



File No: 4.1.14

NOTICE OF ORDINARY MEETING OF COUNCIL

Dear Councillor,

The next Ordinary Meeting of the Northampton Shire Council will be held on Friday 21st June 2019 in the Council Chambers, Northampton commencing at 1.00pm.

There will be a Horrocks Beach Coastal Hazard Risk Management and Adaptation Plan workshop presentation held by Mrs Hayley Williams and GHD at 10.30am in the Council Chambers, Northampton.

Lunch will be served from 12.00pm.

A handwritten signature in blue ink, appearing to read 'Garry L Keeffe', is positioned above the printed name.

**GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER**

14th June 2019



~ Agenda ~

21st June 2019

NOTICE OF MEETING

Dear Elected Member

The next ordinary meeting of the Northampton Shire

Council will be held on Friday 21st June 2019, at

The Council Chambers, Northampton commencing at 1.00pm.

GARRY KEEFFE
CHIEF EXECUTIVE OFFICER

14th June 2019

SHIRE OF NORTHAMPTON

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Signed  _____

Date 14th June 2019

GARRY L KEEFFE
CHIEF EXECUTIVE OFFICER

**AGENDA
ORDINARY MEETING OF COUNCIL
21st June 2019**

1. OPENING

2. PRESENT

- 2.1 Leave of Absence
- 2.2 Apologies

3. QUESTION TIME

4. DISCLOSURE OF INTEREST

Councillors are to advise the Presiding Member or Chief Executive Officer prior to the meeting commencing of items they have a financial interest in or alternatively declare their interest immediately before the item that is to be discussed.

5. CONFIRMATION OF MINUTES

- 5.1 Ordinary Meeting of Council – 17th May 2019

6. RECEIVAL OF MINUTES

- 6.1 Audit Committee Meeting – 14th June 2019

7. REPORTS

- 7.1 Works & Technical Services
- 7.2 Health & Building
- 7.3 Town Planning
- 7.4 Finance
- 7.5 Administration & Corporate

8. COUNCILLORS & DELEGATES REPORTS

- 8.1 Presidents Report
- 8.2 Deputy Presidents Report
- 8.3 Councillors' Reports

9. NEW ITEMS OF BUSINESS FOR DECISION

10. NEXT MEETING

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17th May 2019**

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5.1 OPENING

The Deputy President thanked all Councillors and staff present for their attendance and declared the meeting open at 1.00pm.

5.2 PRESENT

Cr S Krakouer	Deputy President	Kalbarri Ward
Cr T Carson		Northampton Ward
Cr R Suckling		Northampton Ward
Cr T Hay		Northampton Ward
Cr D Pike		Kalbarri Ward
Cr S Smith		Kalbarri Ward
Cr P Stewart		Kalbarri Ward
Mr Garry Keefe	Chief Executive Officer	
Mr Grant Middleton	Deputy Chief Executive Officer	
Mr Neil Broadhurst	Manager of Works (entered at 2.42pm)	
Mrs Deb Carson	Planning Officer	

5.2.1 LEAVE OF ABSENCE

Nil

5.2.2 APOLOGIES

Cr Simkin and Cr Stock-Standen

5.3 QUESTION TIME

Nil.

5.4 DISCLOSURE OF INTEREST

Nil.

5.5 CONFIRMATION OF MINUTES

5.5.1 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 17th APRIL 2019

Moved Cr STEWART, seconded Cr PIKE

That the minutes of the Ordinary Meeting of Council held on the 17th April 2019 be confirmed as a true and correct record, subject to the following amendment:

- Minute 4.11 – change “ofr” to “for”

CARRIED 7/0

5.5.2 BUSINESS ARISING FROM MINUTES

Nil.

5.6 RECEIVAL OF MINUTES

Nil.

5.7 WORKS & ENGINEERING REPORT

5.7.1 INFORMATION ITEMS - MAINTENANCE/CONSTRUCTION WORKS PROGRAM (ITEM 7.1.1)

Noted

5.8 HEALTH & BUILDING REPORT

5.8.1 BUILDING APPROVALS (ITEM 7.2.1)

Noted

5.9 TOWN PLANNING REPORT

**5.9.1 PROPOSED KALBARRI QUADBIKE SAFARIS LICENCE AGREEMENT –
RESERVE 12996 (NORTH/SOUTH), UCL, LOTS 1545 & 13 MURCHISON
HOUSE STATION, AJANA-KALBARRI ROAD, KALBARRI (ITEM 7.3.1)**

Moved Cr SUCKLING, seconded Cr HAY

That Council:

1. Grant Development Approval for a Commercial Recreational Tourism Activity (Quadbike Tours) over Reserves 12996 (North/South) and Lots 1545 and 13 Ajana-Kalbarri Road, Kalbarri subject to the following conditions:
 - a This Development Approval is an approval for the proposed use for the purposes of the Shire of Northampton's *Local Planning Scheme No. 11 – Kalbarri* and the *Planning and Development Act (2005)* only and does not constitute an approval of the proposed use by the Shire in its capacity as management body of the reserve within which the use is proposed to be located;
 - b Approval of the Minister of Lands in accordance with the provisions of the *Land Administration Act (1997)*;
 - c A licence agreement being entered into by the applicant and the Shire in accordance with Council's *Local Planning Policy – Commercial Recreational Tourism Activity on Crown Reserves*; &
 - d This Development Approval shall remain valid whilst the licence agreement referred to in Condition (c) remains current and valid, and on the expiration or in the termination of such licence agreement, this Planning Approval shall cease to be valid.
 - e The Applicant shall conduct the tours using existing pathways, roads and tracks only, and shall not negatively impact, degrade or damage the natural amenity or cultural heritage sites within the approved land locations in any way;

- f The Applicant shall maintain Public Liability Insurance coverage to a minimum of \$20 million, and forward a copy of this certificate to the Shire of Northampton, to comply with the provisions of the Shire of Northampton's Local Planning Policy – Commercial Recreational Tourism Activity

Advice Notes:

- i. The Applicant is advised that it is not the responsibility of the local government to ensure that all correct approvals are in place and that all conditions contained within said approvals are upheld during the operations of the business;
 - ii. The Applicant is advised to be familiar with the State Cultural Heritage Due Diligence guidelines, which are designed to assist proponents to identify and mitigate any risks to Aboriginal Heritage, available at <http://www.daa.wa.gov.au/globalassets/pdf-files/ddg>
 - iii. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination
2. Authorise delegation to the Chief Executive Officer and Planning Officer for preparation and execution of the Licence Agreement with any disputes to be referred back to Council for final determination.
3. Grant Development Approval for a Home Business for the storage of quad bikes upon Lot 13 (No. 5618) Ajana-Kalbarri Road subject to the following conditions:
- a The business activity on the property shall be limited to the establishment of a Home Business (Quadbike Storage) and related duties;
 - b The activity is at all times to comply with the definition of "Home Business" under the Local Planning Scheme No. 11;
 - c The home business shall not occupy an area greater than 50m²;
 - d The home business shall not involve the retail sale or display of goods of any nature;

- e This approval is issued only to M Rodger & E Nightingale and is NOT transferable to any other person or to any other land parcel. Should there be a change of the occupier on the land in respect of which this planning approval is issued this approval shall no longer be valid;
- f The use hereby permitted shall not cause injury to or prejudicially affect the amenity of the locality by reason of the emission of smoke, dust, fumes, odour, noise, vibration, waste product or otherwise;
- g Any additions to or change of use of any part of the building or land (not the subject of this approval) requires further application and development approval for that use/addition; and
- h This Development Approval shall remain valid whilst the licence agreement with the Shire of Northampton remains current and valid, and on the expiration or in the termination of such licence agreement, this Development Approval shall cease to be valid.

Advice Notes:

- i. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.
- ii. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

CARRIED 7/0

5.9.2 PROPOSED RENEWAL OF COMMERCIAL RECREATIONAL USE - DEVELOPMENT APPROVAL AND LICENSE AGREEMENT - BIG RIVER RANCH HORSE TRAIL RIDES, KALBARRI (ITEM 7.3.2)

Moved Cr CARSON, seconded Cr SMITH

That Council:

1. Grant Development Approval for the experiential use (horse trail rides) upon Reserve 12996 (Lots 12678, 1018 and 120), Murchison River Foreshore Kalbarri, with the following conditions:

SHIRE OF NORTHAMPTON

Minutes of Ordinary Meeting of Council held at the Council Chambers, Northampton on 17th May 2019

- a. This Development Approval is an approval for the proposed use for the purposes of the Shire of Northampton's *Local Planning Scheme No. 11 – Kalbarri* and the *Planning and Development Act (2005)* only and does not constitute an approval of the proposed use by the Shire in its capacity as management body of the reserve within which the use is proposed to be located;
- b. Development Approval is subject to:
 - i. In-principle approval of the Shire in its capacity as management body of the reserve within which the proposed use is to be located;
 - ii. Approval of the Minister of Lands in accordance with the provisions of the *Land Administration Act (1997)*;
 - iii. A Licence Agreement being entered into by the applicant and the Shire in accordance with Council's Policy 9.2 – *Requirements for Licence Agreements to Use Crown Reserves for Commercial, Recreational and Tourism Activities*;
- c. This Development Approval shall remain valid whilst the agreement referred to in Condition b(iii) remains current and valid, and on the expiration or in the termination of such Licence Agreement, this Development Approval shall cease to be valid;
- d. The proposed trail rides that traverse the Murchison River upon Reserve 12996 shall be limited to a maximum of eighteen (18) horses (including staff horses); and
- e. The Applicant shall maintain Public Liability Insurance coverage to a minimum of \$20 million, and forward a copy of this certificate to the Shire of Northampton, to comply with the provisions of the Shire of Northampton's *Local Planning Policy – Commercial Recreational Tourism Activity*.

Advice Notes:

Note 1: If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect;

Note 2: Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3: If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

Note 4: The Applicant is advised that it is not the responsibility of the local government to ensure that all correct approvals are in place and that all conditions contained within said approvals are upheld during the operations of the business.

Note 5: Tour operations will take place on land that is within an environmentally and culturally sensitive area. Activities should be conducted in a manner that minimises any disturbance, including keeping to existing tracks.

Note 6: The Applicant is advised of their obligation to comply with the Aboriginal Heritage Act and is further advised to be familiar with the *State Cultural Heritage Due Diligence* guidelines, which are designed to assist proponents to identify and mitigate any risks to Aboriginal Heritage, available at <http://www.daa.wa.gov.au/globalassets/pdf-files/ddg>

2. Authorise delegation to the Chief Executive Officer and Planning Officer for preparation and execution of the Licence Agreement in Condition 1b(iii) above, with any disputes to be referred back to Council for final determination; and
3. Refer the agreement to Department of Planning, Lands and Heritage for Ministerial Consent.

CARRIED 7/0

5.9.3 SUMMARY OF PLANNING INFORMATION ITEMS (ITEM 7.3.3)
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Noted.

5.9.4 PROPOSED SINGLE DWELLING – R-CODES VARIATIONS - LOT 204 (NO. 73) GLANCE STREET, HORROCKS (ITEM 7.3.4)

Moved Cr SUCKLING, seconded Cr HAY

That Council grant development approval to the proposed Single Dwelling upon Lot 204 (No. 73) Glance Street, Horrocks subject to the following conditions:

1. Development shall be in accordance with the attached approved plan(s) dated 17 May 2019 and subject to any modifications required as a consequence of any condition(s) of this approval. The endorsed plans shall not be modified or altered without the prior written approval of the local government;
2. Any additions to or change of use of any part of the building or land (not the subject of this consent/approval) requires further application and development approval for that use/addition;
3. A building permit shall be issued by the local government prior to the commencement of any work on site;
4. Any soils disturbed or deposited on site shall be stabilised to the approval of the local government;
5. The Applicant shall provide a colour schedule for the dwelling prior to construction of the dwelling, which shall be to the approval of the local government. The colours chosen shall be non-reflective and in keeping with the natural coastal environment;
6. Bin storage and clothes drying areas shall be provided and appropriately screened such that they are not visible from the view from the street/s, to the approval of the local government;
7. Installation of crossing places and verge gradients shall be to the standards and specification of the local government;
8. The external face of all retaining and parapet walls shall have a smooth surface finish with tooled joints, to the approval of the local government; and
9. The roof of the dwelling shall be constructed using coated metal sheeting (Colorbond) and the use of Zinalume is not permitted.

Advice Notes:

Note 1: If the development/use the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of determination, the approval will lapse and be of no further effect.

Note 2. Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained.

Note 3. If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be made within 28 days of determination.

CARRIED 7/0

<p>5.9.5 FINAL APPROVAL - BROWNE FARM LOCAL STRUCTURE PLAN - MINOR AMENDMENTS – LOTS 9502 & 9505 GEORGE GREY DRIVE, KALBARRI (ITEM 7.3.5)</p>

Moved Cr KRAKOUER, seconded Cr CARSON

That Council pursuant to section 75 of the Planning and Development Act 2005 and Regulation 20. (2)(e) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, resolves to:

1. Recommend that the Western Australian Planning Commission APPROVE the amended Browne Farm Local Structure Plan subject to the following modifications:

a) The LSP Report being suitably modified to address the requirements for the local structure plan to address SPP 3.7- Planning in Bushfire Prone Areas before subdivision of the northern Residential 'R10' area can occur, noting that this is likely to include significant modifications to the a redesign of the subdivision layout and preparation of an updated Bushfire Management Plan,

b) Fencing of the southern boundary of the local structure plan area, adjacent to the Kalbarri National Park being fenced when subdivision of the 'future rural residential' land occurs.

c) The Plan for Protection - Red Bluff Public Open Space will be prepared and provided to the Department of Biodiversity, Conservation and Attractions for review prior to approval of subdivision which:

i) considers issues including access control, passive recreation and the protection of native vegetation; and

- ii) is prepared on the basis that habitat for the Declared Rare Flora species *Leschenaultia chlorantha* is present within the Public Open Space area.
2. Forward structure plan documentation and submissions to the Western Australian Planning Commission with a request that the Commission grant approval to the structure plan (with modifications); and
3. Advise the applicant/owner and those who lodged a submission of the Council decision accordingly.

CARRIED 7/0

5.10 FINANCE REPORT

5.10.1 ACCOUNTS FOR PAYMENT (ITEM 7.4.1)
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Moved Cr SUCKLING, seconded Cr STEWART

That Municipal Fund Cheques 21654 to 21670 inclusive totalling \$109,791.54, Municipal EFT payments numbered EFT19223 to EFT19302 inclusive totalling \$212,265.86, Trust Fund Cheques 2420 to 2430, totalling \$4,643.31, Direct Debit payments numbered GJ1005 to GJ1015 inclusive totalling \$220,291.61 be passed for payment and the items therein be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

5.10.2 MONTHLY FINANCIAL STATEMENTS – APRIL 2019 (ITEM 7.4.2)

Moved Cr CARSON, seconded Cr SMITH

That Council adopts the Monthly Financial Report for the period ending 30 April 2019.

CARRIED 7/0

5.10.3 BUDGET SUBMISSIONS 2019-2020 (ITEM 7.4.3)

Moved Cr SUCKLING, seconded Cr CARSON

That Council:

1. Lists for consideration the following projects within the Draft 2019/20 Budget:
 - Northampton Visitor Centre - \$25,000 being for their annual operating grant
 - Kalbarri Visitor Centre - \$50,000 being for their annual operational subsidy.
 - Kalbarri Visitor Centre (Specified Area Rate) - \$30,000 being for promotion of Kalbarri.
 - Northampton Creative Obsessions - \$2,300 being for the purchase of signage, banners and walk trail maps.
 - Kalbarri Childcare - \$5,000 being for building renovations to ensure compliance with relevant childcare legislation.
 - Botanic Line - \$4,000 being for a water tank, reticulation and fittings.
 - Northampton Men's Shed Inc - \$20,000 to assist with the construction of a shed at the Mary Street Railway precinct.
2. Defers a decision for listing the St Mary's Parish request for a financial contribution of \$8,000 to \$10,000 for the restoration of the stone wall along Hampton road within the Draft 2019/20 Budget and request the Parish to provide justification of the costs established and upon receipt of that advise the matter be re-presented to Council for further consideration.
3. That the following projects be deferred to 2020/21 Draft Budget for further consideration:
 - Northampton VFRS - \$3,700 being for tiling of the kitchen floor in the Northampton Volunteer Fire and Rescue Kitchen.
 - Northampton Volunteer Organisation - \$3,500 to hold a Grant workshop
4. Does not list for consideration the following projects within the Draft 2019/20 Budget:

- Northampton Lions Club - \$30,000 being for the purchase of a mobile food van.
- Northampton Motors and Machinery Restoration Group - \$3,000 being for the purchase of an AW7 Tractor for display purposes.
- Northampton Environmental Group - \$7,000 to fund a land manager service.

CARRIED 7/0

5.11 ADMINISTRATION & CORPORATE REPORT

5.11.1 SALARIES & ALLOWANCES TRIBUNAL REVIEW DECISION (ITEM 7.5.2)

Moved Cr KRAKOUER, seconded Cr STEWART

That Council set the sitting fees and allowances for Councillors as per the following rates:

Per meeting fee

Council meetings	\$250
President	\$500

Council committee meetings

President and Elected Member	\$100
Community Committee Meeting	\$50

President Annual Allowance	\$14,000
Deputy President Annual Allowance	\$3,500

CARRIED 7/0

5.11.2 KALBARRI COMMUNITY CAMP – DISABLED ABLUTIONS (ITEM 7.5.3)

Moved Cr SUCKLING, seconded Cr HAY

That Council purchase and install a transportable disabled ablution at the Kalbarri Community Camp at an estimated cost of \$32,000 and this be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

5.11.3 REQUEST FOR FUNDING – WIND & WATER PROJECT (ITEM 7.5.4)

Moved Cr HAY, seconded Cr KRAKOUER

That Council not support the request for financial assistance for the Wind and Water promotion project.

CARRIED 6/1

Cr Pike voted against the motion.

5.11.4 BATAVIA FILM (ITEM 7.5.5)

Moved Cr SMITH, seconded Cr PIKE

That Council list an amount of \$25,000 to fund the Batavia film, for further consideration in the Draft 2019/20 Budget.

CARRIED 7/0

5.11.5 PROPOSED “UNCLASSIFIED NATURE RESERVES” (ITEM 7.5.6)

Moved Cr STEWART, seconded Cr PIKE

That Council advise the Department for Planning, Lands and Heritage that it supports the creation of “unclassified nature reserves” on the areas of unallocated crown land at the Hutt Lagoon, Menai Hills and the Yerina Spring area as per provided plans, and the northern portion of the Menai Hills crown land (as shown on the provided plan) for Aboriginal “Social, Cultural and Economic Purposes”.

CARRIED 7/0

5.11.6 CAMEL RIDES – CANOE & CRAY CARNIVAL (ITEM 7.5.7)

Moved Cr SUCKLING, seconded Cr STEWART

That Council approve camel rides on the Kalbarri foreshore parkland area during the Canoe and Cray Carnival subject to the following conditions:

1. That approval not be granted for camels and the cameleers to camp on the foreshore and that the camels be allowed to camp at the Kalbarri Community Camp and Hall area being the vacant land to the north of the hall (ex BMX track).
2. That dung bags to be on camels at all times and regularly maintained.

CARRIED 7/0

5.11.7 KALBARRI PAW PROPOSED SHELTER DESIGN (ITEM 7.5.8)

Moved Cr SMITH, seconded Cr KRAKOUER

That Council request a review of costs from the Landscape Architect for a shelter that only spans the section from the Upstairs Restaurant to the western boundary of the Gilgai Tavern as per the current design, with a reduction in the number of planter and seating boxes, and consider incorporating patterned design and/or composite decking (not concrete and brickwork) into seat designs, for further consideration by Council.

CARRIED 7/0

5.11.8 REVISED DRUG AND ALCOHOL POLICY (ITEM 7.5.9)

Moved Cr SUCKLING, seconded Cr CARSON

That Council adopt the draft Drug and Alcohol Policy as per the following:

Shire of Northampton Drug and Alcohol Policy

1. The Shire of Northampton's Commitment

The Shire of Northampton and its employees must take all reasonable care not to endanger the safety of themselves or others (including customers) in the workplace. Alcohol and other drug usage becomes an occupational safety and health issue if a worker's ability to exercise judgment, coordination, motor control, concentration and alertness at the workplace is impaired. For the purposes of

this policy, the term “employee/s” shall extend to cover permanent, part time, casual, contractors, volunteers and any person performing work for or with the Shire of Northampton in any capacity.

2. *The Individual's Responsibility*

Under the *Occupational Safety and Health Act 1984* (the OSH Act), workers must take reasonable care of their own safety and health and not endanger the safety and health of others at the workplace. The consumption of alcohol and/or drugs while at work is unacceptable, except in relation to any authorised and responsible use of alcohol at workplace social functions. Employees are required to present themselves for work and remain, while at work, capable of performing their work duties safely. An employee who is under the influence of alcohol and/or drugs at the workplace, or is impaired, will face disciplinary action including possible dismissal.

3. *Reporting Requirements*

Employees must report to their employer any situation where they genuinely believe that an employee may be affected by alcohol and/or other drugs.

Any employee who has been aware of, ignore or choose not to report if an employee may be affected by alcohol and/or other drugs will be subject to disciplinary action including possible termination of employment.

4. *Drug Use on the Premises*

Employees who buy, take, or sell drugs on Shire of Northampton premises, may be found to have engaged in serious misconduct. Such behaviour will result in disciplinary action up to and including dismissal. Employees who have been prescribed medication/drugs by a medical practitioner that could interfere with their ability to safely carry out their role must inform their manager and disclose any side effects or restrictions that these medications/drugs may cause.

5. *Consumption of Alcohol on the Premises*

Except in situations where the Shire of Northampton or the staff social club holds a function on the premises and alcohol is provided, employees must not bring in and/or consume alcohol in the workplace.

6. *Drug/Alcohol Treatment Programs*

Where an employee acknowledges that they have an alcohol or drug problem and are receiving help and treatment, the Local Government will provide assistance to the employee.

- The Local Government will allow an employee to access any accrued personal or annual leave they are undergoing treatment, and;

- The Local Government will take steps to return an employee to their employment position after completion of the treatment program, if practicable in the circumstances.

Where an employee acknowledges that they have an alcohol or drug problem and are receiving help and treatment, the supervisor or members of senior management, will review the full circumstances and agree on a course of action to be taken. This may include redeployment to suitable alternative employment, or possible termination from employment if the employee is unable to safely carry out the requirements of their role.

7. Managers' Responsibilities - Consumption of Alcohol at Work Sponsored Functions

Team managers shall:

- encourage their people to make alternative arrangements for transport to and from work prior to the function;
- ensure that the following is made available: - Low alcohol beer, soft drinks and water - Beverages: Tea, Coffee and Food;
- if the manager believes a person may be over the BAC 0.05 limit, assist the person with safe transport home (including contacting a family member or arranging alternative transport); and
- if the manager has to leave the function early, appoint a delegate to oversee the rest of the function.

8. Pre-Employment Medical Tests

As part of the recruitment selection criteria, preferred candidates for employment positions may be required to attend a medical assessment which includes drug and alcohol testing.

9. Random Drug and/or Alcohol Testing

The Shire of Northampton may undertake random drug and/or alcohol testing of all employees or individual employees. The random testing for alcohol will be by breath test and for drugs by a tongue swipe test using approved calibrated testing equipment. If either tests show that an employee result is non-negative then they will be required to undertake additional tests by a medical examiner.

Should it deem necessary, the Shire of Northampton may at its discretion undertake drug and/or alcohol testing following an incident/accident within the work place.

10. Identification of Impairment & Testing

If the Shire of Northampton has reasonable grounds to believe that an employee is affected by drugs and/or alcohol it will take steps to address the issue.

Reasonable grounds may include (but are not limited to), where an employee's coordination appears affected, has red or bloodshot eyes or dilated pupils, smells of alcohol, acts contrary to their normal behaviour, or otherwise appears to be affected by drugs and/or alcohol.

If the Shire of Northampton suspects that an employee is under the influence of drugs and/or alcohol that has been detected in a random test, it may pursue any or all of the following actions:

- require that an employee undergo drug and alcohol testing administered by a representative of the Shire of Northampton being either a breath test for alcohol or tongue swipe for drugs using approved calibrated testing equipment.
- direct an employee to attend a medical practitioner and submit to a medical assessment to determine whether the employee is fit to safely perform their duties;
- direct an employee to go home.

A medical assessment may include a drug and/or alcohol test. Testing shall be conducted in accordance with the Australian Standard AS/NZS 4308:2008.

In circumstances where an employee indicates the consumption of prescription or pharmacy drugs, the Shire of Northampton may request further information from the medical practitioner conducting the assessment about the effects and proper usage of the prescription or pharmacy drugs being taken. The Shire of Northampton may direct the employee to go home following the medical assessment until it can be established that they are fit to undertake their duties.

If an employee refuses to attend a medical examination or refuses to submit to an alcohol or drug test, the employee will be immediately directed to go home. Refusal to attend a medical assessment or refusal to go home constitutes a breach of this policy and will result in disciplinary action being taken against the employee up to and including the termination of employment.

The following steps are to be taken where an employee who has submitted to a medical assessment returns a positive test result for alcohol and/or drugs:

- The employee tested and the supervisor (or respective employer) will be informed of the result;
 - A disciplinary discussion will take place in accordance with the disciplinary policies and procedures of the Shire of Northampton.
-

An employee who returns a positive test will be in breach of this policy. A breach of this policy may result in disciplinary action being taken against the employee up to and including the termination of employment.

11. Education, Training & Awareness

Employees who recognise that they have a drink or drug problem, or that they are at risk of developing one, are encouraged to come forward so that they can be assisted to get the appropriate help.

The Shire of Northampton may engage the services of an external Employee Assistance Provider who can provide the organisation's people with free and confidential counselling.

12. Consequences of Breaching this Policy

If the Shire of Northampton conducts a drug or alcohol test and an employee who has presented for work tests positive to drugs or has a breath test reading indicating that BAC is above 0.00% for truck/machine operators and 0.05% for employees in light vehicles/cars, the employee will be in breach of this Policy. The consequences for a breach of this Policy are set out below:

First Offence

The employee will be stood down and sent home for the remainder of that shift without pay. Employee is permitted to access their accrued annual leave or time in lieu of overtime that has been accrued.

The employee must then provide proof to the Shire of Northampton that their test for drugs and/or alcohol is clear before returning to work and that proof is to be at the employees cost.

The employee will also (subject to any mitigating circumstances) be required to attend counselling. Free confidential advice, assistance and information is also available from the Alcohol and Drug Foundation (Australia-wide) on 1800 198 024 (24 hours a day), or you can access information via the web: www.dao.health.wa.gov.au

If in the first offence the employee is found to be in possession with intent to sell or supply an illegal drug, as determined by the WA Police, then instant dismissal will occur

Second offence

A second offence will result in the termination of the employee's employment subject to any mitigating circumstances.

Contractors

From time to time, contractors are engaged to provide services for the Shire of Northampton. For the purpose of this Policy any reference to a 'Contractor' includes any employee or sub-contractor of any company who has been engaged by the Shire of Northampton to perform services. Contractors will be required to adopt measures that meet, as a minimum, the requirements set out in this Policy.

Breach of this Policy by a Contractor or Visitor

If the Shire of Northampton conducts a drug or alcohol test and a Contractor or visitor tests positive to any of the drugs listed in Appendix 1 or has a BAC reading in excess of 0.00%, then the Contractor or visitor will be in breach of this Policy.

A breach of this Policy by a Contractor or visitor will result in their immediate and permanent removal from the Council Depot or work site.

Refusal, Avoidance of Tests

An Individual who refuses or avoids testing without a legitimate reason; fails to co-operate fully with the administration of an alcohol or drug test, will be subject to disciplinary action, which may include, but is not limited to summary dismissal (in the case of employees), immediate removal from the site (in the case of Contractors and visitors) or termination of the engagement (in the case of Contractors).

Transport Arrangements

Any Individual who is in breach of the Policy and is required to leave the workplace will be offered an alternative means of transport home.

Depending on the circumstances, the costs incurred will generally be covered by Northampton Shire. However, in some circumstances, the Individual will be required to bear this cost. This is a matter that will be determined by the Northampton Shire in its sole discretion

13. Positive Test Result Book Keeping

All drug and alcohol test are 'Private and Confidential' and are to be retained on the individual employees personal file held by the Local Government. All tests results will be accessible only by Managers.

14. Procedural Fairness

The Shire of Northampton actions and decisions made under this Policy will be in accordance with the following principles of procedural fairness:

- Individuals will be provided with an opportunity to have a witness present during any meetings which they are required to attend in relation to any matter concerning this Policy;
- Individuals will be given an opportunity to put their case forward (including any mitigating circumstances) and respond to allegations where an adverse decision or finding may be made against them;
- An investigation should seek to ascertain all reasonably attainable facts from the people involved or relevant witnesses;
- An Individual's privacy will be highly respected;

Decision makers will consider all of the circumstances (including any mitigating circumstances) and provide reasons for decisions.

15. Variation to this Policy

This policy may be cancelled or varied from time to time. All the organisation's employees will be notified of any variation to this policy by the normal correspondence method.

CARRIED 6/1

Cr Pike voted against the motion.

Mr Neil Broadhurst entered the meeting at 2.42pm.

5.11.9 DR INDRE ASMUSSEN – HUTT LAGOON BIRD SURVEY (ITEM 7.5.10)
--

Moved Cr STEWART, seconded Cr HAY

That Council agree to auspice the NRM grant application for a Foreshore Bird Study on the Hutt Lagoon, subject to there being no expense to the Council and that \$1,000 be requested for administration of the grant application.

CARRIED 7/0

5.11.10 LOCAL GOVERNMENT WEEK CONFERENCE 2019 (ITEM 7.5.11)

Moved Cr PIKE, seconded Cr KRAKOUER

That Cr's Simkin, Krakouer, Pike and Hay and the CEO attend the 2019 WA Local Government Convention.

CARRIED 7/0

5.11.11 BATTERY REPLACEMENT – LUCKY & HALFWAY BAY CARETAKER RESIDENCE (ITEM 7.5.12)

Moved Cr CARSON, seconded Cr SMITH

That Council approve the replacement of the battery storage at the Halfway Bay caretaker's residence at a cost of \$13,678 (GST exclusive) and this be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

ADJOURNMENT

Council adjourned at 2.52pm.

Meeting reconvened at 3:01pm with the following in attendance:

Cr Krakouer, Cr Carson, Cr Suckling, Cr Hay, Cr Pike, Cr Smith, Cr Stewart, Garry Keefe, Grant Middleton, Neil Broadhurst and Debbie Carson.

5.12 CORPORATE BUSINESS PLAN

5.12.1 CP1 CORPORATE BUSINESS PLAN REVIEW 2019 - BUILDINGS

CP1.1 CAPITAL UPGRADE/NEW WORKS PROGRAM

Moved Cr SMITH, seconded Cr SUCKLING

That Council undertake a public consultation process to determine the preferred location for ablutions at Jakes Point and the project to remain for consideration in the 2019/20 Draft Budget.

CARRIED 7/0

CP1.2 CAPITAL UPGRADE BUILDINGS RENEWAL

Moved Cr CARSON, seconded Cr SMITH

1. That the provision of new ablutions at Kings Park in 2020/21 be increased from \$80,000 to \$100,000.

CARRIED 7/0

5.12.2 CP2 CAPITAL – RECREATION

CP2.1 MALLARD PARK UPGRADE

Moved Cr STEWART, seconded Cr KRAKOUER

That Council list an amount of \$21,000 for the Mallard Park Upgrade project for consideration in 2019/20.

CARRIED 6/1

CP2.2 HORROCKS FORESHORE PLAYGROUND SHELTER

Moved Cr CARSON, seconded Cr STEWART

That Council defer the provision of \$40,000 for a shelter over the Horrocks foreshore playground to 2021/22.

CARRIED 7/0

CP2.3 OUTDOOR GYM

Moved Cr STEWART, seconded Cr PIKE

That Council list the \$60,000 Outdoor Gym project for consideration in 2021/22.

CARRIED 7/0

CP2.4 ADDITIONAL LIGHTS -NORTHAMPTON OVAL

Moved Cr HAY, seconded Cr STEWART

That Council not support the request for additional lighting towers at the Northampton Oval, on the basis that no other requests have been received from sporting clubs that use the Northampton Oval facilities and that the existing lights are considered to be sufficient.

CARRIED 7/0

CP2.5 KALBARRI FORESHORE REDEVELOPMENT

Moved Cr SMITH, seconded Cr SUCKLING

That Council:

1. Amend the timing of the purchases of bin surrounds and bollard lights within the Corporate Business Plan, such that the bollard lights form part of Stage 3 works (2019/20) and bin surrounds form part of Stage 4 works (2020/21), and
2. Amend the Corporate Business Plan to reflect the above, with a provision of \$159,500 in 2019/20 and \$109,000 in 2020/21 for the Kalbarri foreshore parkland upgrade.

CARRIED 7/0

5.12.3 CP3 ROAD PROJECTS & CARPARKS

CP3.1.1 BINNU PRIMARY SCHOOL & BINNU/BALLA PROGRESS ASSOCIATION

Moved Cr PIKE, seconded Cr HAY

That Council list the project for consideration in 2020/21 within the Corporate Business Plan.

CARRIED 7/0

CP3.1.2 MURCHISON HOUSE STATION ROAD

Moved Cr CARSON, seconded Cr SUCKLING

That Council not support the request to the bitumen sealing of the Murchison House Station Road within the Corporate Business Plan.

CARRIED 7/0

CP3.1.3 PARKER & WUNDI ROADS

Moved Cr SMITH, seconded Cr STEWART

That Council list the project for consideration in 2023/24 within the Corporate Business Plan.

CARRIED 7/0

CP3.1.4 UPGRADE GRAVEL ROADS TO ALL "C" ROAD TRAINS

Moved Cr STEWART, seconded Cr KRAKOUER

That Council determine roads requested for RAV 7 "C" class road trains on an individual basis upon request and Mr Harris be advised accordingly.

CARRIED 7/0

CP3.1.5 UPGRADE OF ISSACHAR BACK ROAD

Moved Cr HAY, seconded Cr STEWART

That Council defer the gravel upgrade of the road as has been requested, and that rock removal on the road surface be undertaken in 2019/20, and when completed, upgrade of the road be reconsidered.

CARRIED 7/0

CP3.1.6 UPGRADE OF BURGESS STREET, NORTHAMPTON TO A BITUMEN SEAL

Moved Cr SMITH, seconded Cr SUCKLING

That Council list the project for consideration in 2024/25 within the Corporate Business Plan.

CARRIED 7/0

CP3.2.1 – CP3.2.3 HARVEY AND HORRY ROADS, ROADS TO RECOVERY PROGRAMME, AND REGIONAL ROAD GROUP FUNDING
--

Moved Cr CARSON, seconded Cr KRAKOUER

That the following changes to Road Projects and Car Parks asset management plan be made:

1. That the bitumen sealing of the balance of Harvey Road to the intersection of Horry Road, and Horry Road up to entrance of the Northampton aerodrome (a total of 3.4km) be brought forward to 2019/20;
2. Defer the Binu East Road re-seal to 2020/21 (project cost \$383,484);
3. Allocate the following projects to 2019/20:
 - Harvey and Horry project \$223,000
 - Thornton & Erwood project \$72,000
 - Kalbarri Road shoulders works \$101,700
 - Port Gregory Road shoulder works \$59,667;
4. Transfer reseal of Ogilvie East Road from 2022/23 to 2021/22;
5. Transfer the following projects from 2023/24 to 2022/23:
 - Anchorage Lane reseal - \$13,000
 - Essex Street reseal - \$12,000
 - John Street reseal - \$31,000
6. Deletion of re-sealing of George Grey Drive in 2020/21 as this has already been undertaken.

CARRIED 7/0

CP3.2.4 SURVEY LITTLE BAY ROAD

Noted.

CP3.2.5 GREY STREET KALBARRI – CONSTRUCT PARALLEL PARKING

Moved Cr STEWART, seconded Cr PIKE

That Council list the project for consideration in 2021/22 within the Corporate Business Plan.

CARRIED 7/0

CP3.2.6 GREY STREET KALBARRI RESEAL

Moved Cr CARSON, seconded Cr HAY

That Council list the project for consideration in the Corporate Business Plan, commencing in the 2021/22 using own resources and continuing in 2022/23 utilising Roads to Recovery Funding.

CARRIED 7/0

CP3.3.1 PORTER STREET SKATE PARK CAR PARK AND ENTRANCE

Moved Cr HAY, seconded Cr KRAKOUER

That Council list the project for consideration in 2024/25 within the Corporate Business Plan.

CARRIED 7/0

CP3.4.1 CAR PARK DEVELOPMENT – CURRENT PROGRAMME

Noted.

CP3.4.2 KALBARRI CBD CAR PARK RE-SEAL

Moved Cr PIKE, seconded Cr SMITH

That Council list the project for consideration in 2019/20 within the Corporate Business Plan.

CARRIED 7/0

5.12.4 CP4 FOOTPATH PROGRAMME

CP4.1.1 RICK CLARKE – LOCATION OF PROPOSED PATHWAY IN
GANTHEAUME CRESCENT, KALBARRI

Moved Cr SUCKLING, seconded Cr CARSON

That Council change the Kalbarri footpath plan with the footpath proposed for Gantheaume Crescent, Kalbarri, to be located on the northern side of the street.

CARRIED 7/0

CP4.1.2 PORT GREGORY – NEW PATH

Moved Cr CARSON, seconded Cr HAY

That Council list the project for consideration in 2019/20, with the footpath to be constructed from concrete

CARRIED 7/0

CP4.2.1 CURRENT PLAN STATUS

Moved Cr CARSON, seconded Cr STEWART

That Council amend the footpath plan by:

1. Stephen Street footpath to be rescheduled to occur in 2019/20
2. Delete the footpath planned for Essex Street
3. Defer the Red Bluff Road footpath to occur in 2020/21

CARRIED 7/0

5.12.5 CP5 PLANT REPLACEMENT PROGRAM

CP5.1.1 CHANGES TO CURRENT PLAN - EHO/BUILDING SURVEYOR
VEHICLE

Noted.

CP5.1.2 CHANGES TO CURRENT PLAN - CEO VEHICLE

Moved Cr CARSON, seconded Cr SMITH

That the purchase of a Toyota Prado, as the CEO's vehicle, be listed for consideration in 2019/20, as per the quote provided.

CARRIED 7/0

Moved Cr SUCKLING, seconded Cr KRAKOUER

That Council undertake the purchase of the Toyota Prado after 1st July 2019 subject to it being a 2019 model, and that the purchase be declared authorised expenditure.

CARRIED BY AN ABSOLUTE MAJORITY 7/0

CP5.1.3 CHANGES TO CURRENT PLAN - OTHER WORKS PLANT CHANGES

Moved Cr SUCKLING, seconded Cr KRAKOUER

That Council amend the Plant Replacement Plan by:

2019/20 Year

1. Delete the purchase of a free roller and include this within the changeover of the grader in 2021/22.
2. Transfer the purchase of the tipping trailer that is programmed for 2022/23 for consideration with new truck purchase in 2019/20.
3. Council not approve or list for consideration the purchase of a mini loader (Kanga or similar) with attachments at an estimated cost \$60,000.

2020/21 Year

4. Item 3 – Ranger Utility, delete as is to be purchased in 2019/20.

2021/22 Year

5. Add replacement of two leading hand utilities, being:
 - Maintenance Leading Hand Northampton purchase \$52,000, trade \$5,000
 - Construction Crew Leading Hand purchase \$54,000, trade \$5,000
6. Defer Kalbarri Loader purchase to 2023/24
7. Defer Tip Truck purchase to 2022/23

2022/23 Year

8. Delete purchase of utility for Kalbarri Gardener as is a duplication.
9. Add replacement of multi wheel roller \$190,000 purchase with trade of \$10,000.

2025/26 Year

10. Delete the purchase of four utilities, being Items 3 to 6 as are listed in error and are to be considered in 2027/28 and 2028/29.

CARRIED 7/0

5.12.6 CP6 OTHER COMMUNITY SERVICES

CP6.1.1 NORTHAMPTON CEMETERY BOUNDARY FENCE

Moved Cr SUCKLING, seconded Cr STEWART

That Council supports the replacement (supply and install) of the Northampton Cemetery boundary fence on Stone Street and Onslow Street with Bostik fencing at a cost of \$78,500, and lists the project for consideration in 2019/20 within the Corporate Business Plan/Draft Budget.

CARRIED 7/0

5.12.7 CP7 CORPORATE BUSINESS PLAN REVIEW 2019 – WORK FORCE PLAN

Noted.

5.12.8 LONG TERM FINANCIAL PLAN REVIEW 2019

Noted.

5.13 DEPUTY PRESIDENT'S REPORT

Since the last Council meeting Cr Krakouer reported on his attendance at the following:

7/5/2019 Meeting with Department of Planning, Lands and Heritage and Department of Premier and Cabinet regarding land tenure relating to development of viewing areas and vehicle parking for Pink Lake.

5.14 COUNCILLORS' REPORTS

5.14.1 CR SMITH

Since the last Council meeting Cr Smith reported on his attendance at:

7/5/2019 Kalbarri Visitor Centre Budget meeting
14/5/2019 Kalbarri Visitor Centre Meeting

5.14.2 CR PIKE

Since the last Council meeting Cr Pike reported on his attendance at:

15/5/2019 Kalbarri Roadwise Meeting

5.15 NEW ITEMS OF BUSINESS

Nil.

5.16 NEXT MEETING OF COUNCIL

The next Ordinary Meeting of Council will be held on Friday the 21st June 2019 commencing at 1.00pm at the Council Chambers, Northampton.

5.17 CLOSURE

There being no further business, the Deputy President thanked everyone for their attendance and declared the meeting closed at 4.34pm.

THESE MINUTES CONSISTING OF PAGES 1 TO 34 WERE CONFIRMED AS A TRUE AND CORRECT RECORD ON FRIDAY 17 MAY 2019

PRESIDING MEMBER: _____

DATE: _____

SHIRE OF NORTHAMPTON

**Minutes of the Audit Committee held at the Council Chambers, Hampton Road, Northampton,
on Friday 14th June 2019.**

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SHIRE OF NORTHAMPTON

**Minutes of the Audit Committee held at the Council Chambers, Hampton Road, Northampton,
on Friday 14th June 2019.**

AC1. OPENING

The Chairperson Cr Craig Simkin thanked all members present for their attendance and declared the meeting open at 9.00am.

AC2. PRESENT

Cr C Simkin	Chairperson	Northampton Ward
Cr R Suckling		Northampton Ward
Cr S Krakouer		Kalbarri Ward
Cr S Smith		Kalbarri Ward
Mr Grant Middleton (minutes)		Deputy Chief Executive Officer
Mr Garry Keeffe (observer)		Chief Executive Officer
Cr P Stewart (observer)		Kalbarri Ward

AC3. APOLOGIES

Cr T Carson	Northampton Ward
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AC4. QUESTION TIME

Nil

AC5. CONFIRMATION OF MINUTES

Moved Cr Smith, seconded Cr Suckling

That the minutes of the Audit Committee Meeting held on the 15th February 2019 be received as a true and correct record.

CARRIED 4/0

AC6. BUSINESS ARISING FROM MINUTES

Nil

AC7. INVESTMENT OF SURPLUS FUNDS

Moved Cr Suckling, seconded Cr Krakouer

That the Audit Committee recommends that Council modify its Policy to invest surplus funds with the National Bank while the bank maintains a branch in Northampton.

CARRIED 4/0

AC8. INTERIM AUDIT REPORT

Moved Cr Smith, seconded Cr Simkin

That the Interim Audit Report from the Office of Auditor General as presented be received and presented to Council.

CARRIED 4/0

AC9. FINANCIAL MANAGEMENT/REGULATION 17

Moved Cr Simkin, seconded Cr Smith

That the Review of Financial Management, Risk Management, Legislative Compliance and Internal Controls Report and management comments of risk matters raised in the Financial Management/Regulation 17 Review Action List as presented be received and presented to Council.

CARRIED 4/0

AC10. CLOSURE

There being no further business, the Chairperson thanked all present for their attendance and declared the meeting closed at 10.04am.

WORKS & ENGINEERING REPORT CONTENTS

7.1.1	INFORMATION ITEMS MAINTENANCE /CONSTRUCTION WORKS PROGRAM	2
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7.1.1	INFORMATION ITEMS – MAINTENANCE/CONSTRUCTION WORKS PROGRAM
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REPORTING OFFICER:	Neil Broadhurst - MWTS
DATE OF REPORT:	12th June 2019

The following works, outside of the routine works, have been undertaken since the last report and are for Council information.

Specific Road Works

- Maintenance grading carried out on Ajana East, Ajana Back, Murphy, Ralph, Sudlow, Normans Well, Oakabella, Starling, Yarra, Carson, Ogilvie School, Horan, Monegarry, Ogilvie East, Ogilvie West and Reynolds Road/s.
- Gravel Patching/Sheeting/Verge works carried out on Ajana East and Ajana Back Road/s.

Maintenance Items

- Northampton and Rural areas – General sign replacement and maintenance works.
- Northampton and Kalbarri – Townsite verge, powerline tree pruning vegetation works in general.
- Northampton – Northampton Community Centre. Tank removal and replacement with associated clean-up works following collapse of concrete tank March 16th. (Subject to insurance claim). Effectively 3 new tanks being installed. Fence replacement and site tidy up only remaining works.
- Northampton and Kalbarri – Town ovals, parkland areas and foreshore areas fertilized 5th and 6th June prior to rains.
- Northampton – Lions Park culvert extension completed. Preliminary works commenced to undertake carpark construction and sealing works. Quotes being sourced for contractor to assist with bulk earthworks and gravel import and compaction and trim works.
- Northampton – Bowling Club, Orange park – Tidy up and gravelling of park area to aid with overflow campers.
- Kalbarri – Eco Flora Bore field works – Failure of 2 main bore sites implemented works to reinstate water requirements. Outcome has been the identification of water levels and pumping capacity plus repair/replacement of failed pumps and motors.
- Kalbarri – Preparation works for Canoe and Cray festival including GNFL game,
- Kalbarri – Repairs/Replacements to oval boundary fence and goalpost following vandalism. (Subject to insurance claim.)

Other Items (Budget)

- Hatch Road – Works commenced to install sealed floodway including road sealing, concrete walls upstream and downstream plus rock protection works. Rain event has created some damage and site currently to wet to continue with planned works in the immediate future.
- Binnu West/Chilimony Road Intersection realignment – Works have commenced. Preliminary vegetation clearing and bulk earthworks commenced. Survey alignment and levels placed onsite. Bulk earthworks and subgrade cut/fill progressing. Approximate date for sealing pending weather and progress 19th – 21st June.
- Kalbarri – Jakes lookout area, installation of stairway completed.

Plant Items

- P252 – Komatsu Loader – Bucket cylinder pins and bushes, 6000 hour service.

Staff/Personnel Items

- Drug and Alcohol policy implementation - Introduction and signoff by staff.

For Council information.

SHIRE OF NORTHAMPTON

WORKS CREW 12 MONTHLY PROGRAM AND PROGRESS REPORT (2018/2019)

(June 2019)

2018/2019 Budget Works	Job No	Status	Comments
<u>Regional Road Group Projects</u>			
Kalbarri Road (Shared funding - RTR) Shoulder Reconditioning works 13.00 - 23.00 slk	RR10	COMPLETE	
George Grey Drive Reseal	RR11	COMPLETE	
<u>Roads to Recovery</u>			
Chilimony Road (C/over from 2017/2018) Shoulder Reconstruction - Stage 3 (North of North Road)	RT17	COMPLETE	
Chilimony Road Reseal Stage 3	RT26	COMPLETE	
Kalbarri Road (Shared funding - RRG) Shoulder Reconditioning works 13.00 - 23.00 slk	RT29	COMPLETE	
Binnu West Road Realign Chilimony Road intersection	RT25		Commenced - Surveys undertaking initial survey and design works Basecourse material imported - Approx sealing 20th June 2019
Hatch Road Construct new floodway crossing	RT27		Commenced - Preliminary Vegetation and Drainage Works Culvert installed, Basecourse material onsite.
Porter Street (Shared funding - Muni) Reseal (0.74 to 1.81 slk)	RT28	COMPLETE	
<u>Royalties for Regions Funding</u>			
White Cliffs Road Construct and seal - Stage 2	R4R7	COMPLETE	
White Cliffs Road Reseal - Stage 1 and 2 (Total 12.8kms)	R4R7	COMPLETE	
Cont.			
2018/2019 Budget Works	Job No	Status	Comments

MUNICIPAL FUND CONSTRUCTION**Northampton****Northampton - Bateman Street**
Construct and Seal 210m

R971

Defer

Deferred for consideration 2019/2020

Northampton - Thornton/Erwood Street
Construct and Seal

R983

Defer

Deferred for consideration 2019/2020

Northampton - Stephen Street
Reseal (1.385 - 2.100)

R974

COMPLETE

Northampton - Onslow Street
Reseal (0.000 - 1.320)

R975

COMPLETE

Northampton - NCC Car park area
Reseal and new lines etc

F016

COMPLETE

Northampton - Lions Park
Construct and seal car parkCommenced - Contractor quote being requested
Some initial works onsite by Shire**Northampton - Lions Park**
Extend culvert

5022

COMPLETE

Kalbarri**Kalbarri - Atkinson Crescent**
Reseal

R972

COMPLETE

Kalbarri - Stiles Road
Reseal

R973

COMPLETE

Kalbarri - Porter Street (Shared funding - RTR)
Reseal (0.740 - 1.810)

R976

COMPLETE

Kalbarri - Sutherland Street
Reseal (0.000 - 0.330)

R977

COMPLETE

Kalbarri - Walker Street
Reseal (0.107 - 0.820)

R979

Defer

Deferred for consideration 2019/2020

Cont.

2018/2019 Budget Works**Job No****Status****Comments****Kalbarri (cont)**

Kalbarri - Karina Mews Street Kerb replacement and Reseal	R982	Defer	Deferred for consideration 2019/2020
Kalbarri - Grey Street Construct and seal car park south of IGA		COMPLETE	
Kalbarri - Blue Holes access road Construct access road and car park.	R969	Defer	Deferred for consideration 2019/2020
<u>Rural</u>			
Von Bibra Road Gravel sheet selected sections	R980	Commenced	Initial works undertaken due to road being impassible
<u>MUNICIPAL FOOTPATHS</u>			
Northampton - Stephen Street Replace DUP from NWCH to West Street	F702	Defer	Telstra infrastructure corrections required to lid heights
Northampton - Hampton Road Replace DUP from Stephen Street to Railway Tavern	F703		Local Contractor appointed - To commence March/April
Kalbarri - Chinamens toilet area Replace DUP to ablutions	F704	COMPLETE	
Kalbarri - Nanda Drive Install access to Malaluca Pathway	F705	COMPLETE	
Kalbarri - Malaluca Pathway Undertake identified reinstatement works	T379		
Cont.			
MUNICIPAL FUND CONSTRUCTION	Job No	Status	Comments
<u>OTHER WORKS - Depots/Yards/Ovals/Parks/ Gardens etc</u>			
Northampton Depot		COMPLETE	

Modifications to Dog pound			
Northampton - Street Bin replacements/new Victoria style 55 litre street bins		COMPLETE	
Northampton - Kings Park Install new table and seat arrangement		COMPLETE	
Northampton - Oval renovation Undertake Verti draining		COMPLETE	
Northampton - Oval renovation Undertake Verti mowing		COMPLETE	
Kalbarri - Oval renovation Undertake Verti draining		COMPLETE	
Kalbarri Depot Install materials bins		COMPLETE	
Kalbarri - Opposite Rainbow Jungle Install stairway		COMPLETE	
Rural - RAV4 Surveys Survey assessments for road gradient identification. Rob Road - survey detour area for adequacy Horry Road - survey current alignment for adequacy	T379		Survey undertaken - waiting for results
Cont.			
2018/2019 Budget Works	Job No	Status	Comments
<u>PLANT ITEMS - Major</u>			
Northampton - New Motor Grader Purchase new - trade/sell P203 Motor Grader		COMPLETE	

Northampton - New Free Roller Purchase new - trade/sell existing roller		COMPLETE	Included with supply of new grader
Northampton - Utility - Gardener Purchase New - trade/sell P237 - N/ton Gardener utility		COMPLETE	
Northampton - Construction water tank replacement Replace tank part only		COMPLETE	Second hand complete unit purchased
Kalbarri - Utility - Kalbarri Ranger Purchase New - trade/sell P216 - Kalbarri Ranger utility		COMPLETE	
Kalbarri - Utility - Kalbarri Gardener/Cleaner Purchase New - trade/sell P235 - Kalbarri Gardener utility		COMPLETE	
Kalbarri - Truck water tank New water tank and attachments		COMPLETE	
<u>PLANT ITEMS - Minor/Other/Sundry tools</u>			
Northampton - Satellite phone for remote works		Complete	Personnel location device purchased - Epirb
Northampton - Set of hand held 2-way radios		Defer	Existing still operational - deferred to 2019/2020 consideration
Northampton - Tip site generator		Defer	Existing still operational - deferred to 2019/2020 consideration
Northampton Gardeners - Street sweep/broom		Complete	
Northampton Gardeners - Self propelled mower		Complete	
Northampton Gardeners - Small pressure cleaner		Complete	
Northampton Gardeners - Small fertiliser spreader		Complete	
Northampton Gardeners - Hedge pruners		Complete	
Northampton Gardeners - Backpack sprayer		Complete	
Kalbarri - Motorized broom		Complete	
Kalbarri - Concrete saw with trolley		Complete	
Horrocks - Backpack sprayer		Complete	

HEALTH AND BUILDING REPORT CONTENTS

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7.2.1	INFORMATION ITEM: BUILDING STATISTICS
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DATE OF REPORT:	14th June 2019
RESPONSIBLE OFFICER:	Glenn Bangay – Principal EHO/Building Surveyor

1. BUILDING STATISTICS

Attached for Councils' information are the Building Statistics for May 2019.

