recreation Reserve**

Development and improvement of recreation and sporting facilities within the Shire of Northam. It is anticipated that this reserve will be fully utilised in 2012/2013.

**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 works required at the Northam Speedway site on Fox Road Northam. No date has been specified for the use of this Reserve.

**Community Bus Replacement Reserve**

Purpose - To provide funds for future replacement of the Shire of Northam Community Bus. Funds are not expected to be used in a set period as further transfers to the reserve account are anticipated.

**Septic Pond Reserve**

Purpose - To provide 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.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

4. RESERVES (Continued)

**Recreation and Community Facilities Reserve**

Purpose - To provide funds 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 sporting 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 are 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 are not expected to be used in a set period as further transfer to the reserve account are anticipated.

**Parking Facilities Construction Reserve**

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

**Art Collection Reserve**

Purpose - Provision for the care and maintenance of the Shire of Northam's art collection. Funds are not expected to be used in a set period as further transfer to the reserve account are anticipated.

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

	November 2012 Actual \$	2011/12 Financial Report \$	2012/13 Budget \$
<b>5. NET CURRENT ASSETS</b>			
<b>Composition of Estimated Net Current Asset Position</b>			
<b>CURRENT ASSETS</b>			
Cash - Unrestricted	9,033,215	10,328,653	137,560
Cash - Restricted Unspent Grants	4,158,188	3,176,837	0
Cash - Restricted Unspent Loans	0	879,776	0
Cash - Restricted Reserves	4,947,539	4,842,694	4,910,954
Rates - Current	2,244,020	595,065	0
Sundry Debtors	526,380	1,120,905	1,097,312
Provision for Doubtful Debts	(47,920)	(47,920)	0
Pensioners Rates Rebate	29,725	16,027	0
GST Receivable	171,625	0	0
Accrued Income/Prepayments	0	34,789	0
Inventories	0	36,733	40,000
	<u>21,062,772</u>	<u>20,983,559</u>	<u>6,185,826</u>
<b>LESS: CURRENT LIABILITIES</b>			
Sundry Creditors	(1,046,661)	(1,331,068)	(1,292,318)
Rates Income in Advance	(44,848)	0	0
GST Payable	(56,947)	0	0
Payroll Creditors	0	0	0
Accrued Expenditure	0	0	0
Withholding Tax Payable	0	0	0
Payg Payable	(76,623)	(862,446)	0
Other Payables	(40)	0	0
	<u>(1,225,119)</u>	<u>(2,193,514)</u>	<u>(1,292,318)</u>
<b>NET CURRENT ASSET POSITION</b>	19,837,653	18,790,045	4,893,508
Less: Cash - Reserves - Restricted	(4,947,539)	(4,842,694)	(4,910,954)
Less: Cash - Unspent Grants - Restricted	0	0	0
<b>ESTIMATED SURPLUS/(DEFICIENCY) C/FWD</b>	<u>14,890,114</u>	<u>13,947,351</u>	<u>(17,446)</u>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

6. RATING INFORMATION

RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2012/13 Rate Revenue \$	2012/13 Interim Rates \$	2012/13 Back Rates \$	2012/13 Total Revenue \$	2012/13 Budget \$
<b>General Rate</b>								
00 Non-Rateable	0.0000	632	1,600,818	0	0	0	0	0
01 GRV-Northam Town Gen	9.1472	2,866	35,645,010	3,260,521	3,639	(133)	3,264,027	3,281,621
02 GRV-Northam Town Diff	10.3056	248	11,266,476	1,161,078	3,262	(4,462)	1,159,878	1,162,178
05 Agricultural Local	0.4475	472	165,772,000	741,831	2,130	(133)	743,828	747,931
06 Agricultural Regional	0.3615	217	126,948,000	458,918	(650)	2,573	460,841	465,018
07 Rural Small Holdings	0.5389	523	96,897,000	522,178	16,169	1,249	539,596	523,778
08 Springhill (Landuse)	0.5300	1	278,000	1,473	0	0	1,473	1,473
09 Princes (Landuse)	2.5200	1	145,000	3,654	0	0	3,654	3,654
10 Solfarme (Landuse)	1.2150	1	347,000	4,216	0	0	4,216	4,216
11 Bennie (Landuse)	0.8920	1	184,000	1,647	0	0	1,647	1,647
12 CSR (Landuse)	1.4137	1	308,000	4,354	0	0	4,354	4,354
<b>Sub-Totals</b>		4,963	439,391,304	6,159,870	24,550	(906)	6,183,514	6,195,870
<b>Minimum Rates</b>								
01 GRV-Northam Town Gen	760.00	1,015	4,720,781	771,400	0	0	771,400	771,400
02 GRV-Northam Town Diff	760.00	43	176,368	32,680	0	0	32,680	32,680
05 Agricultural Local	760.00	161	14,546,814	121,600	0	0	121,600	122,360
06 Agricultural Regional	760.00	191	24,658,400	145,160	0	0	145,160	145,160
07 Rural Small Holdings	760.00	107	13,820,000	81,320	0	0	81,320	81,320
<b>Sub-Totals</b>		1,517	57,922,363	1,152,160	0	0	1,152,160	1,152,920
Less Rates Written Off							7,335,674	7,348,790
							(38)	0
Ex-Gratia Rates							7,335,636	7,348,790
<b>Totals</b>							12,336	12,400
							7,347,972	7,361,190