OFFICER RECOMMENDATION – ITEM 7.2.1
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For Council information.

SHIRE OF NORTHAMPTON - BUILDING APPROVALS - MAY 2019														
Approval Date	App. No.	Owner	Builder	Property Address	Type of Building	Materials			Area m2	Value	Fees			
						1. Floor	2. Wall	3. Roof			1. App Fee	2. BCITF	3. BRB	4. Other
09/05/2019	1675	Sanpoint Enterprises 60 Grey St KALBARRI	Batavia Metal Roofing 21 Box St GERALDTON	60 (Lot 188) Jeffrey Browne Way KALBARRI	Re-Roof	1. N/A	2. N/A	3. Zinc	200	\$19,980	1. 97.70	2. 0.00	3. 61.65	4. 15.00
09/05/2019	1680	Dept Biodiversity Conservation & Attractions PO Box 72 GERALDTON	Simple Life Projects PO Box 147 KALBARRI	6314 (Loc 8076) Ajana-Kalbarri Rd KALBARRI	Re-Clad, Re-Roof Office and new Patio	1. Concrete	2. F/cmnt	3. C/Bond	60	\$229,728	1. 206.76	2. 314.73	3. 459.46	4. 15.00
14/05/2019	1682	D Mudie & N Hitchcock PO Box 104 KALBARRI	G Turner PO Box 396 KALBARRI	12 (Lot 920) Gliddon Ave KALBARRI	Carport	1. Concrete	2. N/A	3. Zinc	62	\$18,000	1. 97.70	2. 0.00	3. 61.65	4. 0.00
15/05/2019	1683	RSL WA PO Box 3023 EAST PERTH	J Hine & Son 9a View St GERALDTON	239 (Lot 123) Hampton Rd NORTHAMPTON	Additions	1. Concrete	2. Brick	3. C/Bond	282	\$637,982	1. 0.00	2. 874.04	3. 1275.96	4. 0.00
21/05/2019	1670	Shinnick Family 25 Balcomore Gdns WANNERROO	Simple Life Projects PO Box 147 KALBARRI	5 (Lot 273) Mallard St KALBARRI	Additions	1. Concrete	2. Steel	3. Steel	177	\$63,000	1. 201.60	2. 86.31	3. 126.00	4. 0.00
21/05/2019	1669	T & L Reimann 39 Elliot Way BULGARRA	Simple Life Projects PO Box 147 KALBARRI	13a (Lot 161) Smith St KALBARRI	Re-Roof and extend verandah	1. Timber	2. Timber	3. Steel	29	\$43,205	1. 138.26	2. 61.65	3. 86.41	4. 0.00
21/05/2019	1671	TS Hay PO Box 142 NORTHAMPTON	M & H Barnden PO Box 184 NORTHAMPTON	Site 37 No 13 Sanford Cres PORT GREGORY	Caravan annexe	1. Concrete	2. Aluminium	3. C/Bond	12	\$9,500	1. 97.70	2. 0.00	3. 61.65	4. 0.00
21/05/2019	1657	TS Hay PO Box 142 NORTHAMPTON	M & H Barnden PO Box 184 NORTHAMPTON	Site 33 No 13 Sanford Cres PORT GREGORY	Caravan annexe	1. Concrete	2. Aluminium	3. C/Bond	3	\$2,500	1. 97.70	2. 0.00	3. 61.65	4. 0.00
27/05/2019	1678	T & L Nash PO Box 604 KALBARRI	Norwest Building Co Winton Rd JOONDALUP	21 (Lot 21) Lawrence Loop KALBARRI	Deck & Patio	1. Timber	2. N/A	3. C/Bond	81	\$30,000	1. 97.70	2. 61.65	3. 60.00	4. 0.00
30/05/2019	1684	W Ainsworth PO Box 252 NORTHAMPTON	Norwest Building Group 279 Place Rd WEBBERTON	84 (Lot 11) Robinson St NORTHAMPTON	S/F C/Bond Clad Shed	1. Concrete	2. Steel	3. C/Bond	64	\$29,390	1. 97.70	2. 61.65	3. 58.78	4. 0.00

TOWN PLANNING CONTENTS

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7.3.1 TOWN PLANNING SCHEME NO. 10 - SCHEME CONVERSION - CONSENT TO ADVERTISE BASIC AMENDMENT

LOCATION:	Northampton District (Including Horrocks and Port Gregory)
FILE REFERENCE:	10.8.7
DATE OF REPORT:	28 May 2019
REPORTING OFFICER:	Hayley Williams – Consultant Senior Planner Garry Keeffe – Chief Executive Officer
APPENDICES:	
1.	Amended Town Planning Scheme No. 10 (under separate cover)

AUTHORITY / DISCRETION:

Legislative *when Council makes and reviews the legislation it requires performing its function as Local Government. For example, adopting local laws, town planning schemes & policies.*

SUMMARY:

The purpose of this report is to consider proposed Amendment No. 6 to Planning Scheme No. 10 to remove scheme provisions and definitions that are superseded by the deemed provisions contained in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the regulations) and align the scheme with the model provisions for local planning schemes.

BACKGROUND:

Section 256 of the Planning and Development Act provides for the Minister for Planning to make regulations in regard to planning schemes. The *Planning and Development (Local Planning Schemes) Regulations 2015* (the regulations) came into effect in 2015 and replaced the *Town Planning Regulations 1967* (as amended) and associated Model Scheme Text (MST).

The regulations consist of three elements being:

- Regulations that govern the preparation and amendment of local planning strategies and schemes, and the review of local planning schemes;
- Model Scheme Provisions (Schedule 1) that should be followed in all local planning schemes; and
- Deemed Provisions (Schedule 2) that automatically apply in every operational local planning scheme in Western Australia.

A copy of the amended *Town Planning Scheme No. 10* is provided to Councillors under a separate cover and is accessible via dropbox.

COMMUNITY & GOVERNMENT CONSULTATION:

The Scheme Amendment will be referred to the Environmental Protection Authority in accordance with the requirements of the Planning and Development Act 2005, to determine whether it needs to be assessed under the Environmental Protection Act. The amendment will also be referred to the Western Australian Planning Commission.

Given the Scheme Amendment has been determined as a "Basic Amendment" no advertising of the amendment is required.

FINANCIAL & BUDGET IMPLICATIONS:

The preparation of a Scheme Amendment will be covered under Council's 2018/19 budgetary provisions for Planning Consultant fees. Given the Scheme Amendment has been deemed a 'Basic Amendment' there will be no associated advertising costs.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

Local: Shire of Northampton Local Planning Scheme No. 10

In respect to Amendment No. 6 it is recommended that it be classified by Council as a basic amendment pursuant to Regulation 34 (c), given that it proposes to delete provisions of the Scheme which have been superseded by the deemed provisions, align the Scheme with the model provisions and address other administrative matters.

The next steps in the procedure for a basic amendment requires:

- the amendment to be forwarded to the WAPC within 21 days of passing of the resolution to prepare the amendment;
- the amendment to be referred to the Environmental Protection Authority to determine whether it needs to be assessed under the Environmental Protection Act.

POLICY IMPLICATIONS:

Nil.

STRATEGIC IMPLICATIONS:

Nil.

COMMENT:

Scheme Amendment No. 6 includes updating the Scheme to address inconsistencies with the "Deemed Provisions" of the LPS Regulations as well as aligning the Scheme with the Model Provisions where possible within the limitations of a 'basic amendment'.

Deemed Provisions

Section 257B of the *Planning and Development Act 2005* provides the ability for deemed provisions to be enforced as part of each local planning scheme to which they apply.

Since 19 October 2015, the deemed provisions contained in Schedule 2 of the regulations, have formed part of Scheme No. 10. Where there is a conflict or inconsistency between the provisions of Scheme No.10 and the deemed provisions, the deemed provisions prevail. The Shire is required to comply with, and where appropriate, enforce the deemed provisions, as they form part of the Scheme.

The deemed provisions deal primarily with administrative matters of the scheme, including information to be submitted with a development application, advertising of applications, matters to be considered when determining applications and the determination of development applications. The deemed provisions also detail when development approval is not required (exempt development).

The deemed provisions cannot be varied. Supplemental provisions to the deemed provisions can be approved by the Minister, including additional exemptions from development approval.

The deemed provisions do not make allowance for exemptions to development approval for land where the R-Codes do not apply. Therefore, the supplemental provisions under clause 61(1) expand on the deemed provisions and similarly provide for these exemptions to development approval, where the R-Codes do not apply but where a use is permitted under the scheme.

Amendment No. 6 proposes to delete provisions which are inconsistent with the prevailing deemed provisions, amend others to ensure consistency with the deemed provisions and includes supplementary provisions to address additional development exemptions. Accordingly, parts 2, 7, 8, 9, 10 and 11 of Scheme 10

have been deleted in its entirety. The deletion of the provisions from the scheme will ensure that provisions that may, or may be seen to conflict, with the deemed provisions are removed. The deletion of the provisions will also assist in the day to day administration of the scheme by removing provisions which are no longer required.

Model Provisions

The model provisions are to be used when new planning schemes are being prepared. They contain the scheme provisions regarding matters such as the zones and reserves, objectives, land use permissibility, development standards and special control areas. The model provisions can be varied, subject to the approval of the Minister.

Amendment 6 has aligned Scheme No. 10 with the model provisions. This includes updating the name of zones and reserves to align with those in the model provisions, updating land use definitions with the model definitions and deleting definitions which are not model provisions. Some non-model definitions have been retained if unable to be classified under a model definition, for instance, 'farmworker's accommodation'.

The zoning table has also been amended to replace or delete land uses. The permissibility of each land use has been reviewed to ensure any updated designations are compatible with those in the existing Scheme No 10.

Additional matters

There are number of other additional matters that are also proposed to be addressed by Scheme Amendment No. 6, these are:

- Model reserve objectives being inserted;
- Deletion of Rural Smallholding Zone and Bushland Protection Zone due to no current zonings of this type;
- General administrative edits;
- Heritage list removed to form a separate document, included within Heritage Local Planning Policy;
- Development Contribution and Structure Plan provisions removed.

VOTING REQUIREMENT:

Absolute Majority Required: No.

CONCLUSION:

Scheme Amendment No. 6 is considered to update Scheme No. 10 to reflect the current planning framework provided by the *Planning and Development (Local*

Planning Schemes) Regulations 2015 and is therefore recommended that Council amend the Scheme as per the resolution below.

OFFICER RECOMMENDATION – ITEM 7.3.1

That Council:

1. Pursuant to Section 75 of the Planning and Development Act 2005, amend Shire of Northampton Planning Scheme No. 10 by:

1.1 Amending the Preamble and Scheme Details pages as follows:

- **Replace the first paragraph with ‘This Local Planning Scheme of the Shire of Northampton consists of this Scheme Text, the deemed provisions (set out in the *Planning and Development (Local Planning Schemes) Regulations 2015*), the supplemental provisions contained in Schedule A and the Scheme Maps. The Scheme should be read in conjunction with the Local Planning Strategy for the Shire.’**
- **Replace the words ‘Scheme Text’ with ‘deemed provisions’ in the second paragraph.**
- **Delete the word ‘Text’ in the third paragraph.**
- **Delete the words ‘District Zoning Scheme’ on the ‘Scheme Details’ page.**

1.2 Amending Part 1 in accordance with Part 1 of the model provisions and inserting ‘the supplemental provisions contained in Schedule A’ in clause 7(1).

1.3 Deleting the following in their entirety:

- **Parts 2, 7, 8, 9, 10 and 11.**
- **Schedules 1, 3, 6, 7, 8, 9, 10, 13, 15, 16 and 17.**
- **Clauses 1.7, 3.4, 3.5, 4.7.2.2, 4.7.3, 5.7, 5.10.1, 5.13.7 and 5.13.8.**

1.4 Amending Part 3 in accordance with Part 2 of the model provisions, including inserting the model objectives for the following reserves: environmental conservation; public open space; public purposes; government services; medical services; emergency services; infrastructure services; education; heritage; cemetery; and primary distributor road.

1.5	Amending Part 4 in accordance with Part 3 of the model provisions.
1.6	<p>Amending the zones throughout the Scheme Text and on the Scheme Maps as follows:</p> <ul style="list-style-type: none"> • Town Centre Zone to Centre Zone • Industry Zone to General Industry Zone • General Rural Zone to Rural Zone • Development Zone to Urban Development Zone
1.7	Deleting the Rural Smallholdings Zone and Bushland Protection Zone and all references to these zones throughout the Scheme Text and Scheme Maps including development requirements specific to those zones
1.8	<p>Modifying the Zoning Table to update the following land use class names and permissibility:</p> <ul style="list-style-type: none"> • Agroforestry to Tree farm • Guesthouse to Holiday accommodation • Industry - General to Industry • Industry - Mining to Mining operations • Holiday Home to Holiday house • Restaurant to Restaurant/cafe • Retirement Village to Residential Care Complex • Rural pursuit to Rural pursuit/hobby farm • Showroom to Bulky goods showroom • Wind Farm or Wind Energy Facility to Renewable energy facility • Temporary Accommodation Camp to Workforce accommodation • Warehouse to Warehouse/storage • Industry - Rural to Industry - Primary Production • Amending the permissibility of 'Tourism Development' to 'A' in the 'Rural' and 'Caravan, Camping and Cabin' zones • Amending the permissibility of 'Telecommunications Infrastructure' to 'A' in all zones
1.9	<p>Deleting the following land use classes and their permissibility from the Zoning Table:</p> <p>aged and dependent persons dwellings; amusement facility; cabin; chalet; community services depot; cultural use; dry cleaning premises; eco tourist facility; equestrian centre; factory unit building; farm stay;</p>

home business - hire; industry - hazardous; industry - noxious; lodging house; nursing home; open air display; produce store; public amusement; public utility; radio and tv installation; salvage yard; single bedroom dwelling; tourist resort; veterinary hospital; wayside stall

1.10 Adding the following note under model clause 18:

Note: 3. If a proposed development is identified as a 'P' use in the zoning table, but the proposed development does not comply with all of the development standards and requirements of this Scheme then it is to be treated as a 'D' use.

1.11 Amending Part 5 in accordance with Part 4 of the model provisions, including:

- retaining clauses 4.7 and 5.8 to 5.13 under 'General Development Standards and Requirements'.
- inserting State Planning Policy 2.5 – Rural Planning under the list of other State Planning Policies to be read as part of Scheme
- inserting the word 'is' between the words 'road' and 'provided' in clause 5.9.3(a).
- shifting the provisions under clause 5.10.3 to clause 5.13.5 and inserting the additional clause:-

Tourism development in the Rural Zone:-

 - shall be designed, constructed, operated and of a scale so as not to destroy the natural resources and qualities; and
 - should utilise sustainable power, have a low energy demand through incorporation of passive solar design, provide for water consumption, ecologically sensitive waste processing and disposal with no pollutant product
- inserting the following under clause 5.11.5:

Note: Development approval is not required for exempted classes of advertisement listed in Schedule 2.
- modifying the table of carparking requirements to update the following land use class names:

Agroforestry to Tree farm

Guesthouse to Holiday accommodation
Industry - General to Industry
Industry - Rural to Industry – Rural/Industry - Primary Production
Industry - Mining to Mining operations
Holiday Home to Holiday house / Holiday accommodation
Restaurant to Restaurant/café
Retirement Village to Residential care complex
Rural pursuit to Rural pursuit/hobby farm
Showroom to Bulky goods showroom
Wind Farm or Wind Energy Facility to Renewable energy facility
Temporary Accommodation Camp to Workforce accommodation
Warehouse to Warehouse/storage

- deleting the following land use classes from the table of carparking requirements:
aged and dependent persons dwellings; amusement facility; bank, building society, post office; cabin, chalet, community services; cultural use; dry cleaning premises; eco tourist facility; equestrian centre; factory unit building; farm stay; guesthouse; home business - hire; industry - hazardous; industry - noxious; lodging house; open air display; public amusement; public utility; radio and tv installation; single bedroom dwelling; tourist resort; veterinary hospital.
- deleting all notes under the table of carparking requirements and deleting the words 'excludes bank, building society, post office' in the Table.
- converting clauses 5.13.1.1 to 5.13.1.13 to Footnotes.
- deleting the sub-headings 'Residential Development', 'Mixed Use Development' and 'Plot Ratio' under clause 5.13.3.
- amending the words "all factory unit buildings" to "all factory unit industrial buildings industrial buildings or structures used for production or storage areas" under clause 5.13.4.2.2
- adding the words 'or in a provision of the Scheme that applies the R-Codes' to model clause 25(4).
- replacing the heading of model clause 32 to 'General development standards and requirements'.

- replacing the heading of model clause 33 to 'Site specific development standards and requirements'.
 - adding the following to model clause 32(2): Where an inconsistency arises between the standards and requirements contained in clause 32 and clause 33, those in clause 33 prevail.
 - replacing the words in model clause 34(1) to: *additional site and development requirements* means any site or development requirement contained in the Scheme.
 - adding the following to model clause 34(2): except for development in respect of which the R-Codes apply or variations to land use permissibility contained in the zoning table.
- 1.12 Amending Part 6 in accordance with Part 5 of the model provisions, including:**
- adding the following to clause 6.1:
 - (3) The provisions contained in a Special Control Area apply in addition to the provisions that apply to the underlying zone.
 - amending 6.3.3.1(a) to: The local planning strategy and the purpose and intent of the Moresby Range Landscape Protection SCA.
 - deleting the following from Clause 6.3.3.1(b): The local government may consider supporting subdivision applications where i) the subdivision proposed for land within the Rural Smallholdings zone is consistent with the Local Planning Strategy and the purpose and intent of and the Moresby Range Landscape Protection SCA.
- 1.13 Deleting the following terms and replacing them with the corresponding term throughout the Scheme Text:**
- planning approval with development approval
 - council replaced with local government
 - Local Government Authority with local government
 - Council of a municipality with local government
 - Development Plan with Structure Plan or local development plan (as applicable)

<ul style="list-style-type: none"> • Department of Mines and Petroleum with Department responsible for mining and industry regulation • Department of Water with Department responsible for water and environmental regulation <p>1.14 Amending the following clauses by removing the cross reference to the clause deleted and replacing them as follows:</p> <ul style="list-style-type: none"> • Clause 5.7 with Part 4 of the deemed provisions • Clause 8.2(f) with Clause 61(1)(o) of the deemed provisions • Clause 9.2(d) with Clause 63 of the deemed provisions <p>1.15 Amending Schedule 1 in accordance with Division 1 and 2 of the model provisions, including:</p> <ul style="list-style-type: none"> • refining the following definitions as follows: <p>animal husbandry - intensive: means premises used for keeping, rearing or fattening of alpacas, beef, and dairy cattle, goats, pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production), sheep and other livestock in feedlots, sheds or rotational pens; but excludes agriculture extensive.</p> <p>bulky goods showroom - update definition by replacing the word ‘or’ between subclause (a) and (b) to ‘and’.</p> <p>hospital - means premises used as a hospital as defined in the <i>Hospitals and Health Services Act 1927</i> section 2(1) but excludes a nursing home.</p> <p>residential care complex - means premises used</p> <ul style="list-style-type: none"> (a) primarily as a residential complex that provides a range of accommodation, from independent living to low and high care accommodation; and (b) for any associated support services for meals, recreation, wellness, rehabilitation, medial, nursing, cleaning and respite care for the occupants and authorised visitors. <p>renewable energy facility - means premises used to generate energy from a renewable energy source and includes any building or other structure used in, or in connection with, the generation of energy by a renewable resource. It does not include solar panels or a wind turbine</p>
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located on a lot with a single house where the energy produced only supplies that house or private rural use or anemometers.

roadhouse - means premises that has direct access to a State road other than a freeway and which provides the services or facilities provided by a freeway service centre and may provide any of the following facilities or services-

- (a) a full range of automotive repair services;
- (b) wrecking, panel beating and spray painting services;
- (c) transport depot facilities;
- (d) short-term accommodation for guests;
- (e) facilities for being a muster point in response to accidents, natural disasters and other emergencies; and
- (f) dump points for the disposal of black and/grey water from recreational vehicles.

service station - means premises used for-

- (a) the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience retail nature; and/or
- (b) the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles;

- deleting the following definitions:

advertisement; ancillary use; amenity; caravan; cultural heritage significance; environmental harm; façade; gross leasable area; local government; local planning strategy; place; premises; residential design codes; substantially commenced; zone.

- moving the definitions for repurposed dwelling and second hand dwelling from general definitions to land use definitions.
- moving the definitions for cabin and chalet from land use definitions to general definitions.
- including the following definitions from the model provisions: building height; short-term accommodation; wall height

1.16 Amending Schedule 5 by deleting the words 'theatre' and replacing Warehouse with warehouse/storage.

1.17 Amending Schedule 14 by deleting the words 'under Part 7 of the Scheme'.

- 1.18 Amending the title of Schedule A and inserting the following provisions:**
Schedule A - Supplemental Provisions
Clause 61(1):
 (m) the demolition of any building or structure except where the building or structure is:
 (i) located in a place that is entered in the Register of Heritage Places under the *Heritage of Western Australia Act 1990*; or
 (ii) the subject of an order under Part 6 of the *Heritage of Western Australia Act 1990*; or
 (iii) included on the Heritage List under Part 7 of the deemed provisions; or
 (iv) located in a heritage area designated under this Scheme.
 (n) any of the exempted classes of advertisements listed in Schedule 3 except in respect of a place included in the Heritage List or in a heritage area or within the Town Centre Conservation Special Control Area.
- 1.19 Renumbering the scheme provisions, tables and schedules sequentially and updating any cross referencing to the new clause numbers and deemed provisions as required and updating the Table of Contents.**
- 1.20 Amending the Scheme Map legend by replacing local scheme reserves as follows:**
- National parks and conservation to Environmental conservation
 - Parks and recreation to Public open space
 - Public Purposes: Ambulance, Fire Station and Council Depot to Infrastructure services
 - Public Purposes: Cemetery to Cemetery
 - Public Purposes: Church to Public purposes
 - Public Purposes: Council offices to Government services
 - Public Purposes: Dune Preservation to Environmental conservation
 - Public Purposes: Fire Station to Emergency services
 - Public Purposes: Freight Depot Station to Public purposes
 - Public Purposes: Government Requirements to Government services
 - Public Purposes: Grain handling facility to Public purposes
 - Public Purposes: Gwalia cemetery to Cemetery
 - Public Purposes: High school to Education

- **Public Purposes: Historical purposes to Heritage**
 - **Public Purposes: Hospital to Medical Services**
 - **Public Purposes: Police to Emergency Services**
 - **Public Purposes: Primary School to Education**
 - **Public Purposes: Public Toilet to Public Purposes**
 - **Public Purposes: Railway Station to Heritage**
 - **Public Purposes: Rubbish Disposal to Infrastructure Services**
 - **Public Purposes: Water supply, sewerage and drainage to Infrastructure services**
 - **Major road to Primary Distributor Road**
2. **resolves, pursuant to the Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations), that Amendment 6 is a basic amendment in accordance with r.34(c) of the Regulations as it proposes to amend the Scheme text to delete provisions that have been superseded by the deemed provisions in Schedule 2 of the Regulations;**
 3. **authorise Council officers to prepare the scheme amendment documentation.**
 4. **authorise the affixing of the common seal to and endorse the signing of the amendment documentation.**
 5. **pursuant to Section 81 of the *Planning and Development Act 2005*, refers Amendment 6 to the Environmental Protection Authority;**
 6. **pursuant to r.58 of the Regulations, provides Amendment 6 to the Western Australian Planning Commission.**

7.3.2 DRAFT NORTHAMPTON LOCAL PLANNING STRATEGY – CONSENT TO ADVERTISE (REVISED DRAFT)

FILE REFERENCE:	10.4.2
DATE OF REPORT:	3 June 2018
REPORTING OFFICER:	Hayley R. Williams - Senior Consultant Planner
RESPONSIBLE OFFICER:	Garry L Keeffe - Chief Executive Officer
APPENDICES:	
1.	Draft Local Planning Strategy (attached under a separate cover)

AUTHORITY / DISCRETION:

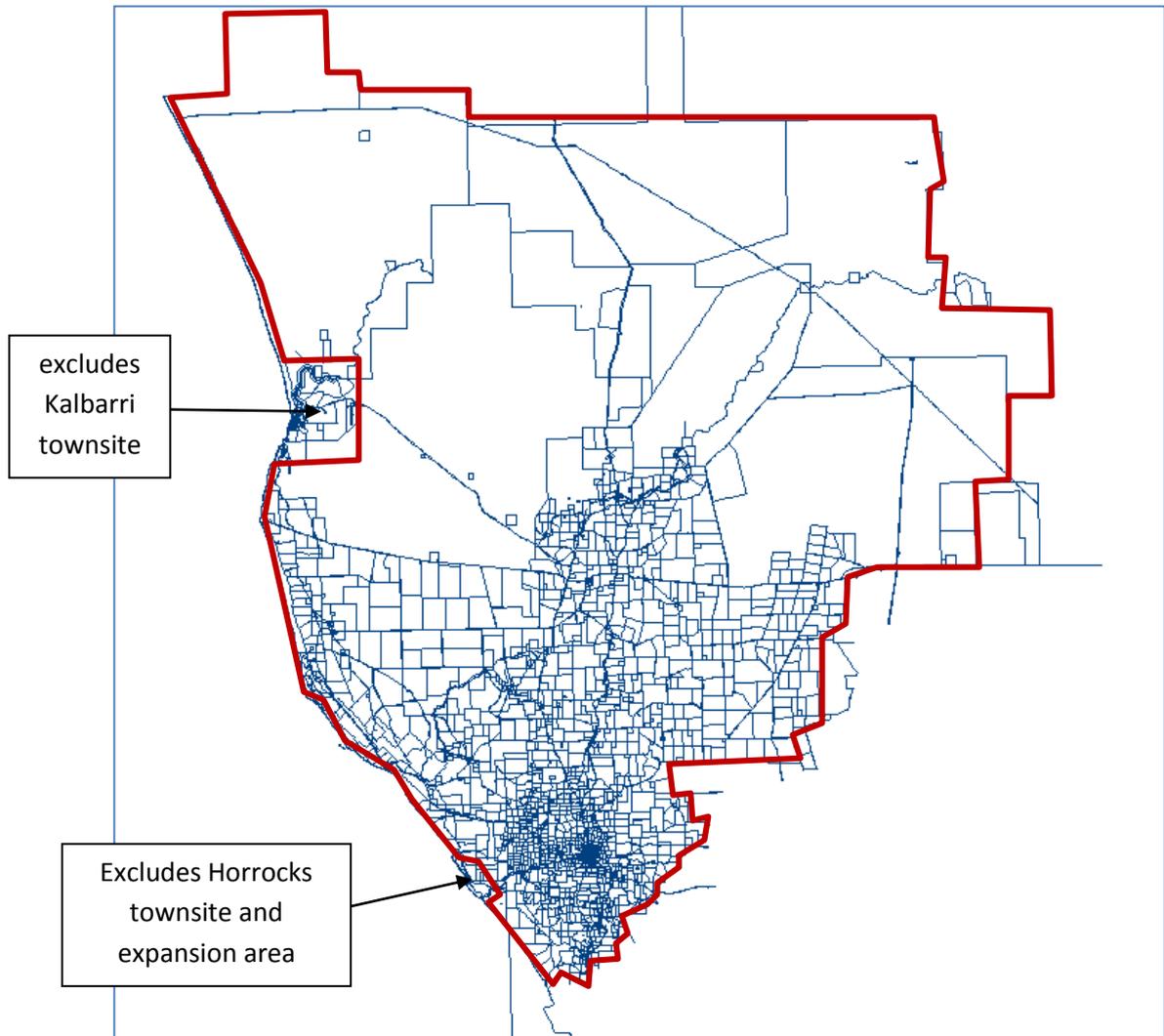
Legislative *when Council makes and reviews the legislation it requires performing its function as Local Government. For example, adopting local laws, town planning schemes & policies.*

SUMMARY:

The Draft version of the Local Planning Strategy has recently been modified to address the list of amendments recommended by the Department of Planning Lands and Heritage before they grant their consent to advertise. Given the nature of the amendments and the introduction of additional strategies it is re-presented to Council for consent to advertise. This report recommends Council adopts the Strategy and that it be forwarded to the Western Australian Planning Commission for approval to advertise for public comment in accordance with their suggested modifications.

LOCALITY PLAN:

Figure 1. Local Planning Strategy catchment area



BACKGROUND:

The current *Local Planning Strategy* (LPS) was completed in 2009 and has been under review to draw upon the recommendations of recent planning documents and to provide a revised Strategy that is better able to guide Council's planning and decision making processes.

The Local Planning Strategy encompasses all of the land areas within the Shire of Northampton except for those areas covered by other Local Planning Strategies, being the Kalbarri Townsite and the Horrocks Beach Townsite and Expansion area (shown in red in Figure 1, above).

The Draft Strategy has recently been modified to address the list of amendments required by the Department of Planning, Lands and Heritage before the WA Planning Commission will consider consent to advertise.

The Draft Strategy includes some additional provisions to address changes in the planning framework that have occurred during the drafting of the document as well as the inclusion of in-depth population analysis and greater justification for accommodating growth option strategies.

The formulation of the Strategy Plans have also recently been finalised by the Department of Planning.

A copy of the *Draft Local Planning Strategy* is provided to Councillors under a separate cover and is accessible via Dropbox.

COMMUNITY & GOVERNMENT CONSULTATION:

The preparation of the Draft Strategy has been formulated with direct engagement with the community in the form of community workshops conducted in November 2016.

The Draft Strategy was forwarded to the WA Planning Commission for certification and consent to advertise in February 2018, however, in accordance with regulation 12(3) the Department of Planning, Lands and Heritage responded to the Shire of Northampton in July 2018 requiring significant modifications.

Due to changes in the planning framework and later a restructure of the Department of Planning, there have been additional delays with undertaking the required modifications. The preparation of Strategy Plans has also been recently finalised with the assistance of the Department's mapping team.

Should the amended version of the *Draft Local Planning Strategy* be endorsed by Council, the Draft Strategy will be again referred to the WA Planning Commission for consent to advertise.

"12. Certification of draft local planning strategy

- (1) *Before advertising a draft local planning strategy under regulation 13 the local government must provide a copy of the strategy to the Commission.*
- (2) *On receipt of a copy of a draft local planning strategy the Commission must, as soon as reasonably practicable, assess the strategy for compliance with regulation 11(2).*
- (3) *If the Commission is not satisfied that a draft local planning strategy complies with regulation 11(2) the Commission may, by notice in writing, require the local government to-*
 - (a) *modify the draft strategy; and*
 - (b) *provide a copy of the draft strategy as modified to the Commission for assessment under subregulation (2).*
- (4) *If the Commission is satisfied that a draft local planning strategy complies with regulation 11(2) it must certify the strategy accordingly and provide a copy of the certification to the local government for the purpose of proceeding to advertise the strategy.*

Once the Draft Strategy has received WAPC's consent to advertise, advertising will occur in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*:

13. Advertising and notifying local planning strategy

- (1) *A local government must, as soon as reasonably practicable after being provided with certification that a local planning strategy complies with regulation 11(2), advertise the strategy as follows-*
 - a) *publish a notice of the local planning strategy in a newspaper circulating in the area to which the strategy relates, giving details of-*
 - (i) *where the strategy may be inspected; and*
 - (ii) *to whom, in what form and during what period submissions may be made;*

- (b) *display a copy of the notice in the offices of the local government for the period for making submissions set out in the notice;*
 - (c) *give a copy of the notice to each public authority that the local government considers is likely to be affected by the strategy;*
 - (d) *publish a copy of the notice and the strategy on the website of the local government;*
 - (e) *advertise the strategy as directed by the Commission and in any other way the local government considers appropriate.*
- (2) *The local government must ensure that arrangements are in place for the local planning strategy to be made available for inspection by the public during office hours —*
- (a) *at the office of the local government; and*
 - (b) *at the office of the Commission.*
- (3) *The period for making submissions in relation to a local planning strategy must not be less than a period of 21 days commencing on the day on which the notice of the strategy is published under subregulation(1)(a).*
- (4) *Notice of a local planning strategy as required under subregulation(1) may be given in conjunction with the notice to be given under regulation 20(1) for the scheme to which it relates.*

FINANCIAL & BUDGET IMPLICATIONS:

The Northern Planning Program which operated through the (then) Department of Planning allocated \$25,000.00 to the preparation of the Draft Local Planning Strategy in 2016.

During the 2016/17 financial year, \$5,000 of that amount was expended, and the amount of \$20,000 was carried forward into subsequent budgets. A further \$5,000 was expended in the 2018/19 financial year.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Planning and Development (Local Planning Schemes) Regulations 2015

The Act and Regulations require a local authority to review its Local Planning Scheme and prepare an accompanying LPS. The *Planning and Development (Local Planning Schemes) Regulations 2015*, Section 11 (2) set out that:

“A Local Planning Strategy must:

- (a) set out the long-term planning directions for the local government; and
- (b) apply any State and regional planning policy that is relevant to the strategy; and
- (c) provide the rationale for any zoning or classification of land under the local planning scheme.”

STRATEGIC IMPLICATIONS:

The Draft Local Planning Strategy (LPS) will enable the planning framework for the Shire of Northampton to better address the emerging economies of tourism, intensive agriculture and rural lifestyle demands as they begin to supplement the more traditional strengths of farming and fishing. The revised Draft LPS will promote the future growth of the Northampton townsite and will ensure this development proceeds in a coordinated and sustainable manner.

State government agencies have prepared numerous policies, bulletins and legislation since the adoption of the Shire Strategy in 2009. The review of these documents will enable the Shire of Northampton to update its planning framework to reflect these changes and ensure the assessment of development is undertaken by means of a robust mechanism capable of weathering challenge.

COMMENT:

The Draft Local Planning Strategy has been modified to address the recommendations made by the Department of Planning, Lands and Heritage and is now considered suitable for adoption and referral to the WAPC to be certified for public advertising.

The Draft Local Planning Strategy provides a sound land use planning framework for the Shire, including promoting subdivision/development in appropriate locations and highlighting areas where subdivision/development is not supported. The Draft Local Planning Strategy anticipates that the district will experience limited population growth and development in the next 10 years.

The Draft Local Planning Strategy has reviewed some specific land use planning strategies of the current LPS 2009 and takes a modified approach to growth that is centred in and around the primary townsite of Northampton.

The following Strategic Vision and Objectives have been distilled from the Key Issues and directions as the foundation for the development and evaluation of the Northampton Local Planning Strategy.

STRATEGIC VISION

To develop a long term Strategy for the future development and enhancement of the Shire that recognises, builds upon and promotes the agricultural, residential, tourism, community and cultural values and opportunities of the region in an environmentally, economically and socially sustainable manner.

STRATEGIC OBJECTIVES

- *To protect, promote and encourage the continuation and diversification of agriculture and related rural based industries within the Shire as a key long term economic driver of the region.*
- *To actively promote broader housing choices within the Northampton Townsite to stabilise and enhance the community and cultural values of the Townsite and position the Townsite as a viable and attractive alternative residential location within the Mid-West.*
- *To expand employment opportunities particularly in tourism as a longer term economic driver by actively capitalising on the popularity of the locality as a tourist “stopover”; encouraging greater choices in short stay accommodation within the Northampton Townsite and near surrounds and the promotion of the locality as an “events based” tourist destination.*
- *To protect and enhance in a sustainable manner the key physical resources and environmental values of the Shire.*

The key change between the initial draft presented to Council in 2018 and the modified Draft Local Planning Strategy is the inclusion of in-depth population analysis and greater justification for accommodating growth options. These growth strategies are further discussed below.

Accommodating growth

Population projections for the Shire indicate a potential population increase in the Shire of approximately 1,300 people by 2026. Excluding likely population growth within Kalbarri and Horrocks, it is reasonable to anticipate a population increase of 650 persons requiring some 350 new dwellings within the Northampton Townsite and minor Settlements.

Growth opportunities within the minor Townsites are limited and this Strategy proposes the removal of the extensive 20ha and 40ha rural lots subdivision opportunities identified in the 2009 Strategy surrounding the Isseka Townsite removing the potential for approximately 100 lots in that location. Accordingly,

it is expected that the majority will seek to reside within or immediately adjacent to the Northampton Townsite.

The primary population and housing issue for the Shire is facilitating stabilisation of the current population and encouraging growth within the Northampton Townsite through improved housing options and particularly “medium” density options to:

- Allow “ageing in place” for the older cohorts of the local and regional population;
- As a consequence, facilitate release of the existing single housing stock to new families seeking to move to the area; and
- Provide housing better suited to the needs of singles and small or non-dependents households.

The overriding constraint to the provision of greater housing options and particularly group housing or smaller lifestyle lots is the provision of reticulated sewer, primarily as a consequence of the difficulties of trenching to obtain the required fall for gravity sewers.

The draft Strategy proposes two scenarios for the Northampton Townsite and specifically a Preferred Strategy and a Reversionary Strategy in the event that a key element of the Preferred Strategy is not achievable, as discussed further below. Both Strategies also remove the 4ha and 10ha rural lots subdivision opportunities identified in the 2009 Strategy surrounding the Northampton Townsite removing the potential for approximately 200 lots.

Preferred Strategy - Northampton Townsite

The Preferred Strategy proposes investigation of vacuum sewer system serviced by a package treatment plant to allow limited medium density group housing and lifestyle lot subdivision within the northern portion of the Townsite in proximity of major retail and community facilities. Vacuum sewer will limit the depth of excavation required to install sewer pipes while package treatment plants provide the opportunity for progressive expansion of the system as demand increases into the future and beyond the tenure of this Strategy. The proximity of Crown Land to the immediate west of the area identified as potential medium density provides the opportunity for a suitably located treatment plant with adequate buffers to provide for longer term growth [Plan 3 : LPS Northampton Townsite – Preferred Strategy]. Specifically, the Preferred Strategy to accommodate projected population and housing growth proposes:

- The northern side of Bateman Street including the Bowling Club site and the land broadly bounded by Bateman Street, West Street and

Mary Street to but not including Barlow Street, be identified as a “Medium Density Investigation Area” for mixed medium density housing with the dual R-Code R10 / R30, with the attainment of the higher R30 Code being dependent upon connection to sewer. It is estimated that up to 350 dwellings could be provided within the area being a mix of single houses on small lifestyle lots, group dwellings and aged persons / retirement villas.

- The land both sides of Horrocks Road and south to generally both sides of Drage Street be identified for Cluster Rural Residential with an average lot size of 2ha and a minimum lot size of 1ha. The cluster approach provides for a mix of lot sizes and styles and provides an improved rural landscape over traditional 2ha subdivision. It is estimated that up to 100 rural lifestyle lots could be provided within the area.

The Preferred Strategy provides for a total dwelling yield of 450 dwellings which while in excess of projected requirements through to 2026, provides flexibility as well as a buffer in the event of stronger than forecast growth. The Preferred Strategy also identifies those areas overlapping with the Reversionary Strategy as being “deferred” pending the outcome of sewerage investigations over the Medium Density Investigation Area.

Reversionary Strategy - Northampton Townsite

The Reversionary Strategy is triggered if investigations into the feasibility of providing sewer to the Medium Density Investigation Area fail to develop a viable solution [Plan 4: LPS Northampton Townsite – Reversionary Strategy]. In such circumstance, the Reversionary Strategy proposes:

- Expansion of R5 subdivision opportunities to the west of the current Townsite both north and south of Stephens Street / Horrocks Road providing an estimated 350 lots.
- Cluster Rural Residential with an average lot size of 2ha and a minimum lot size of 1ha generally north and south of Drage Street. It is estimated that up to 60 rural lifestyle lots could be provided within the area.

The Reversionary Strategy provides for a total dwelling yield of 410 dwellings.

Next Steps

The adoption of the Draft Local Planning Strategy for consent to advertise is the next step in gaining formal status for the Strategy.

It is critical that the Strategy be adopted in this manner so that it can inform Council's decision making and more importantly be recognised by the decision making performed by the Western Australian Planning Commission with regard to future planning matters. Furthermore, the adoption of the Strategy under the Act will give greater certainty to landowners and the community with regard to the strategic direction of the Shire.

It is noted to Council that, following the public advertising period, the submissions received and changes recommended as a result of those submissions, shall be presented to Council and the WAPC for their further consideration and approval, before the document is finalised.

It is therefore recommended that Council adopt the *Draft Local Planning Strategy* for public advertising purposes, and seek consent from the Western Australian Planning Commission to advertise the Strategy in accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015*.

VOTING REQUIREMENT:

Absolute Majority Required: No.

CONCLUSION:

OFFICER RECOMMENDATION – ITEM 7.3.2	CONSENT TO ADVERTISE
<p>That Council pursuant to the provisions of the Planning and Development Act 2005, resolves to:</p>	
1.	<p>Adopt the draft Shire of Northampton Local Planning Strategy 2019, outlined in Appendix 1, pursuant to regulation 11(2) <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>;</p>
2.	<p>Refer the draft Shire of Northampton Local Planning Strategy 2019 to the Western Australian Planning Commission for certification in accordance with Regulation 12(1) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>;</p>
3.	<p>Delegates authority to the Shire's Chief Executive Officer to progress matters with the Department of Planning and other stakeholders and make minor modifications to the draft Shire of Northampton Local Planning Strategy 2019 if directed to by the Western Australian Planning Commission; and</p>

-
- 4. Once certified by the Commission for the purpose of advertising, the draft Local Planning Strategy 2019 will be advertised in accordance with Regulation 13 (1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a minimum period of 21 days as in accordance with regulation 13(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.**

7.3.3 BUILT STRATA APPLICATION - LOT 892 (NO. 11) SEAKIST RETREAT, KALBARRI

LOCATION:	Lot 892 (No. 11) Seakist Retreat, Kalbarri
APPLICANT:	Ian Kelly
OWNER:	SK & IC Cable
FILE REFERENCE:	10.6.4 – 11SEA (A3004)
DATE OF REPORT:	11 June 2019
REPORTING OFFICER:	Hayley Williams - Senior Consultant Planner Debbie Carson - Planning Officer
RESPONSIBLE OFFICER:	Garry L Keefe - Chief Executive Officer
APPENDICES:	
1.	Site Plan, Floor Plans and Elevation Plans from original grouped dwelling approval
2.	Built Strata Plan

AUTHORITY / DISCRETION:

Quasi-Judicial *when Council determines an application within a clearly defined statutory framework, abiding by the principles of natural justice, acting only with discretion afforded it under law, and giving full consideration to Council policies and strategies relevant to the matter at hand. These decisions are reviewable by the State Administrative Tribunal.*

SUMMARY:

Correspondence has been received from Mr Kelly on behalf of the landowners of Lot 892 (No. 11) Seakist Retreat, Kalbarri requesting consideration of a Built Strata application for two (2) existing grouped dwellings. The matter is presented to Council for consideration due to the development previously complying with the site requirements under a superseded version of the Residential Design Codes but not currently meeting the minimum and average site requirements of the R17.5 code. It is recommended that Council approve the built strata subdivision for two units for the reasons that it is an existing, approved development.

LOCALITY PLANS:

Figure 1. Locality of Lot 892 (No. 11) Seakist Retreat, Kalbarri

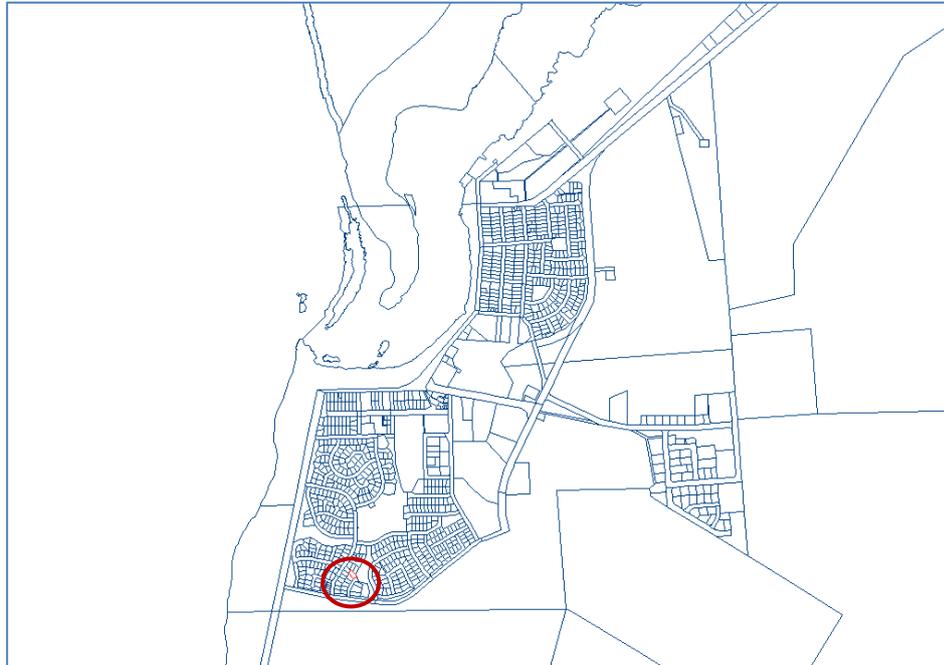


Figure 2. Site plan of Lot 892 (No. 11) Seakist Retreat, Kalbarri



BACKGROUND:

On the 13th August 1999 Council granted Planning Approval to a grouped dwelling development, consisting of two units on Lot 892 Seakist Retreat, Kalbarri subject to the following conditions:

- 1) *The provision of a total of 4 car parking bays on-site in accordance with the requirements of Town Planning Scheme No. 4 to the satisfaction of the Manager (Works and Technical Services).*
- 2) *The units to be connected to the Water Corporation sewerage system.*
- 3) *The crossover being provided onto Hackney Street to the satisfaction of the Manager (Works and Technical Services).*
- 4) *Stormwater disposal from the development to be provided on-site to the satisfaction of the Manager (Works and Technical Services).*
- 5) *Suitable erosion control measures being in place during the construction phase to the satisfaction of the Manager (Works and Technical Services).*

In the planning report presented to Council it was clearly stated that the development was consistent with the minimum lot size requirement of 1000m² of the Residential Planning Codes.

Approval was granted under the 1991 Residential Planning Codes whereby the development complied with the minimum lot size requirement at the time. The 2002 Design Codes brought about a number of changes to the old standards prescribed under the 1991 Planning Codes. This resulted in the minimum site coverage requirements for a grouped dwelling under the 'R17.5' housing density to be increased. Specifically 'Table 1 - General Site Requirements' of the 2002 Residential Design Codes detailed the minimum site coverage for a residential building under the 'R17.5' code to be 500m² with an average of 571m². This raised the minimum site area requirement for a grouped dwelling under the 'R17.5' density to 1,142 m² (this is still currently the case with the most recent revision of the Residential Design Codes 2019). In contrast the 1991 Design Codes only specified a minimum site area of 500 m² per residential unit allowing a grouped dwelling to be constructed on an allotment of no less than

1,000 m² under the 'R17.5' density and this is when approval was granted to the two grouped dwellings.

To ensure landowners were not disadvantaged by the increase in site coverage under the new Codes, provision was made under Section 3.1.3 of the Codes to maintain the 1991 standards for a transitional period ending 31st December 2004. Although this was applied statewide, only one of the subject lots created under the 'R17.5' density in Kalbarri was developed during the transition period and an additional Scheme Amendment was approved to allow the grouped dwelling provisions to apply to Lot 917 Mainwaring Drive, Lots 927, 930, 931, 938 & 949 Crocus Circuit, Kalbarri.

COMMUNITY & GOVERNMENT CONSULTATION:

Nil.

FINANCIAL & BUDGET IMPLICATIONS:

An application fee of \$786.00 has been paid for the Built Strata application and clearance of subdivision.

STATUTORY IMPLICATIONS:

State: Planning and Development Act 2005

Strata Titles Act 1985

Local: Shire of Northampton Local Planning Scheme No. 11 - Kalbarri Townsite

Lot 892 is zoned 'Residential R17.5' under *Local Planning Scheme No. 11 - Kalbarri Townsite (LPS11)*. The objectives of the 'Residential' zone are:

- *To provide for a range of housing and a choice of residential densities to meet the needs of the community.*
- *To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.*
- *To provide for a range of non-residential uses, which are compatible with and complementary to residential development.*

Built Strata Proposal

Section 25 of the Strata Titles Act 1985 (STA) requires that strata plans lodged for registration under the STA are accompanied by a certificate of approval given by the WAPC, unless the proposal is exempt from the requirement of such a certificate by regulation 15 of the Strata Titles General Regulations 1996 (STA Regulations).

Under the STA Regulations a residential strata plan is exempt from the requirement of a certificate of approval given by the Commission (or delegated body) where:

- (a) The strata scheme is a residential development of no more than 5 dwelling units on a parcel of no more than 2500m²;
- (b) Each lot on the proposed strata plan contains one dwelling unit; and
- (c) The land is within the area of and confirms with a local planning scheme.

The WAPC has delegated its power to issue a certificate of approval under S25 of the STA to local government except where vacant lots are proposed.

POLICY IMPLICATIONS:

State: State Planning Policy 3.7 - Planning in Bushfire Prone Areas

Local: Kalbarri Townsite Local Planning Strategy

State Planning Policy 3.7 – Planning in Bushfire Prone Areas

According to the DFES *Map of Bushfire Prone Areas*, the subject land parcel is located within a bushfire prone area, and therefore consideration would typically need to be given to bushfire planning, if exemptions were not able to be substantiated. However, recent clearing of adjacent bushland has altered the immediate bushfire risk to the northern Seakist Retreat lot, and the lot is now located more than 100m from bushfire prone vegetation. Therefore, there is no requirement for assessment of the proposal against the Policy's exemptions, as the land parcel is now considered to be outside of the Bushfire Prone Area.

Kalbarri Townsite Local Planning Strategy

The subject land parcel falls within the South Kalbarri Precinct under the Kalbarri Townsite Local Planning Strategy, and whilst having no specific objectives for the Precinct under the Strategy, the Strategy describes the Precinct as per the following:

South Kalbarri: Situated in the south western portion of the Townsite, the area primarily comprises later residential development and subdivision with mixed commercial tourist accommodation towards the central Core precinct. Residential development in the area dates predominantly from the late 80s onwards with some better located properties having been redeveloped more recently with substantial homes. The older northern portion comprises lots typically in the 1,000m² range while lots in the relatively newer southern areas are typically in the range of 800m²+

Commercial tourist accommodation within South Kalbarri is largely located within the eastern, northern edges of the precinct and adjoining the foreshore. Similarly, the majority of the tourist accommodation appears to date from the 80's onwards and, while in generally good condition, is need of major refurbishment and, in some cases, re-development. The eastern most foreshore frontage also includes some limited tourist commercial facilities notably retail.

STRATEGIC IMPLICATIONS:

Nil.

COMMENT:

Although the built strata application to subdivide the existing dwellings on Lot 892 does not comply with the site requirements of the current Residential Design Codes, it is considered that there is substantial merit in supporting the application based upon the previous approval of Council, which has been acted on in full.

Preliminary advice received from the Department of Planning Lands and Heritage stated that a two lot subdivision would not be supported and that a proposal to rezone the subject land to a higher residential density coding would be classified as a 'standard' amendment. It was further advised that it was not WAPC practice to support residential 'spot' rezonings, ie. proposals which seek to rezone or recode a single residential lot in isolation.

This advice does not seem to take into account the history of approvals for the subject site nor the transitional provisions of the Residential Design Codes that acknowledged the site requirement difference of the R17.5 coding.

Given that the grouped dwellings are existing and have been constructed in accordance with their Planning Approval it is considered that the built strata application be supported. The subdivision of Lot 892 is also considered to comply with the objectives of the 'Residential' zone in that it provides for a range of housing and a choice of residential densities to meet the needs of the community.

A built strata application needs to comply with the Residential Design Codes site requirements and the Local Planning Scheme. Although it is standard practice to apply the current planning framework to a Built Strata application, it is necessary to also examine the weight of the previous approval of Council. In this case it is considered that the minimum and average site requirements of the

grouped dwelling development complied at the time of approval and it is now considered impossible to achieve this requirement. The other requirements set out by the Residential Design Codes, such as open space, car parking, outdoor living area and storerooms can all be achieved.

VOTING REQUIREMENT:

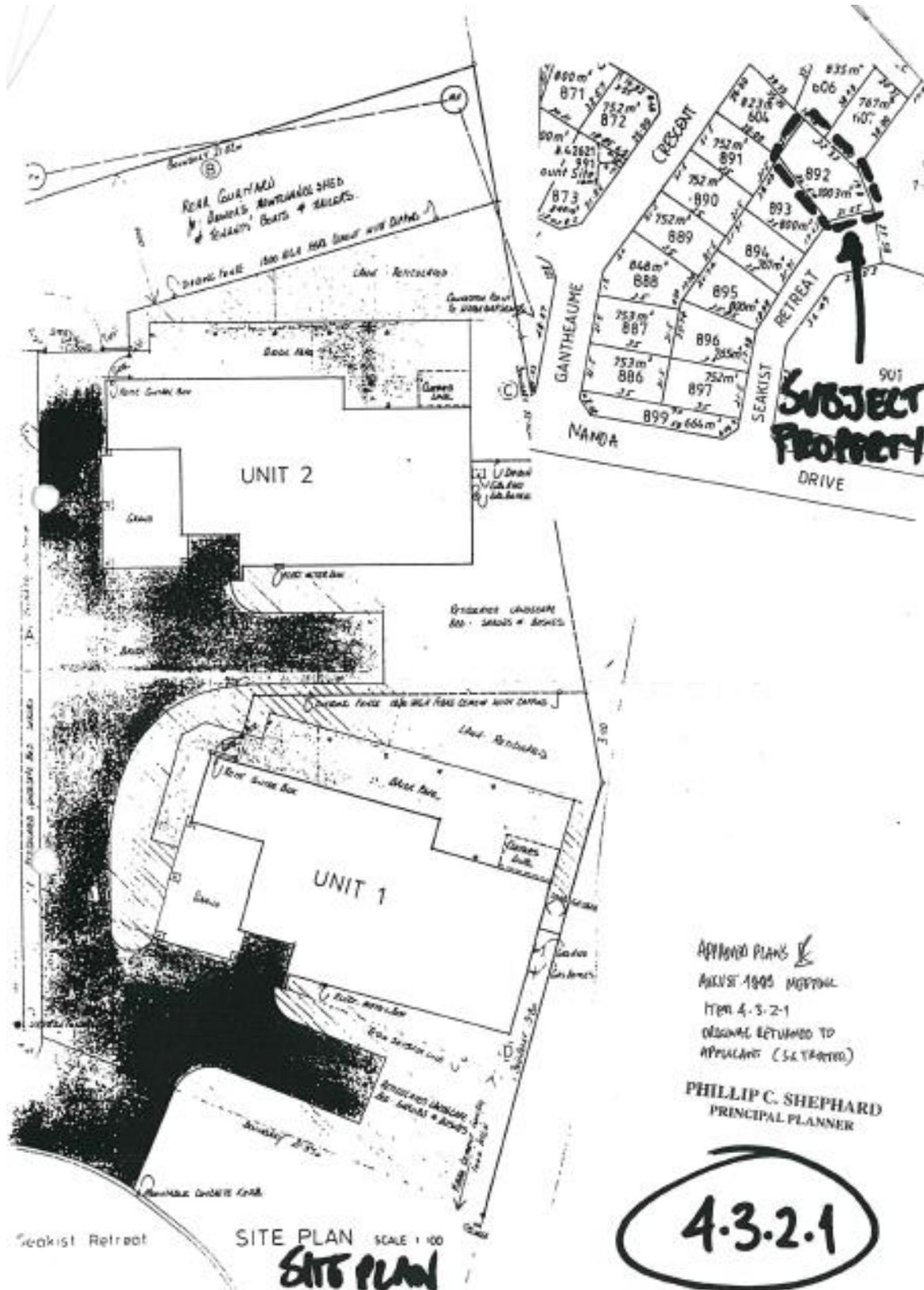
Absolute Majority Required: No.

CONCLUSION:

It is recommended that Council grant approval to the Built Strata application for two units on Lot 892 (No. 11) Seakist Retreat, Kalbarri.

OFFICER RECOMMENDATION – ITEM 7.3.3	APPROVAL
That Council:	
1) Grant approval to the built strata for two units on Lot 892 (No. 11) Seakist Retreat, Kalbarri in accordance with the plans included in Appendix 2.	
2) Resolve to amend Local Planning Scheme No. 11 by rezoning Lot 892 (No. 11) Seakist Retreat, Kalbarri from Residential R17.5 to Residential R20 in order to reflect the existing and previously approved grouped dwelling development under the 1991 Residential Planning Codes.	

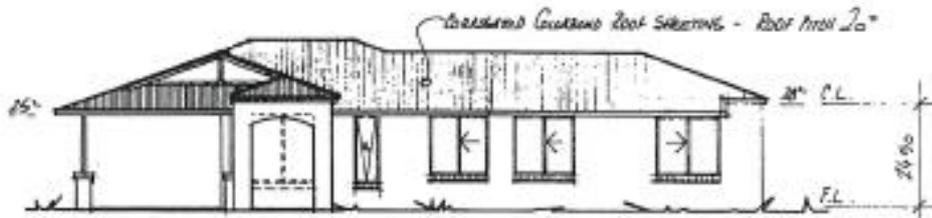
APPENDIX 1. SITE, FLOOR AND ELEVATION PLANS FOR ORIGINAL GROUPED DWELLING



(1/2 CONCRETE-CAPPED)

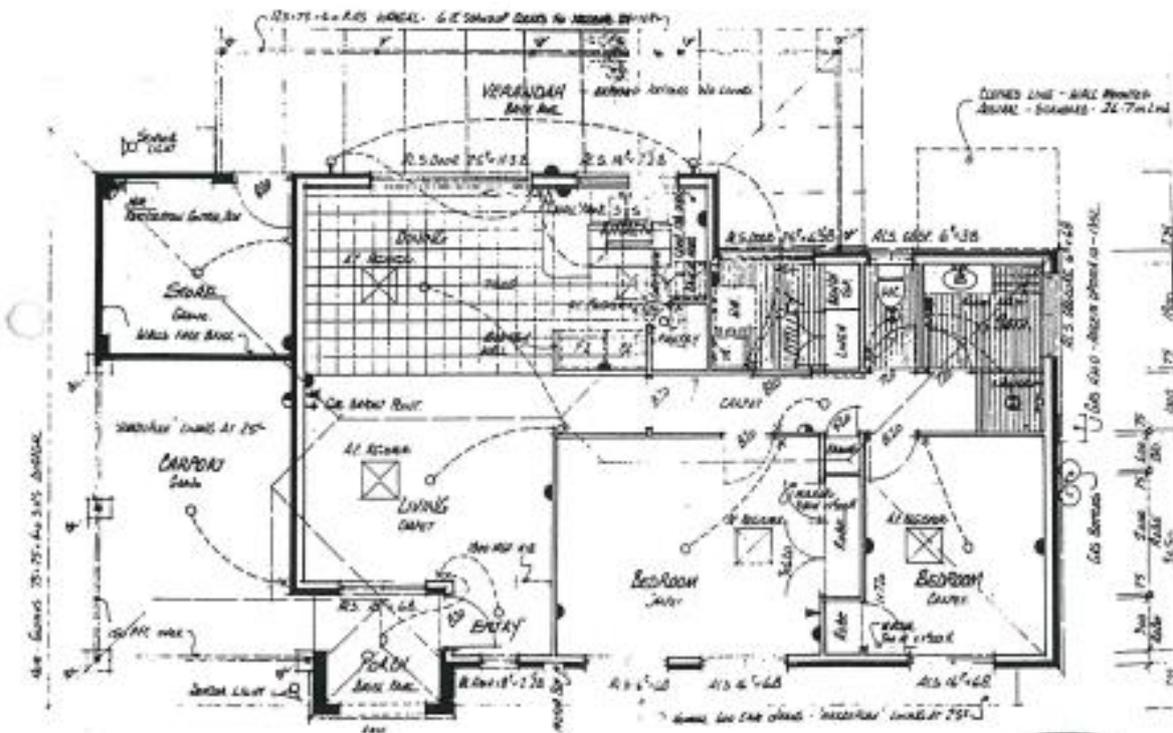


REAR ELEVATION.



FRONT ELEVATION.

ELEVATIONS



APPENDIX 2. BUILT STRATA PLANS

<p>STRATA PLAN 65320 SHEET 1 OF 2 SHEETS</p> <p>PLAN OF LOT 892 ON DP 219378</p> <p>CERTIFICATE OF TITLE VOL 2108 FOL 120</p> <p>LOCAL GOVERNMENT SHIRE OF NORTHAMPTON FIELD RECORD 147239</p> <p>NAME OF SCHEME 11 SEAKIST RETREAT KALBARRI</p> <p>ADDRESS OF PARCEL 11 SEAKIST RETREAT KALBARRI WA 6536</p> <p>MANAGEMENT STATEMENT NO</p> <p>SURVEYOR'S CERTIFICATE - Reg 54 Ian Kelly I hereby certify that this plan is accurate and is a correct representation of the: (a) current field; (b) measurements from measurements recorded in the field records; and (c) any other information. I declare that the plan and that it complies with the relevant provisions of the Act to which it is lodged.</p> <p>LODGED SURVEYOR DATE</p> <p>LODGED</p> <p>DATE REG RAD ACCESS No</p> <p>EXAMINED</p> <p>DATE</p> <p>WESTERN AUSTRALIAN PLANNING COMMISSION W.A.P.C. MPC Certificate of Approval of W.A.P.C. under Section 226(2) of Shire of Titles Act 1985</p> <p>Delegated under S 18 P 2 2 Act 2008 DATE</p> <p>PLAN APPROVED</p> <p>INSPECTOR OF PLANS AND SURVEYS DATE (S 18 Licensed Surveyors Act 1985)</p> <p>IN ORDER FOR DEALINGS SUBJECT TO</p> <p>FOR REGISTRAR OF TITLES DATE</p> <p>REGISTERED</p> <p>APPLICATION</p> <p>DATE REGISTRAR OF TITLES SEAL</p>	<p>IAN KELLY P.O. Box 401, Kalbarri WA 6536 Ph: 0837 1874 email: ian.kelly@iokesa.com.au</p> <p>LIMITED IN DEPTH TO 12.19 METRES</p> <p style="text-align: center;">LOCATION PLAN</p> <p>5 0 SCALE 1 : 250 @ A3 20</p> <p>ALL DISTANCES ARE IN METRES</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>VERSION</th> <th>AMENDMENT</th> <th>AUTHORISED BY</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	VERSION	AMENDMENT	AUTHORISED BY	DATE										
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<p>INTERESTS AND NOTIFICATIONS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>SUBJECT</th> <th>PURPOSE</th> <th>STATUTORY REFERENCE</th> <th>ORIGIN</th> <th>LAND BURDENED</th> <th>BENEFIT TO</th> <th>COMMENTS</th> </tr> </thead> <tbody> <tr> <td> </td> </tr> </tbody> </table>		SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN	LAND BURDENED	BENEFIT TO	COMMENTS								
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STRATA PLAN

65320

SHEET 2 OF 2 SHEETS

SEE SHEET 1 FOR INTERESTS AND NOTIFICATIONS

GROUND FLOOR PLAN

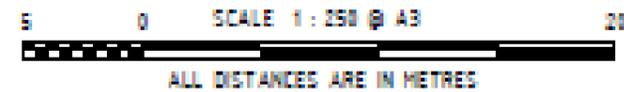


THE BOUNDARIES OF THE LOTS OR PARTS OF THE LOTS WHICH ARE BUILDINGS SHOWN ON THE STRATA PLAN ARE THE EXTERNAL SURFACES OF THOSE BUILDINGS, AS PROVIDED BY SECTION 34B OF THE STRATA TITLES ACT 1985

THE STRATUM OF THE PART LOTS, INCLUDING THE CUBIC SPACE ABOVE AND BELOW THE PART LOTS COMPRISING BUILDINGS, IS LIMITED BETWEEN 8 METRES BELOW AND 12 METRES ABOVE THE UPPER SURFACE LEVEL OF THE LOWEST GROUND FLOOR OF THE MAIN BUILDING OF THE RESPECTIVE LOT NUMBER, INCLUDING WHERE COVERED.

ALL MEASUREMENTS ARE TO THE EXTERNAL SURFACES OF THE BUILDING UNLESS SHOWN OTHERWISE

ALL ANGLES ARE 90° UNLESS OTHERWISE SHOWN



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7.3.4 SUMMARY OF PLANNING INFORMATION ITEMS

DATE OF REPORT: 13 June 2019
REPORTING OFFICER: Deb Carson – Planning Officer

COMMENT:

The following informs Council of the various planning items (including delegated approvals) that have been dealt with since last reported to Council. Further information regarding any of the items can be obtained from the Planning Officer.

REF	APPLICANT	LOCATION	PROPOSED DEVELOPMENT / USE	DATE
021	Midwest Planning Consulting	LOT 204 (NO. 73) GLANCE STREET, HORROCKS	SINGLE DWELLING	17 May 2019 Ordinary Meeting
023	Simple Life Projects	LOT 8076, RESERVE 27004 AJANA-KALBARRI ROAD, KALBARRI	OFFICE AND STOREROOM	7 May 2019
024	Carbon Neutral Charitable Fund	LOT 167 NORTH WEST COASTAL HIGHWAY, MURCHISON NORTH (EURARDY STATION RESERVE)	PROPOSED AGROFORESTRY (REHABILITATION AND CONSERVATION)	14 May 2019
025	E, A & J McClintock	LOT 11 (NO. 4043) GEORGE GREY DRIVE, YALLABATHARRA & RESERVE 35206	EXPERIENTIAL USE - GUIDED QUAD BIKE TOURS	23 May 2019
026	WB & EA Ainsworth	LOT 11 (NO. 84) ROBINSON STREET, NORTHAMPTON	OUTBUILDING	27 May 2019
027	Surex Holdings	RESERVE 12996 MURCHISON RIVER, KALBARRI	KALBARRI HORSE RIDE TRAILS, BIG RIVER RANCH (18 HORSES)	17 May 2019 Ordinary Meeting

SHIRE OF NORTHAMPTON
TOWN PLANNING REPORT – 21 JUNE 2019

028	M Rodger & E Nightingale	RESERVE 12996 MURCHISON RIVER FORESHORE, KALBARRI	KALBARRI QUADBIKE SAFARI TOURS – GUIDED FOUR WHEEL BIKE TOURS (7 BIKES)	17 May 2019 Ordinary Meeting
029	M Rodger & E Nightingale	LOT 13 (NO. 5618) AJANA- KALBARRI ROAD, KALBARRI	HOME BUSINESS RENEWAL	17 May 2019 Ordinary Meeting

OFFICER RECOMMENDATION – ITEM 7.3.4 **for Council Information**

FINANCE REPORT

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7.4.1 ACCOUNTS FOR PAYMENT

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 June 2019
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Leanne Rowe/Grant Middleton
APPENDICES:	1. List of Accounts

SUMMARY

Council to authorise the payments as presented.

BACKGROUND:

A list of payments submitted to Council on 21st June 2019, for confirmation in respect of accounts already paid or for the authority to those unpaid.

FINANCIAL & BUDGET IMPLICATIONS:

A list of payments is required to be presented to Council as per section 13 of the Local Government Act (Financial Management Regulations 1996).

POLICY IMPLICATIONS:

Council Delegation F02 allows the CEO to make payments from the Municipal and Trust accounts. These payments are required to be presented to Council each month in accordance with Financial Management Regulations 13 (1) for recording in the minutes.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.1

That Municipal Fund Cheques 21671 to 21688 inclusive totalling \$56,485.41, Municipal EFT payments numbered EFT19303 to EFT19428 inclusive totalling \$670,316.72, Trust Fund Cheques 2431 to 2434, totalling \$10,689.95, Direct Debit payments numbered GJ1120 to GJ1126 inclusive totalling \$354,587.88 be passed for payment and the items therein be declared authorised expenditure.

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 JUNE 2019

Chq #	Date	Name	Description	Amount
21671	08-05-2019	TELSTRA	TELEPHONE CHARGES	1868.82
21672	08-05-2019	SYNERGY	ELECTRICITY CHARGES	3536.90
21673	09-05-2019	AUSTRALIA POST	POSTAGE	202.61
21674	09-05-2019	AUSTRALIAN COMMUNICATIONS MEDIA AUTH	NTA REPEATER LIC 1604294/1 LAND MOBILE	45.00
21675	09-05-2019	CITY OF GREATER GERALDTON	REFUSE DISPOSAL - MERU	14080.26
21676	09-05-2019	NORTHAMPTON FOOTBALL CLUB	ASTRO TURF CONTRIBUTION	4560.60
21677	09-05-2019	GERALDTON MOWER & REPAIR SPECIALISTS	REPAIRS CHAINSAW, PARTS	411.30
21678	09-05-2019	GERALDTON FLORAL STUDIO	ANZAC DAY WREATHS	140.00
21679	09-05-2019	THE JETTY SEAFOOD SHACK	FIREFIGHTERS REFRESHMENTS	261.00
21680	09-05-2019	MCLEODS BARRISTERS AND SOLICITORS	LEGAL FEES RECOVERY OF UNPAID RATES	8838.92
21681	09-05-2019	SHIRE OF NORTHAMPTON	NCCA ANNUAL GRANT 18/19	2000.00
21682		CANCELLED		
21683	17-05-2019	SYNERGY	ELECTRICITY CHARGES	13427.55
21684	24-05-2019	PETTY CASH - KALBARRI	RECOUP PETTY CASH	87.15
21685	24-05-2019	CITY OF GREATER GERALDTON	RSL HALL CERTIFICATE OF DESIGN COMPLIANCE	1232.00
21686	24-05-2019	GARRY DUNGATE	LIONS PK EXTEND CULVERT & HEADWALL	4510.00
21687	24-05-2019	GERALDTON MOWER & REPAIR SPECIALISTS	PLANT REPAIRS/PARTS	752.00
21688	24-05-2019	KLEENHEAT GAS	BUILDINGS ANNUAL SERVICE CHARGES	531.30
				\$56,485.41

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 JUNE 2019

ELECTRONIC FUND TRANSFERS – MUNICIPAL ACCOUNT

EFT #	Date	Name	Description	Amount
EFT19303	08-05-2019	2V NET IT SOLUTIONS	NTON OFFICE NEW SERVER	22395.00
EFT19304	08-05-2019	WESTERN POWER	RSL HALL SERVICES CHARGE	13799.00
EFT19305	02-05-2019	GLENN BANGAY	REIMB WESTNET	79.99
EFT19306	02-05-2019	DEVISE URBAN PLANNING	PLANNING SERVICES	4290.00
EFT19307	02-05-2019	LEO RYAN	REIMB DODO LAND LINE	39.90
EFT19308	02-05-2019	OWEN SIMKIN	REIMB FUEL	21.06
EFT19309	02-05-2019	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP MONTHLY SUBSCRIPTION	139.00
EFT19310	09-05-2019	ABROLHOS ELECTRICS	KALB AGED CARE STOVE, OTHER ELECT	5725.28
EFT19311	09-05-2019	ADMEDIA	KVC COMMERCIAL EXPLORE KALBARRI	528.00
EFT19312	09-05-2019	AIRPORT LIGHTING SPECIALISTS PTY LTD	WINDSOCKS	166.05
EFT19313	09-05-2019	KALBARRI IGA	KALB OFFICE GOODS, CLEANING	37.52
EFT19314	09-05-2019	BIN BOMB PTY LTD	BIN BOMBS	386.32
EFT19315	09-05-2019	BUNNINGS BUILDING SUPPLIES	LADDER, LIFTING SLING	269.06
EFT19316	09-05-2019	CATWEST PTY LTD	KALB FSHORE DUP RED ASHPALT PATH	16636.79
EFT19317	09-05-2019	CHAPMAN ANIMAL HOSPITAL	STERILISATION SUBSIDY	20.00
EFT19318	09-05-2019	CLARKSON FREIGHTLINES	FREIGHT	251.10
EFT19319	09-05-2019	CLICK CARTRIDGES	NCCA INK CARTRIDGES	237.82
EFT19320	09-05-2019	COLAS WESTERN AUSTRALIA PTY LTD	VARIOUS RESEAL WORKS BITUMEN	27970.60
EFT19321	09-05-2019	BOC GASES AUSTRALIA LTD	INDUSTRY GASES	71.49
EFT19322	09-05-2019	WINC AUSTRALIA PTY LTD	P/COPIER MTCE	180.57
EFT19323	09-05-2019	COURIER AUSTRALIA	FREIGHT	232.95
EFT19324	09-05-2019	CRAMER & NEILL REFRIGERATION	AIR CONDITIONING MTCE	904.42
EFT19325	09-05-2019	SIMON DRAGE	NCCA MOUNT VACUM BRACKET	60.50
EFT19326	09-05-2019	EP DRAFFIN MANUFACTURING P/L	BIN SURROUNDS	3949.00
EFT19327	09-05-2019	D-TRANS	PLANT CYLINDER	246.34

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 JUNE 2019

EFT #	Date	Name	Description	Amount
EFT19328	09-05-2019	ECOSCAPE	KALBARRI PAW LANDSCAPE CONCEPT DESIGN	836.00
EFT19329	09-05-2019	FENN PLUMBING & GAS	BLUE HOLES ABLUTION HOOKUP WATER	1237.23
EFT19330	09-05-2019	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER COUNT/MTCE	487.50
EFT19331	09-05-2019	ATOM SUPPLY	MTCE TRUCK LIFTING CHAIN	170.07
EFT19332	09-05-2019	GRAEME GIBBONS PHOTOS	PINK LAKES AERIAL PHOTO	245.00
EFT19333	09-05-2019	GUARDIAN SAFETY PENDANTS	NTON LIONS GUARDIAN SENTRY WITH GPS	449.00
EFT19334	09-05-2019	C + J HANSON PLUMBING CONTRACTORS	MINI EXCAVATOR HIRE	679.25
EFT19335	09-05-2019	JASON SIGNMAKERS	DIRECTIONAL SIGNS, STREET SIGNS	1107.04
EFT19336	09-05-2019	JCDECAUX AUSTRALIA TRADING PTY LTD	KVC MAY 2019 CAMPAIGN VIDEO WALL	1689.28
EFT19337	09-05-2019	KALBARRI EXPRESS FREIGHT	FREIGHT	130.68
EFT19338	09-05-2019	KALBARRI B P SERVICE STATION	FUEL, HARDWARE	140.11
EFT19339	09-05-2019	KALBARRI WAREHOUSE	HARDWARE	290.80
EFT19340	09-05-2019	KALBARRI CARRIERS	FREIGHT	480.70
EFT19341	09-05-2019	KALBARRI NEWSAGENCY	STATIONERY	16.90
EFT19342	09-05-2019	KALBARRI PEST CONTROL	VISUAL TERMITE INSP PEST CONTROL	1050.00
EFT19343	09-05-2019	KALBARRI GRAVEL & SAND SUPPLIES	KAL DUP SUPPLY GRAVEL AND SPREAD	3924.00
EFT19344	09-05-2019	KINGS BODYWORKS	ISUZU TRUCK P262 INSURANCE EXCESS	300.00
EFT19345	09-05-2019	KALBARRI SITEWORKS	KALB DUP PREP WORKS BOBCAT HIRE	495.00
EFT19346	09-05-2019	LEIGHTON	PREPARE SCHEME AMENDMENT HKS	330.00
EFT19347	09-05-2019	MCCLINTOCK PLUMBING	NTON NEWS REPAIRS DRAINAGE SEPTIC	504.50
EFT19348	09-05-2019	LGRCEU	PAYROLL DEDUCTIONS	246.00
EFT19349	09-05-2019	GERALDTON TOYOTA	VEHICLE SERVICES	626.14
EFT19350	09-05-2019	MIDWEST FINANCIAL	FBT MARCH 2019 PREP AND LODGEMENT	935.00
EFT19351	09-05-2019	MITCHELL & BROWN	IPONE DEPUTY BFCO	480.00
EFT19352	09-05-2019	MODERN TEACHING AIDS PTY LTD	NCCA GOODS	3092.54
EFT19353	09-05-2019	MOOREVIEW PLANTS & TREES	LIONS PK TREES	330.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 JUNE 2019

EFT #	Date	Name	Description	Amount
EFT19354	09-05-2019	MOORE STEPHENS	FINANCIAL REPORTING/MAN REPORTING W/SHOP	2048.20
EFT19355	09-05-2019	NORTHAMPTON NEWSAGENCY	STATIONERY, NEWSPAPERS	684.61
EFT19356	09-05-2019	NORTHAMPTON ROAD TRANSPORT	NCC TANKS TRUCK HIRE	1100.00
EFT19357	09-05-2019	NORTHAMPTON AUTO ELECTRICS	VARIOUS PLANT ELECTRICAL	3460.35
EFT19358	09-05-2019	NOVUS WINDSCREENS GERALDTON	VEHICLE SUPPLY & FIT WINDSCREEN	334.35
EFT19359	09-05-2019	CLEANPAK TOTAL SOLUTIONS	CLEANING/TOILET PRODUCTS	1957.27
EFT19360	09-05-2019	PEST-A-KILL	LYNTON FOURTEENTH YR EXTERRA	1840.00
EFT19361	09-05-2019	PORT GREGORY CARAVAN PARK	PT GREG FIRE TRUCK FUEL	191.49
EFT19362	09-05-2019	PURCHER INTERNATIONAL	ELEMENT	115.52
EFT19363	09-05-2019	RADIO PERTH PTY LTD	KVC ADV KAL GREAT WINTER ESCAPE	5610.00
EFT19364	09-05-2019	HOLCIM AUSTRALIA PTY LTD	KALB DUP CONCRETE (CARPARK AREA)	3100.24
EFT19365	09-05-2019	REPEAT PLASTICS WA	REPAIR STAIRS AT JACQUES POINT	12441.62
EFT19366	09-05-2019	ROAD RUNNER MECHANICAL SERVICES	ISUZU TRUCK AIRCON PARTS	128.57
EFT19367	09-05-2019	MIDWEST SWEEPING CONTRACTORS	STREET SWEEPING	6600.00
EFT19368	09-05-2019	THE SHEARING SHED CAFE	REFRESHMENTS	285.00
EFT19369	09-05-2019	SIMPLE LIFE PROJECTS	JACQUES PE STEPS MATERIALS & LABOUR	9625.00
EFT19370	09-05-2019	2V NET IT SOLUTIONS	COMPTER MTCE	299.00
EFT19371	09-05-2019	TOTAL TOILETS	LUCKY BAY LIQUID WASTE REMOVAL	2405.76
EFT19372	09-05-2019	CLEANAWAY CO PTY LTD	REFUSE COLLECTION, SITE MTCE	40438.54
EFT19373	09-05-2019	LANDGATE	VALUATION EXPENSES	9349.58
EFT19374	09-05-2019	WEIRDO'S CARPENTRY & MAINTENANCE	SALLYS TREE SHADE, RED BLUFF SHADE	7700.24
EFT19375	09-05-2019	WESTRAC EQUIPMENT PTY LTD	GRADER 500H SERVICE	3196.71
EFT19376	09-05-2019	NORTHAMPTON TYRES	2 GRADER TYRES, FIT, ORING	3130.00
EFT19377	09-05-2019	XAP TECHNOLOGIES PTY LTD	NCCA KIDSXAP MONTHLY SUBSCRIPTION	139.00
EFT19378	09-05-2019	ZURICH INSURANCE	MITSI TRUCK INSURANCE EXCESS	300.00
EFT19379	16-05-2019	MICHELLE BEVAN	NCCA REIMB STATIONERY	59.90
EFT19380	16-05-2019	DEVISE URBAN PLANNING	PLANNING SERVICES	4933.50

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 JUNE 2019

EFT #	Date	Name	Description	Amount
EFT19381	16-05-2019	ENGIN PTY LTD	ENGIN CHARGES	240.42
EFT19382	16-05-2019	MIDWEST TREE SERVICES	BF MITIGATION WKS CHIVERTON HOUSE	4400.00
EFT19383	16-05-2019	QUANTUM SURVEYS	KAL GGD RESEAL EXIST LINE SURVEY	2145.00
EFT19384	16-05-2019	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 154	20658.33
EFT19385	16-05-2019	AUSTRALIAN TAXATION OFFICE	BAS APRIL 2019	35389.00
EFT19386	17-05-2019	INDIGO STORM PHOTOGRAPHY	HORROCKS PHOTO	300.00
EFT19387	24-05-2019	ABROLHOS ELECTRICS	SALLY TREE ABLUTION REPLACE LED LIGHT	888.36
EFT19388	24-05-2019	ALAN CRAGAN BOBCAT & EXCAVATOR HIRE	NCC TANK BOBCAT WORKS	2722.50
EFT19389	24-05-2019	BLACKTOP CONSULTING ENGINEERS	LYNTON GAOL WALL STRUCTURAL ASSESSMENT	1529.00
EFT19390	24-05-2019	BS & JA COCKRAM	NCC PUMP SHED REPLACEMENT	2637.64
EFT19391	24-05-2019	COLAS WESTERN AUSTRALIA PTY LTD	VARIOUS RESEAL BITUMEN SUPPLY/SEAL	144675.38
EFT19392	24-05-2019	COVS PARTS PTY LTD	GLOVES, SUNSCREEN	601.00
EFT19393	24-05-2019	THE CUBBY CO	NCCA DEPOSIT CUBBY HOUSE	245.40
EFT19394	24-05-2019	DPT. OF WATER & ENVIRONMENT REGULATION	KAL REFUSE LICENCE ANNUAL FEE	974.48
EFT19395	24-05-2019	DEVISE URBAN PLANNING	PLANNING SERVICES	4147.00
EFT19396	24-05-2019	FIVE STAR BUSINESS EQUIPMENT	PHOTOCOPIER COUNT/MTCE	428.26
EFT19397	24-05-2019	GANTHEAUME BAY ELECTRICAL	KALB BOWLING CLUB LIGHTING TURF	17380.00
EFT19398	24-05-2019	GERALDTON AUTO WHOLESALERS	VEHICLE SERVICE	287.72
EFT19399	24-05-2019	GREAT SOUTHERN FUEL SUPPLY	DEPOTS/FUEL CARD PURCHASES	35708.59
EFT19400	24-05-2019	C + J HANSON PLUMBING CONTRACTORS	PPZ ANNUAL INSPECTIONS	1541.58
EFT19401	24-05-2019	JASON SIGNMAKERS	SIGNS	397.76
EFT19402	24-05-2019	KALBARRI EXPRESS FREIGHT	FREIGHT	122.21
EFT19403	24-05-2019	KALBARRI AUTO ELECTRICS	VEHICLE FIT TRAILER PLUG	150.50
EFT19404	24-05-2019	KALBARRI GRAVEL & SAND SUPPLIES	PORTER ST SHOULD GRAVEL	5405.00
EFT19405	24-05-2019	LGRCEU	PAYROLL DEDUCTIONS	123.00

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 JUNE 2019

EFT #	Date	Name	Description	Amount
EFT19406	24-05-2019	MIDWEST MULCHING MOWING	VERGE MOWING BALLA WHELARRA/BINNU EAST	19250.00
EFT19407	24-05-2019	MIDWEST GROUNDWATER	NCC RHINO WATER TANKS INSTALLED	29463.73
EFT19408	24-05-2019	M L COMMUNICATIONS	EPIRB REMOTE AREA WORKS	357.50
EFT19409	24-05-2019	NORTHAMPTON IGA & LIQUOR STORE	REFRESHMENTS, GOODS	294.59
EFT19410	24-05-2019	CLEANPAK TOTAL SOLUTIONS	CLEANING/TOILET PRODUCTS	98.07
EFT19411	24-05-2019	PURCHER INTERNATIONAL	VEHICLE STEP	582.56
EFT19412	24-05-2019	HOLCIM AUSTRALIA PTY LTD	SEALING AGG	4229.74
EFT19413	24-05-2019	CLEANAWAY CO PTY LTD	REFUSE COLLECTION, SITE MTCE	38625.16
EFT19414	24-05-2019	WESTRAC EQUIPMENT PTY LTD	PARTS	120.00
EFT19415	24-05-2019	NORTHAMPTON TYRES	1 TYRE, PUNCTURE REPAIR/BALANCE	365.00
EFT19416	24-05-2019	WILLIAMS & HUGHES	PROF FEES LEASE NTON BOWLING CLUB	110.00
EFT19417	24-05-2019	WOODCOCK CT & L	BOOTS, TOILET PRODUCTS, RAPIDSET	1306.20
EFT19418	23-05-2019	MIDWEST TREE SERVICES	FESA BUSHFIRE MITIGATION NTON COMMONAGE	37950.00
EFT19419	30-05-2019	GLENN BANGAY	REIMB SAI GLOBAL HARDCOPY BCA	758.08
EFT19420	30-05-2019	SAMANTHA CALDWELL	NCCA REIMB GOODS TARGET, BUNNINGS	63.20
EFT19421	30-05-2019	GANTHEAUME BAY ELECTRICAL	KANGA HIRE	500.00
EFT19422	30-05-2019	GRANT MIDDLETON	REIMB WESTNET PHONE/INET	259.98
EFT19423	30-05-2019	LEO RYAN	REIMB DODO LAND LINE	39.90
EFT19424	30-05-2019	TOTAL TOILETS	PCYC KALB 25% DEP ABLUTION DISABLED	6720.31
EFT19425	30-05-2019	WESTERN AUSTRALIAN TREASURY CORP	LOAN 151	2004.92
EFT19426	31-05-2019	DPT. OF WATER & ENVIRONMENT REGULATION	RENEW LICENCE PORTER ST WORKS DEPOT	324.84
EFT19427	31-05-2019	HOLCIM AUSTRALIA PTY LTD	KALB RESEAL 7MM AGG	3198.46
EFT19428	31-05-2019	RAINA ROBINSON	REIMB KALB ANZAC DAY BFAST	211.40
				\$670,316.72

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 JUNE 2019

TRUST FUND CHEQUES

Chq #	Date	Name	Description	Amount
2431	15-04-2019	HASLEBYS HARDWARE SUPPLIES	ONELIFE INV 448243	189.95
2432		CANCELLED		
2433	16-05-2019	G & W BANGAY	REFUND BOND BA 1619 3A (LOT 3) PORTREE ELBOW, KALB	10000.00
2434	22-05-2019	GARVON CONSTRUCTIONS - GARY TURNER	REFUND KERB DEPOSIT BA 1434	500.00
				\$10,689.95

SHIRE OF NORTHAMPTON
FINANCE REPORT – 21 JUNE 2019

DIRECT DEBITS

Jnl #	Date	Name	Description	Amount
	2/05/2019	PAYROLL	FN/E 01/05/2019	94629.00
	08/05/2019	SUPERCHOICE	SUPERANNUATION FN/E 01/05/2019	21009.18
	16/05/2019	PAYROLL	FN/E 15/05/2019	104227.98
	16/05/2019	SUPERCHOICE	SUPERANNUATION FN/E 15/05/2019	21198.26
	30/05/2019	PAYROLL	FN/E 29/05/2019	89441.00
	30/05/2019	SUPERCHOICE	SUPERANNUATION FN/E 29/05/2019	20968.20
GJ1120	31/05/2019	NATIONAL AUSTRALIA BANK	BANK FEES	145.53
GJ1121	31/05/2019	NATIONAL AUSTRALIA BANK	BANK MERCHANT FEES	787.44
GJ1122	31/05/2019	NATIONAL AUSTRALIA BANK	BPOINT FEES	169.24
GJ1123	31/05/2019	NATIONAL AUSTRALIA BANK	BPAY FEES	68.64
GJ1125	31-05-19	CEO CORPORATE CARD	BANK CHARGES	9.00
			FLIGHTS DPLH PINK LAKE MEETING	1394.10
				<u>1403.10</u>
GJ1126	31-05-19	DCEO CORPORATE CARD	BANK CHARGES	9.00
			NCCA IINET	81.59
			KAL CHILD CARE IINET	80.72
			2V NET COMPUTER EXPS OFFICE 365	237.60
			REFRESHMENTS	31.40
			DWER CLEARING APP PINK LAKE VIEW	
			PLAT	100.00
				<u>540.31</u>
				<u>\$354,587.88</u>

7.4.2 MONTHLY FINANCIAL STATEMENTS – MAY 2019

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 June 2019
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
APPENDICES:	Monthly Financial Report for May 2019

SUMMARY

Council to adopt the monthly financial reports as presented.

BACKGROUND:

This information is provided to Council in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

The Monthly Statements of Financial Activity for the period ending 31 May 2019 are listed below, and include:

Monthly Summary Information

Statement of Financial Activity by Program

Statement of Financial Activity By Nature or Type

Statement of Capital Acquisitions and Capital Funding

Statement of Budget Amendments

Note 1 Significant Accounting Policies (presented with the budget)

Note 2 Explanation of Material Variances

Note 3 Net Current Funding Position

Note 4 Cash and Investments

Note 5 Budget Amendments (as per Budget Review process)

Note 6 Receivables

Note 7 Cash Backed Reserves

Note 8 Capital Disposals

Note 9 Rating Information

Note 10 Information on Borrowings

Note 11	Grants
Note 12	Trust
Note 13	Details of Capital Acquisitions
Appendix B	Detailed Schedules (separate presentation)

FINANCIAL & BUDGET IMPLICATIONS:

The 31 May 2019 financial position is comprised of the following:

Total operating revenue has a positive variance of \$515,001 which is due to the contra journal entry associated with the capitalisation of the Port Gregory Fire Truck, the receipt of additional direct road Grant funding and the Bush Fire Risk Mitigation Grant. While operating expenditure has a large positive variance of \$1,120,542 which is largely due to infrastructure (Roads) depreciation being partially offset by additional grant related expenditure. The revaluation process has reduced Infrastructure Asset Valuations from \$151,479,993 to \$93,011,923 and subsequently depreciation has reduced by \$1,351,698 for the first eleven months.

Investing and Financing variances will reconcile as the year progresses and it is anticipated there will be no significant budget variations.

STATUTORY IMPLICATIONS:

Local Government (Financial Management) Regulation 34 1996
Local Government Act 1995 section 6.4

POLICY IMPLICATIONS:

Council is required annually to adopt a policy on what it considers to be material as far as variances that require to be reported for Council. The current Council Policy sets the material variance at \$5,000.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.2

That Council adopts the Monthly Financial Report for the period ending 31 May 2019.

SHIRE OF NORTHAMPTON
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the Period Ended 31 May 2019

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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Statement of Capital Acquisitions and Capital Funding	
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Note 2	Explanation of Material Variances
Note 3	Net Current Funding Position
Note 4	Cash and Investments
Note 5	Budget Amendments (presented as per Budget Review process)
Note 6	Receivables
Note 7	Cash Backed Reserves
Note 8	Capital Disposals
Note 9	Rating Information
Note 10	Information on Borrowings
Note 11	Grants
Note 12	Trust
Note 13	Details of Capital Acquisitions

SHIRE OF NORTHAMPTON
Information Summary
For the Period Ended 31 May 2019

Key Information

Report Purpose

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*.

Overview

Summary reports and graphical progressive graphs are provided on pages 2 - 3.

Statement of Financial Activity by reporting program

Is presented in the Statement of Financial Activity as a surplus as at 31 May 2019 of \$1,135,568.

Items of Significance

The material variance adopted by the Shire of Northampton for the 2018/19 year is \$5,000. The following selected items have been highlighted due to the amount of the variance to the budget or due to the nature of the revenue/expenditure. A full listing and explanation of all items considered of material variance is disclosed in Note 2.

Capital Expenditure

Infrastructure Assets - Roads ▲ \$ 329,730 Actuals and budget will converge as year progresses

Capital Revenue

Non-operating Grants, Subsidies and Contributions ▲ \$ 415,699 Var due to White Cliff's grant funding (not budgeted)

	% Collected / Completed	Annual Budget	YTD Budget	YTD Actual
Significant Projects				
Construct Extension to RSL Hall	9%	\$ 512,000	\$ 511,998	\$ 45,910
Kalbarri Foreshore DUP Pathway	98%	\$ 343,450	\$ 314,825	\$ 335,524
Blue Holes Carpark Redevelopment	2%	\$ 121,213	\$ 111,087	\$ 2,442
Lions Park - Asphalt Seal Car Park	2%	\$ 103,185	\$ 103,176	\$ 1,794
Road Construction	79%	\$ 2,647,629	\$ 2,426,908	\$ 2,097,178
Footpath Construction	15%	\$ 115,400	\$ 105,743	\$ 17,611
Grader	80%	\$ 425,000	\$ 425,000	\$ 341,071
Pink Lake Viewing Platform	4%	\$ 123,000	\$ 112,750	\$ 5,214
Grants, Subsidies and Contributions				
Operating Grants, Subsidies and Contributions	107%	\$ 1,021,924	\$ 1,012,459	\$ 1,095,227
Non-operating Grants, Subsidies and Contributions	130%	\$ 1,123,008	\$ 1,045,717	\$ 1,461,416
	119%	\$ 2,144,932	\$ 2,058,176	\$ 2,556,643
Rates Levied	100%	\$ 4,622,864	\$ 4,619,489	\$ 4,607,284

% Compares current ytd actuals to annual budget

Financial Position		Closing (Audited)	
		Balance 30 June 2019	Current Year 31 May 2019
Adjusted Net Current Assets	65%	\$ 1,745,371	\$ 1,135,568
Cash and Equivalent - Unrestricted	44%	\$ 1,690,209	\$ 735,331
Cash and Equivalent - Restricted	84%	\$ 1,482,505	\$ 1,239,360
Receivables - Rates	107%	\$ 302,667	\$ 322,682
Receivables - Other	27%	\$ 99,260	\$ 26,548
Payables	21%	\$ 503,622	\$ 106,591

% Compares current ytd actuals to prior year actuals at the same time

Note: The Statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

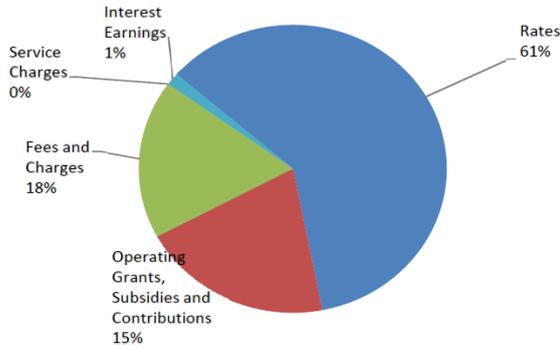
Preparation

Prepared by: Grant Middleton

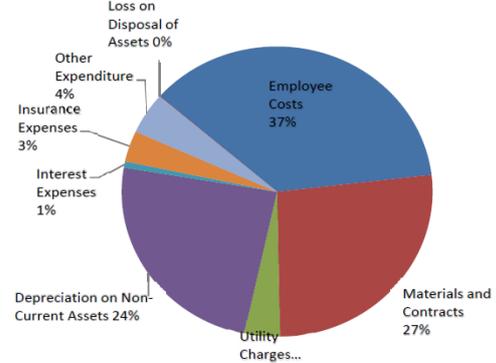
Date prepared: 9/5/2019

SHIRE OF NORTHAMPTON
Information Summary
For the Period Ended 31 May 2019

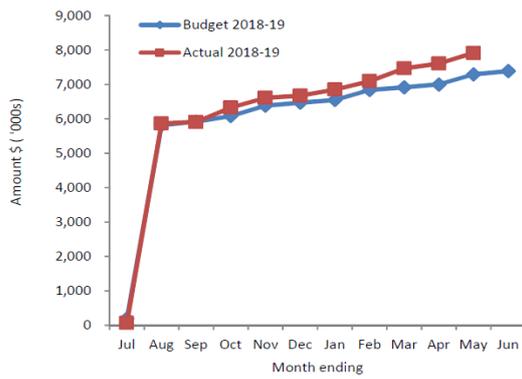
Operating Revenue



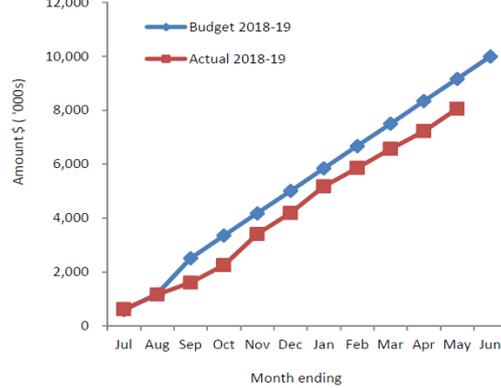
Operating Expenditure



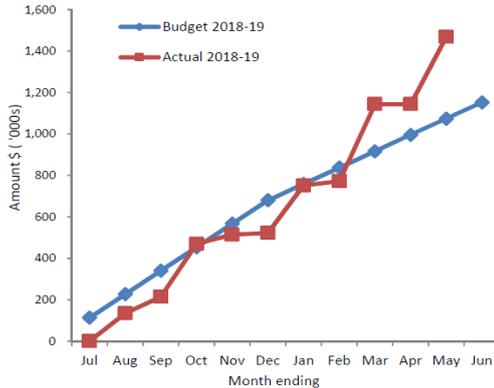
Budget Operating Revenues -v- Actual (Refer Note 2)



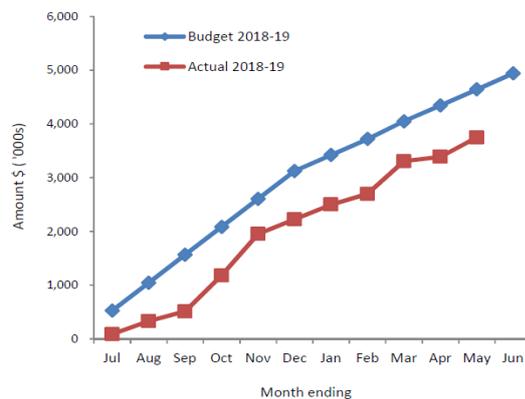
Budget Operating Expenses -v- YTD Actual (Refer Note 2)



Budget Capital Revenue -v- Actual (Refer Note 2)



Budget Capital Expenses -v- Actual (Refer Note 2)



This information is to be read in conjunction with the accompanying Financial Statements and Notes.

SHIRE OF NORTHAMPTON
STATEMENT OF FINANCIAL ACTIVITY
(Statutory Reporting Program)
For the Period Ended 31 May 2019

	Note	Amended Annual Budget	Amended YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus(Deficit)	3	2,122,201	2,122,201	1,745,371	(376,830)	(18%)	
Revenue from operating activities							
Governance		55,124	50,512	92,969	42,457	84%	▲
General Purpose Funding	9	5,554,571	5,536,485	5,468,190	(68,295)	(1%)	▼
Law, Order and Public Safety		70,395	64,493	456,992	392,499	609%	▲
Health		54,497	49,940	29,179	(20,761)	(42%)	▼
Education and Welfare		224,748	205,997	226,442	20,445	10%	▲
Housing		56,436	51,722	54,396	2,674	5%	▲
Community Amenities		908,527	896,524	896,376	(148)	(0%)	
Recreation and Culture		54,287	50,687	77,449	26,762	53%	▲
Transport		141,040	137,517	175,890	38,373	28%	▲
Economic Services		256,169	240,678	265,537	24,859	10%	▲
Other Property and Services		123,649	113,311	169,447	56,136	50%	▲
		7,499,443	7,397,866	7,912,867			
Expenditure from operating activities							
Governance		(870,344)	(799,179)	(778,048)	21,131	3%	▲
General Purpose Funding		(197,215)	(180,730)	(233,304)	(52,574)	(29%)	▼
Law, Order and Public Safety		(401,396)	(370,605)	(457,176)	(86,571)	(23%)	▼
Health		(210,093)	(192,511)	(197,964)	(5,453)	(3%)	▼
Education and Welfare		(302,645)	(277,332)	(314,422)	(37,090)	(13%)	▼
Housing		(83,305)	(76,164)	(91,262)	(15,098)	(20%)	▼
Community Amenities		(1,565,743)	(1,434,763)	(1,303,595)	131,168	9%	▲
Recreation and Culture		(1,665,110)	(1,525,480)	(1,533,307)	(7,827)	(1%)	▼
Transport		(4,222,934)	(3,870,069)	(2,570,609)	1,299,460	34%	▲
Economic Services		(443,493)	(406,406)	(397,595)	8,811	2%	▲
Other Property and Services		(44,649)	(40,777)	(176,192)	(135,415)	(332%)	▼
		(10,006,927)	(9,174,016)	(8,053,474)			
Operating activities excluded from budget							
Add back Depreciation		3,607,500	3,306,011	1,954,313	(1,351,698)	(41%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(35,000)	(32,065)	(5,864)	26,201	(82%)	▼
Adjust Provisions and Accruals		0	0	0	0		
Amount attributable to operating activities		1,065,016	1,497,796	1,807,841			
Investing Activities							
Non-operating Grants, Subsidies and Contributions	11	1,123,008	1,045,717	1,461,416	415,699	40%	▲
Proceeds from Disposal of Assets	8	164,000	163,992	135,318	(28,674)	(17%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(720,310)	(708,056)	(166,076)	541,980	77%	▲
Infrastructure Assets - Roads	13	(2,647,629)	(2,426,908)	(2,097,178)	329,730	14%	▲
Infrastructure Assets - Parks and Gardens	13	(615,785)	(571,259)	(502,327)	68,932	12%	▲
Infrastructure Assets - Footpaths/Carparks	13	(378,413)	(355,395)	(93,413)	261,982	74%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Heritage Assets	13	0	0	0	0		
Plant and Equipment	13	(641,000)	(640,998)	(858,199)	(217,201)	(34%)	▼
Furniture and Equipment	13	(32,500)	(32,500)	(31,653)	847	3%	▲
Amount attributable to investing activities		(3,748,629)	(3,525,407)	(2,152,112)			
Financing Activities							
Proceeds from New Debentures		500,000	458,337	0	(458,337)	(100%)	▼
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		34,794	31,878	24,113	(7,765)	(24%)	▼
Transfer from Reserves	7	227,064	208,142	0	(208,142)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(134,246)	(123,059)	(134,246)	(11,187)	(9%)	▼
Transfer to Reserves	7	(66,200)	(60,683)	(155,399)	(94,716)	(156%)	▼
Amount attributable to financing activities		561,412	514,615	(265,533)			
Closing Funding Surplus(Deficit)	3	(0)	609,205	1,135,568	526,364	86%	

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

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

SHIRE OF NORTHAMPTON
STATEMENT OF FINANCIAL ACTIVITY
(By Nature or Type)
For the Period Ended 31 May 2019

	Note	Amended Annual Budget \$	Amended YTD Budget (a) \$	YTD Actual (b) \$	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
					\$	%	
Opening Funding Surplus (Deficit)	3	2,122,201	2,122,201	1,745,371	(376,830)	(18%)	▼
Revenue from operating activities							
Rates	9	4,622,864	4,619,489	4,607,284	(12,205)	(0%)	▼
Operating Grants, Subsidies and Contributions	11	1,454,405	1,400,997	1,543,277	142,280	10%	▲
Fees and Charges		1,265,424	1,229,404	1,356,497	127,093	10%	▲
Interest Earnings		121,750	115,911	103,724	(12,187)	(11%)	▼
Other Revenue		0	0	296,219	296,219		▲
Profit on Disposal of Assets	8	35,000	32,065	8,549			
		7,499,443	7,397,866	7,915,552			
Expenditure from operating activities							
Employee Costs		(3,003,415)	(2,752,508)	(2,960,720)	(208,212)	(8%)	▼
Materials and Contracts		(2,288,238)	(2,099,420)	(2,139,704)	(40,284)	(2%)	▼
Utility Charges		(359,390)	(329,219)	(297,910)	31,309	10%	▲
Depreciation on Non-Current Assets		(3,607,500)	(3,306,011)	(1,954,313)	1,351,698	41%	▲
Interest Expenses		(60,159)	(55,121)	(57,373)	(2,252)	(4%)	▼
Insurance Expenses		(251,088)	(229,757)	(276,466)	(46,709)	(20%)	▼
Other Expenditure		(437,137)	(401,980)	(366,989)	34,991	9%	▲
Loss on Disposal of Assets	8	0	0	(2,685)			
		(10,006,927)	(9,174,016)	(8,056,159)			
Operating activities excluded from budget							
Add back Depreciation		3,607,500	3,306,011	1,954,313	(1,351,698)	(41%)	▼
Adjust (Profit)/Loss on Asset Disposal	8	(35,000)	(32,065)	(5,864)	26,201	(82%)	▼
Adjust Provisions and Accruals			0	0	0		
Amount attributable to operating activities		1,065,016	1,497,796	1,807,841			
Investing activities							
Grants, Subsidies and Contributions	11	1,123,008	1,045,717	1,461,416	415,699	40%	▲
Proceeds from Disposal of Assets	8	164,000	163,992	135,318	(28,674)	(17%)	▼
Land Held for Resale		0	0	0	0		
Land and Buildings	13	(720,310)	(708,056)	(166,076)	541,980	77%	▲
Infrastructure Assets - Roads	13	(2,647,629)	(2,426,908)	(2,097,178)	329,730	14%	▲
Infrastructure Assets - Parks and Gardens	13	(615,785)	(571,259)	(502,327)	68,932	12%	▲
Infrastructure Assets - Footpaths/Carparks	13	(378,413)	(355,395)	(93,413)	261,982	74%	▲
Infrastructure Assets - Drainage	13	0	0	0	0		
Plant and Equipment	13	(641,000)	(640,998)	(858,199)	(217,201)	(34%)	▼
Furniture and Equipment	13	(32,500)	(32,500)	(31,653)	847	3%	▲
Amount attributable to investing activities		(3,748,629)	(3,525,407)	(2,152,112)			
Financing Activities							
Proceeds from New Debentures		500,000	458,337	0	(458,337)	(100%)	▼
Proceeds from Advances		0	0	0	0		
Self-Supporting Loan Principal		34,794	31,878	24,113	(7,765)	(24%)	▼
Transfer from Reserves	7	227,064	208,142	0	(208,142)	(100%)	▼
Advances to Community Groups		0	0	0	0		
Repayment of Debentures	10	(134,246)	(123,059)	(134,246)	(11,187)	(9%)	▼
Transfer to Reserves	7	(66,200)	(60,683)	(155,399)	(94,716)	(156%)	▼
Amount attributable to financing activities		561,412	514,615	(265,533)			
Closing Funding Surplus (Deficit)	3	(0)	609,205	1,135,568	526,364	86%	▲

Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.
Refer to Note 2 for an explanation of the reasons for the variance.