**SHIRE OF NORTHAM**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012**

**6. RATING INFORMATION - 2012/13 FINANCIAL YEAR (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 2012/13 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

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

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

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

7. TRUST FUNDS

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

Detail	Balance 01-Jul-12 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
Facilities - Bonds	1,480	2,350	(1,900)	1,930
Town Hall Bond	1,800	2,500	(4,000)	300
Lesser Hall Bond	1,900	0	0	1,900
Builders Reg Board Levy	1,256	17,171	(14,547)	3,880
Footpath/Kerbing Deposit	95,000	13,000	(25,000)	83,000
Retentions	62,095	0	0	62,095
Sundry Trust	8,310	0	0	8,310
Building & Construction (BCITF)	1,875	30,241	(25,391)	6,725
Standpipe Key	5,650	100	(100)	5,650
Resited Dwellings	8,700	0	0	8,700
Deposits-Extractive Industries	247,980	3,707	0	251,687
Other	20,943	0	(500)	20,443
Other - Rental Bond	600	0	(200)	400
POS - Cash in Lieu	211,691	4,495	0	216,186
Bonds - Building	47,500	0	(3,500)	44,000
Crossovers - Bond	67,392	4,500	(4,000)	67,892
Bonds - Animal Traps	150	255	(300)	105
Public Recreation Reserve - Northam	0	50	0	50
				0
	784,322	78,369	(79,438)	783,253

## SHIRE OF NORTHAM

## NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

## 8. OPERATING STATEMENT

	November		
	2012	2012/13	2011/12
	Actual	Budget	Actual
	\$	\$	\$
<b>OPERATING REVENUES</b>			
Governance	14,185	33,194	175,335
General Purpose Funding	8,333,206	10,328,999	11,207,619
Law, Order, Public Safety	266,132	846,688	294,592
Health	55,214	201,668	132,580
Education and Welfare	592,659	2,896,692	1,314,157
Housing	16,238	46,811	42,573
Community Amenities	1,264,886	1,825,951	10,897,349
Recreation and Culture	131,843	889,083	693,448
Transport	572,475	4,032,592	1,653,274
Economic Services	488,185	1,181,513	534,552
Other Property and Services	45,257	68,000	427,927
<b>TOTAL OPERATING REVENUE</b>	<b>11,780,280</b>	<b>22,351,191</b>	<b>27,373,406</b>
<b>OPERATING EXPENSES</b>			
Governance	355,226	856,865	732,581
General Purpose Funding	80,498	296,968	258,030
Law, Order, Public Safety	430,473	1,122,729	886,221
Health	206,573	518,457	485,302
Education and Welfare	552,490	1,249,308	1,079,514
Housing	39,752	96,374	81,991
Community Amenities	1,017,997	3,186,273	2,880,411
Recreation & Culture	1,304,086	3,951,458	3,249,218
Transport	1,903,703	4,557,277	4,674,745
Economic Services	805,574	2,427,695	1,966,287
Other Property and Services	301,234	75,993	283,869
<b>TOTAL OPERATING EXPENSE</b>	<b>6,997,606</b>	<b>18,339,397</b>	<b>16,578,169</b>
<b>CHANGE IN NET ASSETS</b>			
<b>RESULTING FROM OPERATIONS</b>	<b>4,782,674</b>	<b>4,011,794</b>	<b>10,795,237</b>

SHIRE OF NORTHAM

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012

9. BALANCE SHEET

	November 2012 Actual \$	2011/12 Actual \$
<b>CURRENT ASSETS</b>		
Cash Assets	18,138,942	19,227,960
Receivables	2,991,628	1,997,550
Inventories	<u>0</u>	<u>36,732</u>
<b>TOTAL CURRENT ASSETS</b>	<u>21,130,570</u>	<u>21,262,242</u>
<b>NON-CURRENT ASSETS</b>		
Receivables	776,253	745,720
Inventories	917,401	917,401
Property, Plant and Equipment	26,667,811	24,259,971
Infrastructure	<u>39,670,589</u>	<u>38,872,382</u>
<b>TOTAL NON-CURRENT ASSETS</b>	<u>68,032,054</u>	<u>64,795,474</u>
<b>TOTAL ASSETS</b>	<u>89,162,624</u>	<u>86,057,716</u>
<b>CURRENT LIABILITIES</b>		
Payables	1,225,120	2,548,906
Interest-bearing Liabilities	204,724	414,480
Provisions	<u>529,806</u>	<u>674,030</u>
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,959,650</u>	<u>3,637,416</u>
<b>NON-CURRENT LIABILITIES</b>		
Interest-bearing Liabilities	4,578,399	4,578,399
Provisions	<u>107,859</u>	<u>107,859</u>
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>4,686,258</u>	<u>4,686,258</u>
<b>TOTAL LIABILITIES</b>	<u>6,645,908</u>	<u>8,323,674</u>
<b>NET ASSETS</b>	<u>82,516,716</u>	<u>77,734,042</u>
<b>EQUITY</b>		
Retained Surplus	77,569,177	72,891,348
Reserves - Cash Backed	4,947,539	4,842,694
Reserves - Asset Revaluation	<u>0</u>	<u>0</u>
<b>TOTAL EQUITY</b>	<u>82,516,716</u>	<u>77,734,042</u>