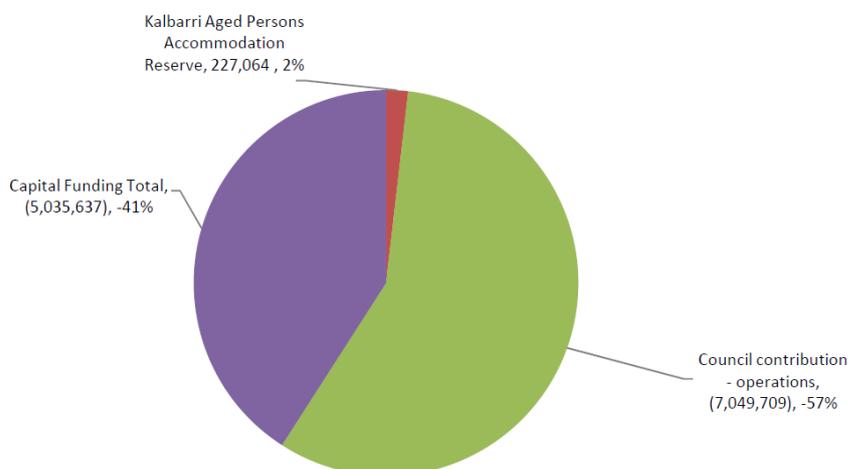
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

SHIRE OF NORTHAMPTON
STATEMENT OF CAPITAL ACQUISITIONS AND CAPITAL FUNDING
For the Period Ended 31 May 2019

Capital Acquisitions

	Note	YTD Actual New & Upgrade (a)	YTD Actual (Renewal Expenditure) (b)	YTD Budget (d)	Annual Budget	YTD Actual Total (c) = (a)+(b)	Variance (d) - (c)
		\$	\$	\$	\$	\$	\$
Land and Buildings	13	(114,395)	(51,681)	(708,056)	(720,310)	(166,076)	541,980
Infrastructure Assets - Roads	13	(1,102,303)	(994,874)	(2,426,908)	(2,647,629)	(2,097,178)	329,730
Infrastructure Assets - Parks & Ovals	13	(502,327)	0	(571,259)	(615,785)	(502,327)	68,932
Infrastructure Assets - Footpaths	13	(93,413)	0	(355,395)	(378,413)	(93,413)	261,982
Plant and Equipment	13	(294,219)	(563,980)	(640,998)	(641,000)	(858,199)	(217,201)
Capital Expenditure Totals		(2,106,657)	(1,642,189)	(4,735,116)	(5,035,637)	(3,748,846)	986,270
Capital acquisitions funded by:							
Capital Grants and Contributions				1,045,717	1,123,008	1,461,416	
Borrowings				458,337	500,000	0	
Disposals				163,992	164,000	135,318	
Council contribution - Cash Backed Reserves							
Kalbarri Aged Persons Accommodation Reserve				208,142	227,064	0	
Council contribution - operations				(6,611,304)	(7,049,709)	(5,345,581)	
Capital Funding Total				(4,735,116)	(5,035,637)	(3,748,846)	

Budgeted Capital Acquisitions Funding



SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 2: Explanation of Material Variances

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date budget materially.
The material variance adopted by Council for the 2018/19 year is \$5,000.

Reporting Program	Var. \$	Var. %	Var.	Timing/ Permanent	Explanation of Variance
Operating Revenues	\$	%			
Governance	42,457	84%	▲	Permanent	Var mainly due to additional DOT remittances
General Purpose Funding	(68,295)	-1%	▼	Permanent	Var associated with Financial Assistance Grants (FAG's)
Law, Order and Public Safety	392,499	609%	▲	Permanent	BRM Grant & Pt Gregory Fire Truck Capitalisation
Health	(20,761)	-42%	▼	Permanent	Var due to reduced Health/Building charging
Education and Welfare	20,445	10%	▲	Permanent	Var due to additional Kalbarri aged care unit rental
Recreation and Culture	26,762	53%	▲	Permanent	Var inc HCC shelter & golf course clearing contribution
Transport	38,373	28%	▲	Permanent	Var due to additional Direct Road Grant revenue
Economic Services	24,859	10%	▲	Permanent	Var due to add Lucky Bay camping fees
Other Property and Services	56,136	50%	▲	Permanent	Var largely due to add sale of scrap & fuel rebate
Operating Expense					
Governance	21,131	3%	▲	Timing	Actuals and budget will converge as year progresses
General Purpose Funding	(52,574)	-29%	▼	Permanent	Var due to legal expenses
Law, Order and Public Safety	(86,571)	-23%	▼	Permanent	Var due to BFRM grant related expenditure
Health	(5,453)	-3%	▼	Permanent	Actuals and budget will converge as year progresses
Education and Welfare	(37,090)	-13%	▼	Permanent	Var due to NCCA payroll expenses, part grant funded
Housing	(15,098)	-20%	▼	Permanent	Var due to add housing related expenses
Community Amenities	131,168	9%	▲	Timing	Var due to lag in refuse invoices & TPS review costs
Recreation and Culture	(7,827)	-1%	▼	Timing	Actuals and budget will converge as year progresses
Transport	1,299,460	34%	▲	Permanent	Var due to reduced depreciation associated with Reval
Economic Services	8,811	2%	▲	Timing	Actuals and budget will converge as year progresses
Other Property and Services	(135,415)	-332%	▼	Permanent	Var due to add private works & uncleared stock costs
Capital Revenues					
Non-operating Grants, Subsidies and Contributions	415,699	40%	▲	Timing	Var due to White Cliff's grant funding (not budgeted)
Proceeds from Disposal of Assets	(28,674)	-17%	▼	Permanent	All Plant trades completed
Capital Expenses					
Land and Buildings	541,980	77%	▲	Timing	RSL Hall construction tender has been awarded
Infrastructure Assets - Roads	329,730	14%	▲	Timing	Actuals and budget will converge as year progresses
Infrastructure Assets - Parks and Gardens	68,932	12%	▲	Timing	Minor Variance, will reconcile
Infrastructure Assets - Footpaths/Carparks	261,982	74%	▲	Timing	Dup Kalbarri F'shore completed October 18, carparks to be constructed
Plant and Equipment	(217,201)	-34%	▼	Permanent	Savings from Grader and ute purchases plus Pt Gregory Fire Truck Capitalisation

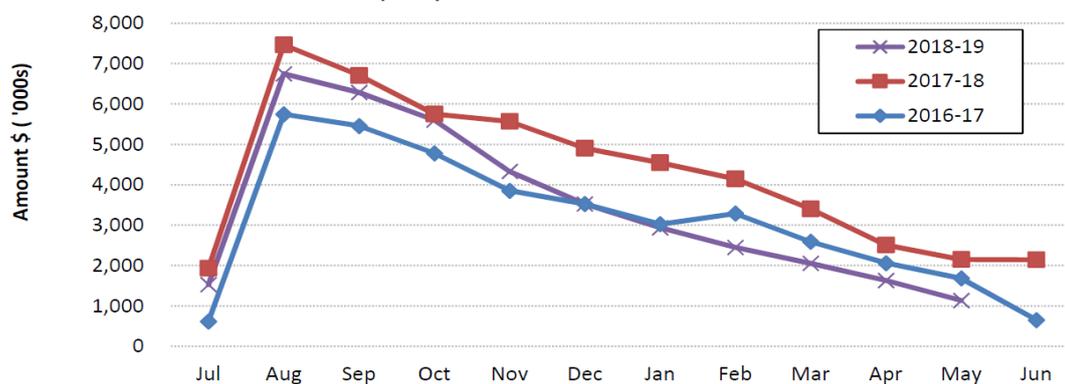
SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 3: Net Current Funding Position

Positive=Surplus (Negative=Deficit)

	Note	Current Years (Budgeted) Closing 30 June 2019 \$	Last Years (Audited) Closing 30 June 2019 \$	Current 31 May 2019 \$
Current Assets				
Cash Unrestricted	4	373,792	1,690,209	735,331
Cash Restricted	4	2,766,120	1,482,505	1,239,360
Receivables - Rates	6	313,380	302,667	322,682
Receivables - Other	6	99,260	99,260	26,548
Receivables - Rubbish		45,247	45,247	44,002
Emergency Services Levy		37,346	37,346	45,891
ATO Receivable		31,353	0	55,866
Inventories		11,778	11,778	55,846
Accruals/Adjustment		0	0	6,219
		<u>3,678,276</u>	<u>3,669,012</u>	<u>2,531,743</u>
Less: Current Liabilities				
Payables		(553,622)	(503,622)	(106,591)
Income Received in Advance		(64,611)	(401,389)	(146,119)
Provisions/Accruals		0	(80,789)	(50,224)
		<u>(618,233)</u>	<u>(985,800)</u>	<u>(302,934)</u>
Less: Cash Reserves	7	(937,842)	(937,841)	(1,093,241)
Net Current Funding Position		2,122,201	1,745,371	1,135,568

Note 3 - Liquidity Over the Year



Comments - Net Current Funding Position

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 4: Cash and Investments

	Unrestricted	Restricted	Trust	Total Amount	Institution	Interest Rate	Maturity Date
	\$	\$	\$	\$			
(a) Cash Deposits							
Municipal Bank Account	226,750			226,750	National	-	At Call
Trust Bank Account			46,260	46,260	National	-	At Call
OCDF - Horrocks				0	WATC	1.45%	N/A
OCDF - Binnu/White Cliffs		146,119		146,119	WATC	1.45%	N/A
Cash On Hand	1,450			1,450	N/A	Nil	On Hand
(b) Term Deposits - Municipal							
1060****	507,130			507,130	National	1.84%	08-May-19
				0			
				0			
(c) Term Deposits - Reserves							
TD 16-236-****		1,093,241		1,093,241	National	1.70%	31-May-19
				0			
Total	735,331	1,239,360	46,260	2,020,950			

Comments/Notes - Investments

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 5: Budget Amendments
Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$
Permanent Changes						
	Opening Deficit adjustment		Opening Deficit Adjustment		(376,860)	(376,860)
	<u>Expenditure Adjustments</u>					
4082	Rates - Legal Fees		Operating Expenses		(6,640)	(383,500)
0032	Election Expenses - Reduced election expenditure		Operating Expenses	1,500		(382,000)
0112	Donation/contribution - Transport Railway carriage to Boyanup		Operating Expenses		(4,320)	(386,320)
0022	Members Travelling - Additional claims for travel		Operating Expenses		(2,000)	(388,320)
0502	Computer Expenses - Install comm's cabinet in Kalbarri Office		Operating Expenses		(3,800)	(392,120)
0408	Consultancy Services - Conduct FM & Reg 17 Reviews		Operating Expenses		(21,600)	(413,720)
0408	Consultancy Services - Conduct Fuel Tax Review - AIT Specialists		Operating Expenses		(1,548)	(415,268)
1072	Aerial Inspections - Savings no aerial inspections 18/19		Operating Expenses	1,500		(413,768)
1152	Port Gregory BFB Shed - roof replacement less than estimated		Operating Expenses	3,055		(410,713)
1162	Dog Control - Reduced cost for pound modification		Operating Expenses	1,670		(409,043)
2342	Northampton Doctors Surgery - Hot water system replaced		Operating Expenses		(1,250)	(410,293)
3212	Fitzgerald St House - Replace HWS		Operating Expenses		(3,600)	(413,893)
3432	Rake Place House - Reduced water consumption		Operating Expenses	3,000		(410,893)
3432	Rake Place House - Airconditioner Repairs		Operating Expenses		(2,370)	(413,263)
3492	Callion Way House - Repair retaining wall and fence ex insurance		Operating Expenses		(5,610)	(418,873)
4372	Northampton Urban street Design - Not pursued pending by-pass		Operating Expenses	34,000		(384,873)
4802	Chinamans Ablutions - Drain & sump for ext shower not required		Operating Expenses	1,300		(383,573)
4592	Sally's Tree Ablutions - Cistern replacement repairs		Operating Expenses		(2,105)	(385,678)
4752	Port Gregory Ablutions - Additional plumbing costs		Capital Expenses		(1,092)	(386,770)
4772	Allen Centre - Reduced carpet renewal cost (meeting room not replaced)		Operating Expenses	7,195		(379,575)
4772	Allen Centre - Replace faulty cooktop/oven		Operating Expenses		(2,725)	(382,300)
4682	Alma Hall - Extra costs incurred during upgrade works		Operating Expenses		(3,045)	(385,345)
4712	Ajana Hall - Toilet & septic repairs		Operating Expenses		(3,160)	(388,505)
3664	Rock retaining wall near VMR - Costs less than estimate (geofabric in stock)		Capital Expenses	3,050		(385,455)
3694	BBQ Shelter - Overall savings from power installation		Operating Expenses	2,150		(383,305)
4952	Kalbarri Foreshore - Replace bore pump		Operating Expenses		(5,630)	(388,935)
4972	Horrocks Foreshore - Additional repairs to playground equipment		Operating Expenses		(2,030)	(390,965)
4998	Port Gregory Playground - Extra cost for erection of equipment (approved)		Operating Expenses		(5,200)	(396,165)
4992	Eco Flora parks & gardens - Extra costs for bore & pumps		Operating Expenses		(6,185)	(402,350)
5262	Kalbarri Camp School - Extra electrical costs for switchboard upgrade		Operating Expenses		(2,710)	(405,060)
5169	Northampton Bowling club - Replace Airconditioner per lease agreement		Operating Expenses		(4,820)	(409,880)
5532	Chiverton House - General allocation not paid as Council now pays for maintenance		Operating Expenses	5,000		(404,880)
5072	Heritage Advisor - Savings as requirement less than previous years		Operating Expenses	5,300		(399,580)
5582	Old Roads Board Building - Reduced cost for renewal of doorframes & architraves		Operating Expenses	1,100		(398,480)
5682	Kalbarri Town Talk - Replace fence		Operating Expenses		(2,045)	(400,525)
5204	Binnu West Road - Land purchase not included in 18/19 budget		Capital Expenses		(8,045)	(408,570)
5850	Rob Road Survey - Rav4 survey not required		Capital Expenses	5,000		(403,570)
5060	Bateman Street - Deferred to 2019/2020 cash cost saving		Capital Expenses	31,000		(372,570)
5060	Thornton & Erwood Street - Deferred to 2019/2020 cash cost saving		Capital Expenses	41,200		(331,370)
5060	Karina Mews - Deferred to 2019/2020 cash cost saving		Capital Expenses	29,850		(301,520)
5060	Little Bay Road - Progress delayed, expected savings in 2018/2019		Capital Expenses	45,000		(256,520)
5130	Kalbarri community Bus Shed - Defer to 2019/2020 due to land tenure issues		Capital Expenses	20,000		(236,520)
5930	Northampton Depot - Replace high bay lights		Operating Expenses		(2,900)	(239,420)
5910	Kalbarri Depot - Wifi connection		Operating Expenses		(1,200)	(240,620)
4214/4224	Machinery/Utility Purchase - Overall net savings		Capital Expenses	54,495		(186,125)
5932	Kalbarri Airport - Extra costs for repairs to lighting activators		Operating Expenses		(5,300)	(191,425)
6402	Lucky Bay Camping Site - Extra cost to pump out ablutions		Operating Expenses		(4,240)	(195,665)
6402	Lucky Bay Camping Site - Extra cost to repair ablutions (fan system, steps)		Operating Expenses		(3,550)	(199,215)
6372	Tourism Promotion - Abri Vossos Olhos film not progressing		Operating Expenses	10,000		(189,215)
7172	Workers compensation Insurance - Adjustment for 16/17 insurance payment		Operating Expenses		(11,066)	(200,281)
	<u>Revenue Adjustments</u>					(200,281)
4501	Rates General - Reduced revenue GRV error for Uniting Church		Operating Revenue		(16,528)	(216,809)
4560	Rates Discount - Additional discount raised		Operating Revenue	6,320		(210,489)
4611/4621	Financial Assistance Grants - Actual less than budget estimate		Operating Revenue		(48,425)	(258,914)
0773	Animal Control - Less income for Dog and Cat Licences		Operating Revenue		(2,200)	(261,114)
1763	Health Services - less fees charges compared to budget estimate		Operating Revenue		(7,000)	(268,114)
3323	Refuse Site Fee's - Additional Income at refuse sites		Operating Revenue	9,600		(258,514)
3853	LSL Contribution - Contribution for H.Williams LSL from CCG		Operating Revenue	2,225		(256,289)

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 5: Budget Amendments

Amendments to original budget since budget adoption. Surplus/(Deficit)

GL Code	Description	Council Resolution	Classification	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
6281	Road Grant - Additional payment		Operating Revenue	62,000		(194,289)
5713	Grant funding - Whitecliffs OCDF Grant funding - refer b/fwd deficit		Capital Revenue	372,823		178,534
5713	Building Control - Kerb/footpath deposit reimbursed from trust		Operating Revenue	2,730		181,264
5563	Caravan Park Lease - Error in adopted Fee's and charges		Operating Revenue		(4,411)	176,853
5973	Lia Rent - Kitson Circuit - Error in adopted Fee's and charges		Operating Revenue		(4,413)	172,440
6423	Sale of Scrap - Increased income from sale of scrap		Operating Revenue	21,800		194,240
6433	Workers Compensation Insurance - Additional Claims Received		Operating Revenue	1,510		195,750
6443	Diesel Fuel Rebate - Additional fuel tax income		Operating Revenue	4,977		200,727
				790,350	(589,623)	

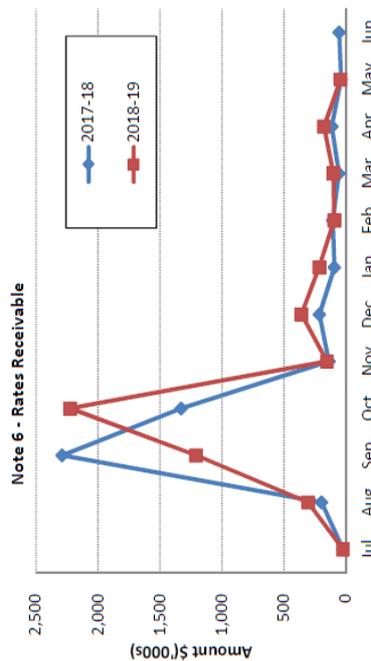
Classifications Pick List

Operating Revenue
Operating Expenses
Capital Revenue
Capital Expenses
Opening Surplus(Deficit)
Non Cash Item

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

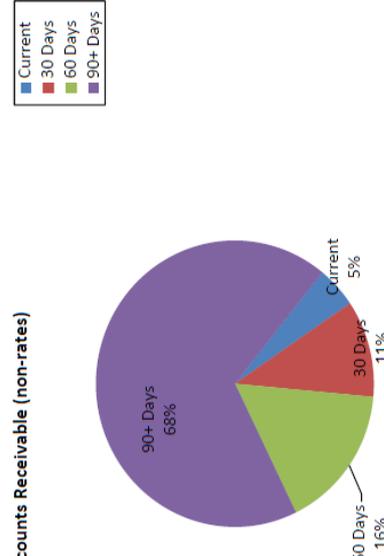
	31 May 2019	30 June 2018	Receivables - General	Current	30 Days	60 Days	90+ Days	Total
Receivables - Rates Receivable	\$	\$		\$	\$	\$	\$	\$
Opening Arrears Previous period	302,667	263,223	Receivables - General	1,242	2,907	4,331	18,069	26,548
Levied this year	4,607,284	4,332,891	Balance per Trial Balance					
Less Collections to date	(4,587,269)	(4,231,036)	Sundry Debtors					26,548
Equals Current Outstanding	322,682	365,077	Receivables - Other					0
Net Rates Collectable	322,682	365,077	Total Receivables General Outstanding					26,548
% Collected	93.43%	92.06%						

Amounts shown above include GST (where applicable)



Comments/Notes - Receivables Rates

Note 6 - Accounts Receivable (non-rates)



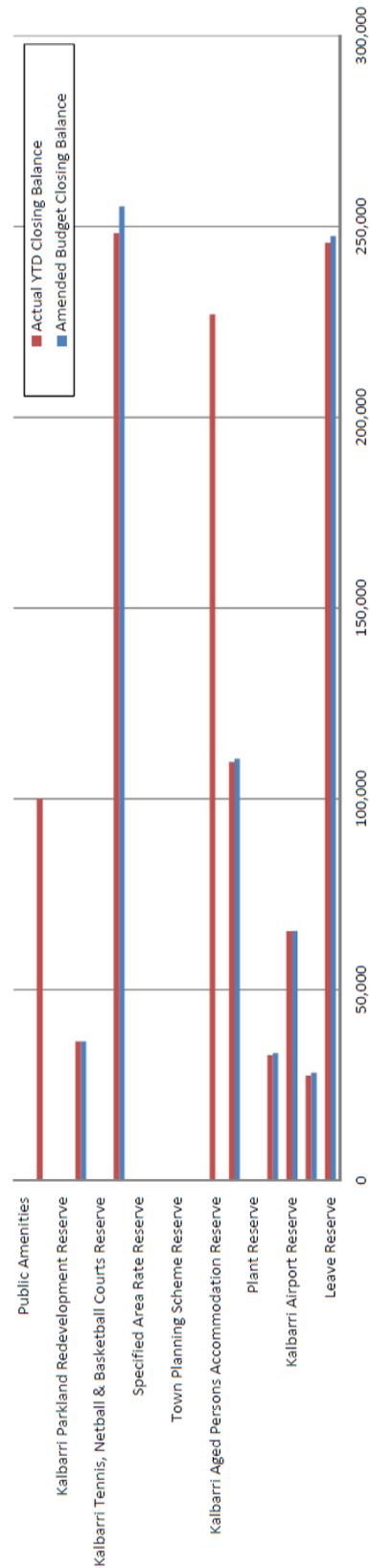
Comments/Notes - Receivables General

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 7: Cash Backed Reserve

Name	Opening Balance	Amended Budget Interest Earned	Actual Interest Earned	Amended Budget Transfers In (+)	Actual Transfers In (+)	Amended Budget Transfers Out (-)	Actual Transfers Out (-)	Amended Budget Closing Balance	Actual YTD Closing Balance
Leave Reserve	237,544	5,000	3,264	5,000	5,000	0	0	247,544	245,808
Roadworks Reserve	26,250	2,000	1,311	0	0	0	0	28,250	27,561
Kalbarri Airport Reserve	45,173	200	133	20,000	20,000	0	0	65,373	65,306
Computer Office and Equipment Reserve	31,905	1,500	979	0	0	0	0	33,405	32,884
Plant Reserve	0	0	0	0	0	0	0	0	0
House and Building Reserve	98,118	2,500	1,647	10,000	10,000	0	0	110,618	109,765
Kalbarri Aged Persons Accommodation Reserve	227,064	0	0	0	0	(227,064)	0	0	227,064
Northampton Aged Persons Accommodation Reserve	0	0	0	0	0	0	0	0	0
Town Planning Scheme Reserve	0	0	0	0	0	0	0	0	0
Tourism Infrastructure Reserve	0	0	0	0	0	0	0	0	0
Specified Area Rate Reserve	0	0	0	0	0	0	0	0	0
Land Development Reserve	235,288	20,000	13,065	0	0	0	0	255,288	248,353
Kalbarri Tennis, Netball & Basketball Courts Reserve	0	0	0	0	0	0	0	0	0
Port Gregory Water Supply Reserve	36,500	0	0	0	0	0	0	36,500	36,500
Kalbarri Parkland Redevelopment Reserve	0	0	0	0	0	0	0	0	0
Tourism Infrastructure Reserve Fund	0	0	100,000	0	0	0	0	0	100,000
Public Amenities	937,842	31,200	120,399	35,000	35,000	(227,064)	0	776,978	1,093,241

Note 7 - Year To Date Reserve Balance to End of Year Estimate



SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 8: Disposal of Assets

Asset Number	Asset Description	YTD Actual			Amended Budget		
		Net Book Value	Proceeds	Profit (Loss)	Net Book Value	Proceeds	Profit (Loss)
	Plant and Equipment						
P216	Isuzu Dmax (Kalbarri Ranger)	16,399	16,364	(35)	16,500	14,000	(2,500)
P237	Isuzu Dmax (Northampton Gardener)	10,498	10,000	(498)	10,000	13,000	3,000
P235	Isuzu Dmax (Kalbarri Gardener)	12,606	10,455	(2,151)	12,500	10,000	(2,500)
P203	Caterpillar 121H Grader	89,951	98,500	8,549	90,000	127,000	37,000
		129,454	135,318	8,549	129,000	164,000	40,000
				(2,685)			(5,000)

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

RATE TYPE	Number of Properties	Rate in \$	YTD Actual			Amended Budget						
			Rateable Value \$	Rate Revenue \$	Interim Rates \$	Back Rates \$	Rate Revenue \$	Interim Rate \$	Back Rate \$	Total Revenue \$		
Differential General Rate												
General GRV	1,559	0.072300	17,443,168	1,645,341	(13,791)	844	1,632,394	1,644,791	0	0	0	1,644,791
General UV	448	0.013059	178,371,085	2,346,324	(2,073)	(29)	2,344,222	2,346,323	0	0	0	2,346,323
Sub-Totals	2,007		195,814,254	3,991,665	(15,864)	815	3,976,616	3,991,114	0	0	0	3,991,114
Minimum Payment												
General GRV	1,020	550.00	7,328,111	565,950			565,950	561,000	0	0	0	561,000
General UV	55	550.00	1,895,245	24,750			24,750	30,250	0	0	0	30,250
Sub-Totals	1,075		9,223,355	590,700	0	0	590,700	591,250	0	0	0	591,250
Totals	3,082		205,037,609	4,582,365	(15,864)	815	4,567,316	4,582,364	0	0	0	4,582,364
Discounts/Concession Amount from General Rates							(298)					0
Ex-Gratia Rates							4,567,018					4,582,364
Specified Area Rates							0					0
Totals							40,266					40,500
							4,607,284					4,622,864

Comments - Rating Information

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 10: Information on Borrowings
(a) Debenture Repayments

Particulars	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
	01 Jul 2018	Loans	Actual	Budget	Actual	Budget	Actual	Budget
			\$	\$	\$	\$	\$	\$
Recreation and Culture								
Loan 148A - Kalbarri Library Extension	26,733		26,733	26,733	(0)	(0)	913	939
Loan 156 - RSL Hall Extensions	0	500,000	0	0	0	500,000	0	0
Transport								
Loan 149 - Plant Purchases	0				0	0		
Loan 153 - Plant Purchases	214,339		39,525	39,525	174,814	174,814	8,927	9,561
Other Property and Services								
Loan 154 - Staff Housing	256,641		33,194	33,194	223,447	223,447	8,987	9,789
Self Supporting Loans								
Loan 151 - Kalbarri Bowling Club	7,459		3,621	3,621	3,838	3,838	419	444
Loan 152 - Staff Housing	328,941		17,189	17,189	311,752	311,752	21,649	21,649
Loan 155 - Pioneer Lodge	386,552		13,984	13,984	372,568	372,568	16,478	17,777
	1,220,665	500,000	134,246	134,246	1,086,419	1,586,419	57,373	60,158

All debenture repayments were financed by general purpose revenue except loans 147, 151, 152 & 155 which are self supporting loans.

(b) New Debentures

No new debentures have been received during 2018/2019

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 11: Grants

	Grant Provider	Type	Opening Balance (a)	Amended Budget Operating	Amended Budget Capital	YTD Budget	Annual Budget (d)	Post Variations (e)	Expected (d)+(e)	Revenue (Expended) (c)	Unspent Grant (a)+(b)+(c)	
			\$	\$	\$	\$	\$	\$	\$	\$	\$	
General Purpose Funding												
Grants Commission - General	WALGGC	Operating	0	422,550	0	422,548	422,550	0	422,550	431,351	0	
Grants Commission - Roads	WALGGC	Operating	0	386,769	0	386,768	386,769	0	386,769	329,543	0	
Law, Order and Public Safety												
FESA Grant - Operating Bush Fire Brigade	Dept. of Fire & Emergency Serv.	Operating	0	27,323	0	25,268	27,323	0	27,323	27,035	0	
Grant FESA - SES	Dept. of Fire & Emergency Serv.	Operating	0	26,122	0	23,715	26,122	0	26,122	26,410	(45,666)	
Grant Feral Eradication	Department of Primary Industries	Operating	0	0	0	0	0	0	0	0	0	
Bushfire Risk Mitigation Grant	Dept. of Fire & Emergency Serv.	Operating	0	0	0	0	0	0	0	93,725	(142,079)	
Education and Welfare												
NCAA Fundraising	Community Child Care Grant	Non-operating	0	0	0	0	0	0	0	53,276	0	
Community Amenities												
Coastal Management Plan Grant	Department of Planning	Operating - Tied	0	60,000	0	55,000	60,000	0	60,000	25,000	0	
Recreation and Culture												
Kalbarri Foreshore Redevelopment	WABN Grant	Non-operating	0	0	171,725	171,720	171,725	0	171,725	137,382	(335,524)	
Kalbarri Bowling Club	CSRF	Non-operating	0	0	18,930	18,928	18,930	0	18,930	27,080	(2,442)	
Kalbarri Bowling Club	Contribution	Non-operating	0	0	5,000	5,000	5,000	0	5,000	0	0	
Seniors Week	Seniors WA	Operating	0	0	0	0	0	0	0	1,000	0	
Building Upgrade Contribution			0	0	0	0	0	0	0	0	0	
BBO/Shelter Donation			0	0	0	0	0	0	0	0	0	
Transport												
RRG Grants - Capital Projects	Regional Road Group	Non-operating	0	0	197,330	180,884	197,330	0	197,330	278,000	0	
Grey St/Red Bluff Road Corner	State Government	Non-operating	0	0	0	0	0	0	0	0	(19,852)	
White Cliffs	State Government (R4R)	Non-operating	0	0	0	0	0	0	0	235,655	0	
RR - Binu West	Federal Government (R2R)	Non-operating	0	0	730,023	665,185	730,023	0	730,023	730,023	(1,102,303)	
DUP - Footpath Grant (Stephen Street)	Dept. of Transport	Non-operating	0	0	0	0	0	0	0	0	0	
MRWA Maintenance Grants	Main Roads WA	Operating	0	99,160	0	99,160	99,160	0	99,160	161,163	0	
WA Road Safety Commission	Kalbarri Roadwise	Non-operating	0	0	0	0	0	0	0	0	0	
TOTALS			0	1,021,924	1,123,008	2,058,176	2,144,932	0	2,144,932	2,556,643	(2,750,170)	(1,076,009)
SUMMARY												
Operating			0	961,924	0	957,459	961,924	0	961,924	1,070,227	(187,745)	0
Operating - Tied			0	60,000	0	55,000	60,000	0	60,000	25,000	0	25,000
Non-operating			0	0	1,123,008	1,045,717	1,123,008	0	1,123,008	1,461,416	(2,562,425)	(1,101,009)
TOTALS			0	1,021,924	1,123,008	2,058,176	2,144,932	0	2,144,932	2,556,643	(2,750,170)	(1,076,009)

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 12: Trust Fund

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

Description	Opening Balance 01 Jul 2018	Amount Received	Amount Paid	Closing Balance 31 May 2019
	\$	\$	\$	\$
Town Planning - Security Bonds	0			0
Galena Donations	0		0	0
Transportable Housing Bond	26,275	0	5,000	31,275
Footpath Deposits	30,820	(7,706)	(10,500)	12,614
Horrocks Retention Fee - Parking/Stage 2	0		0	0
Retentions - Subdivisions	30,683		(40,289)	(9,606)
Building Levies (BCITF & BRB)	182	3,733		3,915
Community Bus Bond	6,400	1,800	(1,000)	7,200
Safer WA Funds	0			0
Northampton Cemetery Funds	0			0
Unclaimed Monies - Rates	4,338	0	0	4,338
Nomination Deposits	0	0	0	0
DOLA - Parks & Gardens Development	0			0
Aged Unit Bond	0	200	(200)	0
Council Housing Bonds	520	5,000	(520)	5,000
BROC - Management Funds	1			1
Kalbarri Youth Space Project Funds	0		0	0
Burning Off Fees	0		0	0
RSL Hall Key Bond	650	920	(920)	650
Peet Park Donations	0			0
Willa Guthurra	0			0
Special Series Plates	1,430	2,170	(3,490)	110
Auction	0			0
Kidsport	2,937	0	(879)	2,058
Public Open Space	0			0
ReDone (Kalbarri Park/Beach Shelters)	0		0	0
Northampton Child Care Association	59,305	0	(37,069)	22,236
Horrocks Memorial Wall	765	0	(595)	170
One Life	3,513	0	(874)	2,639
Conservation Incentives	0	0	0	0
Kalbarri Camp School	0	0	0	0
Roadwise Award Fundriser	0	2,732	(2,732)	0
Rubbish Tip Key Bond	0	1,400	0	1,400
Horrocks - Skatepark	0	1,050	0	1,050
	167,819	11,298	(94,068)	85,049

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 13: Capital Acquisitions

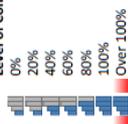
Assets	Account	YTD Actual			Total YTD	Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Renewal		Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	\$	
<i>Level of completion indicator, please see table at the end of this note for further detail.</i>									
Governance									
	101340	0	(5,021)	(5,021)	(5,021)	(5,000)	(5,000)	(21)	
	101340	0	(20,359)	(20,359)	(22,500)	(22,500)	(22,500)	2,141	
	101340	0	(6,273)	(6,273)	(5,000)	(5,000)	(5,000)	(1,273)	
Governance Total		0	(31,653)	(31,653)	(31,653)	(32,500)	(32,500)	847	
Law and Order									
	103340	(294,219)	0	(294,219)	0	0	0	(294,219)	
Health Total		(294,219)	0	(294,219)	0	0	0	(294,219)	
Communities Amenities									
	133440	(39,531)	0	(39,531)	(105,000)	(96,250)	(96,250)	56,719	
Communities Amenities Total		(39,531)	0	(39,531)	(105,000)	(96,250)	(96,250)	56,719	
Recreation And Culture									
	135140	(45,910)	0	(45,910)	(512,000)	(511,998)	(511,998)	466,088	
	136640	(26,334)	0	(26,334)	(18,840)	(17,264)	(17,264)	958	
	136640	(21,950)	0	(21,950)	(25,000)	(22,908)	(22,908)	2,092	
	136940	(335,524)	0	(335,524)	(343,450)	(314,825)	(314,825)	(20,699)	
	136940	(22,754)	0	(22,754)	(23,695)	(21,720)	(21,720)	(1,034)	
	135940	(71,566)	0	(71,566)	(38,615)	(35,389)	(35,389)	(36,177)	
	135940	(2,442)	0	(2,442)	(121,213)	(111,087)	(111,087)	108,645	
	137540	(59,950)	0	(59,950)	(56,800)	(56,796)	(56,796)	(3,154)	
	137540	(30,601)	0	(30,601)	(25,000)	(24,996)	(24,996)	(5,605)	
	137540	(1,794)	0	(1,794)	(103,185)	(103,176)	(103,176)	101,382	
	138040	0	(45,572)	(45,572)	(55,400)	(55,398)	(55,398)	9,826	
	136340	0	(6,109)	(6,109)	0	0	0	(6,109)	
Recreation And Culture Total		(618,825)	(51,681)	(670,507)	(1,323,198)	(1,275,557)	(1,275,557)	605,050	
Transport									
	Various	(1,102,303)	(994,874)	(2,097,178)	(2,647,629)	(2,426,908)	(2,426,908)	329,730	
	Various	(17,611)	0	(17,611)	(115,400)	(105,743)	(105,743)	88,132	
	150900	(19,852)	0	(19,852)	(42,000)	(38,500)	(38,500)	18,648	
	142140	(9,101)	0	(9,101)	(5,910)	(5,910)	(5,910)	(3,191)	
	142240	0	(341,071)	(341,071)	(425,000)	(425,000)	(425,000)	83,929	
	142240	0	(30,000)	(30,000)	(26,000)	(26,000)	(26,000)	(4,000)	
	142240	0	(57,619)	(57,619)	(54,000)	(54,000)	(54,000)	(3,619)	
	142540	0	(14,395)	(14,395)	(14,000)	(14,000)	(14,000)	(395)	
	142540	0	(45,174)	(45,174)	(45,000)	(44,999)	(44,999)	(175)	
	151300	0	(36,357)	(36,357)	(43,000)	(42,999)	(42,999)	6,642	
	151300	0	(39,363)	(39,363)	(34,000)	(33,999)	(33,999)	(5,364)	
Transport Total		(1,148,868)	(1,558,854)	(2,707,722)	(3,451,939)	(3,218,059)	(3,218,059)	510,337	

SHIRE OF NORTHAMPTON
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2019

Note 13: Capital Acquisitions

Assets	Account	YTD Actual			Amended Budget			Strategic Reference / Comment
		New/Upgrade	Renewal	Total YTD	Annual Budget	YTD Budget	YTD Variance	
		\$	\$	\$	\$	\$	\$	
Economic Services/Other Property and Services								
Pink Lake Viewing Platform	150160	(5,214)	0	(5,214)	(123,000)	(112,750)	107,536	
Other Property and Services Total		(5,214)	0	(5,214)	(123,000)	(112,750)	107,536	
Capital Expenditure by Program Total		(2,106,657)	(1,642,189)	(3,748,846)	(5,035,637)	(4,735,116)	986,270	
Capital Expenditure By Class								
Land and Buildings	Various	(114,395)	(51,681)	(166,076)	(720,310)	(708,056)	532,154	
Infrastructure Assets - Roads	Various	(1,102,303)	(994,874)	(2,097,178)	(2,647,629)	(2,426,908)	329,730	
Infrastructure Assets - Footpaths	Various	(93,413)	0	(93,413)	(378,413)	(355,395)	261,982	
Infrastructure Assets - Parks and Ovals	Various	(502,327)	0	(502,327)	(615,785)	(571,259)	68,932	
Plant and Equipment	Various	(294,219)	(563,980)	(858,199)	(641,000)	(640,998)	(217,201)	
Furniture and Equipment	Various	0	(31,653)	(31,653)	(32,500)	(32,500)	847	
Capital Expenditure Total by Class		(2,106,657)	(1,642,189)	(3,748,846)	(5,035,637)	(4,735,116)	976,444	

Level of Completion Indicators



Percentage YTD Actual to Annual Budget
Expenditure over budget highlighted in red.

7.4.3 2019-2020 FEES AND CHARGES SCHEDULE/MINIMUM RATES

FILE REFERENCE:	1.1.1
DATE OF REPORT:	8 June 2019
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Grant Middleton
ATTACHMENT:	Schedule of Fees and Charges 2019/2020

SUMMARY:

Council to consider the recommended Fees and Charges Schedule for 2019/2020 and the minimum rate charge for inclusion in the Draft 2019/2020 Budget.

BACKGROUND:

Each year Council is presented with information in relation to the Fees and Charges Schedule and the minimum rate in the dollar for the next financial year commencing 1st July. Section 6.2(1) of the Local Government Act 1995 allows for the early adoption of the Schedule of Fees and Charges. By adopting the Fees and Charges schedule staff are able to implement any new fee structure for the upcoming financial year prior to the adoption of the budget. While the adoption of a minimum rate allows staff to complete rates modelling accurately in preparation for the adoption of a rate in the dollar for GRV and UV properties.

FEES AND CHARGES

Council is requested to review and adopt the schedule of fees and charges for 2019/2020. The adopted schedule of fees and charges is a key document used in preparing the 2019/2020 annual budget.

Inflation factors used in preparing the Schedule of Fees and Charges and minimum rate calculation are as follows:

Consumer Price Index (ABS) – Perth (CPI) for the March 2018 quarter to the March 2019 quarter is 1.1%. Management has used the inflation factor derived from the Corporate Business Plan of 2.5% for any general fee and charges increases and 1.1% for leases as per lease agreement conditions.

The WA Local Government (LGCI) cost Index for the March quarter 2019 is 1.4%.

SETTING OF MINIMUM RATE

The minimum rate increased last year (2018/2019) from \$535.00 to \$550.00. It is recommended that the minimum rate amount be increased to \$565.00 for 2019/2020 in line with the annual rates increase percentage.

The minimum rate for 2011/2012 to 2018/2019 was set as per the following:

2019/2020	-	\$565.00	Proposed
2018/2019	-	\$550.00	Adopted
2017/2018	-	\$535.00	Adopted
2016/2017	-	\$520.00	Adopted
2015/2016	-	\$495.00	Adopted
2014/2015	-	\$475.00	Adopted
2013/2014	-	\$450.00	Adopted
2012/2013	-	\$450.00	Adopted
2011/2012	-	\$440.00	Adopted

The proposed minimum rate amount of \$565.00 equates to approximately a 2.5% increase from the 2018/2019 minimum rate. The increase of 2.5% is in line with the increase proposed 2019-2023 Corporate Business Plan (CBP) and less than the 3.0% rating increase approved in the 2018-2022 CBP. There are legislative restrictions involved with setting a minimum rate, the Local Government Act that stipulates that no more than 50% of properties can be charged the minimum rate. The Shire is well below the legislated threshold and the proposed minimum of \$565.00 is relatively low when compared to the Gross Rental Value (GRV) minimum of other local shires for 2018/2019 but higher than the Unimproved Value (UV) minimum that Chapman Valley will impose for 2019/2020.

Comparison with other Shires (19/20 proposed)

		GRV	UV
Shire of Chapman Valley	19/20	\$600	\$400
Mullewa (City of Greater Geraldton)	19/20	\$1,010	\$1,010
City of Greater Geraldton	19/20	\$1,010	\$1,010
Shire of Irwin	18/19	\$999	\$999
Shire of Mingenew	18/19	\$700	\$1,050

FINANCIAL & BUDGET IMPLICATIONS:

The adopted schedule of fees and charges and minimum rates will assist in the preparation of the 2019/2020 draft budget.

STATUTORY IMPLICATIONS:

Local Government Act 1995

6.2. Local government to prepare annual budget

(1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

* *Absolute majority required.*

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.*

6.35. Minimum payment

(1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.

(2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.

(3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —

- (a) 50% of the total number of separately rated properties in the district; or
- (b) 50% of the number of properties in each category referred to in subsection (6),
on which a minimum payment is imposed.

(4) A minimum payment is not to be imposed on more than the prescribed percentage of —

- (a) the number of separately rated properties in the district; or
- (b) the number of properties in each category referred to in subsection (6),

unless the general minimum does not exceed the prescribed amount.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.3

- 1. That Council reviews and adopts the Schedule of Fees and Charges for the 2019/2020 Financial Year as presented.**
- 2. That Council adopts the minimum rate on rateable Gross Rental Value and Unimproved Value properties be set at \$ (to be inserted) per assessment for the 2019/2020 Financial Year.**

7.4.4 BUDGET SUBMISSIONS 2019-2020

FILE REFERENCE:	1.1.1
DATE OF REPORT:	10 June 2019
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Garry Keeffe/Grant Middleton
APPENDICES:	1. Detailed Budget Submissions

SUMMARY:

Council to consider budget submissions from groups or organisations for funding in the 2019/2020 Budget.

BACKGROUND:

The public advertising period for the lodgement of Budget submissions for projects to be considered was advertised in the Corporate Business Plan and Long Term financial Plan 2019/2020 review.

The submissions detailed below have been received and Council is requested to consider if these projects are to be included within the 2019/2020 Draft Budget for consideration. Details of the funding requests have been provided as an attachment to this agenda item.

It is also suggested that all applicant's requests which can obtain funding from other sources be informed to actively pursue these grants to offset expenditure requirements.- In some cases it may be prudent to defer items until 2020/2021 whilst funding is being sought.

It is requested that Council consider the projects for listing in the draft 2019/2020 budget.

Kalbarri Development Association - \$5,200

The KDA has requested funding totaling \$5,167.16 (exc GST) for the purchase of 5 x Kimberley 1.8 Free standing seats, 4 x Premier Bench 0.9 seats for the Kalbarri foreshore.

Management comment – The seats are part of the concept plan for the Forshore.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.4.4

That Council consider the above projects for inclusion within the draft 2019/20 Budget.

Attachments

Replas Quotation

Repeat Plastics WA trading as Replas WA
Unit 2, 44 Fortitude Blvd
Gnangara, WA 6077
ABN: 26416062182
Phone: 08 9249 2588
<https://www.replas.com.au>



Salesperson: Scott Herbert
Email: Scott.Herbert@replas.com.au

Quote Date: 21/05/2019
Quote Number: 21052019-02 SoN

Quote For:

Northampton Shire of
PO Box 61
Northampton WA 6535

Contact Details:

Phone: 9934 1202
Mobile: 04 2734 1202
Email: ceo@northampton.wa.gov.au

ATT: Garry Keeffe

Qty	Item #	Name	Price (ex GST)	Total
5	KS-1800FSGYBK	Seat Kimberley 1.8 Free Standing Grey with Black Supports	\$623.00	\$3,115.00
4	PRB-0900FS/3GYBK	Bench Premier 0.9m 3-Slat Free Standing Grey with Black Supports	\$423.20	\$1,692.80
1		Freight from Replas WA to the Shire of Northampton, Kalbarri Depot	\$359.38	\$359.38
For every 50 Kilograms of our product purchased, you have saved the Equivalent of 12,500 plastic bags that would have created 0.17 cubic meters of land fill.			Freight	
			Discount (%)	
			Sub Total	\$5,167.18
			GST	\$516.72
			Total	\$5,683.90

Terms and Conditions

1. Customers are expected to have read the 'Product Properties' and 'Ordering Process' documents that are on the website.
2. If quoted, freight prices are based on the customer having a forklift on the receiving end. These prices are subject to change.
3. Lead times may vary based on order quantity, stock levels and modifications to product.
4. Quote is valid for 30 days unless otherwise agreed in writing
5. Payment for goods is expected prior to goods being released from our warehouse.
6. All furniture and signage is delivered pre-drilled, but disassembled and flat packed (excluding metal/plastic seats)
7. If installation is included, it is expected that customers have read the 'Installation – Terms and Conditions' on the website.
8. Please see the website or ask your Replas customer service representative if you require any further information.

I have read and understood this quotation together with the above terms and conditions of sale. I agree and accept that all products remain the property of Replas until paid in full. I would like to go forward with the outlined quotation.