**SHIRE OF NORTHAM**

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**

**FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012**

**10. FINANCIAL RATIO**

	<b>2012 YTD</b>	<b>2011</b>	<b>2010</b>	<b>2009</b>
Current Ratio	8.42	1.53	2.23	1.69

The above rates are calculated as follows:

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

**SHIRE OF NORTHAM**  
**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD 1 JULY TO 30 NOVEMBER 2012**

**11. Material Variances Notes**

NOTE	YTD 2012 Actual \$	YTD 2012 Y-T-D Budget \$	2012/13 Budget \$	Variances Actuals to Budget \$	Variances Budget to Actual Y-T-D %	(Variance of 10% or above \$20,000 considered Material)
8						
<b>Revenues/Sources</b>						
Governance	14,185	13,800	33,194	385	2.79%	Reversal of Accruals on 1 July 2012
General Purpose Funding	985,234	941,390	2,967,809	43,844	4.66%	
Law, Order, Public Safety	266,132	352,740	846,688	(86,608)	(24.55%)	Timing of the income - income expected to be within budget
Health	55,214	84,020	201,668	(28,806)	(34.28%)	Timing of the income - income expected to be within budget
Education and Welfare	592,659	1,217,385	2,896,692	(624,726)	(51.32%)	Grant money received in advance
Housing	16,238	19,485	46,811	(3,257)	(16.71%)	
Community Amenities	1,264,886	1,280,491	1,825,951	(15,605)	(1.22%)	
Recreation and Culture	131,843	398,663	889,083	(266,820)	(66.93%)	Timing of the income - income expected to be within budget
Transport	572,475	1,528,161	4,032,592	(955,686)	(62.54%)	Timing of the income - income expected to be within budget
Economic Services	488,185	492,220	1,181,513	(4,035)	(0.82%)	
Other Property and Services	45,257	28,320	68,000	16,937	59.81%	
	4,432,308	6,356,685	14,990,001	(1,924,377)	(30.27%)	
<b>(Expenses)/(Applications)</b>						
8						
Governance	(355,226)	(405,116)	(856,865)	49,890	(12.31%)	Timing of the expenditure
General Purpose Funding	(80,498)	(102,720)	(296,968)	22,222	(21.63%)	Timing of the expenditure
Law, Order, Public Safety	(430,473)	(507,433)	(1,122,729)	76,960	(15.17%)	Timing of the expenditure
Health	(206,573)	(217,524)	(518,457)	10,951	(5.03%)	
Education and Welfare	(552,490)	(521,643)	(1,249,308)	(30,847)	5.91%	
Housing	(39,752)	(41,678)	(96,374)	1,926	(4.62%)	
Community Amenities	(1,017,997)	(1,329,530)	(3,186,273)	311,533	(23.43%)	Timing of the expenditure
Recreation & Culture	(1,304,086)	(1,698,609)	(3,951,458)	394,523	(23.23%)	Timing of the expenditure
Transport	(1,903,703)	(1,999,191)	(4,557,277)	95,488	(4.75%)	Timing of the expenditure. Additional \$55,910 in Depot Site Testing Peel St
Economic Services	(805,574)	(1,097,986)	(2,427,695)	292,412	(26.63%)	Timing of the expenditure
Other Property and Services	(301,234)	(126,183)	(75,993)	(175,051)	138.73%	Timing of the expenditure
	(6,997,606)	(8,047,613)	(18,339,397)	1,050,007	(13.05%)	

NOTE	YTD 2012 Actual \$	YTD 2012 Y-T-D Budget \$	2012/13 Budget \$	Variations Actuals to Budget \$	Variations Budget to Actual Y-T-D %	(Variance of 10% or above \$20,000 considered Material)
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>						
2	(228,906)	1,187,265	(2,736,495)	(1,417,171)	(119.36%)	Assets not disposed
	(61,286)	0	0	(61,286)		
	(147,156)	0	0	(147,156)		
	0	0	0	0		
	(144,224)	0	0	(144,224)		
	1,444,575	1,339,515	3,215,004	105,060	7.84%	Actual depreciation higher than anticipated.
<b>Capital Revenue and (Expenditure)</b>						
1	0	0	0	0		
1	(2,210,892)	(3,512,175)	(8,249,744)	1,301,283	(37.05%)	Timing of capital expenditure
1	(635,138)	(583,500)	(1,444,445)	(41,638)	7.02%	Timing of capital expenditure
1	(17,174)	(37,545)	(90,122)	20,371	(54.28%)	Timing of capital expenditure
1	(224,322)	(143,150)	(503,139)	(81,172)	56.70%	Timing of capital expenditure
1	0	0	(40,000)	0		
1	(528,473)	(2,317,855)	(5,628,585)	1,791,382	(77.29%)	Timing of capital expenditure
1	(500,000)	(719,000)	(719,000)	219,000	(30.46%)	Timing of capital expenditure
1	0	(111,025)	(266,609)	111,025	(100.00%)	Timing of capital expenditure
1	(405,033)	0	(3,338,943)	(405,033)		
1	(65,061)	(327,475)	(745,997)	262,414	(80.13%)	Timing of capital expenditure
1	(168,241)	(62,915)	(151,000)	(105,326)	167.41%	Timing of capital expenditure
1	(335)	(23,835)	(57,206)	23,500	(98.59%)	Timing of capital expenditure
2	335,809	1,364,055	3,273,733	(1,028,246)	(75.38%)	Assets not disposed
3	(212,710)	(173,890)	(417,436)	(38,820)	22.32%	
3	0	0	0	0		
3	33,402	33,402	67,798	0	0.00%	
4	(104,844)	(104,844)	(902,198)	0	0.00%	
4	0	0	832,059	0		
5	13,947,351	13,874,094	13,874,094	73,257	0.53%	
5	14,890,114	16,060,384	(17,446)	(1,170,270)	(7.29%)	
6	(7,347,071)	(7,361,190)	(7,361,191)	14,119	(0.19%)	
<b>Amount Raised from Rates</b>						

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

### 13.4. COMMUNITY SERVICES

**13.4.1 FEES & CHARGES FOR TOURS**

Name of Applicant:	Shire of Northam
Location / Address:	2 Grey Street, Northam
File Ref:	8.2.8.2
Officer:	Margaret Rowles /Jean McGready
Policy/Legislation:	Fees and Charges 2012/13
Voting:	Absolute Majority
Date:	02/12/2012

**PURPOSE**

Council is requested to consider the introduction of revised and additional fees and charges pertaining to provision of walking and bus tours offered by the Shire of Northam.

**BACKGROUND**

The Shire of Northam is introducing a range of guided tours as a service to be delivered by the Northam Visitor Centre. These tours are aimed at both local residents and visitors to enhance their experience and knowledge of the region's cultural and environmental history.

To date the Shire of Northam has conducted three tours for which content has been developed with assistance from the Northam Historical Society, the Northam Environmental Society, local historians and Aboriginal Elders. These tours are being marketed under the banner of Bilya Biddi Tours and have been led by volunteers and Visitor Centre staff.

The inaugural walking and bus tours were offered free of charge and these were well attended, with feedback received from participants being very positive. An evening cemetery tour has also been trialled, and at a fee of \$15 per participant this tour was booked out. Following the cemetery tour participants attended a dinner at a local hotel, providing further opportunity to learn about and share stories of the region's history.

The duration for future tours is planned to be between an hour and a half to two hours, and will be dependent on group size, tour guide, questions and walking speed of the group (for walking tours).

Current fees are set in the Shire of Northam 2012/13 Fees and Charges for individuals or groups to participate in bus tours only. There are no fees included for participation in walking tours or for the provision of a tour guide for group bookings when the group provides its own bus transport.

There is also opportunity to value add the tours through partnering with hospitality providers to offer package deals for tours with refreshments, meals and/or accommodation. This would provide an enriched experience for tour participants,

enhance marketing opportunities and contribute to the tourism multiplier effect for the benefit the local economy.

The Shire of Northam 2012/13 Fees and Charges provides for charging for bus tours are as follows:

- Bus tour \$15 / head
- Bus tour (10 or more) including morning/afternoon tea \$12 / head

The setting of fees to enable discounts for group bookings and guides for commercial bus tours is predicted to result in a greater number of bookings. The capacity for the Visitor Centre to offer packages for tours with accommodation / meals (on a commission basis) is likely to also increase the volume of bookings.

It is proposed that the following fees be set:

- Bus tour \$15 / head
- Bus tour (group 15 or more) \$12 / head
- Walking Tour \$12 / head
- Walking Tour (group 10 or more) \$100 / tour
- Guide only for bus groups \$100 / tour
- Accommodation / refreshments / meals commission 11%

## STATUTORY REQUIREMENTS

Section 6.16 of the Local Government Act 1995 allows local governments to set fees and charges for a service it provides:

### *1.1.2.1.5.6.16. Imposition of fees and charges*

*(1) A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

*\* Absolute majority required.*

*(3) Fees and charges are to be imposed when adopting the annual budget but may be —*

*(a) imposed\* during a financial year; and*

*(b) amended\* from time to time during a financial year.*

*\* Absolute majority required.*

Section 6.19 stipulates that a local government must advertise proposed fees or charges prior to their introduction:

### *1.1.2.1.6.6.19. Local government to give notice of fees and charges*

*If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —*

*(a) its intention to do so; and*

*(b) the date from which it is proposed the fees or charges will be imposed.*

## **BUDGET IMPLICATIONS**

The Shire of Northam 2012/13 Budget has an expenditure allocation of \$5,000 for bus tours, comprising of \$3,000 for promotion and \$2,000 for vehicle expenses.