Name:

Signature:

Date:

**Shire of Northampton
Schedule Format
2018/2019
Summary**

	Ytd Actual 31/05/2019	Ytd Budget 31/05/2019	Annual Budget 30/06/2019
Operating Revenue			
Governance	-92,969	-50,512	-55,124
General Purpose Funding	-5,468,190	-5,536,485	-5,554,570
Law, Order, Public Safety	-456,992	-64,493	-70,395
Health	-29,179	-49,940	-54,497
Education and Welfare	-223,638	-205,997	-224,748
Housing	-54,396	-51,722	-56,436
Community Amenities	-896,376	-896,524	-908,527
Recreation and Culture	-77,449	-50,687	-54,287
Transport	-175,890	-105,452	-106,040
Economic Services	-265,446	-240,678	-256,169
Other Property and Services	-169,447	-113,311	-123,649
Total Operational Revenue	-7,909,973	-7,365,801	-7,464,442
Operating Expenditure			
Governance	778,048	799,179	870,344
General Purpose Funding	233,303	180,730	197,215
Law, Order, Public Safety	457,176	370,605	401,396
Health	197,964	192,511	210,093
Education and Welfare	314,422	277,332	302,645
Housing	91,262	76,164	83,305
Community Amenities	1,303,595	1,434,763	1,565,743
Recreation and Culture	1,533,307	1,525,480	1,665,110
Transport	2,570,609	3,870,069	4,222,934
Economic Services	397,595	406,406	443,493
Other Property and Services	176,192	40,777	44,649
Total Operating Expenditure	8,053,473	9,174,016	10,006,927
Capital Revenue			
Governance	0	0	0
General Purpose Funding	0	0	0
Law, Order, Public Safety	0	0	0
Health	0	0	0
Education and Welfare	-6,924	-12,815	-13,984
Housing	0	0	0
Community Amenities	-200	0	0
Recreation and Culture	-164,462	-645,296	-687,276
Transport	-1,243,678	-850,069	-927,353
Economic Services	0	0	0
Other Property and Services	0	0	0
Total Capital Revenue	-1,415,264	-1,508,180	-1,628,613

**Shire of Northampton
Schedule Format
2018/2019
Summary**

	Ytd Actual 31/05/2019	Ytd Budget 31/05/2019	Annual Budget 30/06/2019
Capital Expenditure			
Governance	31,653	32,500	32,500
General Purpose Funding	0	0	0
Law, Order, Public Safety	294,219	0	0
Health	0	0	0
Education and Welfare	13,984	12,815	13,984
Housing	33,194	30,426	33,194
Community Amenities	39,531	96,250	105,000
Recreation and Culture	694,751	1,303,376	1,353,552
Transport	2,747,247	3,254,282	3,491,464
Economic Services	5,214	112,750	123,000
Other Property and Services	17,189	15,752	17,189
Total Capital Expenditure	<u>3,876,983</u>	<u>4,858,151</u>	<u>5,169,883</u>
 Profit/Loss Sale of Asset	 0	 0	 0

**Schedule Format
2018/2019
General Purpose Revenue - Schedule 3**

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
RATES			
Operating Revenue			
0223	0	0	0
0263	0	0	0
0264	-33,144	-18,326	-20,000
4033	-3,410	-10,568	-21,137
4501	-4,566,502	-4,582,364	-4,582,364
4511	-28,335	-34,998	-35,000
4541	-815	0	0
4560	0	0	0
4570	298	0	0
4591	-21,777	-15,500	-15,500
4711	-1,428	-1,250	-1,250
	Total Operating Income	-4,663,006	-4,675,251
Operating Expenditure			
4012	64,358	60,357	65,850
4022	9,660	9,350	10,210
4032	0	0	0
4052	1,905	4,807	5,250
4062	2,822	2,750	3,000
4072	11,332	11,451	12,500
4082	67,552	18,326	20,000
4102	199	154	174
4522	190	0	0
	Total Operating Expenditure	107,195	116,984

GENERAL PURPOSE GRANT FUNDING

Operating Revenue			
4603	-52,184	-64,163	-70,000
4611	-431,351	-422,548	-422,550
4621	-329,543	-386,768	-386,769
	Total Operating Income	-873,479	-879,319
Operating Expenditure			
4642	75,285	73,535	80,231

**Schedule Format
2018/2019
Governance / Members - Schedule 4**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
GOVERNANCE				
Operating Income				
0013	CONTRIBUTIONS	-126	0	0
Operating Expenditure				
0012	MEMBERS TRAVELLING	4,465	4,576	5,000
0022	CONFERENCE EXPENSES	18,649	19,048	19,050
0032	ELECTION EXPENSES	0	1,375	1,500
0052	ALLOWANCES	14,500	13,288	14,500
0062	MEMBERS EXPENSES OTHER	7,105	9,163	10,000
0072	REFRESHMENTS & RECEPTIONS	13,957	13,750	15,000
0092	ADMIN ALLOC TO GOVERNANCE	165,559	161,733	176,438
0102	INSURANCE	3,619	3,311	3,619
0112	SUBSCRIPTIONS	28,779	53,955	58,866
0132	MEETING ATTENDANCE FEES	12,700	21,857	23,850
0152	COUNCIL CHAMBERS MAINT	706	781	880
	Total Operating Expenditure	270,040	302,837	328,703
ADMINISTRATION				
Operating Income				
0133	CONTRIBUTIONS	-21,891	-9,163	-10,000
0153	REBATES AND COMMISSIONS	-61,337	-31,779	-34,674
0233	- OTHER CHARGES	-828	-682	-750
0243	- PHOTOCOPYING	-1,461	-638	-700
0253	- INFO SEARCH FEE	-7,325	-8,250	-9,000
0293	GRANT - REVENUE (VARIOUS)	0	0	0
	Total Operating Income	-92,843	-50,512	-55,124
Operating Expenditure				
0174	DEPRECIATION	32,943	28,875	31,500
0272	- SALARIES - MUNICIPAL	480,303	465,168	507,460
0282	- LONG SERVICE LEAVE	0	0	0
0302	ADMIN SUPERANNUATION	66,517	65,527	71,490
0312	- INSURANCE	36,002	38,016	41,488
0332	- CONFERENCES & SEMINAR	4,071	6,413	7,000
0342	- TRAINING COSTS	6,904	4,576	5,000
0372	- OFFICE MAINTENANCE	56,232	46,035	50,239
0408	CONSULTANCY - FINANCIAL PLANS/VALUATIONS	17,298	14,432	15,750
0422	- PRINTING & STATIONERY	8,302	11,913	13,000
0432	- TELEPHONE	21,047	17,226	18,800
0442	- ADVERTISING	3,789	3,663	4,000
0452	- OFFICE EQUIPT MTCE	7,625	9,163	10,000
0462	- BANK CHARGES	12,698	10,538	11,500
0482	- POSTAGE & FREIGHT	4,304	4,576	5,000
0492	- OFFICE EXPENSES OTHER	17,289	20,141	22,000
0495	OFFICE SECURITY EXPENSES	1,422	1,826	2,000

Schedule Format
2018/2019
Governance / Members - Schedule 4

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
0502	- COMPUTER EXPENSES	46,769	46,222	50,442
0512	ROUNDING ACCOUNT	-238	0	0
0572	- VEHICLE RUNNING EXP.	10,185	13,750	15,000
0592	FRINGE BENEFITS TAX	22,500	22,913	25,000
0602	EXPENSES - GRANT RELATED	0	0	0
0672	- AUDIT FEES	43,600	41,151	44,900
0692	- LEGAL EXPENSES	3,923	9,163	10,000
0732	ADMIN UNIFORMS	2,316	2,750	3,000
0742	LESS ALLOCATED FROM GOVERNANCE	-906,038	-885,104	-965,569
0762	BAD DEBTS WRITE OFF	0	913	1,000
0942	ADMIN ALLOC TO GENERAL ADMIN	508,246	496,496	541,641
	Total Operating Expenditure	508,008	496,342	541,641
	Capital Income			
0283	PROFIT/LOSS SALE OF ASSET	0	0	0
	Total Capital Income	0	0	0
0175	PROCEEDS SALE OF ASSETS	0	0	0
	Capital Expenditure			
0134	FURNITURE AND EQUIPMENT	31,653	32,500	32,500
0164	PLANT & EQUIPMENT	0	0	0
0184	PRINCIPAL ON LOANS	0	0	0
	Total Capital Expenditure	31,653	32,500	32,500

Schedule Format
2018/2019
Law, Order and Public Safety - Schedule 5

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
FIRE PREVENTION				
Operating Revenue				
0583	EMERGENCY SERVICES LEVY	-57,445	-52,646	-57,445
0584	REIMBURSEMENTS	0	0	0
0585	GRANT REVENUE	-93,725	0	0
0613	VOLY FIRE CONTRIB - NPTON	0	0	0
0623	REIMBURSEMENTS	0	-1,375	-1,500
0673	FIRE INFRINGEMENTS	-1,750	-451	-500
0703	GRANT - EMERGENCY SERVICES VEHICLE AND	-294,219	0	0
	Total Operating Revenue	-447,139	-54,472	-59,445
0335	DISPOSAL OF ASSETS	0	0	0
0683	PROFIT/LOSS SALE OF ASSET	0	0	0
Operating Expenditure				
1042	FIRE INSURANCE	14,918	13,673	14,918
1052	COMM. MTCE AND REPAIRS	1,520	3,300	3,616
1062	FIRE CONTROL EXP. OTHER ESL & NON ESL	45,666	52,261	57,043
1072	AERIAL INSPECTIONS	0	1,375	1,500
1082	FIRE FIGHTING	7,367	10,879	11,900
1104	FIRE BRIGADE HQ VFRS OLD DEPOT	2,749	1,947	2,140
1112	PRIVATE WORKS - FIRE PREV	19,602	0	0
1122	BURN OFF FEE REFUND	0	0	0
1132	ADMIN ALLOC TO FIRE PREVENTION	27,160	26,532	28,945
1142	KALBARRI SES OPERATIONS	26,890	35,875	36,000
1144	GRANT RELATED EXPENSE	142,079	0	0
1152	PORT GREGORY FIRE SHED	3,703	5,599	6,121
1154	ISSEKA FIRE SHED	559	352	392
1156	HORROCKS FIRE/AMBULANCE SHED	392	132	152
1158	BINNU FIRE SHED	172	33	47
1304	ASSET DEPRECIATION	40,587	36,663	40,000
	Total Operating Expenditure	333,362	188,621	202,774
Capital Revenue				
0325	GRANT FUNDS - EQUIPMENT	0	0	0
0525	GOVERNMENT GRANTS	0	0	0
Capital Expenditure				
0338	LAND & BUILDINGS	0	0	0
0334	PLANT & EQUIPMENT	294,219	0	0
0514	PLANT & EQUIPMENT	0	0	0
	Total Capital Expenditure	294,219	0	0

**Schedule Format
2018/2019
Law, Order and Public Safety - Schedule 5**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
ANIMAL CONTROL				
Operating Revenue				
0763	- FINES AND PENALTIES	-300	-913	-1,000
0773	- DOG REGISTRATION	-6,985	-7,513	-8,200
0783	- REIMBURSEMENTS/OTHER	0	0	0
0803	- IMPOUNDING FEES	-750	-220	-250
0833	MISC GRANTS	0	0	0
	Total Operating Revenue	-8,035	-8,646	-9,450
Operating Expenditure				
1162	DOG CONTROL EXPENSES	17,507	19,316	21,085
1172	ADMIN ALLOC TO ANIMAL CON	2,170	2,112	2,312
1192	CAT CONTROL EXPENSES	2,170	4,455	4,875
1202	NORTHERN BIO GROUP GROUP DOG/PIG CON	0	0	0
	Total Operating Expenditure	21,847	25,883	28,272
Capital Expenditure				
1164	DOG POUND CAGES	0	0	0
OTHER LAW, ORDER AND PULIC SAFETY				
Operating Revenue				
0843	ILLEGAL CAMPING FINES	-1,818	-1,375	-1,500
0873	PROFIT/LOSS FROM SALE OF ASSET	0	0	0
Operating Expenditure				
1212	SALARIES (RANGER)	80,547	132,209	144,250
1232	CONTROL EXPENSES OTHER	4,879	8,316	9,100
1242	FLOOD CONTROL EXPENSES - KALBARRI	0	0	0
4122	ABANDONED VEHICLES	997	0	0
4132	LAW & ORDER ASSET DEPRECN	15,544	15,576	17,000
	Total Operating Expenditure	101,967	156,101	170,350

**Schedule Format
2018/2019
Education and Welfare - Schedule 6**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
PRE-SCHOOL				
Operating Revenue				
1103	NCCA - REIMBURSEMENTS	-40,223	-23,144	-25,248
1113	NCCA - SUSTAINABILITY FUNDING (QUARTERLY)	-11,206	-41,250	-45,000
1123	NCCA CCB/CCR REBATE REVENUE (WEEKLY)	-16,636	-56,276	-61,393
1133	NCCA SESSION FEES (WEEKLY)	-86,215	-45,826	-50,000
1143	NCCA MEMBERSHIP REVENUE	-2,540	-1,826	-2,000
	Total Operating Revenue	-156,821	-168,322	-183,641
Operating Expenditure				
1312	NCCA - BUILDING RELATED EXPENSES	16,019	18,502	20,217
1314	YOUTH PROGAM	0	1,826	2,000
1322	NCCA OPERATING EXPENDITURE (PAYROLL/MAT	162,564	134,893	147,173
1332	NCCA - GRANT RELATED EXPENSES	29,777	0	0
1342	NCCA - SUPERANNUATION	11,702	10,285	11,220
1352	NCCA TRUST TRANSFER (NET PROFIT)	0	0	0
1362	ADMIN ALLOCATED TO NORTHAMPTON CHILD C	6,858	6,699	7,308
1412	ASSET DEPRECIATION	5,860	5,951	6,500
3202	KALBARRI CHILD CARE CENTRE	8,914	7,799	8,529
	Total Operating Expenditure	241,694	185,955	202,947
Capital Revenue				
1163	NCCA FUNDRAISING/GRANTS REVENUE	-56,080	0	0
Capital Expenditure				
1316	LAND & BUILDINGS	0	0	0
WELFARE				
Operating Revenue				
0853	AGED UNITS RENTAL INCOME	-57,835	-21,384	-23,330
1173	SELF SUPPORTING LOAN INTEREST REIMBURSEM	-8,982	-16,291	-17,777
	Total Operating Revenue	-66,817	-37,675	-41,107
Operating Expenditure				
2362	KALBARRI AGED HOUSING MAINT	56,250	75,086	81,921
3012	INT ON LOANS	16,478	16,291	17,777
3062	PIONEER LODGE (8 UNITS) CONSTRUCTION COST	0	0	0
	Total Operating Expenditure	72,728	91,377	99,698
Capital Revenue				
0715	LOAN INCOME - AGED HOUSIN	0	0	0
0815	TRANSFER FROM AGED RESERV	0	0	0
1183	SELF SUPPORTING LOAN - REIMB PIONEER LODG	-6,924	-12,815	-13,984
1083	GRANTS	0	0	0
	Total Capital Revenue	-6,924	-12,815	-13,984

Schedule Format
2018/2019
Education and Welfare - Schedule 6

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
Capital Expenditure			
3052 PIONEER LODGE (CARPARK)	0	0	0
3114 PRINCIPAL ON LOANS	13,984	12,815	13,984
Total Capital Expenditure	<u>13,984</u>	<u>12,815</u>	<u>13,984</u>

**Schedule Format
2018/2019
Health - Schedule 7**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
PREVENTATIVE SERVICES				
<i>Operating Revenue</i>				
1673	- FOOD VENDORS	-980	-913	-1,000
1753	REIMBURSEMENTS	0	0	0
1763	CONTRIBUTIONS	-16,280	-36,663	-40,000
	Total Operating Revenue	-17,260	-37,576	-41,000
1764	PROFIT/LOSS ON SALE ASSET	0	0	0
<i>Operating Expenditure</i>				
2012	SALARIES	115,104	106,645	116,350
2022	HEALTH SUPERANNUATION	19,342	16,522	18,030
2042	CONTROL EXPENSES OTHER	16,251	21,967	23,976
2052	VEHICLE RUNNING EXPENSES	10,969	10,758	11,750
2082	HEALTH BUILDING MAINT	85	66	75
2092	MISC HEALTH RELATED EXPENDITURE	7,791	9,163	10,000
2102	ADMIN ALLOC TO HEALTH	1,198	1,166	1,276
	Total Operating Expenditure	170,740	166,287	181,457
1385	DISPOSAL OF ASSETS (P/L)	0	0	0
<i>Capital Revenue</i>				
1396	GOVERNMENT GRANTS	0	0	0
	Total Capital Revenue	0	0	0
1375	PROCEEDS SALE OF ASSET	0	0	0
<i>Capital Expenditure</i>				
1324	PLANT AND EQUIPMENT - HLT	0	0	0
OTHER HEALTH				
<i>Operating Revenue</i>				
2023	LEASE - DOCTORS SURGERY (NORTHA	-10,497	-9,614	-10,497
2033	RENTAL LOT 43 BATEMAN STREET (DC	0	0	0
2043	REIMBURSEMENTS - OTHER	-1,422	-2,750	-3,000
2093	RENT LOT 14 CALLION WAY	0	0	0
	Total Operating Revenue	-11,919	-12,364	-13,497
<i>Operating Expenditure</i>				
2053	PROFIT/LOSS SALE ASSET	0	0	0
2312	DOCTOR SURGERY - KALBARRI	2,581	3,025	3,302
2342	DOCTORS SURGERY - NORTHAMPTON	6,914	4,873	5,334
2382	ASSET DEPRECIATION	17,729	18,326	20,000
1375	PROCEEDS SALE OF ASSET	0	0	0
	Total Operating Expenditure	27,225	26,224	28,636

**Schedule Format
2018/2019
Health - Schedule 7**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
	<i>Capital Revenue</i>			
2083	LAND SALES RESERVE	0	0	0
	<i>Capital Expenditure</i>			
0834	LAND & BUILDINGS	0	0	0
1644	FURNITURE AND EQUIPMENT	0	0	0
	<i>Total Capital Expenditure</i>	<u>0</u>	<u>0</u>	<u>0</u>

**Schedule Format
2018/2019
Housing - Schedule 9**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
STAFF HOUSING				
Operating Revenue				
2833	CONTRIBUTIONS	0	0	0
2843	RESIDENTIAL RENTAL	-43,463	-42,559	-46,436
	Total Operating Revenue	-43,463	-42,559	-46,436
2873	PROFIT/LOSS ON SALE ASSET	0	0	0
Operating Expenditure				
3172	- OVAL RESIDENCE	2,378	1,122	1,244
3212	- LOT 454 FITZGERALD	8,451	5,324	5,836
3222	ASSET DEPRECIATION	27,194	27,500	30,000
3232	- LOT 43 BATEMAN ST	2,611	3,212	3,522
3242	LOT 42 BATEMAN STREET	3,088	2,607	2,877
3252	ADMIN ALLOC TO STAFF HOUS	1,204	1,166	1,283
3262	INTEREST ON LOANS	9,376	8,965	9,789
3282	605 SALAMIT PLACE	7,493	8,063	8,811
3432	LOT 23 RAKE PLACE NORTHAMPTON	6,119	5,643	6,182
	Total Operating Expenditure	67,915	63,602	69,544
Capital Revenue				
2425	LOAN LIABILITY - HOUSING	0	0	0
Capital Expenditure				
2494	LAND & BUILDINGS - STAFF HOUSING	0	0	0
2534	PRINCIPAL ON LOANS	33,194	30,426	33,194
	Total Capital Expenditure	33,194	30,426	33,194
HOUSING OTHER				
Operating Revenue				
3003	REIMBURSEMENTS - HOUSING OTHER	-10,933	-9,163	-10,000
	Total Operating Revenue	-10,933	-9,163	-10,000
Operating Expenditure				
3422	ESL PAYMENTS FOR MISC PROPERTY	0	0	0
3442	RESIDENCE - LOT 6 ROBINSON ST	2,890	2,420	2,658
3482	LOT 74 SEVENTH AVENUE	8,977	5,335	5,840
3492	14 CALLION WAY KALBARRI - DOCTO	11,480	4,807	5,263
	Total Operating Expenditure	23,347	12,562	13,761

**Schedule Format
2018/2019
Community Amenities - Schedule 10**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
SANITATION - HOUSEHOLD				
Operating Revenue				
3253	KALBARRI RESIDENTIAL	-376,707	-377,520	-377,520
3263	OTHER RESIDENTIAL	-226,054	-225,390	-225,390
3273	240 LITRE CARTS	-2,361	-3,663	-4,000
	Total Operating Revenue	-605,122	-606,573	-606,910
Operating Expenditure				
3812	DOMESTIC REFUSE COLLECT.	339,538	366,663	400,000
3822	REFUSE SITE MAINTENANCE	0	0	0
3826	DEPRECIATION - REFUSE SITES	4,607	1,969	2,150
3832	PURCHASE OF 240L CARTS	2,702	2,750	3,000
3854	NORTHAMPTON REFUSE SITE	148,000	156,332	170,575
3856	KALBARRI REFUSE SITE MAINTENANCE	171,697	176,121	192,150
3858	BINNU REFUSE SITE MAINTENANCE	8,996	10,439	11,405
3860	PORT GREGORY REFUSE SITE MAINTENANCE	4,417	4,851	5,310
3861	LUCKY BAY REFUSE COLLECTION	19,568	21,076	23,000
3892	ADMIN ALLOC TO SANITATION	1,667	1,628	1,776
	Total Operating Expenditure	701,192	741,829	809,366
Capital Expenditure				
3304	REFUSE - FURNITURE & EQUIP	0	0	0
SANITATION - OTHER				
Operating Revenue				
3313	GRANTS - OTHER	0	0	0
3323	REFUSE SITE FEES - KALBARRI/NORTHAMPTON	-59,783	-40,000	-40,000
3343	BUSINESS REFUSE KALBARRI	-110,880	-112,860	-112,860
3353	REFUSE FEES - LUCKY BAY	-9,227	-9,227	-9,227
3383	BUSINESS REFUSE OTHER	-25,333	-22,990	-25,080
3403	REIMBURSEMENT- WHARF BINS (GST)	0	0	0
3405	REIMBURSMENTS - DRUMMUSTER	-3,625	-3,663	-4,000
	Total Operating Revenue	-208,849	-188,740	-191,167
Operating Expenditure				
3722	IND/COMM REFUSE COLLECT	0	0	0
3772	STREET REFUSE COLLECT/LITTER	102,911	96,239	105,000
3774	DRUM MUSTER	3,399	3,663	4,000
	Total Operating Expenditure	106,311	99,902	109,000

**Schedule Format
2018/2019
Community Amenities - Schedule 10**

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
Capital Expenditure			
3305	0	0	0
3335	0	0	0
3336	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>

SANITATION - SEWERAGE

Operating Revenue			
3543	-827	-1,595	-1,750
3553	-827	-1,144	-1,250
	<u>-1,654</u>	<u>-2,739</u>	<u>-3,000</u>

TOWN PLANNING AND REGIONAL DEVELOPMENT

Operating Revenue			
3743	-25,212	-27,500	-30,000
3763	-25,000	-55,000	-60,000
3823	-8,983	-132	-150
3833	0	0	0
3873	-2,225	0	0
	<u>-61,420</u>	<u>-82,632</u>	<u>-90,150</u>
3935	0	0	0
Operating Expenditure			
3925	-200	0	0
4202	51,138	50,413	55,000
4212	7,759	4,785	5,230
4232	0	220	250
4242	3,278	913	1,000
4252	3,290	3,014	3,290
4262	0	0	0
4272	0	0	0
4282	90,415	80,663	88,000
4302	0	4,576	5,000
4372	37,443	132,000	144,000
4382	5,822	2,277	2,500
4852	114	77	85
4862	0	0	0
4872	14,596	14,256	15,555
	<u>213,655</u>	<u>293,194</u>	<u>319,910</u>

**Schedule Format
2018/2019
Community Amenities - Schedule 10**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
	Capital Revenue			
3905	PROCEEDS OF ASSETS	0	0	0
3925	SALE OF ASSET	-200	0	0
7480	TOWN PLANNING SCHEME RESERVE TO MUNI	0	0	0
	Total Capital Revenue	-200	0	0

	Capital Expenditure			
4014	PLANT & EQUIPMENT	0	0	0

OTHER COMMUNITY AMENITIES

	Operating Revenue			
3802	LAND SALES RESERVE	0	0	0
3853	CHARGES - CEMETERY FEES	-5,691	-3,201	-3,500
3863	REIMBURSEMENTS	-6,724	-6,413	-7,000
3883	FUNERAL DIRECTORS LICENSE	-300	-275	-300
3893	BUS HIRE	-6,616	-5,951	-6,500
	Total Operating Revenue	-19,331	-15,840	-17,300

	Operating Expenditure			
4422	NORTHAMPTON CEMETERY MAIN	20,281	19,459	21,258
4432	ASSET DEPRECIATION	2,106	1,925	2,100
4442	TOWN PARK TOILETS	17,478	15,950	17,423
4452	ASSET DEPRECIATION	43,177	43,076	47,000
4462	KALBARRI CEMETERY MAINT	15,800	15,092	16,500
4492	HORROCKS COMMUNITY CENTRE	7,055	7,502	8,193
4572	KINGS PARK TOILETS	14,922	20,185	22,048
4582	LIONS PARK TOILETS NPTON	16,274	20,746	22,663
4592	SALLY'S TREE TOILETS	27,821	21,560	23,549
4652	JETTY TOILETS -KALBARRI	9,341	13,288	14,518
4732	HORROCKS TOILETS/CHGROOMS	28,135	40,612	44,331
4742	BLUE HOLES - KALBARRI TOILET BLOCK	779	0	0
4752	PORT GREGORY TOILET BLOCK	16,800	19,360	21,160
4802	CHINAMANS TOILET BLOCK	15,232	16,676	18,227
4807	BINNU TOILETS	27,547	29,656	32,375
4812	RED BLUFF TOILET BLOCK	6,515	5,588	6,122
4766	PROFIT/LOSS SALE OF ASSET	0	0	0
4842	COMMUNITY BUS	13,174	9,163	10,000
	Total Operating Expenditure	282,437	299,838	327,467

	Capital Revenue			
3865	HORROCKS COMMUNITY CENTRE GRANTS	0	0	0

Schedule Format
2018/2019
Community Amenities - Schedule 10

		YTD Actual	YTD Budget	Annual Budget
		31/05/2019	31/05/2019	30/06/2019
	Capital Expenditure			
3324	KALBARRI CEMETERY DEVELOPMENT	0	0	0
3344	PUBLIC AMENITIES	39,531	96,250	105,000
3360	HORROCKS COMMUNITY CENTRE	0	0	0
	Total Capital Expenditure	39,531	96,250	105,000

**Schedule Format
2018/2019
Recreation and Culture - Schedule 11**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
PUBLIC HALLS				
Operating Revenue				
4043	REIMBURSEMENTS	-10,073	-5,357	-5,850
4053	CHARGES - HALL HIRE	-713	-451	-500
4063	ALLEN COMM. CENTRE	-521	-682	-750
	Total Operating Revenue	-11,307	-6,490	-7,100
Operating Expenditure				
4672	- PORT GREGORY HALL	4,761	5,764	6,313
4682	- ALMA HALL	41,528	35,387	38,613
4692	- BINNU HALL	6,736	8,404	9,220
4702	- RSL HALL	13,662	16,929	18,513
4712	- AJANA HALL	8,486	7,612	8,326
4772	- ALLEN COMM. CENTRE	68,104	64,856	70,786
4782	- HORROCKS COMMUNITY KITCHENS	19,070	25,487	27,822
4792	ASSET DEPRECIATION	61,814	50,413	55,000
4832	ADMIN ALLOC TO HALLS	8,904	8,690	9,489
	Total Operating Expenditure	233,063	223,542	244,082
Capital Income				
4625	RSL SELF SUPPORTING LOAN FUNDS	0	-458,337	-500,000
Capital Expenditure				
3514	LAND & BUILDINGS	45,910	511,998	512,000
3515	BINNU HALL	0	0	0
	Total Capital Expenditure	45,910	511,998	512,000
SWIMMING AREAS AND BEACHES				
Operating Revenue				
3973	CONTRIBUTIONS	-15,268	0	0
3975	CONTRIBUTIONS/DONATIONS	0	0	0
4303	RESERVE LEASES - KALBARRI FORESHORE	-4,880	-4,466	-4,880
4535	REIMBURSEMENT/CONTRIBUTION	-6,243	-8,272	-9,035
	Total Operating Revenue	-26,391	-12,738	-13,915
Operating Expenditure				
3982	ASSET DEPRECIATION	34,874	50,413	55,000
4952	- KALBARRI F/SHORE RES.	181,757	160,413	175,025
4972	- HORROCKS F/SHORE RES.	53,586	52,778	57,594
5012	- PORT GREGORY F/SHORE	3,802	3,047	3,350
6742	- HORROCKS FORESHORE	1,891	0	0
	Total Operating Expenditure	275,911	266,651	290,969

**Schedule Format
2018/2019
Recreation and Culture - Schedule 11**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
Capital Income				
4513	KALBARRI TOURISM SPECIFIED RATE RESERVE	0	0	0
4523	GRANTS	-137,382	-171,720	-171,725
4526	LAND SALES RESERVE	0	0	0
	Total Capital Income	-137,382	-171,720	-171,725
Capital Expenditure				
3594	CAR PARK DEVELOPMENT	74,008	146,476	159,828
3664	FORESHORE INFRASTRUCTURE	48,284	40,172	43,840
3669	LITTLE BAY REDEVELOPMENT	0	0	0
3670	HORROCKS FORESHORE SEAWALL	0	0	0
3674	KALBARRI BOAT RAMP UPGRADE	0	0	0
3684	HORROCKS JETTY	0	0	0
3694	KALBARRI FORESHORE - DUP & BBQ	358,278	336,545	367,145
4527	MISC GRANT	0	0	0
3672	ZUYTDORP MEMORIAL	0	0	0
	Total Capital Expenditure	480,570	523,193	570,813
OTHER RECREATION AND SPORT				
Operating Revenue				
4333	- EDUCATION DEPT - OVAL	-3,035	-2,772	-3,035
4373	CONTRIBUTIONS & DONATIONS	0	0	0
4383	CONTRIBUTIONS	-15,957	0	0
4423	LEASES & RENTALS	-3,071	-2,871	-3,143
4433	INTEREST REIMBURSEMENT	-35	-407	-444
4453	REIMBURSEMENTS- REC. CTRE/GOLF CLUB	-12,221	-11,913	-13,000
	Total Operating Revenue	-34,320	-17,963	-19,622
4393	PROFIT/LOSS ON SALE	0	0	0

**Schedule Format
2018/2019
Recreation and Culture - Schedule 11**

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
Operating Expenditure			
4962	- KALBARRI OVAL RESERVE	35,782	37,708
4969	KALBARRI SKATE PARK	8,707	10,637
4982	- HORROCKS OVAL RESERVE	12,392	2,332
4992	- PARKS, RES, GARDENS GEN	310,948	296,175
4998	PARKS & GARDENS - PORT GREGORY	6,770	8,789
5002	ADMIN ALLOC TO OTHER REC	16,862	16,467
5022	- LIONS PARK	27,178	24,640
5032	- BI-CENTENIAL PARK	6,843	8,107
5072	NORTHAMPTON COMMUNITY CENTRE	94,005	124,091
5082	- KALBARRI REC CENTRE	9,374	15,763
5092	HORROCKS - MATT BURRELL (TENNIS/BOWLS,	2,026	3,663
5102	INTEREST ON LOANS	943	1,265
5122	- NORTHAMPTON REC OVAL	107,622	114,895
5169	NORTHAMPTON SPORTS CLUBS (GOLF/BOWL	8,485	3,377
5172	ASSET DEPRECIATION	231,824	224,576
5262	KALBARRI CAMP SCHOOL - BUILDING/GROUN	8,902	8,118
	Total Operating Expenditure	894,359	905,157
Capital Revenue			
3735	GRANT REVENUE	0	12,000
3775	SS LOAN - BOWL CLUBS	0	-3,311
4473	GRANTS	-27,080	-23,928
7395	TFR FROM KALBARRI TENNIS NETBALL RESER\	0	0
	Total Capital Revenue	-27,080	-15,239
Capital Expenditure			
3624	PRINCIPAL ON LOANS	30,354	27,819
3654	SKATE PARK CONSTRUCTION	0	0
3714	OTHER INFRASTRUCTURE - KALBARRI/TENNIS	0	0
3715	FURNITURE & EQUIPMENT	0	0
3716	PARKS & OVALS INFRASTRUCTURE	30,601	24,996
3734	PLANT & EQUIPMENT	0	0
3744	MATCHING CONT - CSRFF	0	0
3754	INFRASTRUCTURE RECREATION	59,950	56,796
3884	CAR PARK CONSTRUCTION	1,794	103,176
	Total Capital Expenditure	122,699	212,787
TELEVISION AND RADIO REBROADCASTING			
Operating Expenditure			
5232	T.V. RECEIVER STATION	0	0
5242	ASSET DEPRECIATION	0	0
	Total Operating Expenditure	0	0

**Schedule Format
2018/2019
Recreation and Culture - Schedule 11**

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
LIBRARIES			
Operating Revenue			
4613	0	-44	-50
4623	-201	-88	-100
4653	-256	-451	-500
	Total Operating Revenue	-457	-650
Operating Expenditure			
5312	57,390	44,847	48,930
5322	3,836	4,246	4,640
5332	2,848	5,698	6,235
5334	474	451	500
5342	820	649	715
5402	476	462	507
	Total Operating Expenditure	65,844	61,527
OTHER CULTURE			
Operating Revenue			
0913	0	0	0
3735	-2,000	-12,000	-12,000
4703	-32	0	0
4713	0	0	0
4743	-2,193	0	0
4763	0	0	0
4773	-443	-913	-1,000
4793	-308	0	0
	Total Operating Revenue	-4,975	-13,000
Operating Expenditure			
1712	2,046	3,465	3,809
5512	1,435	3,784	4,163
5522	4,458	4,576	5,022
5532	8,244	13,343	14,587
5542	2,599	2,486	2,726
5552	1,031	1,342	1,486
5562	0	0	0
5572	1,321	7,326	8,000
5582	3,066	4,246	4,657
5592	7,159	5,456	5,975
5612	0	0	0
5652	25,984	25,663	28,000
5662	1,000	0	0
5682	5,788	2,090	2,301
	Total Operating Expenditure	73,777	80,726

**Schedule Format
2018/2019
Transport - Schedule 12**

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
CONSTRUCTION OF ROADS, BRIDGES AND DEPOTS			
Capital Expenditure			
5030	290,324	180,884	197,330
5034	23,088	22,550	24,605
5060	153,835	475,112	518,325
5090	17,611	105,743	115,400
5130	19,852	38,500	42,000
5150	0	0	0
5180	0	0	0
5204	9,101	5,910	5,910
5210	527,627	855,877	933,730
5215	1,102,303	892,485	973,639
5224	39,525	36,223	39,525
	2,183,267	2,613,284	2,850,464
Capital Revenue			
5205	-730,023	-669,185	-730,023
5206	0	0	0
5207	0	0	0
5209	-235,655	0	0
5481	-278,000	-180,884	-197,330
5561	0	0	0
7485	0	0	0
	-1,243,678	-850,069	-927,353
MAINTENANCE OF ROADS, BRIDGES AND DEPOTS			
Operating Expenditure			
3994	921,291	2,336,820	2,550,000
5820	10,500	0	0
5850	1,121,632	1,077,736	1,175,739
5860	6,873	8,129	8,873
5910	10,559	10,384	11,360
5920	2,000	1,826	2,000
5930	28,693	27,500	30,023
5950	439	429	488
5960	96,464	123,750	135,000
5980	0	0	0
5982	11,382	11,110	12,130
5990	400,799	352,810	385,000
5992	8,927	8,756	9,561
6000	0	0	0
6002	0	0	0
6262	0	0	0
	2,619,559	3,959,250	4,320,174

**Schedule Format
2018/2019
Transport - Schedule 12**

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
Operating Revenue			
6223	CONTRIBUTION (INC STREET LIGHTING) -3,152	-3,476	-3,800
6281	- MRD MAINTENANCE -161,163	-99,160	-99,160
6351	DIRECTIONAL ADVERT SIGNS 0	0	0
	Total Operating Revenue -164,315	-102,636	-102,960

ROAD PLANT PURCHASES

Operating Expenditure			
3610	LESS PLANT DEPN WRITTEN BACK -153,267	-185,988	-202,899
4275	PROCEEDS SALE OF ASSETS 0	0	0
	Total Operating Expenditure -153,267	-185,988	-202,899

4265	CONTRIBUTIONS -2,000	0	0
4285	- UTILITIES (PROCEEDS OF TRADE) -36,818	-36,996	-37,000
4315	- MACHINERY (PROCEEDS OF TRADE) -98,500	-126,996	-127,000
4395	DISPOSAL OF VEHICLES (P/L) 39,503	1,848	2,000
4405	DISPOSAL OF MACHINERY (P/L) 89,951	-33,913	-37,000
	-7,864	-196,057	-199,000

Capital Expenditure			
4034	LAND & BUILDINGS 0	0	0
4214	ROAD PLANT/MACHINERY 443,085	519,000	519,000
4224	UTILITIES (VEHICLES) 120,895	121,998	122,000
4234	TRUCKS 0	0	0
4244	BULLDOZER 0	0	0
4254	OTHER EQUIPMENT 0	0	0
	Total Capital Expenditure 563,980	640,998	641,000

AERODROMES

Operating Revenue			
5113	CHARGES - LANDING FEES -2,722	-1,914	-2,090
5133	HANGAR SITE LEASE -990	-902	-990
	Total Operating Revenue -3,712	-2,816	-3,080

Operating Expenditure			
5902	ADMIN ALLOCATED TO AERODROMES 1,801	1,749	1,919
5912	ASSET DEPRECIATION 50,007	50,398	55,000
5932	KALBARRI AIRPORT MTCE 52,509	44,660	48,740
	Total Operating Expenditure 104,317	96,807	105,659

Capital Revenue			
5163	Airport Reserve 0	0	0

**Schedule Format
2018/2019
Economic Services - Schedule 13**

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
RURAL SERVICES			
<i>Operating Revenue</i>			
5513	0	0	0
<i>Operating Expenditure</i>			
6232	0	0	0
TOURISM AND AREA PROMOTION			
<i>Operating Revenue</i>			
5543	0	0	0
5563	-66,439	-70,849	-70,849
5573	-4,712	-4,345	-4,750
5583	0	0	0
5593	-29,655	-27,500	-30,000
5603	-81,453	-59,576	-65,000
5613	-14,647	-11,451	-12,500
	-196,905	-173,721	-183,099
<i>Operating Expenditure</i>			
6312	24,312	23,749	25,910
6352	4,297	16,280	17,775
6372	79,893	125,851	137,300
6392	22,874	20,625	22,500
6402	122,282	105,655	115,297
	253,658	292,160	318,782
<i>Capital Income</i>			
5005	0	0	0
5035	0	0	0
	0	0	0
5045	0	0	0
<i>Capital Expenditure</i>			
5016	5,214	112,750	123,000
5054	0	0	0
	5,214	112,750	123,000
BUILDING CONTROL			
<i>Operating Revenue</i>			
5653	-18,331	-18,326	-20,000
5673	-2,624	-4,576	-5,000
5713	-3,183	-550	-600
5733	0	0	0
	-24,137	-23,452	-25,600

**Schedule Format
2018/2019
Economic Services - Schedule 13**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
<i>Operating Expenditure</i>				
5195	DISPOSAL OF ASSET	0	0	0
6412	SALARIES	87,545	55,264	60,290
6422	BUILDING SUPERANNUATION	12,069	8,569	9,350
6432	VEHICLE RUNNING EXPENSES	2,933	3,201	3,500
6442	CONTROL EXPENSES OTHER	11,194	14,905	16,276
6472	BUILD CONTROL BUILD MAIN	97	66	75
6492	ASSET DEPN -ECON SERV BUI	11,014	11,000	12,000
6512	ADMIN ALLOC TO BUILD CONT	5,382	5,258	5,736
	<i>Total Operating Expenditure</i>	130,232	98,263	107,227
<i>Capital Revenue</i>				
5175	PROCEEDS SALE OF ASSETS	0	0	0
5185	P/L ON SALE OF ASSET	0	0	0
<i>Capital Expenditure</i>				
5124	PLANT AND EQUIPMENT	0	0	0
OTHER ECONOMIC SERVICES				
<i>Operating Revenue</i>				
5933	REIMBURSMENTS	-1,278	-2,288	-2,500
5943	GRANT - LIVING COMMUNITIES PROGRA	0	0	0
5973	LIA (KITSON CIRCUIT) UNITS ANNUAL RE	-32,514	-31,592	-34,470
5983	ELECTRICITY SUPPLY REIMBU	0	0	0
5993	PT GREGORY SPEC AREA RATE	-10,612	-9,625	-10,500
	<i>Total Operating Revenue</i>	-44,404	-43,505	-47,470
<i>Operating Expenditure</i>				
6752	- PORT GREGORY	9,231	11,088	12,130
6812	KITSON CIRCUIT LIA INDUSTRIAL UNITS P	4,474	4,895	5,354
	<i>Total Operating Expenditure</i>	13,705	15,983	17,484

**Schedule Format
2018/2019
Other Property and Services - Schedule 14**

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
PRIVATE WORKS				
Operating Revenue				
6153	- PLANT HIRE	-22,006	-18,326	-20,000
Operating Expenditure				
6912	PRIVATE WORKS - SCH 14	104,661	21,054	23,000
OTHER PROPERTY AND SERVICES				
Operating Revenue				
5623	LEASE FEES - HALF WAY BAY COTTAGES	-16,000	-14,663	-16,000
6590	SELF SUPPORTING LOAN INTEREST REIMBURSEMENT	-21,649	-19,844	-21,649
6653	NEW OTHER PROPERTY AND SERVICES	-196	0	0
7045	NORTHAMPTON LIA (EX MWDC GRANT ETC)	0	0	0
	Total Operating Revenue	-37,844	-34,507	-37,649
Operating Expenditure				
5633	GRANTS & CONTRIBUTIONS	0	0	0
6659	INTEREST ON LOANS - CEO HOUSE (SELF SUPPORT)	21,649	19,844	21,649
6768	HALF WAY BAY COTTAGES	0	0	0
	Total Operating Expenditure	21,649	19,844	21,649
7025	PROFIT / LOSS ON SALE	0	0	0
7065	LOSS ON LAND HELD FOR RESALE VALUE	0	0	0
Capital Revenue				
5633	GRANTS & CONTRIBUTIONS	0	0	0
6591	SELF SUPPORTING LOAN - REIMB CEO PRINCIPAL	-17,189	-15,752	-17,189
	LOAN LIABILITY - SELF SUPPORTING LOAN	0	0	0
7015	PROCEED FROM SALE ASSET	0	0	0
7035	NORTHAMPTON INDUSTRIAL UNITS TFR TO MUNI	0	0	0
7490	LAND DEVELOPMENT RESERVE TRANSFER TO MUNI	0	0	0
7500	Total Capital Revenue	0	0	0
6654	SALE / DISPOSAL ACCOUNT	0	0	0
Capital Expenditure				
6574	SUBDIVISIONS	0	0	0
6758	NORTHAMPTON INDUSTRIAL UNITS	0	0	0
6592	PRINCIPAL ON LOANS - CEO HOUSE (SELF SUPPORT)	17,189	15,752	17,189
6664	LOAN PAYMENT	0	0	0
	Total Capital Expenditure	17,189	15,752	17,189

**Schedule Format
2018/2019
Other Property and Services - Schedule 14**

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
PUBLIC WORKS OVERHEADS			
Operating Expenditure			
7112	124,606	123,640	134,880
7122	175	66	78
7132	6,758	10,725	11,715
7142	9,186	11,000	12,000
7152	248,740	256,366	279,681
7162	295,966	252,076	275,000
7172	93,035	74,041	80,783
7182	5,857	18,326	20,000
7192	15,518	18,326	20,000
7232	7,082	6,919	7,548
7242	4,437	21,714	23,700
7252	3,136	7,095	7,750
7282	6,000	7,326	8,000
7302	-790,996	-807,697	-881,135
	29,500	-77	0

PLANT OPERATION			
Operating Revenue			
6323	0	0	0
6423	-26,804	-4,576	-5,000
6433	0	-913	-1,000
6443	-59,482	-50,413	-55,000
	-86,286	-55,902	-61,000
Operating Expenditure			
7312	231,455	265,826	290,000
7322	32,078	25,663	28,000
7332	207,943	197,076	215,000
7342	111,382	113,652	124,000
7352	45,094	40,205	43,865
7362	11,709	11,770	12,846
7382	2,806	2,739	2,990
7502	-662,337	-656,975	-716,701
	-19,869	-44	0

**Schedule Format
2018/2019
Other Property and Services - Schedule 14**

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
MATERIALS (ASSETS)			
Capital Expenditure			
6620	233,221	0	0
6630	40,742	0	0
6750	-229,895	0	0
	<u>44,068</u>	<u>0</u>	<u>0</u>
Total Capital Expenditure			
SALARIES AND WAGES			
Operating Revenue			
6941	-23,311	-4,576	-5,000
Operating Expenditure			
6810	1,134,254	1,014,651	1,106,900
6820	1,993,631	1,787,412	1,949,907
6830	24,978	0	0
6890	-1,134,254	-1,014,651	-1,106,900
6900	-1,978,358	-1,787,412	-1,949,907
	<u>40,250</u>	<u>0</u>	<u>0</u>
Total Operating Expenditure			

**Schedule Format
2018/2019
Funds Transfers/Reserve Funds**

RESERVE BANK ACCOUNTS

**Ytd Balance
31/05/2019**

0741	REFUSE MANAGEMENT BANK	0
0861	LEAVE RESERVE BANK	245,808
0801	ROADWORKS RESERVE BANK	27,561
0821	KALBARRI AERODROME BANK	65,305
0841	COMP & OFFICE EQUIP BANK	32,884
0881	HOUSE & BUILDING RESERVE	109,765
0871	KAL AGED PERSONS ACCOMM RESRV	227,064
0761	TOURISM INFRASTRUCTURE RESERVE BANK	100,000
0911	NPTON AGED PERSONS BANK	0
0961	TPS REVIEW RESERVE	0
0811	KALBARRI PARKLAND REDEVELOPMENT RESEF	0
0831	PLANT RESERVE BANK	0
0851	SPORT & RECREATION RESERVE	0
0893	PORT GREGORY WATER SUPPLY RESERVE	36,500
0791	PUBLIC AMENITIES RESERVE	0
1871	COASTAL MANAGEMENT RESERVE	0
0731	KAL TOURISM SPEC RATE RES	0
0891	FOOTPATH RESERVE	0
0901	TOWNSCAPE CARPARK RESERVE	0
0965	NORTHAMPTON INDUSTRIAL UNITS RESERVE	0
0091	MAJOR LAND TRANS BANK	248,353
0975	150TH ANNIVERSAY RESERVE BANK	0
1881	KAL BARRI TENNIS NETBALL RESERVE BANK	0
Total		1,093,241

Schedule Format

2018/2019

Trust Funds

TRUST FUND

	YTD Actual	YTD Budget	Annual Budget	
	31/05/2019	31/05/2019	30/06/2019	
EXPENSES				
8260	RETENTIONS - EXPENSE	40,289	0	0
8280	HOUSING BONDS - EXPENSE	520	0	0
8300	FOOTPATH DEPOSITS - EXPENSE	10,500	0	0
8320	TAXATION INSTALMENTS - EXPENSE	0	0	0
8330	MISCELLANEOUS GOVT GRANT - EXPENSE	0	0	0
8340	KALBARRI YAC FUNDS - EXPENSE	0	0	0
8350	KALBARRI AIRPORT SECURITY - EXPENSE	0	0	0
8360	WA SENIORS - EXPENSE	0	0	0
8380	GALENA DONATIONS - EXPENSE	0	0	0
8390	SALE OF LAND (OUTSTANDING RATES) - EXPENSE	0	0	0
8400	CEMETERY PURCHASES - EXPENSE	0	0	0
8420	COMMUNITY BUS BOND - EXPENSE	1,000	0	0
8422	WILA GUTHARRA - EXPENSE	0	0	0
8430	RATES OVERPAID - EXPENSE	0	0	0
8440	UNCLAIMED MONIES - EXPENSE	0	0	0
8450	LEASE PAID IN ADVANCE - EXPENSE	0	0	0
8460	MISCELLANEOUS DEPOSITS - EXPENSE	0	0	0
8470	NOMINATION DEPOSITS - EXPENSE	0	0	0
8480	HOUSING BOND INTEREST - EXPENSE	0	0	0
8490	SPARE - EXPENSE	0	0	0
8500	SPARE - EXPENSE	0	0	0
8510	BUILDING TRAINING FUND - EXPENSE	0	0	0
8520	FOOTPATHS/CYCLEWAYS - EXPENSE	0	0	0
8530	INTEREST ON F/PATH INVEST - EXPENSE	0	0	0
8540	TRANSPORTABLE HOUSE BONDS - EXPENSE	-5,000	0	0
8550	BURN OFF FEES - EXPENSE	0	0	0
8560	HORROCKS WATER SUPPLY - EXPENSE	0	0	0
8570	SALE OF HISTORICAL BOOKS - EXPENSE	0	0	0
8580	TIP KEY BOND - EXPENSE	0	0	0
8590	HERITAGE GRANTS - EXPENSE	0	0	0
8602	REDONE (KALBARRI SHELTERS) - EXPENSE	0	0	0
8610	CONSERVATION INCENTIVES - EXPENSE	0	0	0
8620	TOWNSCAPE PROCESS RECORD - EXPENSE	0	0	0
8630	DROUGHT/FLOOD RELIEF FUND - EXPENSE	0	0	0
8640	SPECIAL ISSUE LICENSE PLATES - EXPENSE	2,090	0	0
8650	GALENA MANAGEMENT PLAN - EXPENSE	0	0	0
8660	LCDC-LAND PLANNING PROJECT - EXPENSE	0	0	0
8670	DOLA - FOOTPATH GRANT - EXPENSE	0	0	0
8680	SPORT & REC STUDY KALBARRI - EXPENSE	0	0	0
8690	COASTWEST GRANTS - EXPENSE	0	0	0
8700	PORT KALB RETENTION FUNDS - EXPENSE	0	0	0
8710	FERAL ERADICATION GRANT - EXPENSE	0	0	0
8720	BINNU TOWN BORE MONEY - EXPENSE	0	0	0
8730	LANDSCAPING DOLA - EXPENSE	0	0	0

		YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
8740	NPTON TOWNSCAPE EXPENSE	0	0	0
8750	ROADWISE AWARD FUNDRAISER - EXPENSE	2,732	0	0
8760	KALBARRI T/SCAPE FUNDS - EXPENSE	0	0	0
8770	GWALLA WALLS FUND - EXPENSE	0	0	0
8780	RSL HALL KEY BOND - EXPENSE	920	0	0
8790	SAFER NPTON RDWISE FUNDS - EXPENSE	0	0	0
8800	PORT GREG/HORROCKS RD DEV - EXPENSE	0	0	0
8810	NABAWA RD FUNDING - EXPENSE	0	0	0
8820	AGED PERSONS UNITS BONDS - EXPENSE	200	0	0
8830	HORROCKS SKATE PARK - EXPENSE	0	0	0
8840	DEPT OF TPT (SPECIAL PLATES) - EXPENSE	1,400	0	0
8850	AGED UNITS RENTAL - EXPENSE	0	0	0
8860	BRB LEVY - EXPENSE	0	0	0
8870	KALBARRI SALLYS TREE PLAYGROUND - EXPENSE	0	0	0
8880	CDO GRANT - EXPENSE	0	0	0
8891	PEET PARK DONATIONS - EXPENSE	0	0	0
8893	AUCTION - EXPENSE	0	0	0
8896	KIDSPORT - EXPENSE	879	0	0
8897	NCCA - EXPENSE	37,069	0	0
8899	COMMUNITY SKATE PARK - EXPENSE	0	0	0
8901	HORROCKS MEMORIAL WALL - EXPENSE	595	0	0
8903	ONELIFE NORTHAMPTON - EXPENSE	874	0	0
8906	KALBARRI CAMP SCHOOL - EXPENSE	0	0	0
	TOTAL EXPENSES	94,068	0	0
	INCOME			
8261	RETENTIONS - INCOME	0	0	0
8281	HOUSING BONDS - INCOME	-5,000	0	0
8301	FOOTPATH DEPOSITS - INCOME	7,706	0	0
8311	SPARE - INCOME	0	0	0
8321	TAXATION INSTALMENTS - INCOME	0	0	0
8331	MISCELLANEOUS GOVT GRANT - INCOME	0	0	0
8341	KALBARRI YAC FUNDS - INCOME	0	0	0
8351	KALBARRI AIRPORT SECURITY - INCOME	0	0	0
8361	WA SENIORS - INCOME	0	0	0
8381	GALENA DONATIONS - INCOME	0	0	0
8391	SALE OF LAND (OUTSTANDING RATES) - INCOME	0	0	0
8401	CEMETERY FUNDRAISING - INCOME	0	0	0
8421	COMMUNITY BUS BOND INCOME	-1,800	0	0
8423	WILA GUTHARRA - INCOME	0	0	0
8431	SPARE - INCOME	0	0	0
8441	RATES OVERPAID - INCOME	0	0	0
8451	UNCLAIMED MONIES - INCOME	0	0	0
8461	LEASE PAID IN ADVANCE - INCOME	0	0	0
8471	MISCELLANEOUS DEPOSITS - INCOME	0	0	0
8481	NOMINATION DEPOSITS - INCOME	0	0	0
8491	INTEREST ON HOUSING BOND - INCOME	0	0	0
8501	SPARE - INCOME	0	0	0
8511	BUILDING TRAINING FUND - INCOME	-3,733	0	0
8521	FOOTPATHS/CYCLEWAYS - INCOME	0	0	0

	YTD Actual 31/05/2019	YTD Budget 31/05/2019	Annual Budget 30/06/2019
8531	INTEREST ON F/PATH INVEST - INCOME	0	0
8541	TRANSPORTABLE HOUSE BONDS - INCOME	0	0
8551	BURN OFF FEES - INCOME	0	0
8561	HORROCKS WATER SUPPLY - INCOME	0	0
8571	SALE OF HISTORICAL BOOKS - INCOME	0	0
8581	TIP KEY BOND - INCOME	-1,400	0
8591	HERITAGE GRANTS - INCOME	0	0
8601	REDONE (KALBARRI SHELTERS) - INCOME	0	0
8611	CONSERVATION INCENTIVES - INCOME	0	0
8621	TOWNSCAPE PROCESS RECORD - INCOME	0	0
8631	DROUGHT/FLOOD RELIEF FUND - INCOME	0	0
8641	SPECIAL ISSUE LICENSE PLATES - INCOME	-1,400	0
8651	GALENA MANAGEMENT PLAN - INCOME	0	0
8661	LCDC-LAND PLAN PROJECT - INCOME	0	0
8671	DOLA FOOTPATH GRANT - INCOME	0	0
8681	SPORT & REC STUDY KALBARRI - INCOME	0	0
8691	COASTWEST GRANTS - INCOME	0	0
8701	PORT KALB RETENTION FUNDS - INCOME	0	0
8711	FERAL ERADICATION GRANT - INCOME	0	0
8721	BINNU TOWNSITE BORE MONEY - INCOME	0	0
8731	LANDSCAPING DOLA - INCOME	0	0
8741	NPTON TOWNSCAPE - INCOME	0	0
8751	ROADWISE AWARD FUNDRAISER - INCOME	-2,732	0
8761	KALBARRI T/SCAPE FUNDS - INCOME	0	0
8771	GWALLA WALLS FUND - INCOME	0	0
8781	RSL HALL KEY BOND - INCOME	-920	0
8791	SAFER NPTN RDWISE FUND - INCOME	0	0
8801	PORT GREG/HORROCKS RD DEV - INCOME	0	0
8811	NABAWA ROAD FUNDING - INCOME	0	0
8821	AGED PERSONS UNITS BONDS - INCOME	-200	0
8831	HORROCKS SKATE PARK - INCOME	-1,050	0
8841	DEPT TPT (SPECIAL PLATES) - INCOME	-770	0
8851	AGED UNITS RENTAL - INCOME	0	0
8861	BRB LEVY - INCOME	0	0
8871	KALBARRI SALLYS TREE PLAYGROUND - INCOME	0	0
8881	CDO GRANT - INCOME	0	0
8890	PEET PARK DONATIONS - INCOME	0	0
8892	AUCTION - INCOME	0	0
8894	PUBLIC OPEN SPACE (POS) - INCOME	0	0
8895	KIDSPORT - INCOME	0	0
8898	NCCA - INCOME	0	0
8900	COMMUNITY SKATE PARK - INCOME	0	0
8902	HORROCKS MEMORIAL WALL - INCOME	0	0
8904	ONELIFE NORTHAMPTON - INCOME	0	0
8905	KALBARRI CAMP SCHOOL - INCOME	0	0
	TOTAL INCOME	-11,298	0
	Trust Fund Movement	82,770	0
0711	TRUST FUND BANK	-82,770	0
	Difference	0	0

**SHIRE OF NORTHAMPTON - SCHEDULE OF FEES AND CHARGES
2019/2020**

SCHEDULE 3 - GENERAL PURPOSE REVENUE

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Rate	GST	Total	
<u>SALE OF REPORTS</u>							
Owners & Occupiers Electoral Roll		\$25.00		\$25.00	Nil	\$25.00	per roll
Property Addresses Report		\$20.00		\$20.00	Nil	\$20.00	per report
<u>RATES INSTALMENT FEES & CHARGES</u>							
Rate Instalment Fee	<i>Charged on each additional instalment notice sent</i>	\$5.00		\$5.00	Nil	\$5.00	per instalment
Rate Instalment Interest Percent	<i>Interest % charged on rate instalment option</i>	5.00%		5.00%	Nil	5.00%	per instalment
Late Payment Penalty Interest	<i>Interest charged per annum calculated on daily</i>	10.00%		10.00%	Nil	10.00%	per annum/daily
<u>LOCAL AUTHORITY PROPERTY ENQUIRY REPORTS</u>							
Account Inquiry - Rates, Orders and Requisitions		\$90.00		\$90.00	Nil	\$90.00	per inquiry
Account Inquiry - Orders and Requisitions Only		\$55.00		\$55.00	Nil	\$55.00	per inquiry
Account Inquiry - Rates Only		\$35.00		\$35.00	Nil	\$35.00	per inquiry
Provide additional Rates Instalment Notice	<i>Discretionary - refer CEO/DCEO</i>	\$5.00		\$5.00	Nil	\$5.00	per account

SCHEDULE 4 - GOVERNANCE

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Single side incl GST	Double sided incl GST	Single side incl GST	GST	Total	Double sided incl GST
<u>PHOTOCOPY CHARGES</u>							
A4 Copies		\$0.30	\$0.40	\$0.30	Nil	\$0.30	\$0.40
A3 Copies		\$0.40	\$0.50	\$0.40	Nil	\$0.40	\$0.50
A4 use of own paper		\$0.10	\$0.20	\$0.10	Nil	\$0.10	\$0.20
A4 Copies - Colour		\$0.50	\$1.00	\$0.50	Nil	\$0.50	\$1.00
A3 Copies - Colour		\$1.00	\$2.00	\$1.00	Nil	\$1.00	\$2.00
A4 Laminating	<i>per sheet</i>	\$1.00		\$0.91	\$0.09	\$1.00	
A3 Laminating	<i>per sheet</i>	\$2.00		\$1.82	\$0.18	\$2.00	
Binding	<i>per booklet</i>	\$2.00		\$1.82	\$0.18	\$2.00	
<u>FACSIMILE CHARGES</u>							
Fee to Receive		\$0.50		\$0.45	\$0.05	\$0.50	
<u>SEND/SCAN EMAIL</u>							
Send/Scan 1 - 5 pages		\$1.00		\$0.91	\$0.09	\$1.00	
Send/Scan per additional 20 pages		\$1.00		\$0.91	\$0.09	\$1.00	
<u>COUNCIL AGENDAS</u>							
Purchase of Agenda (Printed Version)		\$15.00		\$13.64	\$1.36	\$15.00	per Agenda
Purchase of Agenda (Printed Version)		\$165.00		\$150.00	\$15.00	\$165.00	per Year

SCHEDULE 5 - LAW, ORDER AND PUBLIC SAFETY

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE				
		1 Year	3 Years	1 Year	GST	3 Years	Lifetime	
<u>DOG REGISTRATION FEE'S</u>								
Unsterilised Dog/Bitch	Fees as per the DOG Act 1976	\$50.00	\$120.00	\$50.00	N/A	\$120.00	\$250.00	
Sterilised Dog/Bitch		\$20.00	\$42.50	\$20.00	N/A	\$42.50	\$100.00	
Working Dog (Farm)						¼ of Registration Fee		
Unsterilised Dog/Bitch (Pensioner)			\$25.00	\$60.00	\$25.00	N/A	\$60.00	\$125.00
Sterilised Dog/Bitch (Pensioner)			\$10.00	\$21.25	\$10.00	N/A	\$21.25	\$50.00
Sterilisation Refund within 1st Year	Pensioners 50% of Listed Refund	\$30.00	\$77.50	\$30.00	N/A	\$77.50	\$150.00	
Sterilisation Refund in 2nd Year		N/A	\$51.66	N/A	N/A	\$51.66	\$100.00	
Sterilisation Refund in 3rd Year		N/A	\$25.83	N/A	N/A	\$25.83	\$50.00	
<u>DOG POUND AND OTHER RELATED CHARGES</u>								
Seizure & Impounding Fee	Set by Council	\$44.00	N/A	\$44.00	N/A	N/A		
Sustenance	Set by Council	\$16.50	N/A	\$16.50	N/A	N/A	per day	
Animal Destruction Fee	Set by Council	\$55.00	N/A	\$55.00	N/A	N/A	per animal	
Possum/Cat Trap Hire	Set by Council	\$55.00	N/A	\$55.00	N/A	N/A	refundable	
Kennel Application Fee	Fixed under local law	\$100.00	N/A	\$100.00	N/A	N/A	per application	
Annual Kennel Registration Fee	Fixed under local law	\$50.00	N/A	\$50.00	N/A	N/A	per annum	
Renewal of Kennel Licence	Fixed under local law	\$50.00	N/A	\$50.00	N/A	N/A	per annum	
Dog Barking Control Device	Hire Fee per week	\$22.00	N/A	\$22.00	N/A	N/A	per week	
Dog Barking Control Device	deposit	\$55.00	N/A	\$55.00	N/A	N/A	refundable	
<u>CAT REGISTRATION FEE'S</u>								
Sterilised Cat		\$20.00	\$42.50	\$20.00	N/A	\$42.50	\$100.00	
Pensioner Owned Cat		\$10.00	\$21.25	\$10.00	N/A	\$21.25	\$50.00	
Annual application to Breed (per cat)		\$100.00	N/A	\$100.00	N/A	N/A		
<u>CAT POUND AND OTHER RELATED CHARGES</u>								
Seizure & Impounding Fee	Set by Council	\$44.00	N/A	\$44.00	N/A	N/A	per animal	
Sustenance	Set by Council	\$16.50	N/A	\$16.50	N/A	N/A	per day	
Animal Destruction Fee	Set by Council	\$55.00	N/A	\$55.00	N/A	N/A	per animal	
Cat Trap Hire	Set by Council	\$55.00	N/A	\$55.00	N/A	N/A	refundable	

SCHEDULE 6 - EDUCATION & WELFARE

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
Northampton Child Care Association	Peppercorn Lease	\$1.00		\$0.91	\$0.09	\$1.00	per annum
Kalbarri Day Care Centre	Peppercorn Lease	\$1.00		\$0.91	\$0.09	\$1.00	per annum

SCHEDULE 7 - HEALTH

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
Kalbarri Doctors Surgery	Increase as per lease conditions = March Qtr CPI - 1.1%	\$5,773.14		\$5,306.04	\$530.60	\$5,836.65	per annum
Northampton Doctors Surgery	Increase as per lease conditions = March Qtr CPI - 1.1%	\$5,773.14		\$5,306.04	\$530.60	\$5,836.65	per annum
Trading in Public Places Policy	Annual fee	\$220.00		\$200.00	\$20.00	\$220.00	per annum
Offensive Trades Licenses	Health (Offensive Trades Fees) Regulations 1976 as amended Piggeries Fee	\$100.00		\$298.00	Nil	\$298.00	License pa
Offensive Trades Licenses	Fish Processing Fee	\$170.00		\$298.00	Nil	\$298.00	License pa
Offensive Trades Licenses	Inspection of OT Premises	N/A		\$60.00	Nil	\$60.00	minimum per inspection
Water Monitoring of Private Water Samples	Microbiological Water Sample	\$44.00		\$44.00	Nil	\$44.00	per sample
	Chemical Water Sample	\$275.00		\$250.00	\$25.00	\$275.00	per sample
Water Monitoring of Semi Public Pools	Microbiological Water Sample	\$35.00		\$35.00	Nil	\$35.00	per sample
Food Act Registration		\$140.00		\$140.00	Nil	\$140.00	License pa

SCHEDULE 9 - HOUSING

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
STAFF							
Lot 43 Bateman Street - Northampton	Set by Employment Contract						
Lot 605 Salamat Place - Kalbarri	Set by Employment Contract						
OTHER							
Lot 23 Rake Place - Northampton		\$250.00		\$250.00	Nil	\$250.00	per week
Oval Residence		\$190.00		\$190.00	Nil	\$190.00	per week
Lot 74 Seventh Avenue - Northampton		\$133.00		\$133.00	Nil	\$133.00	per week
Lot 6 Robinson Street - Northampton		\$130.00		\$130.00	Nil	\$130.00	per week
Lot 14 Callion Way - Kalbarri	Doctors Residence provided rent free	\$0.00		\$0.00	\$0.00	\$0.00	
Lot 454 Fitzgerald St - Northampton		\$190.00		\$190.00	\$0.00	\$190.00	per week
Lot 42 Bateman Street - Northampton	Doctors Residence provided rent free	\$0.00		\$0.00	\$0.00	\$0.00	

SCHEDULE 10 - REFUSE/TOWN PLANNING/CEMETERY/PUBLIC CONVENIENCES/SEWERAGE

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
PLANNING REPORTS							
Rural Strategy							per copy
Town Planning Scheme Reports							per copy
CD/USB Digital copy	Copy of planning document	\$30.00		\$30.00	Nil	\$30.00	
PLANNING SERVICES							
Development Applications	(a) Not more than \$50,000	\$147.00		\$147.00	Nil	\$147.00	
	(b) More than \$50,000 but not more than \$500,000	0.32% of the estimated cost of		0.32% of the estimated cost of development			
	(c) More than \$500,000 but not more than \$2.5 million	\$1,700 + 0.257% for every \$		\$1,700 + 0.257% for every \$1 in excess of \$500,000			
	(d) More than \$2.5 million but not more than \$5 million	\$7,161 + 0.206% for every \$		\$7,161 + 0.206% for every \$1 in excess of \$2.5 million			
	(e) More than \$5 million but not more than \$21.5 million	\$12,633 + 0.123% for every \$		\$12,633 + 0.123% for every \$1 in excess of \$5 million			
	(f) More than \$21.5 million	\$34,196.00		\$34,196.00			
Penalty Provisions NOTE:	If development has commenced, or been carried out, an additional amount by way of penalty, that is twice the amount of the fee payable for determination of the application.(in addition to the initial application fee)						
Mobile Food Vehicle Application	Pre-approved site per Local Planning Policy	N/A		\$45.45	\$4.55	\$50.00	
Mobile Food Vehicle Application	Other sites	N/A		\$270.00	\$27.00	\$297.00	
Mobile Food Vehicle Permit	Three month (MFV) permit	N/A		\$227.27	\$22.73	\$250.00	Three month permit
Mobile Food Vehicle Permit	Six month (MFV) permit	N/A		\$454.55	\$45.45	\$500.00	Six month permit
Mobile Food Vehicle Permit	Twelve month (MFV) permit	N/A		\$909.09	\$90.91	\$1,000.00	Twelve month permit
Mobile Food Vehicle Permit	Temporary (MFV) permit less than three months	N/A		\$90.91	\$9.09	\$100.00	Temporary permit

SCHEDULE 10 - REFUSE/TOWN PLANNING/CEMETERY/PUBLIC CONVENIENCES/SEWERAGE

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE		
		Total		Std Rate	GST	Total
<u>SUBDIVISION CLEARANCE - LANDSCAPING</u>						
Legal Agreement				Prepared by Councils Solicitors at the Subdividers Cost		
Bond	not more than \$10,000 More than \$10,000			100% of the total value of landscaping works, or an alternative arrangement to the full bond, including the lodgement of an absolute caveat over lots within the subdivision.		
Amended Plans	(this applies where a determination is already given by the Council or where amended plans are submitted and not requested by the Council)			66% of the original application fee with a minimum of \$73.		
<u>SUBDIVISION CLEARANCE - LANDSCAPING</u>						
Subdivision Clearances	not more than 5 lots between 6 and 195 lots (first 5 lots charged at \$73 each) more than 195 lots	\$73.00 \$35.00 \$7,393.00		\$73.00 \$35.00 \$7,393.00	Nil Nil Nil	\$73.00 \$35.00 \$7,393.00
						per lot per lot
Residential Design Code	Performance criteria assessment	\$73 per assessment with minimum of \$147 and maximum of \$730		\$73 per assessment with minimum of \$147 and maximum of \$730		
Extractive Industry	Initial Fee Renewal Fee	\$739.00 \$315.00		\$739.00 \$315.00	Nil Nil	\$739.00 \$315.00
<i>Penalty Provisions NOTE:</i>	<i>If development has commenced, or been carried out, an additional amount of \$1,478 by way of penalty</i>					
Home Occupations/Cottage Industries	initial fee renewal fee	\$222.00 \$73.00		\$222.00 \$73.00	Nil Nil	\$222.00 \$73.00
<i>Penalty Provisions NOTE:</i>	<i>If the home occupation or cottage industry has commenced, an additional amount of \$444 by way of penalty</i>					
Other Planning Charges	Change of use/continuation of non-conforming use where development is not occurring	\$295.00		\$295.00	Nil	\$295.00
<i>Penalty Provisions NOTE:</i>	<i>If the change of use or the alteration or extension or change of the non-conforming use has commenced, an additional amount of \$590 by way of penalty.</i>					
	Demolition where Planning Approval is required	\$147.00		\$147.00	Nil	\$147.00
	Relocation of Building Envelope	\$147.00		\$147.00	Nil	\$147.00
	Reply to Property Settlement Questionnaire	\$90.00		\$90.00	Nil	\$90.00
	Issue of written planning advice	\$73.00		\$73.00	Nil	\$73.00
	Extension of current Planning Approval	\$145.00		\$131.82	\$13.18	\$145.00
	Issue of Section 40 Certificate	\$90.00		\$81.82	\$8.18	\$90.00
	Issue of Zoning Certificate	\$73.00		\$73.00	Nil	\$73.00
	Road/ROW/PAW request for closure	\$760.00		\$690.91	\$69.09	\$760.00

SCHEDULE 10 - REFUSE/TOWN PLANNING/CEMETERY/PUBLIC CONVENIENCES/SEWERAGE

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
Town Planning Scheme Amendments	Basic Scheme Amendment	\$2,205.00		\$2,205.00	Nil	\$2,205.00	
	Standard Scheme Amendment	\$4,410.00		\$4,410.00	Nil	\$4,410.00	50% refundable if not advertised
	Complex Scheme Amendment	\$8,820.00		\$8,820.00	Nil	\$8,820.00	50% refundable if not advertised
	Structure Plan	\$6,930.00		\$6,930.00	Nil	\$6,930.00	
	Modification to plans once approval given	\$2,310.00		\$2,310.00	Nil	\$2,310.00	
	Local Development Plan (other than required as part of subdivision)	\$760.00		\$760.00	Nil	\$760.00	
	Modification to plans once approval given	\$315.00		\$315.00	Nil	\$315.00	
Advertising/Consulting Fee's	On site signage (per sign)	\$375.00		\$340.91	\$34.09	\$375.00	
	Newspaper advertising (per advertisement)	\$375.00		\$340.91	\$34.09	\$375.00	
	Level A Consultation	N/A		\$0.00	Nil	\$0.00	no additional charge
	Level B Consultation	\$150.00		\$136.36	\$13.64	\$150.00	
	Level C Consultation	\$300.00		\$272.73	\$27.27	\$300.00	
	Level D/E Consultation	\$600.00		\$545.45	\$54.55	\$600.00	
		(1) 'Basic', 'Standard' and 'Complex' Town Planning Scheme Amendments are as defined within the Planning and Development (Local Planning Schemes) Regulations 2015 (2) "Cost Recovery" is calculated on the basis of costs incurred by the Shire from outside suppliers plus a 10% Administration charge. (3) Fees are non-refundable unless otherwise stated.					
	Pre-Strata inspection	\$380.00		\$345.45	\$34.55	\$380.00	

SCHEDULE 10 - REFUSE/TOWN PLANNING/CEMETERY/PUBLIC CONVENIENCES/SEWERAGE

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
REFUSE SITES							
<u>Northampton & Kalbarri Refuse Sites</u>							Note: Load = double trailer or small truck
Commercial/Business Vehicles	General Waste - Builders Rubble, contaminated with refuse	\$58.00		\$52.73	\$5.27	\$58.00	per load
	\$17.50/m3 (Small trailer 6x4 or ute = \$35.00)	\$17.50		\$15.91	\$1.59	\$17.50	per m ³
	Putrescible Waste (Placed in bulk bins)	\$58.00		\$52.73	\$5.27	\$58.00	per load
	Cardboard (Small trailer 6x4 or ute = \$30.00)	\$58.00		\$52.73	\$5.27	\$58.00	per load
	Green Waste Only	\$11.50		\$10.45	\$1.05	\$11.50	per load
	Mattress - Single	\$10.00		\$9.09	\$0.91	\$10.00	per unit
	Mattress - Double or larger	\$20.00		\$18.18	\$1.82	\$20.00	per unit
Non-commercial/Private Vehicles							
Tray Back/Utility type vehicles/Trailers	General Waste (Inert)	\$5.00		\$4.55	\$0.45	\$5.00	per load
	Greenwaste - Must be seperated with no other waste mixed in or added.	\$2.00		\$1.82	\$0.18	\$2.00	per load
	Bulk Putrescible Waste	\$16.00		\$14.55	\$1.45	\$16.00	per small trailer
	Putrescible Waste (200L/240L)	\$5.50		\$5.00	\$0.50	\$5.50	per drum/bin
	Cardboard	\$30.00		\$27.27	\$2.73	\$30.00	per load
	Mattress - Single	\$7.50		\$6.82	\$0.68	\$7.50	per unit
	Mattress - Double/Queen/King	\$16.00		\$14.55	\$1.45	\$16.00	per unit
	Tractor Tyres (No rim) 1M to 2M Tall	\$116.00		\$105.45	\$10.55	\$116.00	each
	Tractor Tyres (No rim) up to 1M Tall	\$44.00		\$40.00	\$4.00	\$44.00	each
	Truck Tyres (No rim)	\$30.00		\$27.27	\$2.73	\$30.00	each
	Four Wheel Drive (4WD) Tyres - (No rim)	\$10.00		\$9.09	\$0.91	\$10.00	each
	Motor Vehicle Tyres (No rim)	\$7.70		\$7.00	\$0.70	\$7.70	each
	Motor Cycle Tyres (No rim)	\$4.50		\$4.09	\$0.41	\$4.50	each
	Fire Extinguishers	\$2.00		\$1.82	\$0.18	\$2.00	each
	LPG Bottles - Small	\$2.00		\$1.82	\$0.18	\$2.00	each
	LPG Bottles - Large (9kg)	\$10.00		\$9.09	\$0.91	\$10.00	each
	White Goods (Stove/Fridge/Freezer/Washing Machine etc)	\$10.00		\$9.09	\$0.91	\$10.00	each
	Car Bodies	\$10.00		\$9.09	\$0.91	\$10.00	each
Asbestos - Special Burials (Kalbarri Refuse Site Only)	Asbestos - Non Commercial Operators - up to 10m ²	N/A		\$9.09	\$0.91	\$10.00	per sheet/minimum \$20.00
	Asbestos - Commercial Operators	\$75.00		\$136.36	\$13.64	\$150.00	per m3/minimum \$150.00
240L Wheelie Bin	Recoup of cost of 240L bins	\$100.00		\$90.91	\$9.09	\$100.00	per bin
Rubbish Bin Parts	Wheels	\$10.00		\$9.09	\$0.91	\$10.00	per item
	Axles	\$10.00		\$9.09	\$0.91	\$10.00	per item
	Lids	\$18.00		\$16.36	\$1.64	\$18.00	per item
	Pins	\$1.00		\$0.91	\$0.09	\$1.00	per item

SCHEDULE 10 - REFUSE/TOWN PLANNING/CEMETERY/PUBLIC CONVENIENCES/SEWERAGE

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
<u>REFUSE CONTINUED</u>							
Port Gregory Fishermans Wharf	1.5m ³ - Front Loader Bin (Serviced Weekly)	\$44.50		\$40.45	\$4.05	\$44.50	per bin/ service
Kalbarri Fishermans Wharf	3.0m ³ - Front Loader Bin (Serviced Weekly)	\$89.50		\$81.36	\$8.14	\$89.50	per bin/ service
Half Way Bay - Rubbish Removal		\$290.00		\$263.64	\$26.36	\$290.00	per bin/ year
<u>COMMUNITY BUS</u>							
Hire of Bus	All fuel costs plus fee	\$0.65		\$0.59	\$0.06	\$0.65	per kilometre
	Seniors and school children	\$0.55		\$0.50	\$0.05	\$0.55	per kilometre
Deposit	Refundable deposit	\$200.00		\$200.00	Nil	\$200.00	refundable
<u>CEMETERY BURIAL FEES</u>							
Ordinary Grave for an adult (Mon to Friday)		\$500.00		\$454.55	\$45.45	\$500.00	
Ordinary Grave for an adult (Sat, Sun or Public Holiday)		\$600.00		\$545.45	\$54.55	\$600.00	
Grave for a child under 7 years (Mon to Fri)		\$300.00		\$272.73	\$27.27	\$300.00	
Grave for a child under 7 years (Sat, Sun or Public Holiday)		\$400.00		\$363.64	\$36.36	\$400.00	
Test dig via request (at cost to applicant)							
Excavator/Rock Breaker if required charged back to applicant at cost.							
<u>CEMETERY REOPENING FEES</u>							
Ordinary Grave for an adult		\$200.00		\$181.82	\$18.18	\$200.00	
Grave for a child under 7 years		\$160.00		\$145.45	\$14.55	\$160.00	
<u>CEMETERY/MISCELLANEOUS CHARGES</u>							
Funeral Directors Licence		\$100.00		\$100.00	Nil	\$100.00	
Monument Fee		\$55.00		\$50.00	\$5.00	\$55.00	
Single Niche Wall Fee		\$27.50		\$25.00	\$2.50	\$27.50	
Double Niche Wall Fee		\$55.00		\$50.00	\$5.00	\$55.00	
Plaque for Niche Wall				At cost plus 10% GST			
Septic Tank Application Fee	<i>Charges are fixed by State legislation.</i>	\$118.00		\$118.00	Nil	\$118.00	per application
Inspection Fee		\$118.00		\$118.00	Nil	\$118.00	per inspection
Local Government Report Fee		\$118.00		\$118.00	Nil	\$118.00	per report

SCHEDULE 11 - RECREATION AND CULTURE/LIBRARIES

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
<u>OLD POLICE STATION RENTALS</u>							
Northampton Tourist Association	Peppercorn Lease	\$1.00		\$0.91	\$0.09	\$1.00	per annum
Northampton Toy Library	Peppercorn Lease	\$1.00		\$0.91	\$0.09	\$1.00	per annum
<u>INTERNET ACCESS FEE</u>							
Email & Internet Service		\$5.50		\$5.00	\$0.50	\$5.50	per ½ hour
Printer fee		\$0.50		\$0.50	inclusive of GST	\$0.50	per page
<u>FORESHORE LEASES</u>							
4 Degrees Pty Ltd (Reserve 31833)	Increase as per lease conditions = March Qtr CPI - 1.1%	\$4,174.35		\$3,836.60	\$383.66	\$4,220.26	per annum
<u>OVAL RESERVE RENTALS</u>							
Northampton Agricultural Society	Increase of 2.5% applied per CBP	\$596.30		\$555.64	\$55.56	\$611.20	per annum
Northampton Football club	Increase of 2.5% applied per CBP	\$2,421.63		\$2,256.52	\$225.65	\$2,482.17	per annum
Northampton Cricket Club	Increase of 2.5% applied per CBP	\$219.61		\$204.64	\$20.46	\$225.10	per annum
Kalbarri Cricket Club	Increase of 2.5% applied per CBP	\$219.61		\$204.64	\$20.46	\$225.10	per annum
Education Department	Increase of 2.5% applied per CBP	\$3,339.03		\$3,111.36	\$311.14	\$3,422.50	per annum
<u>KALBARRI FORESHORE RESERVE</u>							
Kalbarri Boat Hire	Increase as per lease conditions = March Qtr CPI - 1.1%	\$1,193.96		\$1,097.36	\$109.74	\$1,207.09	per annum

SCHEDULE 11 - RECREATION AND CULTURE/LIBRARIES

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
<u>RSL HALL NORTHAMPTON HIRE CHARGES</u>							
Weddings/Parties/Functions		\$125.00		\$113.64	\$11.36	\$125.00	per booking
Bond for Weddings/Parties/etc...		\$230.00		\$209.09	\$20.91	\$230.00	per booking
Meetings		\$17.00		\$15.45	\$1.55	\$17.00	per booking
Travelling Shows/Films		\$65.00		\$59.09	\$5.91	\$65.00	per booking
Local Club/Organisations Meeting		No charge		No charge			
Chair Hire Fee		\$22.00		\$20.00	\$2.00	\$22.00	per 50 chairs min of 50 chairs
Trestle Hire Fee		\$11.00		\$10.00	\$1.00	\$11.00	per trestle
<u>ALLEN CENTRE MEETING ROOM HIRE CHARGES</u>							
Local Club Meeting		No charge		No charge			
Local Club Meeting with drinks/food		\$20.00		\$18.18	\$1.82	\$20.00	per booking/day
Hire of Meeting room by outside groups/organisations		\$65.00		\$59.09	\$5.91	\$65.00	per booking/day
Other uses		At discretion of Council				At discretion of Council	

SCHEDULE 12 - TRANSPORT

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
<u>DIRECTIONAL SIGNS</u>							
Single Sided Sign	<i>At cost of sign and freight</i>	At Cost		At Cost	10%		per sign
Double Sided Sign	<i>At cost of sign and freight</i>	At Cost		At Cost	10%		per sign
Installation of signs (Existing Post/Structure)		\$60.00		\$54.55	\$5.45	\$60.00	per sign
Installation of signs (New Location)		At Cost		At Cost	10%		
<u>KALBARRI AIRSTRIP CHARGES</u>							
Pexton Nominees Hangar Fees	<i>Increase as per lease conditions = March Qtr CPI - 1.1%</i>	\$698.02		\$641.55	\$64.15	\$705.70	per annum
Pexton Nominees Landing Fees	No increase 18/19	\$1,364.00		\$1,240.00	\$124.00	\$1,364.00	per annum
Voluntary Landing contribution	No increase 18/19	\$15.00		\$13.64	\$1.36	\$15.00	per landing
Passenger Service Fee (RPT)	No increase 18/19	\$15.00		\$13.64	\$1.36	\$15.00	per passenger - arriving & departing
Additional Hangar Site	per square metre	\$5.50		\$5.00	\$0.50	\$5.50	per annum
Hanger No 2 - G McFarlane	<i>Increase as per lease conditions = March Qtr CPI - 1.1%</i>	\$390.68		\$359.07	\$35.91	\$394.98	per annum
Permanent private aircraft parking	in lieu of landing charges	\$264.00		\$240.00	\$24.00	\$264.00	per annum

SCHEDULE 13 - RURAL SERVICES/TOURISM/BUILDING CONTROL/WATER SUPPLY

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
<u>CARAVAN PARK LEASES</u>							
Horrocks Caravan Park - R29152	<i>Malnis Nominees - CPI Increase of 1.1 % per March Qtr CPI</i>	\$21,917.51		\$20,144.18	\$2,014.42	\$22,158.60	per annum
Lot 588 Grey Street, Kalbarri	<i>RW & DE Allen - CPI Increase of 1.1 % per March Qtr CPI</i>	\$23,796.26		\$21,870.92	\$2,187.09	\$24,058.01	per annum
Lot 589 Grey Street, Kalbarri	<i>RW & DE Allen - CPI Increase of 1.1 % per March Qtr CPI</i>	\$14,718.72		\$13,527.84	\$1,352.78	\$14,880.62	per annum
<u>CARAVAN PARK LICENCES</u>							
Various Locations	<i>Set by state legislation</i>						
<u>CAMPING FEES</u>							
Little Bay camping fees		\$15.00		\$13.64	\$1.36	\$15.00	per vehicle per night
Lucky Bay camping fees - per night	<i>Vehicle/ RV / Bus (Motorhome) charge</i>	\$15.00		\$13.64	\$1.36	\$15.00	per vehicle per night
Lucky Bay/Little Bay camping fees - per person	<i>Bus charge (commercial Passenger Bus)</i>	\$5.00		\$4.55	\$0.45	\$5.00	per person per night
<u>BUILDING PERMITS</u>							
Class 1 and 10 Buildings (Uncertified)	<i>Set by state legislation</i>	0.32%		0.32%	Nil	0.32%	value of application
Class 1 and 10 Buildings (Certified)	<i>Set by state legislation</i>	0.19%		0.19%	Nil	0.19%	value of application
Minimun Building application Fee	<i>Set by state legislation</i>	\$96.00		\$97.70	Nil	\$97.70	per application
All other Building Classes - Class 2 to 9	<i>Set by state legislation</i>	0.09%		0.09%	Nil	0.09%	value of application
Application to Extend a Building Permit	<i>Set by state legislation</i>	\$96.00		\$97.70	Nil	\$97.70	per application
Demolition Permit Class 1 & 10	<i>Set by state legislation</i>	\$96.00		\$97.70	Nil	\$97.70	per application
Demolition Permit Class 2 to 9	<i>Set by state legislation</i>	\$96.00		\$97.70	Nil	\$97.70	per storey
Building Services Levy (BSL) < \$45,000	<i>Set by state legislation</i>	\$61.65		\$61.65	Nil	\$61.65	
Building Services Levy (BSL) > \$45,000	<i>Set by state legislation</i>	0.137%		0.137%	Nil	0.137%	value of application
CITF Levy (BSL) - \$20,000	<i>Set by state legislation</i>	0.20%		0.20%	Nil	0.20%	value of application
Bond for kerbs, verges & paths	<i>Bond requested at discretion of Building Surveyor</i>	\$500.00		\$500.00	Nil	\$500.00	prior to application
Bond - Relocated Dwellings	<i>Bond refundable on completion of building</i>	\$10,000.00		\$10,000.00	Nil	\$10,000.00	prior to application
Building Certification Service	<i>Under New Building Act 2011</i>	\$176.00		\$160.00	\$16.00	\$176.00	per hour
Septic Tank & Effluent Disposal Fees	<i>Set by state legislation - includes application fee and inspection fee</i>	\$236.00		\$236.00	Nil	\$236.00	per application
<u>SWIMMING POOL INSPECTION FEES</u>							
Annual Pool Inspection Fee	<i>Pool inspection every 4 years, charge is per annum.</i>	\$16.50		\$16.50	Nil	\$16.50	per annum
<u>STANDPIPE WATER</u>							
Water purchase from Shire standpipe	<i>Charged at cost plus additional administration component of 10%. Minimum charge of \$2.00 per KL and \$20.00 per Truck</i>	\$2.00		\$2.00	Nil	\$2.00	per KL (minimun)

SCHEDULE 14 - PRIVATE WORKS/OTHER PROPERTY

DESCRIPTION	COMMENTS	2018/2019 UNIT RATE		2019/2020 UNIT RATE			
		Total		Std Rate	GST	Total	
<u>PLANT HIRE CHARGES</u>							
Prime Mover & Low Loader		\$175.00		\$159.09	\$15.91	\$175.00	per hour
12 Tonne Tip Truck		\$130.00		\$118.18	\$11.82	\$130.00	per hour
Small Tip Truck		\$85.00		\$77.27	\$7.73	\$85.00	per hour
Grader		\$165.00		\$150.00	\$15.00	\$165.00	per hour
Loader		\$135.00		\$122.73	\$12.27	\$135.00	per hour
Backhoe		\$110.00		\$100.00	\$10.00	\$110.00	per hour
Tractor		\$100.00		\$90.91	\$9.09	\$100.00	per hour
Roller		\$100.00		\$90.91	\$9.09	\$100.00	per hour
Plate Compactor		\$110.00		\$100.00	\$10.00	\$110.00	per day
Jack Hammer		\$100.00		\$90.91	\$9.09	\$100.00	per day
Genset		\$90.00		\$81.82	\$8.18	\$90.00	per day
Sale of Gravel	<i>Dependant on location - refer Manager of Works</i>						per m ³
Sale of Sand	<i>Dependant on location - refer Manager of Works</i>						per m ³
							<i>Cost Recovery + 10% Admin Fee</i>
							<i>Cost Recovery + 10% Admin Fee</i>
<u>LEASE CHARGES</u>							
Unit 1 Lot 83 Kitson Circuit, Northampton	<i>Increase as per lease conditions = March Qtr CPI - 1.1%</i>	\$6,995.03		\$6,429.07	\$642.91	\$7,071.98	Per annum
Unit 2 Lot 83 Kitson Circuit, Northampton	<i>Increase as per lease conditions = March Qtr CPI - 1.1%</i>	\$6,995.03		\$6,429.07	\$642.91	\$7,071.98	Per annum
Unit 3 Lot 83 Kitson Circuit, Northampton	<i>Increase as per lease conditions = March Qtr CPI - 1.1%</i>	\$8,160.87		\$7,500.58	\$750.06	\$8,250.64	Per annum
Unit 4 Lot 83 Kitson Circuit, Northampton	<i>Increase as per lease conditions = March Qtr CPI - 1.1%</i>	\$8,160.87		\$7,500.58	\$750.06	\$8,250.64	Per annum
Lot 82 Kitson Circuit, Northampton (Land)	<i>Increase as per lease conditions = March Qtr CPI - 1.1%</i>	\$2,242.00		\$2,060.60	\$206.06	\$2,266.66	Per annum
Halfway Bay Cottages	<i>Lease fees per lease conditions</i>	\$550.00		\$500.00	\$50.00	\$550.00	Per annum

ADMINISTRATION & CORPORATE REPORT

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7.5.1 2019/2020 BUDGET MEETING

FILE REFERENCE:	1.1.2
DATE OF REPORT:	20 May 2019
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Selection of a date and time for the 2019/20 Budget meeting.

COMMENT:

Preparation of the 2019/2020 Budget is underway, and Council is requested to consider a date for the meeting.

Past practice has been to hold the budget meeting on the fourth Friday of July which for 2019 will be the 26th July and the Council is requested to hold the budget meeting on this day.

Previous practice has been to commence the meeting at 1.00pm.

The meeting will formally consider the draft budget and then the required accounting format will be presented at the August 2019 meeting for formal adoption.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 5.25 Administration Regulation 12(3)

Council is to give public notice of the Special Meeting.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.1

That Council holds a Special Meeting of Council to consider the 2019/2020 Budget on Friday 26th July 2019, commencing 1.00pm at the Northampton Council Chamber.

7.5.2 CORPORATE BUSINESS PLAN

FILE REFERENCE:	4.2.4
DATE OF REPORT:	6 June 2019
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. WA Local Government Cost Index Report

SUMMARY:

Council to formally adopt the revised Corporate Business Plan.

BACKGROUND:

Council undertook a review of the Corporate Business Plan which included all Asset Management Plans at the ordinary meeting held 17 May 2019.

All amendments from the review have now been made to the CBP.

COMMENT:

Following consideration of the Asset Management Plans that form part of the Corporate Business Plan, the Long Term Financial Plan has been completed which shows that the rate increases for the first and second years will need to be 2.5% and 1.5% for the remaining years. However this can change when the plan is reviewed.

However the issue of land rate increases is again in the political and community spotlight, reference is made to the WALGA circular regarding WA Local Government Cost Index, see Appendices 1.

The WALGA report associated with the circular states:

That although rates are a key revenue source for Council, they are levied on the community which means that any increases are closely scrutinised. In particular, any rate increases that are higher than the Consumer Price Index (CPI) are often questioned.

When considering an appropriate inflator for any costs, it is important to note that the CPI is a useful measure of the inflationary pressures faced by households, but it does not provide an accurate assessment of changes in the costs of goods and services typically used by Local Governments.

The inflationary pressures faced by Local Governments are quite different to households, and relate to costs associated with, amongst other things, maintaining roads and bridges, running community infrastructure such as libraries and parks, and delivering important services such as waste disposal.

The WALGA Local Government Cost Index represents a more appropriate indicator of the cost pressures faced by the sector.

The Index looks at major cost pressures faced by Local Government, such as wages, electricity and street lighting, machinery and equipment and costs associated with the construction of roads, bridges and buildings.

Normally when the draft budget is prepared it is with the rate increase as required within the CBP. As per the report LGCI indicates annual growth forecast of 1.8% for 2019/20. It is therefore suggested that the Council, for draft budget purposes only, consider having the rate increase within the draft budget at a level of 1.8% or nearest to. This will no doubt affect the final outcome of projects proposed within the CBP however at this stage it is only a suggestion and the Council when adopting the 2019/20 Budget can increase the rate increase if required.

Also due to Council preferences in projects and projected expenditure and income, the actual rates increase will vary but again is very dependent on what projects the Council undertakes in certain years and if other funding avenues not yet identified can be found for those projects.

With the revised LTFP these ratios are as per the following:

	<u>19/20</u>	<u>21/22</u>	<u>22/23</u>	<u>23/24</u>
Current – Target > or = 1.1	-0.05	-0.43	0.57	1.18
To achieve these targets rate increases need to be	2.5%	2.5%	1.5%	1.5%
Rates Coverage – Target > or = 40%	53.2%	53.4%	53.2%	53.1%

A majority of the ratios are within the standard set by the Department of Local Government.

A ratio that varies is that of the Operating Surplus Ratio. Two scenarios have been provided one which includes asset depreciation and one that doesn't. Reason is that due to the revaluation of a majority of our assets, the depreciation rate has also increased significantly.

The Operation Surplus Ratio when asset depreciation is not included meets the target of plus or minus 0% to 15%, however when depreciation is included it varies significantly from -27.16% to -9.87%. It is considered that as asset depreciation is not cash backed by the Council for the replacement of assets then the ratio excluding asset depreciation is more relevant to our situation. This also applies to the Asset Sustainability Ratio and Asset Consumption Ratio.

As stated, the CBP will be forwarded under separate cover and due to its size will be posted out in printed format early next week.

During the 2019/20 Budget deliberations, any new projects/major or capital purchases that have not been listed in the CBP will require a further increase in rates if other sources of revenue are not available. As has been expressed to Council any new projects not of an urgent nature should be deferred to future years and included within the CBP.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995

STRATEGIC IMPLICATIONS:

*Local: Shire of Northampton Community Strategic Plan 2016-2026
Shire of Northampton Corporate Business Plan.*

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.2**That Council**

- 1. Adopts the revised Corporate Business Plan as per the review undertaken 17 May 2019 and as presented in its entirety at the 21 June 2019 Council meeting.**
- 2. That the draft 2019/20 Budget be prepared with a rate increase of 1.8% for consideration and the final rate increase to be determined when adopting the 2019/20 Budget.**

APPENDICES 1 – WALGA Local Government Cost Index Report

Local Government
Economic Briefing

4-1-8



24 May 2019

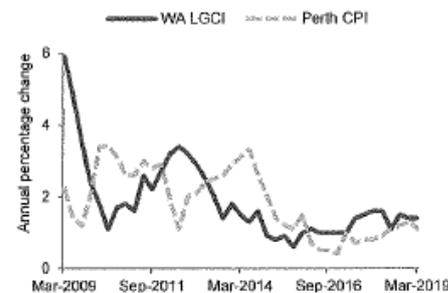
WA LOCAL GOVERNMENT COST INDEX

Local Government cost pressures remained relatively stable to begin 2019, with the Local Government Cost Index (LGCI) increasing by just 0.2% over the March quarter.

Non-residential building construction costs (no increase) and machinery and equipment costs (fall of 0.3%) have remained subdued, and have provided some cost relief for Local Governments over the past year.

Table 1 LGCI by component, March 2019

Index	Quarterly change (%)	Annual change (%)
Wages (WA Wage Price Index)	0.3	1.6
Road and Bridge Construction	0.2	2.0
Non-residential Building	0.0	0.0
Other costs (Perth CPI)	-0.1	1.1
Machinery and Equipment	0.0	-0.3
Electricity and street lighting	0.0	5.8
Local Government Cost Index	0.2	1.4



The subdued level of growth experienced during the March quarter was on the back of three of the LGCI categories experiencing no growth, one category declining, and two categories only modestly increasing.

Figure 1 LGCI vs Perth CPI

The cost categories that increased during the first three months of the year were WA wages (quarterly growth of 0.3%) and road and bridge construction (quarterly growth of 0.2%).

Based on lower than expected CPI and wages growth forecasts outlined by the State Government in its most recent Budget, WALGA has slightly revised down its own LGCI forecasts over the forward estimates (see Table 2 below).

In contrast, non-residential building costs continued to remain stable during the March quarter – and have now not increased for four and half years. Machinery and equipment and electricity costs also remained unchanged to begin the year.

Table 2 LGCI revised forecasts

Year	Previous LGCI annual growth forecast	Revised LGCI annual growth forecast
2018-19	1.7%	1.7%
2019-20	2.0%	1.8%
2020-21	2.8%	2.7%
2021-22	3.8%	3.5%

In a slight surprise, consumer prices fell by 0.1% in Perth during the first three months of 2019. This was the first quarterly fall in Perth CPI since March 2016, and was largely due to price declines in transport and recreation and culture services.

Despite the slight downward revisions, it is still prudent for the sector to prepare for progressively increasing costs over the coming years.

Although Local Government cost pressures have eased slightly to begin this year, the LGCI still stands 1.6% higher when compared to the beginning of 2018.

WA Economic Update

The areas where Local Governments have most felt the pinch over the past year are wages (annual growth of 1.6%), roads and bridge construction (annual growth of 2%) and electricity costs (annual growth of 5.8%).

The delicate nature of the State's economic recovery has been brought to the surface over the past month, with downward revisions reported for a number of key economic indicators in the State Government's May Budget (see Table 3 below) compared to the figures reported in the March Economic Briefing.

Table 3 2019-20 State Budget Revisions to Economic Forecasts Provided in the December 2018 Mid-Year Review

	2018-19 Estimated Actual (previous estimate)	2019-20 Estimate (previous estimate)	2020-21 Estimate (previous estimate)
Real GDP	2% (3%)	3.5% (3.5%)	3% (3%)
Real State Final Demand	-1% (-0.5%)	3% (3.5%)	3.5% (3.75%)
Employment growth	1% (1.75%)	1.75% (2%)	2% (2.25%)
Unemployment rate	6.25% (6%)	6% (5.75%)	5.75% (5.5%)
Wage Price Index	1.75% (1.75%)	2.25% (2.75%)	2.75% (3%)
Consumer Price Index	1.25% (1.5%)	1.75% (2%)	2.25% (2.5%)

The State Government has cited a number of causes for the weaker than expected economic outlook in WA, including:

- a tightening of access to credit as a result of the recent Royal Commission into the Banking, Superannuation and Financial Services Industry, which has resulted in a subdued level of dwelling investment and household spending;
- lower perceptions of wealth as a result of declining house prices and a weaker housing market outlook;
- lower than expected employment growth to begin the year; and
- global economic conditions weakening to end 2018, and global growth forecasts for 2019 being downgraded by the International Monetary Fund.

Many of the above factors were also cited by the Reserve Bank Governor, Phillip Lowe, in a recent speech where he hinted that the Reserve Bank of Australia would look to lower the official cash rate in the near future.

On the back of this, several economists and banks now see the RBA lowering the cash the cash rate by 25 basis points during the upcoming June meeting, and then possibly again during the August meeting.

Although interest rate decreases will support WA's economic recovery to an extent, policies and projects introduced and referred to in the most recent State Budget will also play an important role. Particularly the State Government's \$5.8 billion METRONET project and \$1.3 billion roads infrastructure package.

In addition to this, the Coalition's recent election victory provides some certainty that the economic policies announced in their recent Budget will be introduced – assuming that they are able to receive support from the upper house. Some of the key measures that will impact on the WA economy and Local Government sector include:

- WA receiving \$151.3 million in Financial Assistance Grants in 2019-20, with \$91.4 million allocated for general purpose assistance and the remaining \$59.9 million in untied road funding.
- Increased funding for Roads to Recovery, Blackspot and Bridges Renewal Programs as part of a \$2.2 billion Road Safety and Upgrade Package.
- Funding for a range of WA transport infrastructure projects under the Urban Congestion fund and Roads of Strategic Significant program, as well as other identified priority projects.

Given the WA Government's imperative to restrict spending and use surpluses to pay down debt during the State's delicate economic recovery, the above federally funded initiatives will be of welcome news to the WA public and Local Government sector.

To learn more about the State and Federal Governments' recently announced Budgets, please take a look at WALGA's past Economic Briefings [here](#). In these briefings, we comprehensively reviewed the recent State and Federal Budgets and provided a view of their potential impact on Local Governments.

*For further information or to comment please contact Nebojsa Franich on 9213 2075 or email nfranich@walga.asn.au. Current and previous editions of **Economic Briefing** are available at <http://walga.asn.au/News,-Events-and-Publications/>*

7.5.3 SENIOR STAFF PERFORMANCE REVIEWS

FILE REFERENCE:	17.2.2, 17.2.15, 17.2.37 & 17.2.31
DATE OF REPORT:	6 June 2019
DISCLOSURE OF INTEREST:	CEO, DCEO, Manager for Works & Technical Services, EHO/Building Surveyor
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Review Results – CEO 2. Review Results – Manager of Works 3. Review Results – EHO/Building Surveyor 4. Review Results – Deputy CEO

SUMMARY:

Review of Senior Staff performance for 2018/2019 and consider any recommendations from the Performance Review Panel.

COMMENT:

Performance Reviews for all senior staff were undertaken on Wednesday 12 June 2019.

The results of the reviews will be forwarded to all Councillors under separate cover.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.3

That Council considers any recommendations made by the Performance Review Panel.

7.5.4 REVIEW OF DELEGATIONS & POLICIES

FILE REFERENCE:	4.2.4
DATE OF REPORT:	10 June 2019
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to review its Delegations and Policies. Councillors are advised to refer to their Delegation and Policy Manual.

Councillors are required to bring their Policy/Delegation Manual.

1. REVIEW OF DELEGATIONS

1.1 General Changes

Delegation F05 – Sundry Debtor Write Offs – Page 26

At the start of the delegation wording, the following paragraph needs to be deleted as it does not relate to this delegation:

“That the Chief Executive Officer be delegated authority to enter into appropriate contracts of insurance”

Delegation TP01 – Town Planning – Page 42

Delete all wording “Principal Planner” throughout the delegation due to the position no longer being in place.

2. REVIEW OF POLICIES

The following changes have been recommended from the recent Regulation 17 review of policies and procedures.

Policy 2.2 – Tenders Procedure, part 2.4.8 Opening of Tenders – Page 39

Reg 17 review advises wording needs to change to reflect the legislation on tenders and relates to the opening of tenders. Regs require opening of tenders by at least two employees of the local government, or one employee and at least one person authorised by the CEO to open tenders.

Current policy states

Tenders are to be opened in the presence of the Chief Executive Officer's delegated nominee and preferably at least one other Council Officer. The details of all tenders received and opened shall be recorded in the Tenders Register.

Needs to be changed to read

Tenders are to be opened in the presence at least two employees of the local government, or one employee and at least one person authorised by the CEO to open tenders. The details of all tenders received and opened shall be recorded in the Tenders Register.

Policy 2.7 – Gifts Policy – Page 41

The policy is not compliant with the disclosure requirements as required by current legislation, part (a) and (b) need to be replaced with the following wording:

- (a) *Members and staff are not to accept a gift, other than a gift of or below \$200 from a person who is undertaking, or is likely to undertake, business-*
- *that requires the person to obtain any authorization from the Shire of Northampton;*
 - *by way of contract between the person and the Shire of Northampton; or*
 - *by way of providing any service to the Shire of Northampton.*
- (b) *Members and staff who accept a gift of or below \$200 from a person referred to in (a) above are to record in a register of token gifts-*
- *a description of the gift;*
 - *the name and address of the person who made the gift;*
 - *the date on which the gift was received;*
 - *the estimated value of the gift at the time it was made;*
 - *the nature of the relationship between the relevant person and the person who made the gift.*

Policy 2.9 – Corporate Credit Card Use Gifts Policy – Page 43

Part 2.9.4.2 needs to be replaced. It currently states that the endorsed credit card statement is to be included within the financial reports presented to Council which does not occur with an expenditure report being provided similar to the list of payments. Policy be reworded as per the following:

“An expenditure report detailing credit card expenditure is to be included within the monthly financial reports presented to Council in the Agenda for the ordinary meetings of Council.”

Policy 3.2 – Council Facsimile Expenses – Page 47

Current Policy states:

“It is the policy of Council that all Councillors are to be paid \$500 per annum to cover costs for communication/facsimile expenses.”

The Reg 17 review advises that the setting of such fees is part of allowance for information and communication technology as set by the Salaries and Allowances Tribunal. The SAT provides a range of which the Council must select the payment within that range by an absolute majority when adopting its other payments and allowances for elected members, being the sitting fees etc.

The SAT range for this annual allowance is a minimum of \$500 to a maximum of \$3,500.

Therefore this policy needs to be rescinded and the Council adopt an annual allowance within the range set by SAT as per the above.

Policy 4.3 – Conference & Training Expenditure items – Page 49

Mini Bar Expenditure

The policy states that a \$20 per day limit is allowed for mini bar purchases. The Reg 17 review queried the relation of this if alcohol is purchased and possible non-compliance with the recently adopted Drug and Alcohol Policy. Options available are to state that employees must be aware of their responsibilities under the above policy or amend the policy to exclude alcohol from mini bar purchases.

From a staff point of view this is not a major concern where in near 100% of circumstances purchase of alcohol from the min bar would only occur at the conclusion of the conference/training and out of work hours.

It is recommended that the policy be amended with wording that staff be aware of their responsibilities within the Councils Drug and Alcohol Policy.

Members Travel Expenses

The current policy makes a provision to pay elected member 50 cents/km when they use their own vehicle to attend conferences/training seminars if claimed.

Reg 17 review advises that this is incorrect with such payments to be made in accordance with the Salaries and Allowances Tribunal determination which is a per kilometer rate as set by the *Public Service Award 1992*, which currently is 94.3 cents per kilometre.

Policy to be amended accordingly.

Policy 4.7 Fitness for Work Policy

Council recently adopted a revised policy for the above to be more specific in relation to drugs and alcohol use.