The Budget also indicates anticipated revenue of \$15,000 from the bus tour bookings. It is unlikely that this revenue will be achieved this financial year, given the requirement for the development of the tours and their promotion. However with flexibility to provide group discounts and packages, together with more intensive tour promotions it is anticipated that the budgeted returns will be achievable in future years.

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

The Shire of Northam's Plan for the Future, in reference to Building our Community aims to facilitate a wide range of social and cultural experiences, as well as promoting caring for the environment.

Key Result Area: Building Our Community

Outcomes:

- Foster community pride and a sense of place
- Celebrate our cultural diversity
- Provide for active and passive recreation needs
- Identify and action heritage matters

Key Result Area: Developing our Shire

Outcomes:

- Promote opportunities for investment within the Shire
- Define our role and involvement economic development and marketing

## **OFFICERS COMMENTS**

The setting of distinct fees for walking and bus tours, including group and bus group discounts, will more realistically reflect cost recovery and will assist in attracting tour participants.

By being able to provide tour / meal / accommodation packages the Northam Visitor Centre is able to offer an enhanced visitor experience and assist in the expansion of the tourism industry by encouraging visitors to extend their stay in Northam and surrounds.

Destination based guided walking and bus tours are available in Perth and Fremantle, as well as some specific regional attractions. The fees proposed for the Bilya Bidi Tours offered by the Northam Visitor Centre are considerably cheaper than those offered at other locations, and should be reviewed once the tours are better established and customer demand determined.

## **RECOMMENDATION / COUNCIL DECISION**

**Minute No C.1941**

**Moved: Cr D Hughes**  
**Seconded: Cr A Llewellyn**

**That Council:**

- 1. Remove the following fees and charges in the 2012/13 Budget for Visitor Servicing:**

**Bus Tours:**

- **Bus tour \$15 / head**
- **Bus tour (10 or more) including morning/afternoon tea \$12 / head**

- 2. Insert the following fees and charges in the 2012/13 Budget for Visitor Servicing:**

**Tours and Tour Packages**

- **Bus tour \$15 / head**
- **Bus tour (group 15 or more) \$12 / head**
- **Walking Tour \$12 / head**
- **Walking Tour (group 10 or more) \$100 / tour**
- **Guide only for bus groups \$100 / tour**
- **Accommodation / refreshments / meals commission 11%**

- 3. Advertise the proposed changes/additional fees and charges in accordance to the requirements of the Local Government Act 1995.**

**CARRIED 8/0**

**13.4.2 WUNDOWIE COMMUNITY RESOURCE CENTRE**

Name of Applicant:	Internal Report
Name of Owner:	Shire of Northam
File Ref:	1.3.1.1
Officer:	Jean Mcgready
Officer Interest:	Nil
Policy:	Nil
Voting:	Simple
Date:	02 January 2013

**PURPOSE**

To seek Council support for an application to be sent to the Department of Regional Development and Lands (DRDL) to re-establish a Community Resource Centre in Wundowie.

**BACKGROUND**

A Community Resource Centre (CRC) is an important facility that provides access to government and non-government services and information for people living and working in Western Australian regional communities. They also typically provide access to a range of services and technology including computers, the Internet, education and training opportunities, videoconferencing, online banking and bill paying.

For some years, Wundowie had a CRC that was managed by the Wundowie Community Resource Inc. Association. The affairs of the Association were managed by a Committee of Management and approximately two years ago they recruited a person who was employed to coordinate the operations of the centre as well as the financial management and record-keeping in relation to Grant acquittals submitted to the DRDL.

Following an audit by the Department in July/August 2012, it was determined that the Association lacked the capacity to continue managing the Centre hence the decision was made to cancel the Financial Assistance Agreement with the Association. Subsequent meetings held by the Committee resulted in an agreement that (due to increasing legislative requirements and bureaucracy) it would be practical to cease and they are now currently winding down their Business and deregistering the "Wundowie Community Resource Centre business name".

**BUDGET IMPLICATIONS**

If the Shire was successful in its Application to re-establish the Resource Centre, the Business will not start operating fully until the new financial year therefore it will not have any effect on the current budget. That said, it is predicted that there will not be excessive additional costs to Council as the grants received (assuming the Application is successful) would cover operational and staff costs and the programs would be provided on a cost recovery basis. The building maintenance and operational cost of the library

are already met by the Shire and as it is planned to have both the library and the resource centre run together there will not be additional costs except an extra internet and fax connection. These costs may be recoverable from customers depending again on programs planned therefore the 2013/14 draft budget for Wundowie Library be planned assuming that the Application to the Dept. will have a positive outcome.