The adopted policy states that for alcohol levels for small vehicles that the tolerance is below 0.05%. The Reg 17 review is advising that this is a risk and for insurance protection the level should be 0.00% alcohol. This only applies during work hours.

On the above advice the policy needs to be changed accordingly.

Policy 4.9 General Bullying & Harassment Policy

The Reg 17 review queried that although the current “Sexual Harassment and Complaints Policy” is compliant, there is no general complaints/grievance procedure for other matters such as bullying.

To resolve this it is recommended that Council rescind the current “Sexual Harassment and Complaints Policy” and replace with a new policy as per the officer’s recommendation.

Policy 4.14 – Senior Staff Car Policy – Page 63

The Reg 17 review raised concern that the policy needs to provide better definition and controls with the utilisation of the fuel card use for private vehicles and properly account for and consider FBT implications.

The FBT implications are being managed with the use of the allocated fuel card cost being directly allocated to the vehicle allocated to the staff member which then takes in account the FBT. There are FBT issues as to the location of where

the fuel card is used within the state and Management is investigating this process.

As far as controls, it is suggested that the following be included within the policy wording:

“fuel card only to be used for the staff members immediate private vehicle being used in preference to the council owned vehicle, and not other vehicles or vessels owned by the staff member”

In addition a declaration be signed by the staff member stating the above could also be implemented each time the card has been used in these circumstances.

Policy 8.2 Trading in Public Places – page 75

Policy Objective

Wording needs to be amended throughout the policy by deleting the wording “Local Law relating to Trading in Public Places” to “Local Law relating to Activities on Thoroughfares & Public Places.”

In addition the wording of the current policy needs to reflect the recently adopted Local Planning Policy for Mobile Food Vehicles. The additional wording is highlighted below.

This Policy does not apply to Itinerant Food Vendors as covered under Part 10 of the Shire of Northampton Health Local Laws 2007 and Policy 8.5 – Conditions of Approval of Itinerant Food Vendors. This Policy also does not apply to Mobile Food Vehicles who are dealt with separately under Local Planning Policy – Mobile Food Vendors.

Approval of places where Trading will be Permitted

The current policy needs to be changed to recently adopted Local Planning Policy for Mobile Food Vehicles.

The current policy states

In the case of Food Vendors, they will not be permitted to trade within 300m of any location that is deemed to sell the same or similar product in any locality within the shire.

The revise re-wording needs to delete the reference to the 300m limit and replace with the new Local Planning Policy as per the following:

In the case of Food Vendors, the provisions of Local Planning Policy – Mobile Food Vendors, and Policy 8.5 relating to Itinerant Food Vendors, will apply.

Town Planning Policy

Policy 9.2.1 Purpose – page 81

The policy needs to be amended to make reference to the recently adopted Local Planning Policy for Mobile Food Vehicles by including the following wording after the first paragraph:

The commercial use of Reserves for Mobile Food Vehicle purposes is considered exempt from this Policy, and will instead be dealt with under Local Planning Policy – Mobile Food Vehicles.

Policy 9.2.4.3 Licence Agreements – page 82

Amend the wording “Department for Planning and Infrastructure (DPI)” to read “Department of Planning, Lands and Heritage (DPLH)”.

Policy 9.2.4.4 Licence Agreements – page 82

With the above the wording needs to be amended to:

Once written consent is received from the DPLH, two (2) copies of the Agreement will be finalised with 1 copy to be forwarded to the applicant, and 1 copy to be retained by Council.

Which is the process Council now requires.

Policy 10.7 Petroleum, Mining & Extractive Industries Policy – page 95

The overall policy was first developed to address the Fracking Concerns. Within the policy there is a section relating to “onshore petroleum development”.

It is recommended that this wording be amended to read “onshore petroleum and gas development”.

3. NEW POLICY – LEGISLATIVE COMPLIANCE

The Reg 17 review has suggested that consideration be given to adopt a new policy for Legislative Compliance. The following is a policy obtained for Council consideration:

LEGISLATIVE COMPLIANCE POLICY

OBJECTIVE

To ensure that the Shire of Northampton complies with legislative requirements.

BACKGROUND

A fundamental principle of good public administration is that public officials comply with both the letter and the spirit of the law.

The Shire of Northampton has an obligation to ensure that legislative requirements are complied with.

The community and those working at the Shire have an expectation that the Council will comply with applicable legislation and the Council should take all appropriate measures to ensure that that expectation is met. Regulation 14 of the Local Government (Audit) Regulations 1996 requires local governments to carry out a compliance audit for the period 1 January to 31 December in each year.

The compliance audit is structured by the Department of Local Government and Communities and relates to key provisions of the Local Government Act 1995.

Regulation 17 of the Local Government (Audit) Regulations 1996 also requires a review of the appropriateness and effectiveness of systems and procedures in relation to legislative compliance at least once every three financial years and a report to the Audit Committee on the results of that review.

POLICY STATEMENT

The Council will have appropriate processes and structures in place to ensure that legislative requirements are achievable and are integrated into the operations of the Council.

These processes and structures will aim to:-

- (a) Develop and maintain a system for identifying the legislation that applies to the Shire's activities.
- (b) Assign responsibilities for ensuring that legislation and regulatory obligations are fully implemented.
- (c) Provide training for relevant staff, Councillors, volunteers and other relevant people in the legislative requirements that affect them.
- (d) Provide people with the resources to identify and remain up-to-date with new legislation.
- (e) Establish a mechanism for reporting non-compliance.
- (f) Review accidents, incidents and other situations where there may have been noncompliance.
- (g) Review audit reports, incident reports, complaints and other information to assess how the systems of compliance can be improved.

Roles and Responsibilities

Councillors and Committee Members

- (a) Councillors and Committee members have a responsibility to be aware and abide by legislation applicable to their role.
- (b) Senior Management

Senior Management should ensure that directions relating to compliance are clear and unequivocal and that legal requirements which apply to each activity for which they are responsible are identified. Senior Management should have systems in place to ensure that all staff are given the opportunity to be kept fully informed, briefed and/or trained about key legal requirements relative to their work within the financial capacity to do so.

- (c) Employees

Employees have a duty to seek information on legislative requirements applicable to their area of work and to comply with the legislation. Employees shall report through their supervisors to Senior Management any areas of noncompliance that they become aware of.

(d) Implementation of Legislation

The Council will have procedures in place to ensure that when legislation changes, steps are taken to ensure that future actions comply with the amended legislation.

LEGISLATIVE COMPLIANCE PROCEDURES

1. Identifying Current Legislation

The Council accesses electronic up to date versions of legislation through the Western Australian State Law Publisher website at www.legislation.wa.gov.au. Direct access to this site is provided from the Council's networked computers.

2. Identifying New or Amended Legislation

(a) Western Australian Government Gazette

The Council accesses electronic up to date versions of the Government Gazette through the Western Australian State Law Publisher website at www.legislation.wa.gov.au. Direct access to this site is provided from the Council's networked computers. It is incumbent on the CEO and Senior Staff to determine whether any gazetted changes to legislation need to be incorporated into processes.

(b) Department of Local Government

The Council receives regular circulars from the Department of Local Government on any new or amended legislation. Such advice is received through the Council's Records section and is distributed to the Councillors, CEO and relevant Council officers for advice and implementation.

(c) Department of Planning

The Council receives Planning Bulletins from the Department of Planning on any new or amended legislation. Such advice is received through the Council's Records section and is distributed to the relevant Council officers for implementation.

(d) Western Australian Local Government Association (WALGA)

The Council receives regular circulars from WALGA and these circulars highlight changes in legislation applicable to local governments.

3. Obtaining advice on Legislative Provisions

The Council will obtain advice on matters of legislation and compliance where this is necessary. Contact can be made with the Department of Local Government, WALGA or the relevant initiating government department for advice.

4. Informing Council of Legislative Change

If appropriate the CEO will, on receipt of advice of legislative amendments, advise the Council on new or amended legislation. The Council's format for all its reports to Council meetings provides that all reports shall have a section headed 'Statutory implications' which shall detail the sections of any Act, Regulation or other legislation that is relevant.

5. Review of Incidents and Complaints of Non-compliance

The Council shall review all incidents and complaints of non-compliance. Such reviews will assess compliance with legislation, standards, policies and procedures that are applicable.

6. Reporting of Non-compliance

All instances of non-compliance shall be reported immediately to the CEO. The CEO may investigate any reports of significant non-compliance and if necessary report the non-compliance to the Council and/or the relevant government department. The CEO will also take the necessary steps to improve compliance systems.

4. NEW POLICY – RELATED PARTY DISCLOSURES

The interim audit identified that Council is not in compliance with Accounting Standard AASB 124 which refers to related parties. There is no related party policy in place documenting what the Shire considers to be key management personnel, how related parties are identified, disclosure and reporting requirements and what transactions meet the definition ordinary citizen transactions.

The Policy and Standard requires elected members and key management personnel to complete a *Related Party Disclosures – Declaration* form which will be forwarded in due course.

It is a requirement that Council discloses related party disclosures within the Annual Report.

It is recommended that Council first adopt the new policy as per the officer's recommendation and then Management will undertake the requirements of compiling a register of related parties.

COMMENT:

Apart from the above amendments there are still others that have been identified in the Reg 17 review and Management is seeking advice and investigating on the best options and they will be presented to Council for adoption/amendment accordingly

Once the below amendments are approved a fully revised Policy and Delegation Manual will be re-developed and provided to Councillors in due course.

VOTING REQUIREMENT:

Absolute Majority Required.

OFFICER RECOMMENDATION – ITEM 7.5.4

That Council:

1. Amend Delegation F05 – Sundry Debtor Write Offs, by deleting the words *“That the Chief Executive Officer be delegated authority to enter into appropriate contracts of insurance”*, as this wording does not relate to this delegation.
2. Amend Delegation TP01 – Town Planning by deleting all wording *“Principal Planner”* throughout the delegation due to the position no longer being in place.
3. Amend the wording in Policy 2.2 – Tenders Procedure, by changing the wording *“opened in the presence of the Chief Executive Officer’s delegated nominee and preferably at least one other Council Officer”* to *“opened in the presence of at least two employees of the local government, or one employee and at least one person authorised by the CEO to open.”*
4. Amend Policy 2.7 – Gifts Policy by amending part (d) to read:

Members and staff who accept a gift of or below \$200 from a person referred to in (a) above are to record in a register of token gifts-

a description of the gift;
the name and address of the person who made the gift;
the date on which the gift was received;
the estimated value of the gift at the time it was made;
the nature of the relationship between the relevant person and the person who made the gift.
5. Amend Policy 2.9.24.2 – by deleting the wording *“that the endorsed credit card statement is to be included within the financial reports”* be amended to read *“an expenditure report detailing credit card expenditure is to be included with the monthly financial reports presented to Council”*.
6. Rescind Policy 3.2 – Council Facsimile Expenses as such reimbursements are governed by the Salaries and Administrative Tribunal.
7. Amend Policy 4.3 – Conference and Training Expenditure by:
 - (a) Amend the mini bar entitlement of \$20 per day for staff with the inclusion of the wording *“in exercising this entitlement staff are to be mindful of the Councils Drug and Alcohol Policy.*
 - (b) Rescind the policy related to the payment of 50 cents per kilometer as the rate is set by the Salaries and Administrative Tribunal.

- 8. Amend Policy 4.7 – Fitness for Work Policy by amending all wording “0.05% to “0.0%”**
- 9. Amend Policy 4.14 - Senior Staff Car Policy with the inclusion of the wording “fuel card only to be used for the staff members immediate private vehicle being used in preference to the Council owned vehicle, and not to be used for any other vehicles or vessels.”**
- 10. Amend Policy 8.2 – Trading in Public Places by: Change the wording “Local Law relating to Trading in Public Places” to “Local Law relating to Activities on Thoroughfares & Public Places”.**
- 11. Insert the wording “This Policy does not apply to Itinerant Food Vendors as covered under Part 10 of the Shire of Northampton Health Local Laws 2007 and Policy 8.5 – Conditions of Approval of Itinerant Food Vendors. This Policy also does not apply to Mobile Food Vehicles who are dealt with separately under Local Planning Policy – Mobile Food Vendors.”**
- 12 Amend the following Town Planning Policies by:**
 - (a) Policy 9.2.1 by including the wording after the first paragraph “The commercial use of Reserves for Mobile Food Vehicle purposes is considered exempt from this Policy, and will instead be dealt with under Local Planning Policy – Mobile Food Vehicles”.**
 - (b) Policy 9.2.4.3 by amending the wording “Department for Planning and Infrastructure (DPI)” to read “Department of Planning, Lands and Heritage (DPLH)”.**
 - (c) Policy 9.2.4.4 by amending DPI to DPLH.**
- 13 Amend Policy 10.7 – Petroleum, Mining & Extractive Industries Policy by changing all reference to “onshore petroleum development” to “onshore petroleum and gas development”.**
- 14 All other Policies and Delegations remain unchanged.**

15 Adopt the revised Harassment Policy as per the following:**1. Intent**

The Shire of Northampton is committed to meeting its obligation to provide a working environment free from harassment and bullying. The scope of this policy extends beyond Shire of Northampton premises, for example, applying during employee events such as parties or employee attendance at conferences.

The Shire of Northampton recognises it has a legal and ethical responsibility to ensure that employees are not subject to inappropriate behaviour that will not only affect their performance but also their health and wellbeing.

All employees have a responsibility to challenge bullying, harassment or unfair treatment of any kind that they witness and to bring it to the attention of the CEO or relevant managers ensuring that this type of behaviour will not be tolerated.

2. Scope

This policy applies to all of the Shire of Northampton employees, contractors, volunteers, apprentices / trainees and work experience students at all Shire of Northampton worksites, with breaches of this policy treated as misconduct or serious misconduct where deemed appropriate.

3. Responsibilities

All Shire of Northampton employees are responsible for ensuring that breaches of this policy do not occur.

All staff are entitled to:

- (a) recruitment and selection decisions based on merit and not affected by irrelevant personal characteristics;
- (b) work free from discrimination, bullying and harassment; and
- (c) the right to raise issues or to make an enquiry or complaint in a reasonable and respectful manner without being victimised.

All staff must:

- (a) follow the standards of behaviour outlined in this policy and the Shire of Northampton's Code of Conduct
- (b) avoid gossip and respect the confidentiality of complaint resolution procedures; and
- (c) treat everyone with dignity, courtesy and respect.

4. Additional responsibilities of managers and supervisors

Managers and supervisors have a leadership role and must also:

- (a) model appropriate standards of behaviour;
- (b) take steps to educate and make staff aware of their obligations under this policy and the law;
- (c) intervene quickly and appropriately when they become aware of inappropriate behaviour;
- (d) act fairly to resolve issues and enforce workplace behavioural standards, making sure all relevant parties are heard;
- (e) help staff resolve complaints informally;
- (f) refer formal complaints about breaches of this policy to Human Resources; and
- (g) ensure staff who raise an issue or make a complaint are not victimised.

5. What is bullying at work?

Bullying can take many forms, including unwelcome jokes, teasing, nicknames, emails, pictures, text messages, social isolation or unfair work practices. Bullying behaviour can be obvious or covert and may involve, for example, any of the following types of behaviour:

- Aggressive or intimidating conduct
- Belittling or humiliating comments
- Spreading malicious rumours
- Teasing, practical jokes or 'initiation ceremonies'
- Exclusion from work-related events
- Unreasonable work expectations, including too much or too little work, or work below or beyond a worker's skill level
- Displaying offensive material
- Pressure to behave in an inappropriate manner.

However, in order for it to be defined as bullying the behaviour is usually repeated and unreasonable, inappropriate, offensive or degrading and could be reasonably regarded as creating a risk to health and safety to individuals at the workplace.

6. What is unlawful harassment?

Unlawful harassment occurs when a person, or a group of people, is intimidated, insulted or humiliated because of one or more characteristics. Unlawful harassment can arise as the result of a single incident as well as repeated incidents.

Just because someone does not object to inappropriate behaviour in the workplace at the time, does not mean that they are consenting to the behaviour.

Harassment can occur through behaviour such as:

- (a) telling jokes about particular racial groups;
- (b) sending explicit or sexually suggestive emails or texts;
- (c) displaying offensive or pornographic websites or screen savers;
- (d) making derogatory comments or taunts about someone's race or religion, gender or sexual orientation;
- (e) asking intrusive questions or statements about someone's personal life;
- (f) creating a hostile working environment, for example, where the display of pornographic materials or crude conversations, innuendo or offensive jokes are part of the accepted culture.

7. Sexual harassment

Sexual harassment is a specific and serious form of harassment. It is any unwelcome sexual behaviour, which could be expected to make a person feel offended, humiliated or intimidated. Sexual harassment can be physical, spoken or written. It can include:

- (a) comments about a person's private life or the way they look;
- (b) sexually suggestive behaviour, such as leering or staring;
- (c) brushing up against someone, touching, fondling or hugging;
- (d) sexually suggestive comments or jokes;
- (e) displaying offensive screen savers, photos, calendars or objects;
- (f) repeated unwanted requests to go out;
- (g) insults or taunts of a sexual nature;

- (h) sending sexually explicit emails or text messages;
- (i) behaviour that may also be considered to be an offence under criminal law, such as physical assault, indecent exposure, sexual assault, stalking or obscene communications.

Sexual harassment in the workplace can occur at work, at work-related events, between people sharing the same workplace, or between colleagues outside of work. All staff and volunteers have the same rights and responsibilities in relation to sexual harassment.

A single incident is enough to constitute sexual harassment, it doesn't have to be repeated. All incidents of sexual harassment, no matter how large or small or who is involved, require employers and managers to respond quickly and appropriately. The Shire of Northampton recognises that comments and behaviour that do not offend one person can offend another.

8. What is not bullying or harassment

A single incident of unreasonable behaviour does not constitute bullying.

An isolated incident of inappropriate or unreasonable behaviour may be an affront to dignity at work but as a one off incident is not considered to be bullying. However as part of providing a workplace that is free from behaviours that pose a risk of injury or harm to employees, these type of incidents should not be ignored and may breach other Shire policies.

'Reasonable management practices' are not classed as bullying and can include (but are not limited to):

- (a) a direction to carry out reasonable duties and instructions;
- (b) a direction to comply with Shire rules, protocols, policies and procedures;
- (c) setting reasonable goals, standards and deadlines;
- (d) providing reasonable comments and advice (including relevant negative comments or feedback) on the work performance of an individual or group;
- (e) rostering and allocating reasonable working hours;
- (f) performance managing employees in accordance with the Shire's policies and procedures;
- (g) providing informal and formal feedback about behaviour and conduct in a reasonable way; or
- (h) implementing organisational change or restructuring.

The following conduct does not constitute unlawful harassment:

- (a) a person receives reasonable comment and advice (including relevant negative comments or feedback) from managers and supervisors on the work performance of an individual or group;
- (b) a person is not offered a job because, notwithstanding that reasonable adjustments have been made, they cannot meet the inherent requirements of the job;
- (c) another applicant was preferred in a recruitment and selection or promotion process where they have better demonstrated the skills and experience to meet the required criteria of the job; the Shire implements specific equal employment opportunity or 'affirmative action' strategies, plans or programs designed to ensure genuine equal opportunities in the workplace, particularly in relation to groups that have been disadvantaged in the past.

9. Breach of policy

A breach of this policy may have the following actions, but are not limited to:

- (a) Disciplinary action up to and including termination of employment;
- (b) The complainant receiving an oral or written apology from the respondent with a commitment to cease the behaviour;
- (c) The parties being required to participate in some form of counselling, mediation or conciliation;
- (d) The respondent undertaking training in relation to their behaviour; and
- (e) Drawing up a management plan to document agreed or proposed actions by the parties.

10. Vexatious claims and claims made without reasonable cause

Employees should not raise allegations which are vexatious or without reasonable cause. Any allegations which are later shown to be vexatious or made without reasonable cause will be dealt with according to the Shire of Northampton disciplinary proceedings.

'Without reasonable cause' means that a claim is made without there being any real reason, basis in fact(s) or purpose.

Vexatious means that:

- (a) the main purpose of a claim is to harass, annoy or embarrass the other party;
or

- (b) there is another purpose for the grievance other than the settlement of the issues arising in the claim (or response).

11. Complaints/Grievance Procedure

Wherever possible, the handling of complaints and resolution of such will be at the workplace where they occurred. Care will be taken throughout the investigation to ensure that neither the complainant nor the alleged harasser are victimised.

It is recognised that cases of harassment may occur between supervisor and employee and as such, alternative methods of raising complaints are provided for by this procedure.

A complaint of harassment may be lodged with any of the following persons:-

- (i) Immediate Supervisor/Manager (except where this person is the alleged harasser)
- (ii) Chief Executive Officer (if the alleged harasser is a Supervisor/Manager or the Shire President)
- (iii) Shire President (only if the alleged harasser is the Chief Executive Officer or Councillor)

A person receiving a complaint will:-

- (i) Decide, in consultation with the complainant, whether the matter can be resolved at this level or whether it should be referred to a more senior level of management.
- (ii) Assure the complainant that all details of the complaint will be treated confidentially and allow the person to decide on procedure.
- (iii) Prepare a confidential report for the Chief Executive Officer on the nature of the complaint and ensure follow up reports are provided until the matter is resolved.
- (iv) Ensure no information regarding the complaint is discussed outside this procedure.

The person handling the complaint, whether it is the person who received the complaint, or a more senior person will, with the approval of the complainant:-

- (i) As soon as possible, advise the alleged harasser of the nature of the complaint and provide an opportunity for that person to comment. Where appropriate the alleged harasser should be invited to discontinue any perceived unwelcome behaviour.
- (ii) Advise the alleged harasser of the right to contact his/her Union for advice and representation.

(iii) Advise the alleged harasser that no disciplinary action will be taken without the person being given the opportunity to be heard.

(iv) Keep simple, brief notes of the facts of the interviews held with both the complainant and alleged harasser.

If it is not possible to resolve the complaint, simply by discussion with the complainant and the alleged harasser:-

(i) The matter will be investigated and where the complainant or the alleged harasser is a member of a Union, the Union may be party to the investigation.

(ii) All documentation relating to the complaint will remain confidential and will not be produced or made available for inspection, except on the order of a Court or a request from the Commissioner of Equal Opportunity.

(iii) During the period of the investigation of a case of serious harassment:-

(iv) The investigation is to be conducted in a manner that is fair to all parties and all parties are to be given a fair and reasonable opportunity to put their case, to have witnesses in attendance and to respond to any proposed adverse findings that may be made against them.

(v) If requested by either party or by management, alternative working arrangements may be made.

(vi) Any reasonable request by either party for legal or union representation shall not be denied.

If, following investigation and resolution, a complaint is judged to have been proved:-

(i) Remedial action will be taken.

(ii) A record of the detail of the remedial action will remain on the employee's personal file for a period of 12 months, whereupon the record will be destroyed unless otherwise decided by the Chief Executive Officer.

(iii) If, following investigation, a complaint is judged to have been unproven:-

(iv) The complainant will be counseled and if it is considered that the complaint was made frivolously or maliciously, disciplinary action may be taken against the complainant.

(v) Continued reference to a complaint and its aftermath could be considered as either a continuing or new incident of harassment.

While it is Council's wish to attempt to deal with complaints of harassment internally, no employee will be penalised for bringing this complaint to any appropriate

external statutory body unless that complaint is ultimately proven to be made frivolously or maliciously.

12. Confidentiality and Victimisation

The parties to a bullying / harassment complaint are required to maintain confidentiality in relation to the concern or complaint. The parties must not disclose, by any form of communication, either the fact or the substance of the allegations or issues to anyone other than a support person, Human Resources, a qualified counsellor or other professionals bound by confidentiality.

The victimisation of people making complaints is unlawful and will not be tolerated. A person must not victimise or otherwise subject another person to detrimental action as a consequence of that person raising, providing information about, or otherwise being involved in the resolution of a complaint under Shire policies and procedures.

Any breach of either the confidentiality or non-victimisation requirements will be treated seriously by the Shire, and may result in disciplinary action. Any such breach will be referred for investigation and dealt with according to the Shire of Northampton disciplinary proceedings.

15 That Council adopt the following policy on Legislative Compliance

LEGISLATIVE COMPLIANCE POLICY

OBJECTIVE

To ensure that the Shire of Northampton complies with legislative requirements.

BACKGROUND

A fundamental principle of good public administration is that public officials comply with both the letter and the spirit of the law.

The Shire of Northampton has an obligation to ensure that legislative requirements are complied with.

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POLICY STATEMENT

The Council will have appropriate processes and structures in place to ensure that legislative requirements are achievable and are integrated into the operations of the Council.

These processes and structures will aim to:-

- (a) Develop and maintain a system for identifying the legislation that applies to the Shire's activities.
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- (c) Provide training for relevant staff, Councillors, volunteers and other relevant people in the legislative requirements that affect them.

- (d) Provide people with the resources to identify and remain up-to-date with new legislation.
- (e) Establish a mechanism for reporting non-compliance.
- (f) Review accidents, incidents and other situations where there may have been noncompliance.
- (g) Review audit reports, incident reports, complaints and other information to assess how the systems of compliance can be improved.

Roles and Responsibilities

(a) Councillors and Committee Members

Councillors and Committee members have a responsibility to be aware and abide by legislation applicable to their role.

(b) Senior Management

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(c) Employees

Employees have a duty to seek information on legislative requirements applicable to their area of work and to comply with the legislation. Employees shall report through their supervisors to Senior Management any areas of noncompliance that they become aware of.

(c) Implementation of Legislation.

The Council will have procedures in place to ensure that when legislation changes, steps are taken to ensure that future actions comply with the amended legislation.

LEGISLATIVE COMPLIANCE PROCEDURES

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2 Identifying New or Amended Legislation

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(c) Department of Planning

The Council receives Planning Bulletins from the Department of Planning on any new or amended legislation. Such advice is received through the Council's Records section and is distributed to the relevant Council officers for implementation.

(d) Western Australian Local Government Association (WALGA)

The Council receives regular circulars from WALGA and these circulars highlight changes in legislation applicable to local governments.

(e) Obtaining advice on Legislative Provisions

The Council will obtain advice on matters of legislation and compliance where this is necessary. Contact can be made with the Department of Local Government, WALGA or the relevant initiating government department for advice.

(f) Informing Council of Legislative Change

If appropriate the CEO will, on receipt of advice of legislative amendments, advise the Council on new or amended legislation. The Council's format for all its reports to Council meetings provides that all reports shall have a section headed 'Statutory implications' which shall detail the sections of any Act, Regulation or other legislation that is relevant.

(g) Review of Incidents and Complaints of Non-compliance

The Council shall review all incidents and complaints of non-compliance. Such reviews will assess compliance with legislation, standards, policies and procedures that are applicable.

(h)Reporting of Non-compliance

All instances of non-compliance shall be reported immediately to CEO. The CEO may investigate any reports of significant non-compliance and if necessary report the non-compliance to the Council and/or the relevant government department. The CEO will also take the necessary steps to improve compliance systems.

16 That Council adopt the following policy for Related Party Disclosures**RELATED PARTY DISCLOSURES POLICY****OBJECTIVES**

The purpose of this policy is to define the parameters for Related Party Transactions and the level of disclosure and reporting required for Council to achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.

POLICY STATEMENT

This policy applies to Related Parties of Council and their Related Party Transactions with Council.

POLICY DETAILS

Related Party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In those circumstances, there is the possibility of the entity having the ability to affect the financial and operating policies of Council through the presence of control, joint control or significant influence.

A related Party relationship could influence the normal business operations of Council. In some instances, Council may enter into transactions with a Related Party that unrelated parties would not. For example, goods are supplied to Council on terms that might not be offered to other customers. Also, transactions between Related Parties may not be made on the same terms as between unrelated parties.

The normal business operations of Council may be affected by a Related Party relationship even if Related Party Transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the Council with other parties. Alternatively, one party may refrain from trading with Council because of the significant influence of another for example, a local supplier may be instructed by its parent not to engage in supplying goods to Council.

For these reasons, knowledge of Council's transactions and outstanding balances (including commitments and relationships with Related Parties) may affect assessments of Council's operations by users of financial statements, including assessments of the risks and opportunities facing the Council.

1. Identification of Key Management Personnel (KMP)

AASB 124 defines KMP's as *“those persons having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity”*.

KMP's for the Council are considered to include:

- Councillors (including the President);
- Chief Executive Officer; and
- The Executive Management Team

2. Identification of Related Parties

A person or entity is a related party of Council if any of the following apply:

- They are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others).
- They are an associate or belong to a joint venture of which Council is part of.
- They and Council are joint ventures of the same third party.
- They are part of a joint venture of a third party and Council is an associate of the third party.
- They are a post-employment benefit plan for the benefit of employees of either Council or an entity related to Council.
- They are controlled or jointly controlled by *close members of the family of a person*.
- They are identified as a *close or possibly close member of the family of a person* with significant influence over Council or a *close or possibly close member of the family of a person* who is a KMP of Council.
- They, or any member of a group of which they are a part, provide KMP services to Council.

For the purposes of this Policy, related parties of Council are:

- Entities related to Council;
- Key Management Personnel (KMP) of Council
- Close family members of KMP;
- Possible close family members of KMP's; and
- Entities or persons that are controlled or jointly controlled by KMP, or their close family members, or their possible close family members.

3. Review of Related Parties

A review of KMP's and their related parties will be completed every 6 months.

Particular events, such as a change of Councillors, Chief Executive Officer or Senior Executive Officers or a corporate restructure, will also trigger a review of Council's related parties immediately following such an event.

Council management shall implement a suitable system to identify related parties. The primary identification method of close family members and associated entities of Key Management Personnel shall be by (but not limited to) KMP self-assessment. KMP have a responsibility to identify and report any changes to their related parties as they occur.

Prior to the commencement of this policy taking effect an initial identification process will be undertaken and recorded.

Council management shall identify suitable methodology and procedures for identifying and reporting on related party transactions such that accurate data will be collated from 01 July 2019. Identification and reporting methods shall consider;

- Transactions occurring via Council's accounting and electronic records management systems;
- Other transactions not passing through Council's electronic accounting / management systems; and
- The identification of the associated terms and conditions of the related party transactions.

If any elected member or employee believes a transaction may constitute a related party transaction they must notify the Chief Executive Officer who will, in consultation with the Manager Treasury & Finance, make a determination on the matter.

4. Identification of Control or Joint Control

A person or entity is deemed to have control if they have:

- power over the entity;
- exposure, or rights, to variable returns from involvement with the entity; and
- the ability to use power over the entity to affect the amount of returns.

To jointly control, a person or entity must have contractual rights or agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

5. Required Disclosures and Reporting

AASB 124 provides that Council must disclose the following financial information in its financial statements for each financial year period:

5.1. Disclosure of any related party relationship - must disclose in the annual financial statements its relationship with any related parties or subsidiaries (where applicable), whether or not there have been transactions within the relevant reporting period.

5.2. KMP Compensation Disclosures - must disclose in the annual financial statements KMP for each of the categories of compensation (as defined in the definitions of this Policy) in total.

6. Related Party Transactions Disclosures

Related Party Transactions are required to be disclosed, regardless of whether a price is charged. Such transactions may include:

- Purchase or sale of goods;
- Purchase or sale of property and other assets;
- Rendering or receiving services;
- Leases;
- Quotations and/or tenders;
- Commitments;
- Settlements of liabilities on behalf of Council or by Council on behalf of the related party;
- Guarantees given or received
- Loans and Settlements of liabilities
- Expense recognised during the period in respect of bad debts
- Provision for doubtful debts relating to outstanding balances
- Grants and subsidy payments made to associated entities of Council
- Non-monetary transactions between Council and associated entities of Council
- Other goods and services provided by Council to associated entities of Council
- Compensation made to key management personnel
- Fees and charges charged to related parties
- Infrastructure contributions and application fees from related parties
- Purchase of materials and services from related parties
- Employee expenses for close family members of key management personnel

Council must disclose all **material** and **significant** Related Party Transactions in its annual financial statements and include the following detail:

6.1. The nature of the related party relationship; and

6.2. Relevant information about the transactions including:

6.2.1. The amount of the transaction;

6.2.2. The amount of outstanding balances, including commitments, and

- Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in the settlement; and
- Details of any guarantee given or received.

6.2.3. Provision for doubtful debts related to the amount of outstanding balances; and

6.2.4. The expense recognised during the period in respect of bad or doubtful debts due from related parties.

The following matters must be considered in determining the materiality and significance of any related party transactions:

- Significance of transaction in terms of size;
- Whether the transaction was carried out on non-market terms;

- Whether the transaction is outside normal day-to-day business operations, such as the purchase and sale of assets;
- Whether the transaction is disclosed to regulatory or supervisory authorities;
- Whether the transaction has been reported to senior management; and
- Whether the transaction was subject to Council approval.

Regard must also be given for transactions that are collectively, but not individually significant.

Disclosures that Related Party Transactions were made on terms equivalent to those that prevail in arm's length transactions can only be made if such terms can be substantiated.

All transactions involving Related Parties will be captured and reviewed to determine materiality or otherwise of such transactions, if the transactions are Ordinary Citizen Transactions (OCTs), and to determine the significance of each of the transactions.

7. Ordinary Citizen Transaction (OCT)

Transactions with related parties of Council which are of a nature that any ordinary citizen would undertake will not be captured and reported. These transactions are not material transactions because of their nature. However, if the OCT occurs on terms and conditions that are different to those offered to the general public the transaction may become material and subsequently disclosed.

Ordinary Citizen Transactions shall include:

- Use of Council facilities, equipment and services in accordance with Council's fees, charges and policies;
- Payment of rates and charges;
- Attendance at Council functions and activities that are open to the public;
- Payment of fines and other penalties on normal terms and conditions; and
- Related party transactions occurring during the course of delivering Council's public service objectives and which occur on no different terms to that of the general public.

Amendments to transactions classified as Ordinary Citizen Transactions may be identified from time to time and this policy will be amended accordingly.

8. Review of Related Party Transactions

A review of all Related Party Transactions will be completed every 6 months.

KEY TERM DEFINITIONS

AASB 124 means the Australian Accounting Standards Board, Related Party Disclosures Standard.

Asset - A physical component of a facility which has value, enables a service to be provided and has an economic life of greater than 12 months.

Close members of the family of a person - are those family members who may be expected to influence, or be influenced by, that person in their dealings with the Council and include:

- (a) that person's children and spouse or domestic partner;
- (b) children of that person's spouse or domestic partner; and
- (c) dependants of that person or that person's spouse or domestic partner.

Entity can include a body corporate, a partnership or a trust, incorporated, or unincorporated group or body.

Incorporated association means an association incorporated under the *Associations Incorporation Act 1957*.

Key management personnel - as defined in Section 6.1 of this Policy.

KMP Compensation means all forms of consideration paid, payable, or provided in exchange for services provided, and may include:

- Short-term employee benefits, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free and subsidised goods or services) for current employees;
- Post-employment benefits such as pensions, other retirement benefits, post-employment life insurance and post-employment medical care;
- Other long-term employee benefits, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit sharing, bonuses and deferred compensation;
- Termination benefits; and
- Share-based payment.

Material (materiality) means the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis of an entity's financial statements. For the purpose of this policy, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.

Ordinary Citizen Transaction means a transaction that an ordinary citizen of the community would undertake in the ordinary course of business with Council.

Possible (Possibly) Close members of the family of a person are those family members who could be expected to influence, or be influenced by, that person in their dealings with the Council and include:

- (a) that person's brothers' and sisters';

(b) aunts', uncles', and cousins' of that person's spouse or domestic partner;
(c) dependents of those persons' or that person's spouse or domestic partner as stated in (b); and
(d) that person's or that person's spouse or domestic partners', parents' and grandparents.

Record means any record of information however recorded and includes anything on which there is writing, a map, plan, diagram or graph, a drawing, pictorial or graphic work, photograph; or anything from which images, sounds or writings can be reproduced.

Related Party – as defined in Section 6.2 of this Policy.

Related Party Transaction is a transfer of resources, services or obligations between a Council and a related party, regardless of whether a price is charged.

Significant (significance) means likely to influence the decisions that users of the Council's financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Council and related party outside a public service provider/ taxpayer relationship.

ROLES AND RESPONSIBILITIES

The CEO & DCEO are responsible for the implementation of this policy.

7.5.5	LEASE – RESERVE 23432 – NORTHAMPTON GOLF CLUB
LOCATION:	Reserve 23432 Stephen Street, Northampton
FILE REFERENCE:	9.1.4 & 11.1.5
DATE OF REPORT:	6 June 2019
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to approve of the renewal of the lease on recreation Reserve 2342 to the Northampton Golf Club Inc for a 10 year period with a renewal option of a further 10 years.

BACKGROUND:

A recent check of our lease records has revealed that the current lease for the above expires 30 June 2019. The club has requested for a renewal of the lease for a term of 10 years with an option to renew for a further 10 years.

COMMENT:

Council as per the requirements of Section 3.58 of the Local Government Act is to formally resolve to renew the lease as a lease is determined as a disposition of land.

The renewal of the lease for a further period of 10 years with an option to renew for another 10 years is supported.

FINANCIAL & BUDGET IMPLICATIONS:

Legal fees of approximately \$1,000 will be incurred and as with other small sporting and non-sporting clubs the Council covers these costs under its general legal expenses budget allocation.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 3.58 and regulations.

There is no requirement to advertise this lease renewal as under the *Local Government (Functions and General) Regulations 1996* a disposition to a sporting body is exempt from advertising requirements.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.5

That Council renew the existing lease on Reserve 23432 Stephen Street Hampton Road as requested by the Northampton Golf Club Inc for a further term of 10 years with a further 10 year renewal option.

7.5.6	KALBARRI PAW PROPOSED SHELTER DESIGN	
	LOCATION:	Kalbarri Porter Street CBD
	FILE REFERENCE:	12.1.3
	DATE OF REPORT:	6 June 2019
	REPORTING OFFICER:	Garry Keeffe
	APPENDICES:	1. Revised Shelter Design 2. Revised Cost

SUMMARY:

Council to consider amended design for shade shelters at the Kalbarri Porter Street CBD public access way.

BACKGROUND:

Council at the December meeting considered a request presented by Cr Pike from a Mr M. Morgan, requesting consideration for improvements to the paved thoroughfare area near the Kalbarri Shopping Centre, including a roofed undercover area, potted plants, park seating and tables and other fixtures.

Council resolved to appoint a landscape architect to provide +a design and costings to allow for public consultation and list the project for consideration in the Draft 2019/2020 Budget.

A preliminary draft plan, refer to Appendices 1, was presented at the February 2019 meeting and now further designs have been provided, refer to Appendices 2. Further plans were presented at the May 2019 meeting where the Council resolved to:

“That Council request a review of costs from the Landscape Architect for a shelter that only spans the section from the Upstairs Restaurant to the western boundary of the Gilgai Tavern as per the current design, with a reduction in the number of planter and seating boxes, and consider incorporating patterned design and/or composite decking (not concrete and brickwork) into seat designs, for further consideration by Council.”

STAFF COMMENT

As per the May decision of Council, presented at Appendices 1 and 2 are revised designs and costs that now provide for a shelter in the immediate vicinity of the PAW from the upstairs restaurant area to the western wall of the Gilgai Tavern.

The revised estimated cost for the project is \$127,238 exclusive of GST

Council is requested to review the plans and if approved commence community consultation on the proposal.

FINANCIAL & BUDGET IMPLICATIONS:

The initial decision of Council was to consider this project within the 2019/20 and Council will need to determine if this is still to occur or it be deferred to a future financial year.

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Community Strategic Plan 2016-2026

Strategy – Economy & Marketing

Strategy Increase support for tourism across the shire and enable tourism to become a major and sustainable industry for the shire

Key Action 1.1.6 Develop a strategy to maximise the aesthetics and streetscapes of major streets within the Shire

Measure of Success Identify areas requiring streetscaping within communities

Corporate Business Plan – Project is not currently listed within the CBP.

VOTING REQUIREMENT:

Simple Majority

OFFICER RECOMMENDATION – ITEM 7.5.6

For Council determination.

APPENDICES 1 – REVISED PLANS

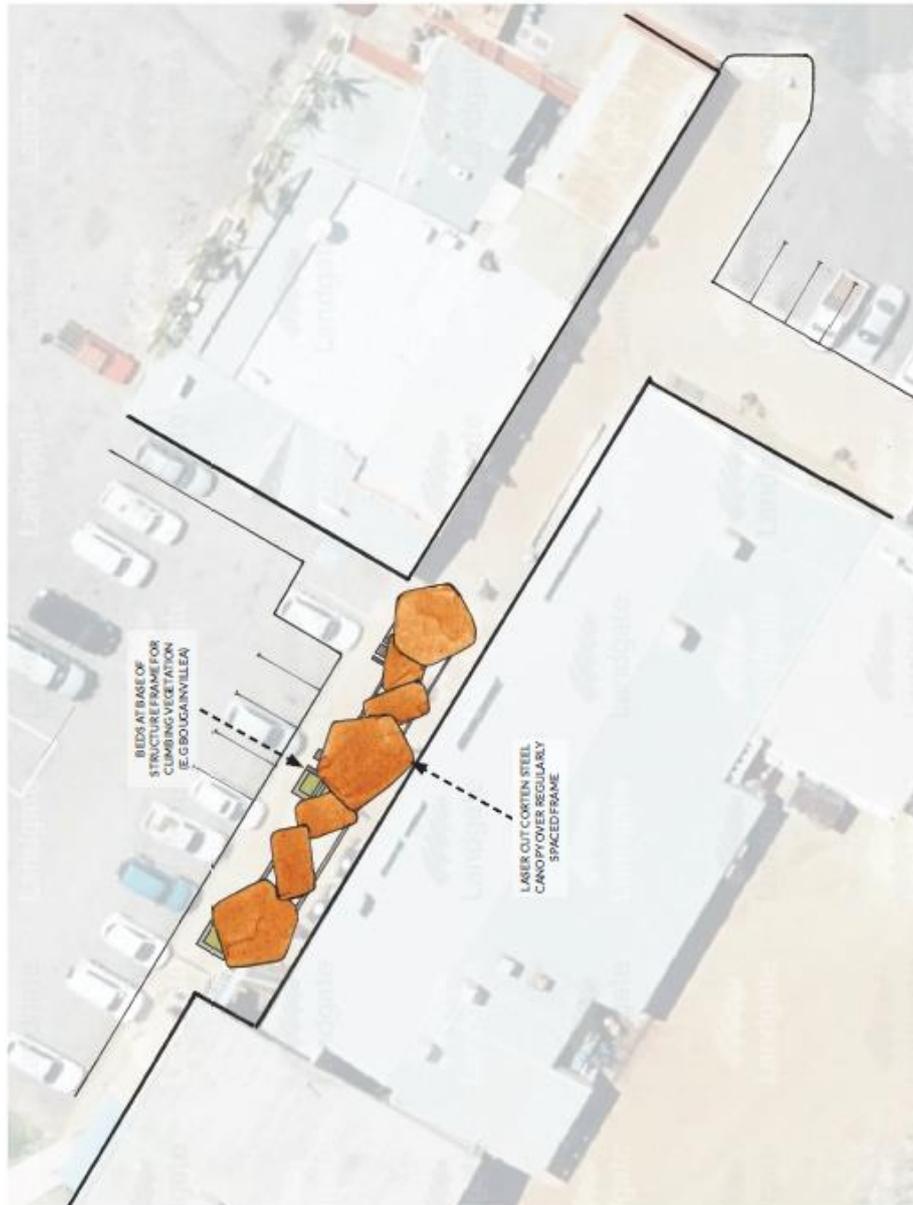


**PAW - CONCEPT
SK01-C**

KALBARRI PAW
SHIRE OF NORTHAMPTON



ecoscape
V/ STIRLING HIGHWAY, NORTH-TRIMMABLE WAAS 159
1000 1000 0000 WWW.ECOSCAPE.COM.AU



PAW - CONCEPT
SK02-C

KALBARRI PAW
SHIRE OF NORTHAMPTON

ATTITUDE: 0m/1s 2m/3s 4m/4s 6m/5s 8m/6s 10m/7s

ASPECTIVE: 0m/1s 2m/3s 4m/4s 6m/5s 8m/6s 10m/7s

SCALE: 1:500

ecoscapes
9 STIRLING HIGHWAY, HORTON CREEK, WA 6159
WWW.ECOSCAPES.COM.AU



PERSPECTIVE NORTH PARKING LOT
SK03-C

KALBARI PAW
 SHIRE OF NORTHAMPTON

PROJECTING: 4136-19

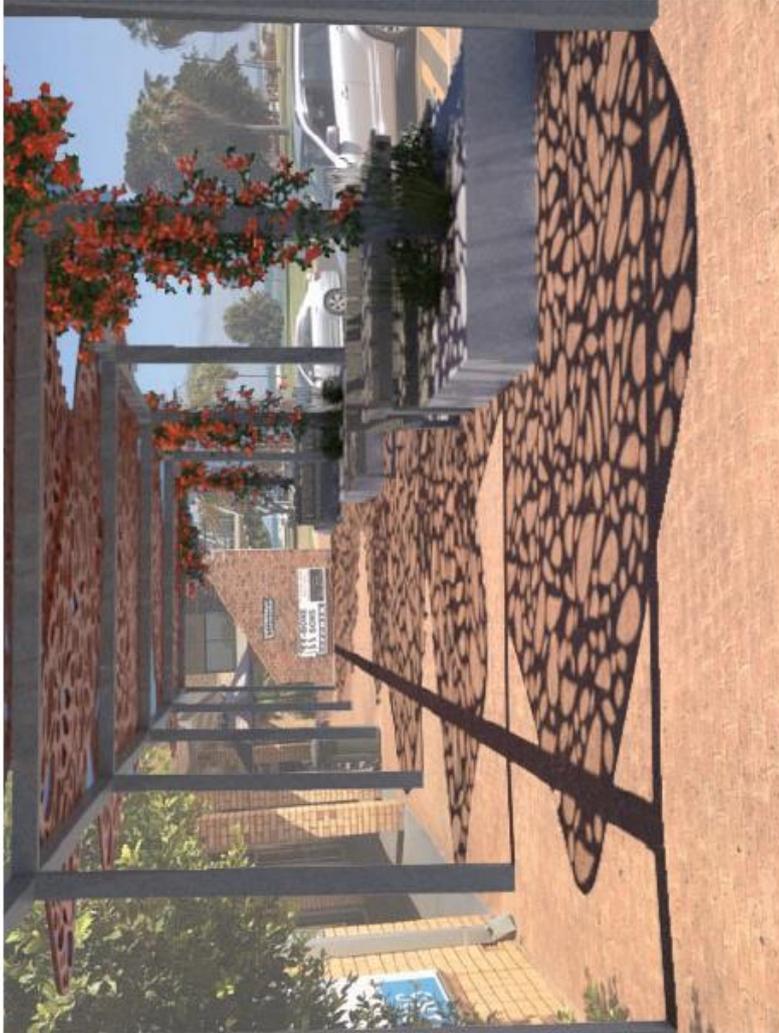
OR: 75

AUTHOR: 16



ecoscape

9 STIRLING HIGHWAY, NORTH FREMANTLE WA 6159
 (08) 9430 8955 WWW.ECOSCAPE.COM.AU



PERSPECTIVE SOUTH PARKING LOT
SK04-C

KALBARRI PAW
 SHIRE OF NORTHAMPTON

AUTHOR: ON P PROJECT NO: 4326-19



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APPENDICES 2 – Revised Cost on Revised Designs

OPINION OF PROBABLE COSTS

Kalbarri PAW

No.	DESCRIPTION	UNIT	QUANTITY	RATE	AMOUNT
PROJECT No: 4316-19					
CLIENT: Shire of Northampton					
STATUS: Concept					
AUTHOR: NS					
CHECKED: PJ					
DATE ISSUED: 5/06/2019					
1	PRELIMINARIES				\$10,532.34
1.1	Preliminaries & establishment	item		5%	\$5,532.34
1.2	Demolition	PS	1	\$5,000.00	\$5,000.00
2	HARDWORKS & FURNITURE				\$35,346.80
2.1	Reinstatement of paving	PS	1	\$5,000.00	\$5,000.00
2.2	Supply & install off form concrete walls with recycled plastic batten top	Lin m	24	\$800.00	\$19,200.00
2.3	Supply & install picnic table	ea	2	\$2,168.25	\$4,336.50
2.3	Supply & install picnic seat	ea	2	\$2,505.30	\$5,010.60
2.4	Supply & install bench	ea	1	\$1,799.70	\$1,799.70
3	CUSTOM SHELTER				\$70,000.00
3.1	Supply & install custom shelter including substructure and footings	PS	1	\$70,000.00	\$70,000.00
4	PLANTS & IRRIGATION				\$5,300.00
4.1	Supply & install mass planting (130mm stock) incl. 50mm mulch and soil amendments	sq m	3	\$50.00	\$150.00
4.2	Irrigation to planting incl. conduits	sq m	3	\$50.00	\$150.00
4.3	Irrigation controller & connection	PS	1	\$5,000.00	\$5,000.00
5	CONTINGENCY				\$6,059.00
5.1	Contingency sum	per cent		5%	\$6,059.00
TOTAL (excluding GST)					\$127,238.14
GST					\$12,724.00
TOTAL (including GST)					\$139,962.14

NOTE: This OPC does not include for any civil works, stormwater, irrigation bore or major headworks, major structural items or consultation fees.

NOTE: Quantities and rates above are subject to change based on detailed design and documentation of the works and is an 'opinion' only.

NOTE: Prices are based on rates for metropolitan locations. No loading has been applied for regional locations.

7.5.7 SUNDRY DEBTOR WRITE OFFS

FILE REFERENCE:	1.1.4 & 3.1.8
DATE OF REPORT:	6 June 2019
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Council to approve the writing off of outstanding debtors that are deemed non recoverable.

COMMENT:

The following sundry debtors are presented to Council to be written off:

1. Rodney MacKenzie

It has been reported previously to Council when rates recovery action was being taken against the above, there is also an amount of \$32,182.17 which relates to legal fees that the Council incurred to pursue the debt through recovery agents and legal advisors. The provision of the Local Government Act 1995 only allows a local government to recoup costs incurred for recovery proceedings, that is from judgement summons stage onwards. The debt incurred was for recovery action not proceedings and therefore needs to be written off.

A submission has been forwarded to the Department of Local Government as part to the Local Government Act review to rectify this anomaly and it has also been reported by WALGA that this is within the Act review.

2. Daniel Rinaldi – Bush Fore Break Infringement

Bush fire break infringement notice of \$363.00 issued in January 2016. Property has been sold by the above and no response has been received from previous attempts to recover the debt.

3. Adrien Hipper – Bush Fire Break Infringement

Bush fire break infringement notice of \$423.50 issued in January 2016. Previous requests have been ignored and in recent attempts to recover outstanding rates on the property Mr Hipper has not been located at that address.

4. Kristopher Deany

Litter infringement notice of \$500.00 issued in August 2018. All previous attempts have been unsuccessful with debtor ignoring repeated requests for payment. Deemed unrecoverable.

FINANCIAL & BUDGET IMPLICATIONS:

With the above write-off will result in less income (cash) to be received for the 2018/19 financial year.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995 – Section 6.12 Power to defer, grant discounts, waive or write off debts

(1) Subject to subsection (2) and any other written law, a local government may —

(c) write off any amount of money,

which is owed to the local government.

* *Absolute majority required.*

(2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.

VOTING REQUIREMENT:

Absolute Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.7

That Council write off the following debts:

1. **\$32,182.17, Rodney MacKenzie outstanding legal fees which are non-recoverable under the provisions of the Local Government Act 1995.**
2. **\$363.00, Daniel Rinaldi – outstanding bush fire break notice infringement as deemed non recoverable.**
3. **\$423.50, Adriene Hipper – outstanding bush fire break notice infringement as deemed non recoverable.**
4. **\$500.00, Kristopher Deany - outstanding litter infringement fine as deemed non recoverable.**

7.5.8 WALGA – UNIVERSAL TRAINING FOR ELECTED MEMBERS

FILE REFERENCE:	4.1.1
CORRESPONDENT:	WALGA
DATE OF REPORT:	7 June 2019
REPORTING OFFICER:	Garry Keeffe

SUMMARY:

Advice on mandatory training for newly elected Councillors and projected costs for that training.

BACKGROUND:

The following advice has been received by the WA Local Government Association:

The Local Government Amendment Bill 2019 was introduced into the Legislative Assembly on 14 March 2019 and was passed on 10 April 2019.

The Bill was introduced into the Legislative Council on 11 April 2019. The Bill is currently being debated and it is anticipated that the Bill will be approved by Parliament to apply for the 2019 Local Government Elections.