## **STATUTORY REQUIREMENTS**

Nil

## **CONFORMITY WITH THE PLAN FOR THE FUTURE**

Key Result Area: Building Our Community

Scope: This area plays a key role in making the Shire of Northam a special place to live by fostering community pride and ensuring we have the required range and quality of community services and events.

Aims: Facilitate a wide range of social, educational and cultural experiences.

## **OFFICERS COMMENTS**

The WCRC Inc. Management Committee contacted the Executive Manager Community Services in July 2012 to ascertain if the Shire would be interested in taking over the management of the Resource Centre. Further discussions with the Department of Regional Development and Lands however verified that this was not possible and the Association would have to acquit the current debt with the department by distributing current assets/resources to other Community Resource Centres. The Shire would then have to apply to the Dept. to establish a CRC in its own right.

Whilst there has been a Community Resource Centre already based in Wundowie, there is no guarantee that the application would be successful. The objective of the funding through the Royalties for Regions grants is to provide small regional communities and their visitors with local access to technology, information and services, however, it could be argued that Wundowie is not isolated since it is situated between both the Shires of Northam and Mundaring both being well resourced. The DRDL has indicated they are keen to support the set up of a Resource Centre further north in the Kimberley region rather than Wundowie however there is enough evidence to demonstrate that the community of Wundowie needs a CRC based on the ABS statistics 2011 Census of Population and Housing:

- In the 2011 Census, there were 1,281 people in Wundowie, 32% of people over the age of 16 were unemployed (approx. 20% were not in the labour force; seniors, disabled and young parents).
- Aboriginal and Torres Strait Islander people made up 4.8% of the population;

- The median age of people in Wundowie was 38 years. Children aged 0 - 14 years made up 22.5% of the population and people aged 65 years and over made up 11.9% of the population;
- Out of 402 dwellings, over 100 did not have access to internet;
- Out of 932 people living in Wundowie, 93 individuals (over 15) had no income and over 50% with an income less than \$600 per week;
- Out of 945 people living in Wundowie (over the age of 15), over 42% left school at Year 10.
- Over 8% (including unstated) dwellings in Wundowie had no registered car associated with the property.

The statistics above indicate that Wundowie is largely a low socio-economic community with young families and individuals who have limited resources and do not have the means to travel to another area to access their amenities. These people would greatly benefit from having a resource centre that would offer internet access and educational/social programs in conjunction with the library service.

If the Application to re-establish the Centre was successful, the Shire would receive (subject to approval) from the Community Development Division:

- A one off grant (\$30,000.00) to purchase equipment to establish the Community Resource Centre;
- An annual Operational Support Grant (\$40,000.00 per annum) as a contribution towards the operational costs of the Community Resource Centre.

If Council supported an Application being made to the DRDL, a Business Plan would be submitted which would outline the goals and objectives of the centre, the financial and operational structure and a marketing strategy. It is envisaged that the Centre will deliver a range of services and programs ranging from educational training courses, social network groups (mums and babies groups etc.) and fee for service activities such as photocopying and internet access.

The Centre will be overseen by the Regional Librarian (based at the Northam Library) who is responsible for the management of the Wundowie Library and she will divide her time between both facilities as required and as the programs dictate. The programs and services will run in conjunction with the Wundowie library so that a seamless service is provided with the centre operating 38 hours each week. It is the perception of the community that the Resource Centre was managed by the Shire as Shire Officers were heavily involved with its operations in a paid and as well as a voluntary capacity.

The Regional Librarian will be assisted by the Wundowie Library Assistant and an Action Plan for 2013/2014 will be developed by the staff to meet the needs of the community. Other casual staff and a trainee will be recruited as required according to the programs developed.

Once established, to ensure the Centre receives the annual ongoing funding, the Shire is required to:

- sign an annual Financial Assistance Agreement with the Department that details community and Department obligations;
- provide the Department with an Annual Business Plan and a verified financial Statement; and
- provide the Department with six monthly statistical data of Community Resource Centre usage

These obligations are no different from the requirements of other programs delivered by the Community Services division that receive grants and recurrent funding.

#### **RECOMMENDATION/COUNCIL DECISION**

##### **Minute No C.1945**

**Moved: Cr R Head**

**Seconded: Cr U Rumjantsev**

**That Council agree to Staff making an application to the Department of Regional Development and Lands (DRDL) to re-establish a Community Resource Centre in its Wundowie Library facility.**

**CARRIED 8/0**

**13.4.3 REQUEST FOR FEE WAIVER**

Name of Applicant:	Midlands Regional Football Development Inc.
Name of Owner:	Shire of Northam
File Ref:	8.2.8.2
Officer:	Jean Mcgready
Officer Interest:	Nil
Policy:	Fees and Charges 2012/13
Voting:	Majority
Date:	02/12/2013

**PURPOSE**

The purpose of this report is to consider a request from Glen Collin, Football Development Manager for Midlands Regional Development Incorporated (MRFD), for the waiver of fees for a three day event they are intending to hold on the 6<sup>th</sup> 7<sup>th</sup> and 8<sup>th</sup> February 2013 at the Northam Recreation Facility.

**BACKGROUND**

A letter, a copy of which is attached, has been received from MRFD requesting a waiver of fees and charges associated with the hiring of the Northam Recreation Centre.

**BUDGET IMPLICATIONS**

The costs associated with the hire of the facility include the following:

- Activity rooms 1 & 2 - \$25 per hour X 2 hours each = \$100
  - Activity room 3 - \$25 per hour X 3 hours = \$75
  - Sports Hall Court 1 - \$25 per hour x 6 hours = \$300
  - Sports Hall Court 1 - \$25 per hour x 6 hours = \$300
  - Jubilee Oval hire - \$150 per hour x 2 = \$300
  - Hospitality Room Eagles Players breakfast (Fri 8<sup>th</sup> Feb) 3 hours \$30 = \$90
  - Pre & Post Cleaning of areas used (approx.) = \$500
- Total financial implications = \$1,665**

**STATUTORY REQUIREMENTS**

Nil

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

KEY RESULT AREA      Developing our organisation

GOAL      To ensure the residents of the Shire are informed, represented, engaged with and provided with services and facilities expected of a contemporary sub regional centre.

## OFFICERS COMMENTS

On the 6<sup>th</sup> February, the West Coast Eagles (WCE) team will be visiting schools to talk to the pupils and they will be invited to come along to the Northam Recreation Centre to play alongside the team in a friendly game for two hours. The following day on Thursday (Feb 7<sup>th</sup>) the objective is that all the community can come down to the oval and get an autograph from a WCE player and enjoy a free hotdog and drink from 5 - 6pm. During this 1 hour period they will also be conducting the following events free of charge to the community:

- A coaches forum for netball and football coaches up to 45 people from the community;
- A leadership forum for club officials including netball, basketball, hockey and footy people involved up to 45 people from the community involved;
- A leadership forum for school leaders (pupil prefects) up to 40 students from the community attending;
- A youth training session for selected boys up to 40 boys training on oval.

Community inclusion is about letting everyone in the community be involved or at least participate in 1 of the above forums events over the 1 hour period.

Following on from the above event, the West Australian Football Association (WAFC) are hosting a Footy Panel Night. This prestigious event will include:

- Pre- Dinner Drinks
- Signing session with the whole West Coast eagles Team
- Football players & coach panels throughout the night
- Auctions
- Dinner & Drinks

The dress code will be smart casual and this is strictly a ticket only affair. The Shire of Northam will have a table for 12 reserved for VIP guests.

On Friday 8<sup>th</sup> February, there is a private breakfast being served for the team as well as private guests. A table for 12 guests has been reserved for the Shire of Northam VIP's. This will be followed by the final event "Business Leaders Forum" that is being hosted by the Northam Chamber of Commerce and held at the Northam Golf Club with special guest speakers Trevor Nisbett WCE C.E.O and Neil Daniher WCE Football Manager. Once again the Shire has been allocated a VIP table for 12.

The Shire of Northam has secured this important event attracting the entire West Coast Eagles team including the Management and coaching staff. This weekend will be an excellent public relations exercise for the Shire and will certainly raise the profile of the Shire as a Supertown. The community events and activities being offered by the WCE team is completely free of charge and it goes a long way to enhance and build our positive relationship with all members of the community.

## RECOMMENDATION/COUNCIL DECISION

### Minute No C.1946

**Moved: Cr U Rumjantsev**

**Seconded: Cr D Hughes**

#### **That Council:**

- 1. make a donation of \$1,665 to Midlands Regional Football Development Incorporated in support of a three day event they are intending to hold on the 6th , 7th and 8th February 2013 at the Northam Recreation Facility.**
- 2. staff advise the applicant that it will still be required to submit an event application to the satisfaction of the Senior Environmental Health Officer and pay any applicable scheduled stallholder and / or Health Services fees.**

**CARRIED 8/0**

## 13.5. ENGINEERING SERVICES

### 13.5.1 TENDER 8 OF 2012- PROVISION OF SUPPLY & SPRAY BITUMEN PRODUCTS

Name of Applicant:	Internal Report
Name of Owner:	N/A
File Ref:	8.2.9.1
Officer:	Simon Lee / Kevin Kane
Officer Interest:	Nil
Policy:	Shire of Northam Policy Manual, Policy F3.2 Purchasing & Tendering
Voting:	Simple
Date:	09 January 2013

#### PURPOSE

For Council to endorse the tender offer for the supply installation of 25mm asphalt and spray seal Class 170 bitumen on roads allocated in the Shire of Northam 2012/13 capital work program.

#### BACKGROUND

In order to complete the 2012/13 works programme Council is required to purchase bitumen and bitumen products. An approval was obtained from Council on 21<sup>st</sup> November 2012 on the Specifications and selection criteria for the calling of Tenders. An invitation for tender was called on 23<sup>rd</sup> November 2012 and closed on 10<sup>th</sup> December 2012. Two companies namely: NK Asphalt Pty Ltd and Roads 2000 submitted their tender offers.