The proposal for Universal Training includes Elected Members undertaking the following courses:

- Understanding Local Government
- Conflicts of Interest
- Serving on Council
- Understanding Financial Reports and Budgets
- Meeting Procedures and Debating

If the Bill passes through Parliament, new and re-elected Elected Members at 2019 Local Government Elections will be required to complete the five (5) core units above within 12 months of their election. Sitting Elected Members whose term of office does not conclude until the 2021 Local Government Elections, will only be required to complete the training in the 12-months following their re-election in October 2021.

WALGA is advocating that an Elected Member should not have to complete the prescribed Universal Training if:

- (a) they have successfully passed all modules of the prescribed training within the last five years; or
- (b) have been awarded any of the following within the last five years (or its successor):
 - i. Diploma of Local Government (Elected Member) accredited course number 52756WA; or
 - ii. Diploma of Local Government (Elected Member Stream)(LGA50712), or
 - iii. Elected Member Skill Set (LGASS00002).

In respect to funding for training, it is the Associations position that the training is the State Government's proposal, so the State Government should fund the associated costs. WALGA will continue to advocate for the Universal Training to be fully funded by State Government.

However, in the absence of a funding commitment from State Government, Local Governments may wish to provide a 2019/20 budget allocation for Universal Training. Alternatively, if State Government funding does not eventuate, Local Governments may be required to make Budget amendments to fund Universal Training requirements.

The proposed training will be structured as a blended learning program to allow for a flexible approach to delivery of training. Various costing options will be available to Local Governments to ensure ease of budgeting and financial accessibility. All training is GST exempt.

The following provides information on WALGA's current *Elected Member Learning and Development Pathway* (see diagram below)

WALGA's Stage 1 encompasses five units that contain all of the skills and knowledge criteria outlined in the Department of Local Government, Sport and Cultural Industries' (DLGSC) proposed Universal Council Member training.



Understanding Local Government

Understanding Local Government is an online introductory course designed to provide newly Elected Members with relevant information that will assist them in their transition from private citizen to Councillor.

Conflicts of Interest

Conflicts of Interest is an online course designed to provide Elected Members with an understanding of financial, indirect-financial, proximity and impartiality interest, disclosure of interests at meetings and the association between gifts and conflicts of interest.

Serving on Council

Serving on Council is designed to give Elected Members the confidence to perform their role on Council. The course provides an overview of the roles and responsibilities of Elected Members, the Local Government environment and Council's strategic community leadership role and the obligations for Elected Member behaviours and communications, particularly when dealing with social media.

Understanding Financial Reports and Budgets

Understanding Financial Reports and Budgets uses existing legislation as its basis to explore the way in which Local Governments are required to plan for the future, develop an annual budget and monitor, review and interpret financial reports.

Meeting Procedures and Debating

Meeting Procedures and Debating is specifically designed for both experienced and newly Elected Members who wish to enhance their meeting skills. Concentrating on knowledge of meeting procedures and high level debating techniques, this course is a practical toolkit for those who attend Council and committee meetings as Members or Presiding Members.

FINANCIAL & BUDGET IMPLICATIONS:

WALGA Training Services has compiled the following indicative cost options:

Face to Face Cost + eLearning

3 face to face courses and 2 eLearning	\$2,390 per Elected member
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Individual eLearning Cost

All 5 courses by eLearning	\$975 per Elected member
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Face-to-Face Delivery (Onsite at Council Premises, can be carried out with groups of Councils) up to 16 participants per course

Serving on Council (2 days)	\$7,900
Understanding Financial Reports and Budgets (1 day)	\$4,000
Meeting Procedure and Debating (1 day)	\$4,000

Local Government eLearning Subscription

Access all 5 eLearning courses at any time within the 12-month subscription period for all Elected Members of the subscribing Local Government. Courses can be uploaded and accessed directly through the Local Government's Intranet Elected Member Portal, price to this Council will be as per below as is based on the Salaries and Administrative Tribunal Band, which for this Council is Band 3.

Number of Courses	Cost
1	\$1,750
2	\$2,750
3	\$3,500
4	\$4,500
5	\$6,000

For more than five courses a customized quote from WALGA will need to be obtained.

COMMENT:

Until the 2019 election result is known it is difficult to determine a cost and furthermore difficult to determine the individual's choice of training, they wish to undertake

For the 2019 election this Council will have four vacancies. If the four vacancies are filled by new members then the worst case scenario for training costs to be incurred, using the face to face option, will be \$9,560 plus travel and accommodation.

For the preparation of the 2019/20 budget, a provision of \$16,000 is recommended and consists of the following:

• Course cost	\$ 9,560
• Flights (cheaper than vehicle travel costs)	
4 flights to three face to face meetings @ \$500/flight	\$ 6,000
	\$15,560
Budget rounding to	\$16,000

If the person does not wish to fly to Perth, then the average cost per member for the payment of travel per kilometre using the current 94.3 cents/km as set by the Salaries Administrative Tribunal will be:

Northampton based	930km	\$ 877
Kalbarri based	1,140km	\$1,075

Accommodation for two nights at \$400/night, which includes hotel and meals will be a further \$800.

All new members should be encouraged to fly to the courses if that can be achieved as it depends on the timing of the courses in relation to flight times.

Obviously if there are fewer than four newly elected members the cost is reduced.

At a recent informal meeting with the Minister for Local Government, there was an indication that other training providers, such as TAFE, private companies, will be given the opportunity to also provide the required training. No details on the other providers has been received to date.

STATUTORY IMPLICATIONS:

State: Local Government Amendment Bill 2019

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.8

That Council list a provision of \$16,000 within the 2019/20 Budget for mandatory training of newly elected members.

7.5.9 LYNTON CONVICT STATION – STRUCTURAL ENGINEER REPORT

LOCATION:	Reserve 43137 – Port Gregory Road
FILE REFERENCE:	11.3.4
CORRESPONDENT:	Blacktop Consulting Engineers
DATE OF REPORT:	11 June 2019
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Copy of Engineers advice

SUMMARY:

Report on structural integrity of walls at old Jail and suggestion for annual inspections.

BACKGROUND:

In the 2018/19 Budget, Council made provision for the engagement of a heritage architect to provide a scope of works for the old jail ruins stabilisation which occurred.

The next phase in this project is now to engage a building contractor to undertake recommended works.

An experienced stone mason in heritage buildings has perused the scope of works and undertook an onsite inspection with the CEO on Wednesday 13 March 2019. His estimation for the works is \$12,630. The works involve the sealing of all walls that no longer have mortar seal which is allowing water to penetrate into the walls causing mortar to erode from the stonework. A provision of \$13,000 has been included within the draft 2019/20 budget.

Within the heritage architects report he mentioned the use of bracing to hold the walls and prevent them from collapsing. This was discussed with the above contractor who advised that before any such works should occur or in fact be undertaken by any contractor, that a structural engineer should inspect the ruins and provide a report for recommended works and processes.

On this advice the CEO engaged the services of Blacktop Consulting Engineers and jointly visited the site on the 2 May 2019. The engineers report is at Appendices 1.

COMMENT:

The main conclusion in the report from the structural engineer is that based on their calculations it indicates that the unsupported 2m section of the south end of the lockup spine wall which extends further than the buttress, has sufficient width to remain stable under wind loading without installing additional propping.

Blacktop also make the following recommendations:

1. the filling of all wall tops with mortar to prevent water penetration into the wall structure (as per above this is listed in the draft 2019/20 Budget).
2. If possible, the lock up spine wall should be reconstructed as per Griffiths Architects report.
3. That Council on an annual basis engage a structural engineer to inspect the spine wall and confirm the lockup spine wall condition and ongoing integrity

With recommendation 3, Blacktop Consulting Engineers have provided an estimate of \$600 per annum to undertake the inspection.

With the inspection it reduces the liability risk to Council should either wall fail causing injury to the public.

FINANCIAL & BUDGET IMPLICATIONS:

No implications for the current financial year, however Council will need to make provision for costs in the 2019/20 year for the annual inspections as recommended.

STATUTORY IMPLICATIONS:

State: State Heritage Act – being a Council owned asset the Council has a legal responsibility to maintain the ruins as per the requirements of the Heritage Act.

STRATEGIC IMPLICATIONS:

Local: Shire of Northampton Community Strategic Plan 2016-2026

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.9

That Council note the Structural Engineer's report and make provision within the 2019/20 budget and future budgets for ongoing inspections by a qualified structural engineer.

APPENDICES 1 – Structural Engineer Report



complete and is now reasonably durable. The main structure has fared less well, with the front face or south, almost gone and the first two cells barely discernible. The fronts of the cells have fallen down and the west side of the corridor has partially collapsed. Some cell timber window frames and iron bars remain in place, while others are missing altogether. Much of the debris from collapse has fallen into the building.

Findings of site inspection - Central spine wall

The central spine wall of the lockup building and exercise yard is shown in Figure 4 & 5 provided in Appendix A. The south end of the spine wall is supported by an adjacent eastern wall which serves as a large buttress. The spine wall is approximately 5.3m high above building floor level. The unsupported end section of the wall extends 2m further than the buttress. The exposed and eroded end of the spine wall seems quite sound with random rubble limestone and lime mortar about 480 mm in thickness holding fast in the end of the wall. The top and end of the spine wall is not sealed or protected. The debris within the building makes the condition of the bottom of the spine wall difficult to assess.

Calculations

The stability of the south end of the lockup spine wall has been checked in accordance with the current Australian Design Standards AS/NZS1170.0:2002 Structural design actions, AS/NZS1170.1:2002 Structural design actions, AS/NZS1170.2:2011 Structural design actions Part 2: Wind Actions & AS3700-2001 Masonry structures for the following wind loading requirements:

1. Region B – Port Gregory. The Terrain Category at the site has been taken as 2. Importance level 2. Ultimate wind speed 57m/s (205km/hr).
2. The annual probability of exceedance of the wind event has been calculated as 1:500.
3. The design life of the structure has been taken as 50 years.

Results

- * Calculations indicate that the unsupported 2m section of the south end of the lockup spine wall which extends further than the buttress has sufficient width to remain stable under wind loading without installing additional propping.

Conclusions & Recommendations

Whilst the unsupported 2m section of the south end of the lockup spine wall has been found to be adequate to resist wind loading in its current condition BCE make the following recommendations to ensure the ongoing stability of the wall:

1. As recommended by Griffiths Architects all cavities in walls need to be filled and while the place has no roof, tops of walls sealed with to prevent moisture ingress into the walls. At the time that this work is completed the exposed end of the lockup spine wall should be tested to ensure that rubble limestone and lime mortar remains fast and will not dislodge easily.
2. If the conservation works proposed by Griffiths Architects occur and the fallen debris at the base of the lockup spine wall is sorted for re-use, when the wall bottoms can be inspected BCE should be requested to inspect and confirm the integrity of the base of the lockup walls.
3. If possible the lockup spine wall should be reconstructed with the part conserved wall raking back at about 45 degrees in an irregular form as recommended by Griffiths Architects.

3

4. BCE recommend the Northampton Shire engage a Structural Engineer to complete an annual inspection of the spine wall and confirm the lockup spine wall condition and ongoing structural integrity. BCE would be pleased to assist with this task if requested.

Trusting that this meets with your requirements, should you have any further queries, please do not hesitate to contact the undersigned on (08) 9964 5459.

Yours faithfully



Lester Smith
Engineering Manager
Attach: Appendix A

4

Appendix A: Photographs.



Figure 1: Site plaque.



Figure 2: Convict hiring depot building.

5



Figure 3: Typical hiring depot cell.

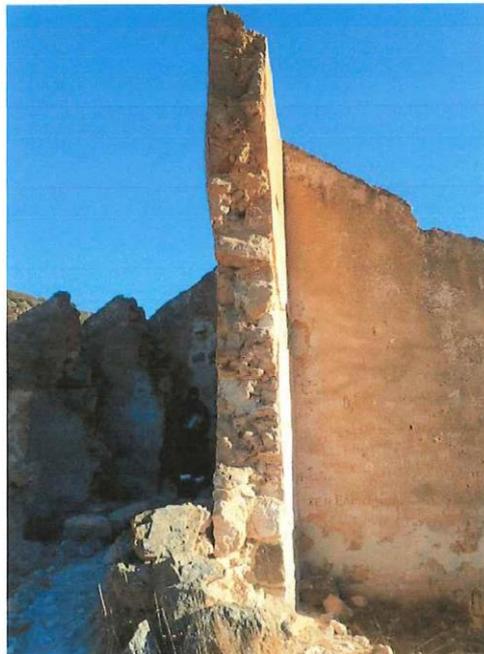


Figure 4: Convict hiring depot building spine wall.

6



Figure 5: Convict hiring depot building spine wall.

7.5.10 REQUEST FOR FINANCIAL ASSISTANCE

LOCATION:	Hampton Road, Northampton
FILE REFERENCE:	2.1.4
CORRESPONDENT:	Northampton Creative Arts & Crafts
DATE OF REPORT:	12 June 2019
REPORTING OFFICER:	Garry Keeffe
APPENDICES:	1. Copy of Correspondence

SUMMARY:

Council to consider a request to assist with funding to cover electricity costs.

BACKGROUND:

A request has been received from the above correspondent requesting Council to consider covering the costs, or part thereof, of their electricity costs incurred in the premises they currently occupy.

The group cite the high increases in electricity charges, and they have limited funds to cover these costs.

They also claim that without financial assistance the group may need to fold.

COMMENT:

The first issue is that the premises that the group occupy are not owned or controlled by the Council and are privately owned, therefore there is an issue with Council expending funds on property not under the control or management of the council.

The second issue is that all other similar groups are responsible for utility costs (with the exception in some cases water costs) and to provide one group with a subsidy will set a precedent for other similar groups to also apply.

The group did not provide the costs that they are currently incurring for electricity consumption and this is being sought.

FINANCIAL & BUDGET IMPLICATIONS:

If a contribution is made, then a provision is to be made within annual budgets.

STATUTORY IMPLICATIONS:

State: Local Government Act 1995

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.5.10

For Council determination.

**SHIRE OF
NORTHAMPTON**

Late Items

21st June 2019

LATE ITEMS

WORKS & ENGINEERING REPORT CONTENTS

7.1.2	HORROCKS INFORMATION BOARD SHELTER CONCRETE SURFACE AND DUAL USE PATHWAY	5
7.1.3	SHIRE OF NORTHAMPTON PLANT FLEET REPLACEMENT OF UTILITY – 2019/2020 BUDGET	8

LATE ITEMS

7.1.2	HORROCKS – INFORMATION BOARD SHELTER CONCRETE SURFACE AND DUAL USE PATHWAY	
	REPORTING OFFICER:	Neil Broadhurst - MWTS
	DATE OF REPORT:	19th June 2019
	APPENDICES:	1. Shelter and Dual Use Pathway plan.

BACKGROUND:

The Horrocks Community Centre Committee have undertaken works to install a shelter with an associated information board at the intersection of Glance Street and the Boat Ramp/Community kitchen intersection. The location was selected in association with assistance from Council management and the excavation of the grass undertaken by the Shire of Northampton maintenance plant and personnel. The intent now with the shelter being installed is to pave the area underneath the shelter to prevent the regrowth of couch within this area to allow a clean and maintenance free area for users that shall visit the information board etc. The use of concrete has been selected as the preferred material as this will best suit and match the surrounding concrete dual use pathway in place. It was also suggested by management that at the time of preparing and pouring the concrete area surrounding the information shelter that consideration be given to install a relatively short length of concrete dual use pathway to the existing community kitchen to the immediate west of the new information shelter.

At the time of the Horrocks Community Centre Committee supplying the information shelter, no consideration was given regarding surfacing around the shelter as the location at that stage was not confirmed. Subsequently no form of paving or surface costing was budgeted by either the Horrocks Community Centre Committee or Shire of Northampton at the time for these works.

Discussion since the installation of the shelter at the preferred location has resolved that it would be beneficial for the long-term maintenance of the shelter that the area surrounding the shelter be surfaced immediately. In recognizing this the Horrocks Community Centre Committee have indicated they would pay for approximately 50% (up to a maximum of \$2,000.00) of the immediate area surrounding the information shelter area. The remainder has been requested to be paid for by the Shire of Northampton partly as recognition of the works to date undertaken by the Horrocks Community Centre Committee. Council management have met and discussed this arrangement onsite and concluded that if the pavement works are to be undertaken it would be logical at the same time to consider the installation of a relatively small length of dual use pathway from the information shelter area to the adjacent community kitchen.

Additional works required would be the small additional amount of boxed out area to allow for the installation of the dual use pathway and some smaller water reticulation modifications. This could be undertaken using Shire of Northampton plant and labour resources.

LATE ITEMS

FINANCIAL & BUDGET IMPLICATIONS:

The 2018/2019 Budget has no allocation of funds for these works

Total estimated cost for works and breakup of costs as per below. Estimated price only based on a generic rate of \$65.00 per square metre (m²) (\$65.00/m² plus GST based on previous works undertaken).

1. Area of shelter pavement – 75m² –50% (max \$2,000.00) - Horrocks Community Centre Committee/Shire of Northampton shared cost for the surface surrounding the installed information shelter.

Horrocks Community Centre Committee -	\$2,000.00
Shire of Northampton -	\$2,875.00
Total	\$4,875.00 plus GST.

2. Area of additional Dual Use Pathway – 45m² – Shire of Northampton total cost for the additional dual use pathway.

Shire of Northampton -	\$2,925.00
Total	\$2,925.00 plus GST.

Subsequently the estimated total funds required to undertake the works is \$7,800.00 (Plus GST). The breakup of payment to achieve this is \$2,000.00 from the Horrocks Community Centre Committee and \$5,800.00 from the Shire of Northampton.

Additional works to undertake additional boxing out of lawn area and preparation of the area for handover to the dual use pathway contractor would be undertaken with Councils own plant and labour resources.

COMMENT:

The installation of the information shelter is a project initiated by the Horrocks Community Centre Committee to provide further information about services within Horrocks and the general Shire of Northampton area. The committee costs to date for the shelter have totalled just over \$5,000.00 with limited assistance from the Shire of Northampton.

LATE ITEMS

The lack of inclusion for a suitable surface under the shelter was not considered at the time as alternative positions were still being considered. The location as selected and since installed is within the grassed park area of the Horrocks foreshore and if left as grass poses ongoing maintenance and access issues. The installation of a concrete surface offers arguably a final long-term solution for both the control of the grass in the area and long-term maintenance of the new shelter infrastructure. The option to consider the inclusion of a relatively small length of concrete dual use pathway to join access between the new shelter area and the community kitchens seem a logical approach to consider at this stage of the project.

Council Management recommends to Council that funds as per the shared arrangement to the estimated materials total of \$5,800.00 (excluding GST) (Shire of Northampton contribution) be included in the 2019/2020 budget as committed works to allow these works to be completed to include the area within the area of the new information shelter and the additional dual use pathway works to the Horrocks community kitchen.

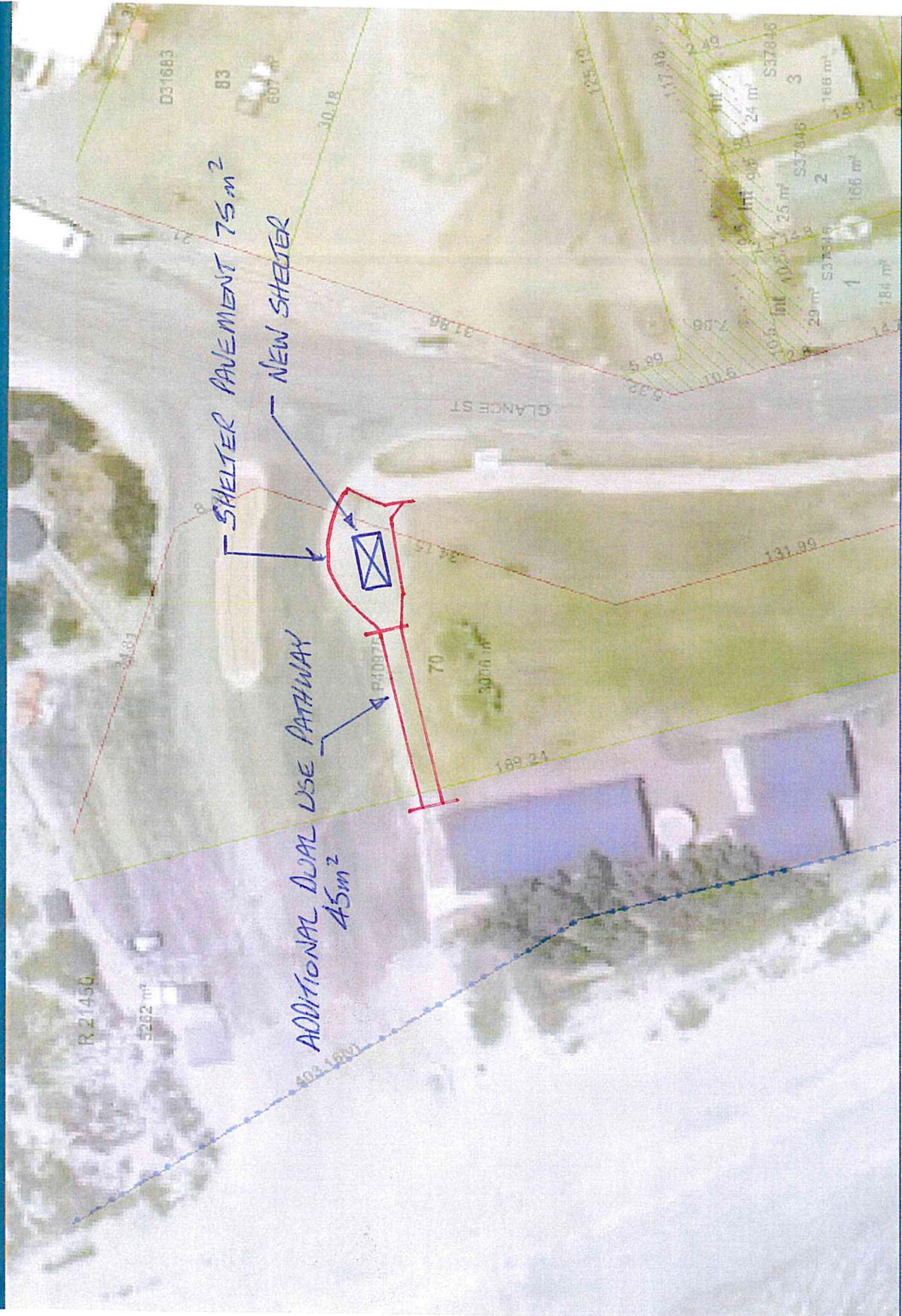
The committed funds by the Horrocks Community Centre Committee totalling \$2,000.00 (exc GST) has been committed verbally to the Shire of Northampton's Manager of Works and Technical Services.

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.1.2

1. That Council approve the recommendation to the shared cost of concrete surfacing within the area of the new Horrocks information shelter located on the Horrocks foreshore to an estimated total of \$2,875.00 (excluding GST). This being a cost sharing arrangement with the Horrocks Community Centre Committee. In addition, these works be approved as committed works within the 2019/2020 budget.
2. That Council approved the recommendation for the installation of approximately 18 linear metres of 2.4 metre (45m²) wide dual use pathway from the new Horrocks information shelter to the Horrocks community kitchen to an estimated total of \$2,925.00 (excluding GST). In addition, these works be approved as committed works within the 2019/2020 budget.



HORROCK'S FORESHOLE
SHELTER AND DUAL USE PATHWAY PLAN.

LATE ITEMS

7.1.3	SHIRE OF NORTHAMPTON PLANT FLEET REPLACEMENT OF UTILITY – 2019/2020 BUDGET	
	REPORTING OFFICER:	Neil Broadhurst - MWTS
	DATE OF REPORT:	20th June 2019
	APPENDICES:	1. Copy of vehicle repair/new quote/s.

BACKGROUND:

The Shire of Northampton's Northampton based Cleaner/Gardener's vehicle has experienced a catastrophic failure regarding the failure of his allocated vehicles oil pressure pump. The result has been an immediate stoppage of oil being circulated around the vehicles engine, turbo and overhead cam arrangement which has resulted in at least the engine and turbo arrangement immediately becoming ceased. The type of vehicle being a Ford Ranger apparently has some history with this occurring with little if any warning. The existing vehicle is a 2012 Ford Ranger 2-wheel drive utility with a steel painted tray. (Plant Number P244 – NR9997 - approximately 165,000 kms.)

The existing vehicle in question is listed for replacement within Council's draft 2019/2020 budget as per the Shire of Northampton's Plant and Equipment Corporate Business Plan. (New \$41,000, trade \$2,000 changeover \$39,000 exc. GST)

The vehicle has been taken to Geraldton Auto Wholesalers who have forwarded a used vehicle appraisal form that would include the price of the vehicle after which a reconditioned second hand motor had been installed, a quote for the engine replacement with a second hand reconditioned motor and a new vehicle price that would replace the vehicle with a new vehicle of the same specification as per the existing including the transfer of the existing crane from the existing utility. Delivery date for the new vehicle would be as advised 2-3 weeks.

While initially taken to Geraldton Auto Wholesalers for the appraisal of mechanical repairs the Shire of Northampton has for the past 2 to 3 years engaged Geraldton Auto Wholesalers through approved quoting arrangement/s for the supply of new vehicles for our general utility fleet, hence the majority of the utility fleet are vehicles provided by this supplier being ISUZU Dmax model vehicles. It was preempted by the Shire of Northampton's mechanic that considering the age of the existing vehicle and the potential works required that repair works may possibly be greater than the value of the trade vehicle and hence a new vehicle price could be presented as an option for the vehicle replacement. This effectively has been the outcome and Council are requested to consider the option of the vehicle replacement with a new vehicle and not carry out repair works. The existing vehicle in its currently condition as per advice has some car wrecker value or private sale as spare parts only. The vehicle has remained licensed at this stage.

LATE ITEMS

FINANCIAL & BUDGET IMPLICATIONS:

The 2018/2019 Budget has no allocation of funds for these works.

The vehicle is listed for replacement with Councils 2019/2020 draft budget and it is recommended by Management that Council approve the purchase of a new utility fleet vehicle as committed works within the 2019/2020 budget.

A quote has been requested from Geraldton Auto Wholesalers who have provided Isuzu Dmax models to the Shire of Northampton over the last 2 or 3 years. In order to receive the new vehicle in as shorter time as possible Council are requested to approve the purchase of the vehicle as per the attached quote with a price from the one supplier only.

Quote received as per the following;

Geraldton Auto Wholesalers
Supply One new current model Isuzu Dmax High Ride single cab 4x2 Auto.
(3.0L-4cyl/130Kw/76ls/5Star/5yr130K/15km-12mth/Oct)
No trade
Total quote based on supply of new vehicle only - \$28,295.45 (exc GST)

Funds available as per draft Budget 2019/2020 - \$39,000.00

The existing utility to be sold as is, as an unregistered vehicle within the Chief Executive delegated authority for Disposal of Surplus Equipment, Materials, Tools (Delegation number – W04)

COMMENT:

That Council accepts the quote as received from Geraldton Auto Wholesalers for the purchase of 1 x Isuzu Dmax High Ride single cab 4x2 Automatic without trade.

Management recommend the purchase of the vehicle to aid in the immediate delivery of the vehicle. The changeover cost is within the draft Budget 2019/2020 plant budget. The decision to purchase the vehicle based on one quote is approved given the previous purchase of Isuzu Dmax model vehicles from the same supplier over the last 2-3 years. The delivery date of 2-3 weeks offers minimum disruption to Councils day to day operation and management of the current vehicle fleet.

LATE ITEMS

VOTING REQUIREMENT:

Simple Majority Required:

OFFICER RECOMMENDATION – ITEM 7.1.3

1. That Council accepts the quote from Geraldton Auto Wholesalers for the supply of one Isuzu Dmax Hi Ride single cab 4x2. No trade. Total price to Council \$28,295.45 exc GST.

Neil Broadhurst

From: Shane Casselton <shane@autowholesalers.com.au>
Sent: Thursday, June 20, 2019 11:03 AM
To: Neil Broadhurst
Subject: ISUZU DMAX QUOTE/ENGINE QUOTE
Attachments: SHIRE NORTH DMAX QUOTE 2478.pdf; SHIRE NORTHAMPTON ENGINE QUOTE.pdf; CCF20019_0000.pdf

Hi Neil,

As discussed yesterday please find attached a quote on engine replacement for the 2012 Ford Ranger NR9997 . The engine we have located has only 11000km's. Quote on new Isuzu DMAX SX High Ride 4x2 Auto with options and trade in of 2012 Ford Ranger (in running condition) also attached. Please contact me anytime if you have any questions.

Kind Regards,

Shane Casselton
DEALER PRINCIPAL

GERALDTON AUTO WHOLESALERS
ISUZU
UTE

GO YOUR OWN WAY



70 Flores Rd, Webberton, WA 6530
Ph: 08 9964 2323 | Mob: 0488 190 233 | Fax: 08 9964 2434
shane@autowholesalers.com.au
www.autowholesalers.com.au | [Map](#)

ITEM No:	DATE
7.1.3	21/6

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GO YOUR OWN WAY

Geraldton Auto Sales Pty Ltd T/As

Geraldton Auto Wholesalers

ABN: 87 165 104 870 ACN: 165 104 870

70 Flores Road, Geraldton WA, 6530
Ph: 08 9964 2323 Fax: 08 9964 2434

www.autowholesalers.com.au
Email: service@autowholesalers.com.au
MD24270 MRB5567 AU37451

WORKSHEET	Debtor Code NORTHS	Rego NR9997	Build MMY \ Make \ Carline 0912 \ FORD \ RANGER	Model Code	Body Type CAB CHASSIS	Colour WHITE
A 67389	Mr SHIRE NORTHAMPTON			First Rego Date	Order No.	SIDO
Create Date 19-JUN-19				VIN MPACMAE80CW138781	Engine #	Chassis W138781
Close Date				Contract Expiry 0 Kms	Contract Provider	Contract #
Service Advisor DALE (7)	Franchise # 2	Kilometres 165037	Quoted Price	Warranty Expiry 0 Kms	Selling Dealer	Time In
Terms 30 days from end of month	ABN	Mobile Phone	Work Phone	Home Phone	Email	Time Req.

Type	Detail	Hours	Amount
1	RJ CHECK AND ATTEND TO MOTOR LOCKED UP SUSPECT OIL PUMP FAILURE INSPECTED ENGINE FOR DAMAGE FOUND CRANK HAS SEIZED ON BIG ENDS TURBO HAS SEIZED DUE TO LACK OF OIL. RECOMMEND ENGINE REPLACEMENT.		
	2ND HAD ENGINE WITH 11,000KS		\$7995.00
	LABOUR TO REMOVE AND FIT REPLACEMENT ENGINE		\$1300.00
	OIL AND FILTER		\$135.00
	COOLANT \$48.00		
	FREIGHT		\$200.00
	TOTAL ESTIMATE OF REPAIR		\$9678.00

ITEM No: 7.1.3	DATE 21/6
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Our goods come with guarantees that cannot be excluded under the Australian Consumer Law. You are entitled to a replacement or refund for a major failure and for compensation for any other reasonably foreseeable loss or damage. You are also entitled to have the goods repaired or replaced if the goods fail to be of acceptable quality and the failure does not amount to a major failure.

I authorise the abovementioned repairs to be executed as soon as possible. I agree to pay the necessary charges upon completion of the repairs. Should any further repairs be necessary, please phone me prior to commencement of the repairs for permission to proceed.

Signature: _____ Date: _____



Used Vehicle Appraisal Form

Date: 20/6/19 8/0990

Appraiser: SHANE

Salesperson:

CUSTOMER DETAILS

Owner's Name: SHANE OF NORTHMAN

Address:

P/Code:

Phone:

Mobile:

Email:

VEHICLE INFORMATION

Make: FORD Model: RANGER XL

Body Type: CAD/CASS Colour: WAR

Manual 4 5 6 speed Auto 3 / 4 / 5 / 6 / 7 / 8 speed

Engine litres: 2.2L DIESEL Petrol / Diesel / LPG / Dual

Registration Number: NR 9997

VIN #:

Comp Plate: 09/2012 Build Date:

Registration Due Date: Odometer: 165057

Year First Registered:

Engine Number: ?

Cylinders 3 4 5 6 8 Spare Key - Yes No

One Owner? Yes No

Service History? Yes No

Books? Yes No

2WD / 4WD Air bag quantity:

Sunroof: Yes No Alloy Wheels: Yes No

Towbar: Yes No Spotlights: Yes No

Turbo: Yes No Bar Work: Yes No

Other Extras:
STEER RAMP, TOW BAR

VEHICLE INFORMATION

1. Has the vehicle been subject to an insurance claim or panel damage whilst in my possession?

Yes No If yes, please give details below

a.

b.

c.

2. Has the vehicle been damaged by hail storm? If yes, please give damage repair cost.

Yes \$ No

3. Is this vehicle on the total loss/write off register?

Yes No

4. Is this vehicle currently under finance emcumbance?

Yes No

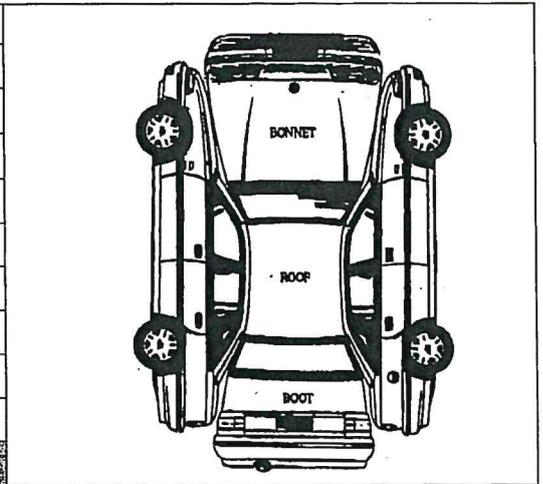
I declare that the information stated above is true and correct and that I am the legal owner of this vehicle.

This valuation expires _____ days from the date on this form and is only effective if vehicle is in same condition as when valued.

ITEM No: 7.1.3 DATE: 21/6

Client Signature _____ Date _____

RECONDITIONING COSTS			
	\$	Other	\$
Rego			
Tyres	\$ <u>200</u>	<u>2x FROST</u>	\$
Clean	\$		\$
Interior	\$ <u>170</u>	<u>DISSSETS</u>	\$
Panel & Paint	\$ <u>500</u>	<u>REAS TRAY</u>	\$
Mechanical	\$ <u>400</u>	<u>REAS FRONT BUMPER</u>	\$
Transmission	\$	<u>P ROOF</u>	\$
Engine	\$ <u>400</u>	<u>DETAIL</u>	\$
Brakes	\$ <u>350</u>	<u>REAS SPARKS</u>	\$
Electrical	\$		\$



VALUATION PRICE:	\$	
LESS RECON AMOUNT	\$ <u>2000</u>	
FINAL VALUATION	\$ <u>6500</u>	
Appraiser's Signature:		Appraiser's Signature upon Delivery:



Geraldton Auto Sales Pty Ltd T/As
Geraldton Auto Wholesalers

ABN: 87 165 104 870 ACN: 165 104 870
 EFT Payments: BSB 066 512; A/C 1058 3311
 Please send remittance advice to
 info@autowholesalers.com.au
 MRB5567 AU37451

70 Flores Road
 Geraldton
 WA, 6530
 Ph: 08 9964 2323
 Fax: 08 9964 2434
 DL MD24270

QUOTE

Quote No.: Q-2478	Date Issued: 20-JUN-19	Salesman: Shane Casselton
Order Number:		Preferred Delivery Date:

CUSTOMER(S)		
Name	SHIRE OF NORTHAMPTON	
Address	PO BOX 61 NORTHAMPTON WA 6535	
Phone (H)		Fax
Phone (W)	99341202	ACN
Mobile	0427341203	ABN
Licence No		DOB
Email	finance@northampton.wa.gov.au	

VEHICLE SPECIFICATIONS	
Model Description	DMAX SX SINGLE CAB 4X2 AUTO MY19
Make / Carline	ISUZU / DMAX
Model Code	IOR9031
Stock Type	NEW
Colour / Trim	SPLASH WHITE / CLOTH
Transmission Type / Fuel Type	AUTOMATIC / DIESEL
Body Type / Engine Type	CAB CHASSIS / 3.0L TURBO DIES
Conditions	
*LICENCE IS APPROX.	
*	
TRADE IN VALUE IS SUBJECT TO VEHICLE BEING IN RUNNING/ROADWORTHY ORDER	

ITEM/No: 7.1.3	DATE 21/6
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VEHICLE PRICING	
RRP (inc GST)	31,990.00
TOW BAR C/C HIGH RIDE (Accessory) (inc GST)	1,050.00
WINDOW TINT DMAX (Accessory) (inc GST)	440.00
SUPAFIT SEAT COVERS FR ONLY (Accessory) (inc GST)	340.00
Dealer Delivery Fee (inc GST)	495.00
TRANSFER CRANE, TOOL BOX, AMBER LIGHT (inc GST)	660.00
TL ENG STEEL DROPSIDE TRAY WHITE (inc GST)	3,580.00
WEIGHBRIDGE AND INSPECTION (inc GST)	185.00
GENUINE UNDER BODY WATER TANK (inc GST)	290.00
less Discount (inc GST)	8,455.00
SUB-TOTAL (exc GST)	27,795.45
GST	2,779.55
PRICE BEFORE ON ROAD COSTS	30,575.00
Stamp Duty (calculated on 0.00)	0.00
Registration	500.00
PURCHASE PRICE	31,075.00

PRICING SUMMARY	
DMAX SX SINGLE CAB 4X2 AUTO MY19	\$31,075.00
BALANCE PAYABLE	\$31,075.00
Cash Payment	\$31,075.00

TOTAL COST \$ 28,295.45 (EXC GST)		
_____ Dealer Signature	_____ Customer Signature	_____ Date

FINANCE REPORT

LATE ITEMS

7.4.4	BUDGET SUBMISSIONS 2018/2019 & 2019/2020	2
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7.4.4 BUDGET SUBMISSIONS 2018/2019 & 2019/2020

FILE REFERENCE:	1.1.1
DATE OF REPORT:	20 June 2019
DISCLOSURE OF INTEREST:	Nil
REPORTING OFFICER:	Garry Keeffe/Grant Middleton
APPENDICES:	1. Detailed Budget Submissions

SUMMARY:

Council to consider budget submissions from groups or organisations for funding in the 2018/2019 and 2019/2020 Budget.

BACKGROUND:

The public advertising period for the lodgement of Budget submissions for projects to be considered was advertised in the Corporate Business Plan and Long Term financial Plan 2019/2020 review.

The submissions detailed below have been received and Council is requested to consider if these projects are to be declared as expenditure in the 2018/2019 budget or within the 2019/2020 Draft Budget for consideration. Details of the funding requests have been provided as an attachment to this agenda item.

It is requested that Council consider the following project for approval and declare as authorised expenditure.

1. Kalbarri Sport and Rec Centre - \$5,000

Staff had originally listed \$5,000 in the 2019/2020 Draft Building Maintenance Budget to the installation of safety balustrade along the limestone wall adjoining the Kalbarri tennis courts. However, upon further inspection and review staff would like to install the Balastrade as soon as possible.

Management comment – The risk of injury is now a significant concern for staff and Council is requested to approve the expenditure of funds. It is intended that the works will be funded from the underspend associated with several projects that have not been completed this financial year.

It is requested that Council consider the following projects for listing in the draft 2019/2020 budget.

2. Kalbarri Development Association - \$5,200

The KDA has requested funding totaling \$5,167.16 (exc GST) for the purchase of 5 x Kimberley 1.8 Free standing seats, 4 x Premier Bench 0.9 seats for the Kalbarri foreshore.

Management comment – The seats are part of the concept plan for the Foreshore.

3. Kalbarri Sport and Rec - \$5,000

The Kalbarri Sport and Rec Committee has requested a funding contribution totaling \$5,000 (exc GST) for the installation of synthetic grass around the half basketball court.

Management comment – The committee has committed to funding a large proportion of the cost to complete the works with the \$5,000 contribution being approximately 40% of the total associated costs.

4. Kalbarri Sport and Rec - \$1,000

The Kalbarri Sport and Rec committee has requested funding contribution totaling \$1,000 (exc GST) to install a concrete path and ramp to the front of the building. The path and ramp will make access much safer for visitors using mobility devices.

Management comment – The works are estimated at approximately \$3,000 with the committee contributing two thirds.

VOTING REQUIREMENT:

Officer Recommendation 1 = Absolute Majority Required.

Officer Recommendation 2 - 4 = Simple Majority Required.

OFFICER RECOMMENDATION – ITEM 7.4.4

- 1. That Council approve the replacement of the balustrade at the sport and Rec Facility at a cost of \$5,000 (GST exclusive) and this be declared authorised expenditure.**
- 2. That Council consider KDA's request of park bench seating at the Kalbarri foreshore for an amount of \$5,200 for inclusion within the draft 2019/20 Budget.**
- 3. That Council consider Kalbarri Sport and Rec's request for an amount of \$5,000 towards the installation of artificial turf surrounding the half basketball court for inclusion within the draft 2019/20 Budget**
- 4. That Council consider Kalbarri Sport and Rec's request for an amount of \$1,000 towards the installation of a path and ramp to the building entrance for inclusion within the draft 2019/20 Budget**

Attachments

Replas Quotation

Repeat Plastics WA trading as Replas WA
Unit 2, 44 Fortitude Blvd
Gnangara, WA 6077
ABN: 26416062182
Phone: 08 9249 2588
<https://www.replas.com.au>



Salesperson: Scott Herbert
Email: Scott.Herbert@replas.com.au

Quote Date: 21/05/2019
Quote Number: 21052019-02 SoN

Quote For:

Northampton Shire of
PO Box 61
Northampton WA 6535

Contact Details:

Phone: 9934 1202
Mobile: 04 2734 1202
Email: ceo@northampton.wa.gov.au

ATT: Garry Keeffe

Qty	Item #	Name	Price (ex GST)	Total
5	KS-1800FSGYBK	Seat Kimberley 1.8 Free Standing Grey with Black Supports	\$623.00	\$3,115.00
4	PRB-0900FS/3GYBK	Bench Premier 0.9m 3-Slat Free Standing Grey with Black Supports	\$423.20	\$1,692.80
1		Freight from Replas WA to the Shire of Northampton, Kalbarri Depot	\$359.38	\$359.38
For every 50 Kilograms of our product purchased, you have saved the Equivalent of 12,500 plastic bags that would have created 0.17 cubic meters of land fill.			Freight	
			Discount (%)	
			Sub Total	\$5,167.18
			GST	\$516.72
			Total	\$5,683.90

Terms and Conditions

1. Customers are expected to have read the 'Product Properties' and 'Ordering Process' documents that are on the website.
2. If quoted, freight prices are based on the customer having a forklift on the receiving end. These prices are subject to change.
3. Lead times may vary based on order quantity, stock levels and modifications to product.
4. Quote is valid for 30 days unless otherwise agreed in writing
5. Payment for goods is expected prior to goods being released from our warehouse.
6. All furniture and signage is delivered pre-drilled, but disassembled and flat packed (excluding metal/plastic seats)
7. If installation is included, it is expected that customers have read the 'Installation – Terms and Conditions' on the website.
8. Please see the website or ask your Replas customer service representative if you require any further information.

I have read and understood this quotation together with the above terms and conditions of sale. I agree and accept that all products remain the property of Replas until paid in full. I would like to go forward with the outlined quotation.

Name:

Signature:

Date:

18/06/2019
Kalbarri Sport and Rec
Po Box 247
Kalbarri WA 6536

NORTHAMPTON SHIRE COUNCIL				
File:				
20 JUN 2019				
Admin	Eng	Hlth Bldg	Town Plan	Rang

Dear Gary,

Re: Kalbarri Sport and Rec Budget Submissions.

This budget submission was sent to your office by our Secretary two months ago but it appears not to have been received. We tried to resend the submission numerous times over the past week in different formats only to have it bounce back due to the content being recognised as scam. We are now submitting it as a hard copy and have delivered it to the Kalbarri Shire Office today.

Please let us know if you need any more information.

Regards Andrew Lawson

(on behalf of Kalbarri Sport and Rec)

Kalbarri Sport and Rec
Po Box 247
Kalbarri WA 6536

18/6/19

Chief Executive Officer,

The Kalbarri Sport and Recreation Association raised funds and completed the initial stage of the half basketball court at the KSR facility.

The KSR committee is seeking financial assistance from the Northampton Shire, to ensure safe, effective fencing around the Basketball Court, synthetic grass surrounding the court and a concrete path and ramp to the KSR building.

Currently the KSR committee has spent approximately \$13,000 on construction of the basketball court (not including an estimated \$5,000 of volunteer labour) and requests \$5,000 in financial assistance from the Northampton Shire to complete the project.

Please see attached quote – Basketball Court Surrounds Synthetic Turf Quote

Additionally, the KSR committee requests \$1000 in financial assistance to complete the entrance to the KSR building via construction of a concrete entrance and ramp.

Please see attached quote – Basketball Court Surrounds and Entrance Quote

I have also attached the sketches, plans and photographs for the proposed work, if any further information is required, don't hesitate to contact me.

This half size basketball court is set up for free and open access to the public, and provides an outlet for youth within the Kalbarri Community to socialise and engage in positive physical exercise.

It is our aim to provide these facilities to work in conjunction with the Kalbarri Skate Park to help reduce the instance of Kalbarri Youth becoming involved with crime and anti-social behaviour, and ensure local residents and visitors to Kalbarri engage in healthy physical and social activities.

We look forward to meeting with the Northampton Shire Counsellors on site to present our proposal, and to engage with the Counsel to continue to develop, promote and achieve the aims of the Northampton Shire.

Thank you for your consideration in this matter.

Regards,

Courtney Raebel
Secretary
Kalbarri Sports and Recreation Committee

Proposal Artificial Grass and Fence Surrounding
½ Basketball Court

The Half basketball court was constructed entirely out of Sport and Rec funds and labour. It has been very well used and a popular addition to the sporting complex.

To surround the court with either real or synthetic grass and fence was always the recommended plan but left due to budget constraint.

The idea of the artificial grass is:

- (A) to provide a safer run off area around the court
- (B) Minimise sand entering the court surface which can cause slippage and prematurely wears the court surface.
- (C) Dramatically improves the aesthetics of the area.

The idea of the fence is to

- (A) Help keep the ball in the play area and out of the carpark
- (B) Keep cars off the play area

We have been advised on the installation techniques by staff at West Coast Synthetic Surfaces (who constructed the multi courts).

It will result in a surface that will be flush with the existing court. It will sit on 100mm of compacted cracker dust so no weeds. The grass will be glued at the inner and outer perimeter to a 100mm x 100mm concreted footings. This will provide longer term fixation than pegs and be nearly impossible to steal.

The grass is Australian made and carry's a 15-year warrantee.

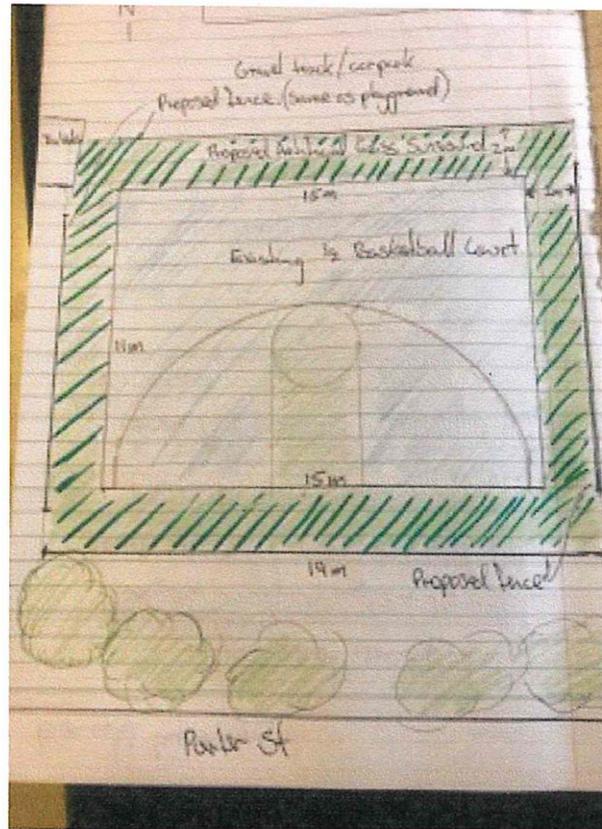
The total cost for the job is \$12453 (please see attached quotes)

The contribution we seek from the Shire is \$5000.

If any further information is required, please contact Andrew Lawson 99371111

Budget Submission 2019 – 2020
Shire of Northampton
Half Court & Artificial Grass

12 m cubic meters Crackadust @ \$40 ea	=	\$480
3 hr bobcat @ \$120 ea	=	\$ 360
Screed, trench, concrete, and lay turf	=	\$2453
Grass – Aust	=	\$4950
Fence	=	\$4000
Contact and Glue – 3 x 4 Litre	=	\$210
		<hr/>
		\$12453





simple.life.projects

19 March 2019

Kalbarri Sport & Recreation Assn.

Att: Andy Lawson

Re: Sundry Works to Carpark / Basketball Half Court

We are pleased to submit a quotation for the following works:

Infill Concrete Path adjacent Playground (approx. 30m²)

- Remove grass and soil from area between playground wall, carpark bitumen, and existing concrete path
- Formwork for small ramp transition at corner of playground to match existing levels
- Supply, pour and finish concrete to match existing
 - **\$2,590 + GST**

Turf Surrounds to Basketball Half-Court

- Screed cracker-dust (supplied by others) to levels & compact
- Excavate for inner & outer perimeter footing
- Mix excavated cracker-dust and cement to batch concrete
- Pour concrete perimeter footings
- Lay fake turf with adhesive hold-down
 - **\$2,230 + GST**

We hope this meets with your requirements however please don't hesitate to call me should you have any queries.

Yours sincerely,

Phil Crogan

PO Box 147 Kalbarri WA 6536 t: 0418 933 721 e: projects@simplelife.net.au



8 March 2019

Quotation No 19134 – Kalbarri Rec Centre

Thank you for the opportunity to provide a quotation for supplying synthetic grass.

Brief business history

West Coast Synthetic Surfaces (WCSS) specialises in acrylic surfacing of hard courts, cushioned surfaces and synthetic turf surfacing of tennis, netball, basketball, volleyball and multi-sport courts, cricket wickets and recreational areas. We have extensive experience in design, construction, installation and maintenance, which includes earthworks, fencing, sports equipment and lighting.

For over 18 years, we have been servicing local governments, schools, sports associations and clubs and private homes. All our products used are 100% Australian made and supported with warranties with the assurance that installation is completed by highly qualified installers.

We are also the preferred supplier for the WA Local Government Association (WALGA) and proud members of the Sports & Play Industry Association.

We trust this quotation meets your requirements and please contact me on 0419 944 341 if you require any further information.

Kind regards,



Mark Tucker
Managing Director

Methodology and price

Scope of works

<p>Supply synthetic grass</p> <ul style="list-style-type: none"> Supply and deliver 35mm Synlawn classic synthetic grass to Kalbarri Grass only as per drawing. Option 1 	<p>\$4,500 + GST</p>
<p>Supply synthetic grass</p> <ul style="list-style-type: none"> Supply and deliver 35mm Synlawn classic synthetic grass to Kalbarri Grass only as per drawing. Option 2 	<p>\$5,700 + GST</p>

Acceptance of quote

To accept this quotation, please return a signed and dated copy via email to westcoastss@bigpond.com

I have read and understood the terms and conditions from West Coast Synthetic Surfaces and accept the quotation.

Signed: _____ Date: _____

Print name: _____

20/04/2019
Kalbarri Sport and Rec
Po Box 247
Kalbarri WA 6536

Dear Northampton CEO,
Proposed Concrete and ramp near Western Entrance to Sport and Rec Building

Formerly reticulated grass, this area has not had retic on it for years and is now mainly dirt. Rather than fix the retic and reurf it has been decided to concrete this high traffic area. It is the main entrance for many groups including the Seniors, some of whom use “wheelie walkers” and one uses a wheelchair.

This will not only provide a safer entrance but a cleaner building as dirt is currently transferred into the nearby entrance.

Phil Crogan has supplied a quote of \$2590 + GST. We request \$1000 to assist in the job.

Please contact me if you have any further queries.

Regards,
Andrew Lawson