#### STATUTORY REQUIREMENTS

Section 3.57 of the Local Government Act 1995;

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

#### *“18. Choice of tender*

- (1) A tender is required to be rejected unless it is submitted at a place, and within the time specified in the invitation for tenders.*
- (2) A tender that is submitted at a place, and within the time, specified in the invitation for tenders but that fails to comply with any other requirement specified in the invitation may be rejected without considering the merits of the tender.*

- (3) *If, under regulation 23(4), the CEO has prepared a list of acceptable tenderers for the supply of goods or services, a tender submitted by a person who is not listed as an acceptable tenderer is to be rejected.*
- (4) *Tenderers that have not been rejected under subregulation (1), (2), or (3) are to be assessed by the local government by means of a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept and it is to decide which of them it thinks would be most advantageous to the local government to accept.*
  - (4a) *To assist the local government in deciding which tender would be the most advantageous to it to accept, a tenderer may be requested to clarify the information provided in the tender.*
- (5) *The local government may decline to accept any tender.*
- (6) *If a local government has accepted a tender but acceptance of the tender does not create a contract and within six (6) months of the day on which the tender was accepted the local government and the successful tenderer agree not to enter into a contract in relation to the tender, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*
- (7) *If a local government has accepted a tender and acceptance of the tender creates a contract and within 6 months of the day on which the tender was accepted the local government and the successful tenderer agree to terminate the contract, the local government may accept from the other tenders the tender which it thinks it would be most advantageous to the local government to accept.*

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

and:

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

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

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

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

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

**“F 3.4 Regional Price Preference**

**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 is to be applied within the tender assessment process.

**CONFORMITY WITH THE PLAN FOR THE FUTURE**

KEY RESULT AREA: Providing Physical Infrastructure & Caring for the Natural environment.

OUTCOME: Maintain and improve Shire infrastructure and other assets.

**BUDGET IMPLICATIONS**

A provision of \$1,439,203 is included in the Shire’s 2012/13 budget for the tendered works. “Roads To Recovery” funding was reduced by \$44,749 after the budget approval by Council, leaving available funds of \$1,394,454 to complete the budgeted works.

The anticipated cost for the budgeted works, including the tendered price of \$707,754 for contractor services and materials is \$1,360,285 (i.e. 652,531 + 707,754 as per the attached schedule) an overall saving against budget of \$34,168.

**OFFICER'S COMMENT**

Tender offers have been assessed against the selection criteria. The assessment process determined the following selection criteria scores:

Roads 2000	59.83
NK Asphalt	50.17

Accordingly, Roads 2000 is considered to be the most suitable tender for supply and spray of Bitumen products for the 2012/13 works program.

The tender is not subject to Council's 10% Regional Price Preference Policy, as neither company is located within the region.

Should Council endorse Roads 2000 as the successful tender, the estimated costs for the capital works are tabulated below.



**RECOMMENDATION/COUNCIL DECISION**

**Minute No C.1947**

**Moved: Cr R Head  
Seconded: Cr D Hughes**

**That Council:**

1. **Endorse the tender offer of Roads 2000 for Tender No. 8 of 2012 and enter a contract to the value of \$707,754.24 ex GST with the company for:**
  - a) **Supply of 6,416 litres hot bitumen primer seal at \$2.62 per m2, to a total area of 4,116 m2 or a total value of \$10,783.92 ex GST.**
  - b) **Supply Spray seal Bitumen 6,8021 litres Class 170, Pre-coat, Supervise and Supply 566 tonnes (approximately) of 10mm aggregate and Spray, Seal, Roll, Sweep 42,513 m2 and traffic control. At a rate of \$4.44 per m2 to a total value of \$188,757.72 ex GST.**
  - c) **Supply 2,975 tonnes of asphalt AC10 Class 170, 25mm compacted dense graded hot rolled, at a rate of \$13.80 per m2, to a total area of 36,827m2 or a total value of \$508,212.60 ex GST.**
    - In accordance with the**
    - a) **AAPAA Technical Specification for supply and laying of hot asphalt road surfacing**
    - b) **WALGA Specification Appendix 4 Spray Bitumen Surfacing**
    - c) **WALGA Specification**
2. **Endorse the reallocation of funds as per the revised works program as shown above, as the overall expenditure for the road works is within Council's approved budget allocations for such works.**

**CARRIED 8/0**

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

Nil

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

Nil

**15.1. Elected Members**

Nil

**15.2. Officers**

Nil

**16. CONFIDENTIAL ITEM/S**

Nil

**17. DECLARATION OF CLOSURE**

There being no further business, the Presiding Officer, Cr T M Little declared the meeting closed at 6.47 pm.

"I certify that the Minutes of the Ordinary Meeting of Council held on Wednesday, 1 January 2013 have been confirmed as a true and correct record."

\_\_\_\_\_ President

\_\_\_\_\_ Date